



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

November 18, 2019, 8:00 pm

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

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1. Opening of the meeting	
2. Adoption of the agenda	
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5. Petitions / Correspondence	
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6. Notice of Motion	
6.1 <b>Notice of motion presented by Mayor Guy Desjardins and seconded by Councillor Christian Simard in regard to single use water bottles</b>	
WHEREAS single use plastics are significant items of unnecessary waste that damage our environment; and	
BE IT RESOLVED THAT Council encourages a voluntary ban of single-use water bottles at all municipal facilities where potable water is available; and	
BE IT FURTHER RESOLVED THAT the administration in consultation with the Environmental Advisory Committee be mandated to develop a program to phase out the use of bottled water at all municipal facilities and to develop an awareness campaign about the positive benefits and quality of municipal water supplies.	

**7. 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.

**8. Report from the United Counties of Prescott and Russell**

**9. Committee/Staff Reports**

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**10. Other items**

**11. Adjournment**



CORPORATION DE LA CITÉ DE  
CLARENCE-ROCKLAND  
COMITÉ PLÉNIER

le 18 novembre 2019, 20 h 00

Salle du Conseil

415 rue Lemay Street, Clarence Creek, Ont.

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Pages

1. Ouverture de la réunion
2. Adoption de l'ordre du jour
3. Déclarations d'intérêts pécuniaires 5
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5. Pétitions / Correspondance
- 5.1 Demande d'exemption de frais - Joanne Butler 27
6. Avis de motion
- 6.1 **Avis de motion présenté par le maire Guy Desjardins et appuyé par le conseiller Christian Simard concernant l'utilisation des bouteilles d'eau à usage unique**

ATTENDU QUE les plastiques à usage unique sont des déchets non négligeables qui nuisent à notre environnement; et

QU'IL SOIT RÉSOLU QUE le conseil encourage l'interdiction volontaire des bouteilles d'eau à usage unique dans toutes les installations municipales où de l'eau potable est disponible; et

QU'IL SOIT ÉGALEMENT RÉSOLU QUE l'administration, en consultation avec le Comité consultatif sur l'environnement, soit mandatée d'élaborer un programme visant à éliminer progressivement l'utilisation de l'eau embouteillée dans toutes les installations municipales et de développer une campagne de sensibilisation aux avantages et à la qualité des approvisionnements en eau municipale.

## **7. 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.

## **8. Rapport des Comtés unis de Prescott et Russell**

## **9. Rapports des Comités/Services**

<b>9.1</b>	<b>Délégations à ROMA</b>	<b>29</b>
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<b>9.7</b>	<b>Service de la protection – rapports mensuels (septembre et octobre 2019)</b>	<b>91</b>

## **10. Autres items**

## **11. Ajournement**



# 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).



**SERVICES  
COMMUNAUTAIRES  
COMMUNITY SERVICES**  
PRESCOTT·RUSSELL



**SERVICES  
COMMUNAUTAIRES  
COMMUNITY SERVICES**

PRESCOTT·RUSSELL

# **INFORMATIONS CONCERNANT NOS PROGRAMMES**





# La mission des Services communautaires de Prescott et Russell

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Offrir des services de soutien communautaire aux individus et groupes résidant dans la région de Prescott et Russell qui ont besoin d'aide pour bien fonctionner ou pour leur permettre de demeurer au sein de leur communauté dans un environnement convenable.



## LA CLIENTÈLE

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Les services s'adressent aux personnes âgées de 55 ans et plus ou aux adultes ayant des besoins spéciaux, résidant sur le territoire de Prescott et Russell.



# NOS PROGRAMMES

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## **Dîners communautaires**

- Rassemblement
- Volet éducatif et récréatif
- Briser l'isolement
- Participer à des présentations
- Socialiser
- Se ressourcer
- Avoir un repas équilibré



# DÎNERS COMMUNAUTAIRES

Nous avons présentement un total de 16 dîners communautaires dans la région de Prescott et Russell

Collaboration de plusieurs municipalités



Municipalité de  
**RUSSELL**  
Township



# Statistiques dîners communautaires

Rockland: 167 clients / 802 présences

Bourget: 33 clients / 178 présences

Clarence Creek: 29 clients / 126 présences



# NOS PROGRAMMES

## Transport

- Médical

## Popotes roulantes

- Repas nutritifs et équilibrés livrés à domicile

## Services de jour

- Aider le participant à se réaliser et à maintenir son autonomie à Hawkesbury et Embrun
- À Clarence Creek adulte vivant avec la démence



# NOS PROGRAMMES

## Visites sociales et de sécurité/répit

- Offrir du soutien et un contact humain
- Briser l'isolement

## Interventions en situation de crise

- Offrir du soutien et de l'aiguillage



# NOS PROGRAMMES

## Services d'aide à la vie autonome

- Collaboration avec le Groupe Action
- Offrir un accès à des services de soutien personnel et d'aide ménager pour les clients de Hawkesbury et Vankleek Hill

## Service d'entretien

- Service de nettoyage et de travaux légers
- Service de courtage

## Service soins des pieds

- Cliniques communautaires ou à domicile





## NOS PROGRAMMES

### **Systeme d'assistance personnelle**

- Systeme en cas d'urgence
- Aviser le reseau immediat du besoin d'aide
- Coût: 200.00\$/ Avec bracelet 220.00\$
- Possibilité: Option au 911
- Coût: 400.00\$



# STATISTIQUES 2018-2019 RÉGION CLARENCE-ROCKLAND



clientèle

## Transport

323 clients

13,655

accompagnements

## Soins des pieds

45 clients

164 unités de services



clientèle

## Popote roulante

53 clients

2,672 repas

## Entretien ménager

16 clients



# STATISTIQUES 2018-2019 RÉGION CLARENCE-ROCKLAND



clientèle

## Visites amicales

6 clients

64 visites

## Programme de jour

10 clients



bénévoles

## Bénévoles

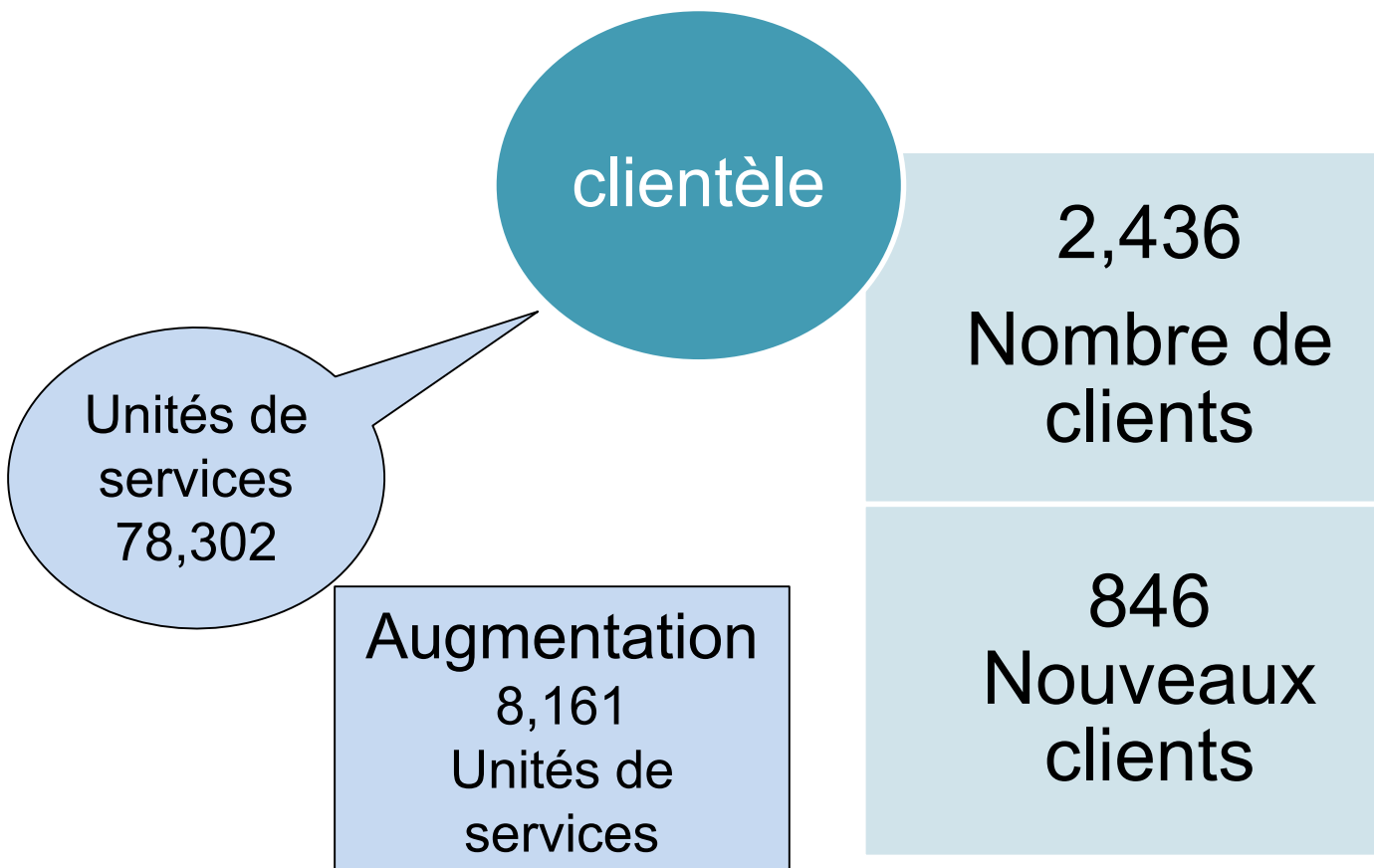
113

## Heures

16,144



# STATISTIQUES 2018-2019





# STATISTIQUES 2018-2019

bénévolat

420  
bénévoles

Augmentation  
4,704  
heures

53,750  
heures





# CAREDOVE



## SERVICES DE SOUTIEN COMMUNAUTAIRE RENOI ÉLECTRONIQUE

1

TROUVER

2

RÉSERVER

3

ENVOYER



Pour plus d'informations, visitez le site :  
[www.caredove.com/champlaincss](http://www.caredove.com/champlaincss)  
et devenir un référent dès aujourd'hui.

optimisé par  
caredove



# LE PERSONNEL

Soutien communautaire

Russell-Nord:

**Marc-André Lalonde**

Russell-Sud:

**Jessica Sauvé**

Prescott-Est:

**Ariane Belle-Isle**

**Isabelle Lalonde**

Prescott-Ouest:

**Mélanie Cloutier**

Soutien aux  
adultes et aînés  
vulnérables

**Sophie Ménard**

Services de jour

Hawkesbury:

**Janny Pilon**

Embrun:

**Lucie Davignon**

Clarence Creek:

**Véronique  
Simard**

Personnel de  
soutien et  
administratif

**Guyline  
Proulx**

**Julie  
Desrosiers**

**Marjolaine  
Borris**

**Sylvie Leclair**



# Coordonnées

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## **Coordonnateur des services de soutien communautaire**

Marc-André Lalonde

613-488-3203 poste 1

[malalonde@servcompr.com](mailto:malalonde@servcompr.com)

## **Coordonnatrice programme de jour**

Véronique Simard

613-488-3203 poste 2

[vsimard@servcompr.com](mailto:vsimard@servcompr.com)

Au Centre d'accueil Roger Séguin





## **Contactez-nous | Contact us**

295 rue Main Street Ouest/West, Suite B, Hawkesbury ON K6A 0B3

613 632.0939 | 1 800 267.0853 **[servcompr.com](http://servcompr.com)**



**From:** [Joanne Butler](#)  
**To:** [Monique Ouellet](#)  
**Subject:** Demande d'exemption de frais  
**Date:** November-13-19 9:57:35 AM

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Bonjour.

Tel que discuté hier, depuis la session d'information pour les sinistrés au printemps dernier, on nous indiquait que les sinistrés seraient exemptés de charges pour des permis de construction/rénovations. Cet enjeu n'ayant pas fait l'objet d'une décision du conseil, on nous indiquait par la suite de conserver nos reçus pour remboursement à l'automne. Je comprends maintenant que cette question ferait l'objet de décision sur une base de "cas par cas". J'aimerais donc par la présente vous présenter mon cas pour considération.

Après l'inondation de 2017, on ne croyais revoir, deux ans plus tard, l'eau atteindre les mêmes niveaux. Les efforts associés à tenter de composer avec ceci étant considérables, une solution plus raisonnable était donc d'entreprendre des rénovations visant à éliminer sinon réduire les risques. Les travaux entrepris visaient donc à soulever la maison existante pour permettre d'entreprendre des travaux d'excavation et la construction d'une fondation solide et plus élevée de sorte à ce qu'il ne soit plus nécessaire de la protéger lors de la crue des eaux. Quoique le seuil requis de 45.1 mètres pour des nouvelles constructions ne soit pas requis lorsqu'il s'agit de travaux de rénovations, le plancher intérieur se trouve maintenant à ce niveau. Puisqu'aucune aide financière n'est disponible pour ce genre de travaux, la possibilité d'exemption de frais associés à ces travaux serait certainement appréciée.

Je vous remercie à l'avance pour votre considération.

Sent from my Bell Samsung device over Canada's largest network.





## REPORT N° ADMIN 2019-015

<b>Date</b>	18/11/2019
<b>Submitted by</b>	Helen Collier, CAO
<b>Subject</b>	Delegations at ROMA
<b>File N°</b>	n/a

- 1) **NATURE/GOAL :**  
Information item regarding delegations at ROMA.
- 2) **DIRECTIVE/PREVIOUS POLICY :**  
n/a
- 3) **DEPARTMENT’S RECOMMENDATION :**  
THAT the report No ADMIN 2019-015 be received as information only.  
  
QUE le rapport N° ADMIN 2019-015 soit reçu à titre d’information.
- 4) **BACKGROUND :**  
Annually, there is an opportunity for Mayors and their Council to meet with Ministers of departments to discuss upcoming activities in their municipalities and funding opportunities.
- 5) **DISCUSSION :**  
The Administration will be asking for delegations at the ROMA Conference this year to discuss the following items:
  - 1) Ministry of Infrastructure: Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream (Community Hub grant application);
  - 2) Ministry of Environment: The potential new funding stream for the waste water treatment plant;
  - 3) Ministry of Municipal Affairs and Housing: Operational review Grant opportunity through the new program “Municipal Modernization Program”; and
  - 4) Ministry of Health: To discuss opportunities for an emergency room to be located in the City of Clarence-Rockland.

These requests will be made, however, there is no guarantee that they will be given. Typically, we will only hear about 3 days prior to the conference if we are successful in getting a delegation.

- 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:**  
n/a



## REPORT N° AMÉ-19-95-R

<b>Date</b>	23/10/2019
<b>Submitted by</b>	Claire Lemay
<b>Subject</b>	Street name change – Maxime Court, Cheney
<b>File N°</b>	D-12-VVV-02

1) **NATURE/GOAL :**

The purpose of this report is to present a by-law to change the name of one of the streets on the recently approved plan of subdivision (Plan 50M-339).

2) **DIRECTIVE/PREVIOUS POLICY :**

N/A

3) **DEPARTMENT’S RECOMMENDATION :**

That the Committee of the Whole recommends to Council to adopt a by-law changing the name of “COUR EMILIE COURT” on plan 50M-339 to “COUR MAXIME COURT”.

Que le Comité plénier recommande au conseil municipal d’adopter un règlement modifiant le nom du « COUR EMILIE COURT » sur le plan 50M-339 à « COUR MAXIME COURT ».

4) **BACKGROUND :**

Plan 50M-339 was registered on September 12, 2019. The plan is located on the south side of Russell Road and west of Grand Tronc Street in Cheney and contains an extension of Danika Street as well as one new street and 13 new residential lots.

5) **DISCUSSION :**

It was noted after registration of Plan 50M-339 that the new street, named “Cour Émilie Court”, is too similar to the existing street name “Rue Emilia Street”. It is therefore recommended that the street name be changed to “Cour Maxime Court” before the developer sells the residential lots to their new owners.

6) **CONSULTATION:**

The Planning and Forestry Department and the Emergency Services Department of the United Counties of Prescott and Russell were consulted as well as the developer.

A public notice was published, as required by the City’s Notice Procedures By-law.

- 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:**  
By-law 2019-XX



**THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND**

**BY-LAW NO. 2019-XX**

**A BY-LAW TO CHANGE THE NAME OF A STREET AND TO KEEP A RECORD OF THE NAMES OF THE PUBLIC HIGHWAYS AND PARKS;**

**WHEREAS** Section 48 of the the *Municipal Act, 2001 as amended* empowers a municipality to name or change the name of a public highway after giving public notice of its intention to pass the by-law;

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

1. **THAT** the name of the street identified as "COUR EMILIE COURT" on Registered Plan 50M-339 be changed to "COUR MAXIME COURT"; and
2. **THAT** Schedule "A" attached hereto, and forming part of this by-law, entitled "Record of Public Highways and Parks", which includes the name "Cour Maxime Court", be adopted; and
3. **THAT** Schedule "B" attached hereto, and forming part of this by-law, which lists the abbreviation of all the roads, be adopted; and
4. **THAT** By-law 2019-58 be repealed; and
5. **THAT** this by-law shall come into force and take effect on the date of its passing.

**DATED AND PASSED IN OPEN COUNCIL, THIS 2<sup>ND</sup> DAY OF DECEMBER, 2019.**

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**Guy Desjardins, Mayor**

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**Monique Ouellet, Clerk**

**Ceci constitue l'ANNEXE "A" du Règlement 2019-XX  
de la Cité de Clarence-Rockland**

**This is SCHEDULE "A" to the By-law 2019-XX  
of the City of Clarence-Rockland**

**REGISTRE DES VOIES PUBLIQUES ET DES PARCS  
RECORD OF PUBLIC HIGHWAYS AND PARKS**

**AVENUES:**

Avenue Beaumont Avenue  
Avenue Belvédère Avenue  
Avenue des Cèdres Avenue  
Avenue des Pins Avenue  
Avenue Dianne Avenue  
Avenue Dion Avenue  
Avenue du Château Avenue  
Avenue du Parc Avenue  
Avenue Potvin Avenue  
Avenue Quartz Avenue  
Avenue Rochelandaise Avenue  
Avenue Sterling Avenue  
Avenue Thérèse Avenue

**BOULEVARDS – BOULEVARDS :**

Boulevard Docteur Corbeil Boulevard

**CERCLES – CIRCLES:**

Cercle Descôtes Circle  
Cercle Henrie Circle  
Cercle Lemay Circle

**COURS - COURTS**

Cour Adolphus Court  
Cour Clarence Court  
Cour Crystal Court  
Cour Henri-Ménard Court  
Cour Maxime Court  
Cour Thivierge Court

**CHEMINS – ROADS:**

Chemin Baseline Road  
Chemin Belvédère Road  
Chemin Boileau Road  
Chemin Boudreau Road  
Chemin Bouvier Road  
Chemin Brazeau Road  
Chemin Butler Road  
Chemin Canaan Road  
Chemin Caron Road  
Chemin Champlain Road  
Chemin Clarence-Cambridge  
Boundary Road  
Chemin Clark Road  
Chemin County Road 8  
Chemin County Road 17  
Chemin Dallaire Road  
Chemin David Road  
Chemin de la Baie Road  
Chemin Division Road  
Chemin du Golf Road  
Chemin Guindon Road  
Chemin de la Traverse Road  
Chemin du Lac Road  
Chemin du Ruisseau Road  
Chemin Dollard Road  
Chemin Drouin Road  
Chemin Duquette Road  
Chemin ETTYVILLE Road  
Chemin Fillion Road  
Chemin Gagné Road  
Chemin Gendron Road  
Chemin Guindon Road  
Chemin Henrie Road  
Chemin Indian Creek Road  
Chemin Joanisse Road

Chemin Johnston Road  
Chemin Labelle Road  
Chemin Lacasse Road  
Chemin Lacroix Road  
Chemin Lavigne Road  
Chemin Lalonde Road  
Chemin Landry Road  
Chemin Legault Road  
Chemin Maisonneuve Road  
Chemin Marcil Road  
Chemin McTeer Road  
Chemin Nolan Road  
Chemin Old Highway 17 Road  
Chemin Onesime Guibord Road  
Chemin Pago Road  
Chemin Pilon Road  
Chemin Ramage Road  
Chemin Robillard Road  
Chemin Rollin Road  
Chemin Rondeau Road  
Chemin Russell Road  
Chemin Schnupp Road  
Chemin St-Félix Road  
Chemin St-Pascal Road  
Chemin Tucker Road  
Chemin Vinette Road  
Chemin Voisine Road  
Chemin Wilson Road

**CROISSANTS – CRESCENTS:**

Croissant Campeau Crescent  
Croissant Cardinal Crescent  
Croissant Cécile Crescent  
Croissant Daniel Crescent  
Croissant Dorina Sarazin Crescent  
Croissant Élie Crescent  
Croissant Jasper Crescent  
Croissant Lise Crescent  
Croissant Marble Crescent  
Croissant Mica Crescent  
Croissant Onyx Crescent  
Croissant Sandra Crescent  
Croissant Sapphire Crescent  
Croissant Sébastien Crescent  
Croissant Topaze Crescent  
Croissant Wolfe Crescent

**PROMENADES – DRIVES:**

Promenade Blue Jay Drive  
Promenade Club House Drive  
Promenade Dalrymple Drive  
Promenade Fairway Drive  
Promenade Héritage Drive  
Promenade Hunter's Hollow Drive  
Promenade McDermitt Drive  
Promenade Paul Drive  
Promenade Oakwood Drive

**RUES – STREETS :**

Rue Adrien Street  
Rue Agathe Street  
Rue Albert Street  
Rue Alexander Street  
Rue Alma Street  
Rue Amber Street  
Rue Amethyst Street  
Rue André Street  
Rue Balsam Street  
Rue Beauchamp Street  
Rue Beaumont Street  
Rue Bélisle Street  
Rue Bonavista Street  
Rue Carmen Bergeron Street  
Rue Caron Street  
Rue Carrière Street  
Rue Cartier Street  
Rue Catherine Street  
Rue Céline Street  
Rue Centre Street  
Rue Chamberland Street  
Rue Chamberland Nord Street  
Rue Champlain Street  
Rue Chapman Street  
Rue Charbonneau Street  
Rue Charlebois Street  
Rue Charette Street  
Rue Charron Street  
Rue Chéné Street  
Rue Christopher Verdon Street  
Rue Claude Street  
Rue Claudette Street  
Rue Cobalt Street  
Rue Colette Street

Rue Cooper Street  
Rue Côté Street  
Rue Curé-Talbot Street  
Rue Dahlia Street  
Rue Danika Street  
Rue David Street  
Rue de la Berge Street  
Rue de la Forêt Street  
Rue de l'Étang Street  
Rue des Cerisiers Street  
Rue des Épinettes Street  
Rue des Érables Street  
Rue des Jonquilles Street  
Rue des Merisiers Street  
Rue des Orchidées Street  
Rue des Ormes Street  
Rue des Pommiers Street  
Rue des Rails Street  
Rue des Rosiers Street  
Rue des Spirées Street  
Rue des Tulipes Street  
Rue des Violettes Street  
Rue Diamond Street  
Rue Donald Street  
Rue Dubois Street  
Rue Du Plateau Street  
Rue Du Rivage Street  
Rue Eagle Street  
Rue Edwards Street  
Rue Eliot Street  
Rue Emerald Street  
Rue Émilia Street  
Rue Étienne Street  
Rue Éthier Street  
Rue Françoise Street  
Rue Gareau Street  
Rue Gauthier Street  
Rue Germain Street  
Rue Gilberte Street  
Rue Gilles Street  
Rue Giroux Street  
Rue Goyer Street  
Rue Grand Tronc Street  
Rue Granite Street  
Rue Grenat Street  
Rue Hélène Street  
Rue Hemlock Street  
Rue Hickory Street

Rue Hudon Street  
Rue Iberville Street  
Rue Industrielle Street  
Rue Jade Street  
Rue Johanne Street  
Rue Josée Street  
Rue Julie Street  
Rue Juliette Street  
Rue Kingsley Street  
Rue Labonté Street  
Rue Lafleur Street  
Rue Lalonde Street  
Rue Landry Street  
Rue Lapointe Street  
Rue Laporte Street  
Rue Larimar Street  
Rue Lasalle Street  
Rue Laurier Street  
Rue Laval Street  
Rue Lavictoire Street  
Rue Laviolette Street  
Rue Lawrence Street  
Rue Lefebvre Street  
Rue Lemay Street  
Rue Lemery Street  
Rue Léonard Street  
Rue Lepage Street  
Rue Lévis Street  
Rue Liliane Street  
Rue Longtin Street  
Rue Lorraine Street  
Rue Louise Street  
Rue Louis-Hébert Street  
Rue Maisonneuve Street  
Rue Manon Street  
Rue Marion Street  
Rue Marquette Street  
Rue Martin Street  
Rue Massicotte Street  
Rue McCall Street  
Rue Mercury Street  
Rue Michel Street  
Rue Moïse-Gendron Street  
Rue Monique Street  
Rue Montcalm Street  
Rue Morris Street  
Rue Nadine Street  
Rue Nathalie Street

Rue Nellie Street  
Rue Nicole Street  
Rue Notre-Dame Street  
Rue Opale Street  
Rue Ouellette Street  
Rue Patricia Street  
Rue Patrick Street  
Rue Payer Street  
Rue Pigeon Street  
Rue Platinum Street  
Rue Poitras Street  
Rue Potvin Street  
Rue Pouliotte Street  
Rue Powers Street  
Rue Raymond Street  
Rue Richelieu Street  
Rue Richer Street  
Rue Robert Street  
Rue Rochon Street  
Rue Rodrigue Street  
Rue Roger Street  
Rue Roxanne Street  
Rue Ruby Street  
Rue Rutile Street  
Rue St-Denis Street  
Rue St-Jacques Street  
Rue St-Jean Street  
Rue St-Joseph Street  
Rue St-Laurent Street  
Rue St-Louis Street  
Rue St-Pierre Street  
Rue Ste-Anne Street  
Rue Sandra Street  
Rue Scarf Street  
Rue Shale Street  
Rue Sicard Street  
Rue Simoneau Street  
Rue Sophie Street  
Rue Sycamore Street  
Rue Sylvain Street  
Rue Tania Street  
Rue Turquoise Street  
Rue Tweedie Street  
Rue Vaudreuil Street

Rue Victor Street  
Rue Victoria Street  
Rue Voie Ferrée Street  
Rue Wallace Street  
Rue Woods Street  
Rue Young Street  
Rue Yves Street  
Rue Yvette Street  
Rue Zircon Street

#### **RUELLES – LANE**

Ruelle Silver Lane  
Ruelle Grayrock Lane  
Ruelle McIntyre Lane  
Allée Aralos Lane  
Allée Masters Lane  
Allée Solara Private

#### **PLACES – PLACES**

Place Valérie Place  
Place Fontaine Place  
Place Samuel Place  
Place Trillium Place

#### **AUTRES – OTHERS :**

Jardin Assaly Garden  
Montée Outaouais Side Road  
Montée Poupart Side Road  
Terrasse Paul Terrace  
Terrasse Riviera Terrace  
Voie Dolomie Way

**PARCS – PARKS:**

Parc Alphonse Carrière Park  
Parc Alain Potvin Park  
Parc Bellevue Park  
Parc Bernard Valiquette Park  
Parc Brumard Park  
Parc Cathy-Cain Park  
Parc Cheney Park  
Parc Dalrymple Park  
Parc Deschamps Park  
Parc du Moulin Park  
Parc du Patrimoine Park  
Parc Dutrisac Park  
Parc James et/and Marie Fox Park  
Parc Jules-Saumure Park  
Parc Laviolette Park  
Parc Mountainview Park  
Parc Naturel Lavigne Natural Park  
Parc de chien sans laisse / Off-Leash Dog Park  
Parc Patricia-Charron Park  
Parc Paul Simoneau Park  
Parc Presqu'île Clarence Point Natural Park  
Parc Richelieu Grande-Rivière Park  
Parc Simon Park  
Parc St-Pascal Park

**Ceci constitue l'ANNEXE "B" du Règlement 2019-XX  
de la Cité de Clarence-Rockland**

**This is SCHEDULE "B" to the By-law 2019-XX  
of the City of Clarence-Rockland**

Street names / Nom de rues		Proposed Abbreviation / Abréviation proposée	
English Name	Nom français	English	Français
Avenue	Avenue	AVE.	AV.
Boulevard	Boulevard	BLVD.	BOUL.
Circle	Cercle	CIR.	CERCLE
Court	Cour	CRT.	COUR
Crescent	Croissant	CRES.	CROIS.
Drive	Promenade	DR.	PROM.
Gardens	Jardins	GS.	JARDINS
Lane	Allée	LN.	ALLÉE
Place	Place	PL.	PL.
Parkway	Promenade	PKWY	PROM.
Road	Chemin	RD.	CH.
Side Road	Montée	SR.	MO.
Square	Place	SQ.	PL.
Street	Rue	ST.	RUE
Terrace	Terrasse	TERR.	TERR.
Way	Voie	WAY	VOIE







## REPORT N° AMÉ-19-97-R

<b>Date</b>	18/11/2019
<b>Submitted by</b>	Marie-Eve Bélanger
<b>Subject</b>	CIP Project Area modification
<b>File N°</b>	D-18

1) **NATURE/GOAL :**

The nature of this report is to modify the Community Improvement Project Area.

2) **DIRECTIVE/PREVIOUS POLICY :**

On September 16, 2019, Council approved the following member's resolution:

**WHEREAS** the Rockland Family Chiropractic and Wellness centre used to be located in the plaza at 2768 Laurier; and

**WHEREAS** prior to moving to 1055 Laurier Street, the owners were lead to believe that they would qualify for funding under the Community Improvement Plan (CIP) Incentive Program at this new address; and

**WHEREAS** their application was rejected due to the fact that their new installations are not within the qualifying core area; and

**WHEREAS** Council may extend, revise, or alter this CIP subject to funding, the objectives of Council, and the performance of the CIP through a formal amendment process;

**BE IT RESOLVED THAT** Council hereby mandates the administration to prepare a formal amendment to the Community Improvement Plan in order to expand the geography to which the financial programs outlined in the CIP apply and to change the criteria to which area wide CIPs apply where necessary, in an effort to approve the application submitted by the Rockland Family Chiropractic and Wellness Centre.

3) **DEPARTMENT'S RECOMMENDATION :**

WHEREAS Council has approved by-law 2017-02 to establish a Community Improvement Project Area;

WHEREAS Council has requested on September 16, 2019 to extend the Project Area to 1055 Laurier Street;

THAT the Committee of the Whole recommends that Council approve the proposed by-law as attached to Report No. AME-19-97-R, hereby repealing By-Law No. 2017-02; and

THAT the Committee of the Whole recommends that Council agrees that the application submitted by the owners of 1055 Laurier Street be approved under the CIP Program even though the application was submitted after the works were completed.

ATTENDU QUE le conseil a adopté le règlement 2017-02 afin d'établir une zone d'amélioration communautaire;

ATTENDU QUE le conseil a demandé, le 16 septembre 2019 de prolonger l'étendu de la zone afin d'inclure le 1055 rue Laurier;

QUE le Comité plénier recommande que le conseil approuve le règlement proposé tel qu'inclus avec le rapport AME-19-97-R, visant à abroger le règlement 2017-02; et

QUE le Comité plénier recommande au conseil d'accepter la demande soumise par les propriétaires du 1055 rue Laurier sous le programme d'amélioration communautaire même si la demande a été soumise après que les travaux ont été complétés.

4) **BACKGROUND :**

On February 22, 2019, Council approved By-law 2017-02, which established the CIP Project Area, being the Commercial Core Area of Laurier Street.

5) **DISCUSSION :**

As per the Planning Act, Council may by by-law designate the whole or any part of an area covered by an Official Plan as a community improvement project area.

Staff had identified in 2017 that the Commercial Core Area of Rockland be identified as part of the project area and was approved as is.

Following the September 16, 2019 Council meeting, it was recommended that the project area be extended to include 1055 Laurier Street.

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:**  
By-law 2019-x



**THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND**

**BY-LAW NO. 2019-x**

**BEING A BY-LAW OF THE CITY OF CLARENCE-ROCKLAND TO DESIGNATE THE PROPERTIES ALONG LAURIER STREET AS THE COMMUNITY IMPROVEMENT PROJECT AREA**

**WHEREAS** pursuant to Section 28(2) of the *Planning Act*, R.S.O. 1990. c. P.13, Council may designate the whole or any part of an area covered by an Official Plan as a community improvement project area;

**AND WHEREAS** Section 9.8 of the City of Clarence-Rockland Official Plan contemplates the preparation of Community Improvement Plans for designated Community Improvement Project Areas;

**AND WHEREAS** on September 16, 2019, Council mandated the administration to amend the Community Improvement Plan Project Area to expand the geography to which the financial programs apply;

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

1. The lands illustrated on Schedule "A" to this by-law are designated as the City of Clarence-Rockland Community Improvement Project Area;
2. That By-law 2017-02 be repealed;
3. This by-law shall come into force in accordance with the provisions of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.

**READ, PASSED AND ADOPTED BY COUNCIL, THIS 2ND DAY OF DECEMBER, 2019.**

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**Guy Desjardins, Mayor**

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**Monique Ouellet, Clerk**

SCHEDULE A





**REPORT N° INF2019-031**

<b>Date</b>	13/11/2019
<b>Submitted by</b>	Julian Lenhart
<b>Subject</b>	Consulting Services to Manage Snow Storage Site Project
<b>File N°</b>	

- 1) **NATURE/GOAL :**  
To contract consultant services to manage the development of the snow storage site project.
- 2) **DIRECTIVE/PREVIOUS POLICY :**  
At the 2019 budget deliberation process Council approved a budget of \$1,271,000 for consulting services, design and construction of a snow storage facility.
- 3) **DEPARTMENT’S RECOMMENDATION :**  
**WHEREAS** Council approved a \$1,271,000 budget for consulting services, design and construction of a snow storage site during the 2019 budget deliberations;

**WHEREAS** Mr. Darch has been extensively involved in advancing key initiatives such as the Caron Pond project and has extensive knowledge of the City’s operations;

**WHEREAS** the development of a permanent snow storage site is an urgent priority and that the Department does not have the capacity to manage the project internally;

**BE IT RESOLVED THAT** Committee of the Whole recommends that Council approves that the Administration deviates from the current procurement policy to sole source the consulting services to Mr. Darch;

**BE IT RESOLVED THAT** that the Chief Administrative Officer be authorized to sign an upset limit contract of \$100,000 with Mr. Darch for the services to manage the development of the snow storage site project.

**ATTENDU QUE** Le Conseil a approuvé un budget de 1 271 000\$ pour les services de conseil, la conception et la construction d'une installation d'entreposage de neige lors des délibérations budgétaires de 2019;

**ATTENDU QUE** M. Darch a largement participé à l'avancement d'initiatives clés telles que le projet Caron Pond et possède une connaissance approfondie des opérations de la ville;

**ATTENDU QUE** la mise en place d'installations permanentes de l'entrepôt de neige est une priorité urgente et que le département n'a pas la capacité de gérer le projet à l'interne;

**QU'IL SOIT RÉSOLU QUE** le comité plénier recommande que le conseil autorise que l'Administration dévis de la politique d'approvisionnement en vigueur pour octroyer un contrat à source unique pour les services de consultant.

**QU'IL SOIT RÉSOLU QUE** la directrice générale soit autorisée à signer avec M. Darch un contrat d'une valeur limite maximal de 100 000 \$ pour les services de gestion du développement du projet d'installation d'entrepôts de neige.

4) **BACKGROUND :**

The City currently has two snow storage sites one is located in Rockland in its industrial park and the other is located in Bourget in the municipal landfill. Both sites have significant issues as they have been developed as temporary sites until the City develops its permanent snow storage site. The development of permanent snow storage site is an urgent priority, because the City will not be able to continue using the temporary sites for much longer.

Issues with the Rockland Site

- Limited capacity with no possibility to expand,
- Site is currently near capacity estimated 3 to 5 left of use based on development rates,
- The City has limited industrial properties to develop in its industrial park

Issues with the Bourget Site

- The City has received a ministerial order to cease snow storage operations at the landfill,
- Contamination to neighbouring properties.

5) **DISCUSSION :**

The City will consolidate both temporary sites into one centralized site. The City does not currently own a property to develop the new snow storage site and therefore a property will need to be purchased. The Ministry's involvement is crucial in order to successfully select a site and develop the snow storage site. The Department does not have the capacity to manage this project internally, as extensive work is



required to develop a project plan, assess potential properties and coordinate with the Ministry.

The Administration recommends that Mr. Darch be retained to manage this project. Mr. Darch has extensive knowledge of the City's operations and has established great working relations with the Ministry of Environment Conservation and Parks. Mr. Darch has had success with shepherding the Caron Pond/Notre Dame landfill project, which is similar to the snow storage site project as it requires the same agility in dealing with the Ministry.

6) **CONSULTATION:**

N/A

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

N/A

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

At the 2019 budget deliberation process Council approved a budget of \$1,271,000 for consulting services, design and construction of a snow storage site.

9) **LEGAL IMPLICATIONS :**

N/A

10) **RISK MANAGEMENT :**

N/A

11) **STRATEGIC IMPLICATIONS :**

N/A

12) **SUPPORTING DOCUMENTS:**

N/A





**REPORT N° ADMIN 2019-016**

<b>Date</b>	18/11/2019
<b>Submitted by</b>	Helen Collier, CAO
<b>Subject</b>	2019 Development Charge By-law Update
<b>File N°</b>	n/a

**1) NATURE/GOAL:**

The purpose of this report is to respond to Council inquiries raised at the October 22, 2019 Public Meeting in relation to the 2019 Development Charge Bylaw Update and recommend adoption of the 2019 Development Charge By-law Update and Background Study.

**2) DIRECTIVE/PREVIOUS POLICY:**

At the mandatory development charge public meeting held on October 22, 2019 Council received representations from the public regarding the draft Development Charge By-law and Background Study.

Arising out of that meeting, Council directed staff to:

- (a) review the 10-year capital works program to determine the feasibility of recommending modifications to the capital works contained in the Background Study to lower the proposed residential and non-residential development charge increases; and
- (b) investigate the feasibility and impacts of implementing a “tiered” non-residential charge in order to promote economic development within the municipality.

**3) DEPARTMENT’S RECOMMENDATION:**

**WHEREAS** the City of Clarence-Rockland must update its current Development Charges By-law by February 2, 2020; and

**WHEREAS** a public meeting was held on October 22, 2019 in accordance with the requirements of the *Development Charges Act*; and

**WHEREAS** staff has reviewed the Development Charge By-law and associated Background Study in relation to comments received at the public meeting; and

**WHEREAS** staff has incorporated amendments to the By-law and Background Study based on the staff review;

**BE IT RESOLVED** that Committee of the Whole recommends that Council adopt the updated Development Charge By-law appended to Report No. ADMIN2019-016; and

**BE IT FURTHER RESOLVED** that Council confirms that the changes made to the draft by-law presented at the public meeting of October 22, 2019 are minor changes and therefore no further public meetings are required for passage of the proposed Development Charge By-law.

**ATTENDU QUE** la Cité de Clarence-Rockland doit mettre à jour son règlement actuel sur les redevances d'aménagement d'ici le 2 février 2020; et

**ATTENDU QU'**une réunion publique a eu lieu le 22 octobre 2019 conformément aux exigences de la *Loi sur les redevances d'aménagement*; et

**ATTENDU QUE** le personnel a examiné le règlement sur les redevances d'aménagement et l'étude révisée des redevances d'aménagement suivants les commentaires reçus lors de la réunion publique; et

**ATTENDU QUE** le personnel a incorporé des modifications au règlement et à l'étude révisée sur le règlement en fonction de l'examen du personnel;

**QUE** le Comité plénier recommande au conseil d'adopter le règlement sur les redevances d'aménagement proposé, tel qu'annexé au rapport no. ADMIN2019-016; et

**QUE** le Conseil confirme que les changements apportés à l'ébauche de règlement qui a été présenté lors de la réunion public du 22 octobre, 2019 sont des changements mineurs et que par conséquent, il n'est pas nécessaire de tenir une autre réunion publique avant l'adoption du règlement sur les redevances d'aménagement proposé.

#### **4) BACKGROUND:**

On October 22, 2019 Council received delegations with regard to proposed updates to the City's Development Charge By-law and Background Study.

Arising out of the staff presentation and comments from the public, Council requested staff to investigate the feasibility of:

- revisiting the standards and costs for capital works projects—particular roadway undertakings, to determine if amending the standards could result in reduced capital costs and, in turn, reduce the draft residential and non-residential development charge rates; and
- the feasibility of a two-tiered commercial rate system which could result in an incentive for non-residential developments in order to stimulate economic development opportunities in the municipality.

Staff was directed to bring back a follow-up report to the November 18, 2019 Council meeting to address Council’s directions.

It should also be noted that since the October 22, 2019 meeting, staff has received the following additional input from developers regarding the Development Charge Background Study:

- a meeting occurred with Regional Groups consultant regarding development charge capital works associated with the Clarence Crossing Development. The consultant’s response is provided in Attachment 1;
- correspondence has been received from Spacebuilders and is found in Attachment 2; and
- correspondence dated October 31, 2019 from Longwood Building Corporation (refer to Attachment 3).

Staff’s comments on these matters are presented in the Discussion section of this report.

## **5) DISCUSSION:**

This section of the report will address the directions given to staff by Council at the October 22, 2019 Public meeting and subsequent discussions/correspondence that have been received from the development community since that meeting.

### *1. Roundabouts:*

Council requested staff to look into the feasibility of eliminating the need for roundabouts and substituting these with more traditional intersection improvements (i.e. turning lanes and traffic control signals). This would have the effect of reducing the capital cost of the intersection improvements.

The City’s draft Background Study (projects 20, 21 and 22)

provides for the construction of roundabouts in the 10-year timeframe. There is an ability to modify these capital undertakings

by reducing the cost by 50% to reflect a more traditional intersection improvement program.

The modification would have minimal impact on the development charge rates since 57% of the total cost is reflected in the Post Period Allocation. The change would reduce the residential and non-residential development charge rates by \$425 per single detached unit and \$3.00 per square meter of non-residential space respectively.

Recommendation: since only 43% of the total cost of the roundabouts is in the Net Growth time period, it is questionable whether there is a significant enough benefit to this modification. In addition, the projects, as identified in the DC Background Study (dated September 18, 2019), correspond to the recommended works in the Transportation Master Plan approved by City Council. Therefore, staff does not recommend this change to the proposed capital program.

## *2. Sidewalk Standards:*

There was an inquiry as to whether or not the City could amend its local improvement standards to require sidewalks on only one side of a collector roadway. A review of the collector road projects identified in the Background Study confirms that with the exception of the Sterling Avenue Extension, sidewalks are identified on only one side of the street.

Staff recommends retaining the sidewalks on both sides of Sterling Avenue since Sterling is the continuation of an existing collector that has sidewalks on both sides of the roadway.

If sidewalks were constructed only on one side of this roadway, it would result in a \$173,500 in capital savings which would reduce the single detached unit residential development charge by approximately \$105 and \$0.75 per square meter of non-residential development.

Recommendation: given the limited impact to the development charge rates while considering the need to construct new sidewalks throughout the City staff supports retaining the status quo for Sterling Avenue.

## *3. Fire Station No. 4 Construction:*

The removal of Fire Station No. 4 does not have any impact on the proposed development charge rates since the full cost of this undertaking is reflected in the Post Period Allocation.

#### 4. Tiered Non-Residential Development Charge:

At the October 22, 2019 meeting, Council inquired about the use of a tiered non-residential structure to provide an incentive to small-scale businesses. The intention was to retain the current DC rate of \$88.81 for non-residential development below a certain size and to impose the calculated non-residential rate of \$119.08 on developments above an established threshold.

A sensitivity test was undertaken to determine what the impact would be if a tiered rate structure was implemented on non-residential development within the City. The analysis considered a threshold limit of 20,000 ft.<sup>2</sup>. In other words, developments with a gross floor area less than 20,000 ft.<sup>2</sup> would be charged the current non-residential rate of \$88.81. Developments in excess of this threshold would pay the current rate on the first 20,000 ft.<sup>2</sup> and the calculated rate of \$119.08 for additional area above 20,000 ft.<sup>2</sup>.

The sensitivity analysis assumes that 5% of all new non-residential space identified in the development charge study will pay the fully calculated rate for development in excess of 20,000 ft.<sup>2</sup> threshold limit. Therefore, the impact on forecasted revenue is approximately \$860,000 over the 10-year period or \$430,000 over the five-year life of the DC by-law.

Leaving the non-residential charge at its current rate would result in a revenue shortfall of \$985,000.

Generally, municipalities use Community Improvement Plans (CIPs) to promote non-residential incentives as they allow for greater flexibility, accountability and ease of administration. Community Improvement Plans are implemented under s.28 (4) of the *Planning Act*. CIPs are policy documents that can apply municipality-wide or to a specific geographic area. Incentives included in a CIP include things like grants, building and planning fee reductions as well as DC reductions. A CIP can have a start and end date different from a DC By-law and can be evaluated on the economic impact and uptake of the program as any DC reductions are made up from the CIP fund and are easy to track. CIPs are a more versatile tool to incentivize non-residential development rather than through DC By-law.

Recommendation: staff does not feel that the tiered approach

offers much of an incentive to non-residential development. By way of example, it is noted that several properties along Laurier Street remain vacant even with the current non-residential rate. As well, if the tiered approach were to be adopted by Council, it would result in a loss of revenue of approximately \$860,000 over the 10-year period. The City would have to fund this lost revenue from non DC sources (mainly property taxes or utility rates).

Staff, therefore, does not recommend the adoption of a tiered non-residential rate and support the implementation of the fully calculated development charges.

#### *5. Non-Profit Housing Exemption*

The 2019 Draft DC By-law includes a new non-statutory 50% exemption for non-profit housing developments in the City (for reference: the existing DC by-law has no exemption for this type of development). Staff is seeking Council direction on the quantum of the non-statutory exemption for this type of development. It is important to note that any lost revenue associated with the exemption provided has to be made up by non-DC funding sources (likely property taxes or utility rates).

#### *6. Clarence Crossing Development (Attachment 2)*

Subsequent to the October 22, 2019 Public Meeting, staff met with Novatech Engineers, Planners and Landscape Architects to discuss the development charge background study as it relates to the Clarence Crossing Development by the Regional Group.

At that meeting, several projects were discussed in relation to the local improvement standards for development charge projects. Novatech referenced a Council report and draft Memorandum of Understanding (MOU) that was approved by Council on February 21, 2018. The MOU specified that the capital program for the intersection of De Laberge and County Road 17 in the amount of \$450,000 would be included in the City's Background Study as a development charge eligible project.

Recommendation: based on Council direction for this development, this project should be included into the City's DC Background Study. The addition of this project will have an impact of increasing the single detached unit rate by \$289 and \$2.03 per square meter for the non-residential development.

#### *7. Spacebuilder's Correspondence (Attachment 3)*



Spacebuilders correspondence focuses on the impact of the residential rate increases and its adverse impacts on new-home sales and profitability.

They cite excessive design requirements, particularly for the St. Jean Street Reconstruction with respect to implementation of 4 lanes, roundabouts and medians. As noted by staff at the public meeting, development charge project costs are determined using benchmark costing that considers the gross cost per kilometre for roads or the gross cost per meter for underground infrastructure.

In the instance of the St. Jean Street project, the consultant for two developers has completed a preliminary design for this roadway. It is noted that staff has not yet had the opportunity to review the details of the preliminary design. Regardless, the developer's consultant appears to be using design standards accepted by the industry and the City. It would be premature, at this point in time, to consider any design revisions such as roadway cuts, medians, etc. until proper design reviews are completed. The costs reflected in the Background Study for St. Jean Street have been taken from those provided by the developer's consultant.

Again, it is premature to discuss the merits of a 5.0-meter concrete median until design reviews have been completed. Such reviews are not normally carried out in the determination of preliminary costs for inclusion in development charge Background Studies.

The Department has developed local servicing standards to provide greater clarity and consistency in dealing with the placement of growth related infrastructure. The standards have been well received by the development industry. Arbitrarily "scaling back" on the capital program will have either an adverse impact on growth potential and/or create a shortfall in revenues required to support growth infrastructure. Any revenue shortfalls will have to be addressed through non DC sources (property taxes and utility rates). This would result in "penalizing" our existing tax payers who have already paid for their infrastructure through the purchase price of their homes.

*8. Longwood Building Corporation Correspondence (Attachment 3):*

Longwood's correspondence included a graphic that depicts the relevant charges associated with the construction of a home valued at approximately \$420,000. It is interesting to note that the lowest housing cost is the development charge component at 4% of the total value.

When prospective homeowners are considering the purchase of a home, staff contends that factors other than development charges are more influential in the decision as to where to buy. While the cost of buying a home is a consideration for a prospective purchaser, prospective homeowners are as interested in proximity to shopping centres, recreational facilities, place of work, cultural venues, schools, the cultural identity of the community (e.g. bilingual) etc.

**Summary of Changes and Staff Recommendation:**

Based on the comments received from the development community as well as the council directions received at the public meeting to review the capital program to reduce the calculated residential and non-residential development charge rates. The table below summarizes the following:

1. The development charge rates presented at the Public Meeting on October 22<sup>nd</sup> 2019 (which reflect the rates included in the DC Background Study dated September 18, 2019).
2. The calculated development charges for a single detached unit and non-residential charge per sq.m considering the changes to the capital programs given the direction to staff by Council at the October 22, 2019 Public meeting and subsequent discussions/correspondence that have been received from the development community since that meeting (i.e. all changes incorporated from points 1-8 noted above).
3. The development charge rates recommended by staff. These charges reflect the capital program as identified in the DC Background Study dated September 18, 2019 plus the one additional project -County Road 17 in the amount of \$450,000. This project is to be included in the City’s Background Study as identified in the Council report and draft Memorandum of Understanding (MOU) that was approved by Council on February 21, 2018. This scenario would have the least impact on the tax and user base to fund growth-related infrastructure.

	DC Rates: Public Meeting (Oct. 22)	DC Rates: Sensitivity Test	DC Rates: Staff Recommended
<b>Residential Rate per SDU</b>	\$19,911	\$19,641	\$20,172
<b>Non-Residential Rate per SqM</b>	\$119.08	\$117.19	\$120.92

The Sensitivity Test column assumes the changes identified in points 1. – 8. are incorporated into the Background Study. The Staff Recommended Rates column assumes the inclusion of only the Clarence Crossing intersection work (\$450,000).

**6) CONSULTATION:**

The development charge update process has provided numerous opportunities for consultation with our residents and development stakeholders. The development community was given over a month to review the draft Background Study and associated development charge rates and encouraged to provide written comment back to staff. Additionally, staff developed local servicing guidelines and again solicited stakeholder input on the document which provided clear guidelines with respect to the developer/builder and municipal role in constructing growth related infrastructure.

City staff also circulated the draft development-related capital programs and resulting rates to the development industry in mid July 2019 seeking feedback on the capital programs and rates. The industry was invited to submit comments through to the end of August 2019.

The October 22, 2019 Public Meeting was a mandated meeting under the Development Charge Act and provided interested parties with an opportunity to review and provide comment on the draft background study and development charge bylaw.

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

N/A

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

Approval of the development charge Background Study and by-law will have significant financial impacts on the municipality. There is a requirement for the City to finance the non-growth share of the proposed capital programs. This is estimated to be approximately \$14 million over the ten-year period, however, this share is related to fund key pieces of infrastructure which will service the City over a much longer period than 10-years.

**9) LEGAL IMPLICATIONS :**

The Development Charge Act requires municipalities to update their development charge by-law and supporting background studies at least every five years. Failure to do so would preclude the municipality's ability to collect development charges. Currently, the

City must pass a new development charge by-law by no later than February 2, 2020.

**10) RISK MANAGEMENT:**

There is a risk of not being able to collect development charges for growth related infrastructure if a new development charge by-law is not enacted before February 2, 2020.

**11) STRATEGIC IMPLICATIONS:**

The Development Charge By-law update process is consistent with the City's approved Strategic Plan since it supports financial stability in relation to economic development commercial/industrial growth and the optimization of funding opportunities for growth.

**12) SUPPORTING DOCUMENTS:**

Attachment 1 – Novatech Correspondence

Attachment 2- Spacebuilder Correspondence

Attachment 3 - Longwood Building Correspondence

Attachment 4 - proposed Development Charge Bylaw

November 8, 2019

City of Clarence Rockland  
1560 rue Laurier  
Rockland, Ontario  
K4K 1P7

**Attention: Julian Lenhart, Director Infrastructure and Planning**

Dear Sir:

**Reference: Development Charges Background Study  
Clarence Crossing Development – Eligible Projects  
Our File No. 118043**

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Further to our recent meeting, and on behalf of Regional Group, the following confirms our understanding of the various projects which are included in the DC Background Study and specifically relate to Clarence Crossing:

1. Bridewater Pedestrian Bridge
  - City-wide project
  - Anticipated construction 2022/2023
2. Clarence Crossing Multi-Use Pathway
  - City-wide project
  - Anticipated construction 2021/2026
3. Intersection De La Berge and County Road 17
  - \$450,000 as per Draft MOU and Council Report to be added to the Background Study
  - MOU to be executed
4. Clarence Crossing Siphon Crossing
  - City-wide project
  - \$350,000 oversizing for 2021

Subject to the above, Regional Group are in support of the Background Study and DC By-law update.

Yours very truly,

**NOVATECH**



John Riddell, P.Eng.  
President

Cc David Darch – Clarence-Rockland  
David Kardish – Regional Group  
Sam Bahia – Novatech



October 31<sup>st</sup> 2019

via email

City of Clarence-Rockland  
1560 Laurier Street  
Rockland Ontario K4K 1P7

Mayor Guy Desjardins and Municipal Council

Proposed Development Charges By-law 2019-85

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This is to follow-up on the public meeting held October 22<sup>nd</sup>. The purpose of this letter is to express opposition on behalf of the Morris Village home builders to proposed fee increases under development charge by-law 2019-85.

### Commercial

The proposed 34% increase in commercial rates should have limited impact. Growth projections should remain weak until residential growth achieves sustainable levels for business. Retail studies such as those commissioned for secondary master plans are already obsolete. Projections are based on highly populated urban regions, overlooking upsurges in local online shopping.

### Residential

The proposed 24% increase in residential rates has adverse effects on cost-sensitive new-home sales and profitability. Increases should be scaled back. Perhaps phasing-in a more reasonable increase might be beneficial. Builders are seeking out opportunities elsewhere. Builder departure translates into local job loss, less consumer selection as well as potential reduction in the growth rate.

### DC Projects

The development industry understands the need to fund growth. However, there are concerns over questionable engineering projects. Some DC projects should either be excluded as being ineligible or scaled back or phased over time.

### Example: St-Jean Street Reconstruction

St-Jean Street reconstruction is a recent example. Proposed design contains costly options and features that should be scaled back. It seems that conclusions presented in the transportation study were not questioned.

### Four Lanes

Four lanes seem unnecessary at least for now. If needed in future at build-out, perhaps two lanes can be built initially with an additional two lanes added much later.

Round-A-Bouts

The only location where round-a-bout design is a practical solution is where St-Jean makes an awkward bend at Bronze Avenue. The other locations are unnecessary and should be changed to conventional intersections with stop signs and perhaps traffic signals in future if needed.

5.0m Concrete Median

The 5.0m concrete median should be deleted as being an unnecessary expense.

It was confirmed this morning that city staff is now looking into this example. This approach when implemented together with phasing works should help reduce costs for DC works. Hopefully City staff can confirm whether other DC projects are necessary or over-designed. Project studies, reports and findings by outside consultants should be questioned.

Thank you for your time.

Respectfully,



Bruce Geerts, general manager  
Spacebuilders Ottawa Ltd.

Copy: Morris Village home builders



**From:** [Dave Darch](#)  
**To:** [Sylvie Thibeault](#)  
**Subject:** FW: Proposed Development Charges By-Law 2019-85  
**Date:** November 13, 2019 10:09:18 AM  
**Attachments:** [Building Rockland.pdf](#)

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[Attachment 4](#)

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**From:** Guy Whissel [mailto:g.whissel@longwoodbuilders.com]  
**Sent:** October-31-19 3:22 PM  
**To:** Helen Collier; Monique Ouellet; Dave Darch; Julian Lenhart; Marie-Eve Belanger; Richard Campeau; Jonathan Samson; Carl Grimard; samuel cardarelli  
**Subject:** Proposed Development Charges By-Law 2019-85

Mayor Guy Desjardins and Municipal Council

Dear friends,

I write to you and ask of you, that you consider even re-consider your position of allowing such dramatic and drastic increases in Development Charges.

I have read the mandated report from specialist given the task in identifying future need, projects and population growth. No doubt the report provides more data, analysis and forecasts than the average person can comprehend.

I do not claim any expertise other than being a passionate builders who's children reside in our beautiful Town. At your last meeting I prepared a summary of costs which Mr. Luc Sanscartier presented on my behalf. It was prepared with as much accuracy as possible in order to demonstrate how out of control the cost of housing is becoming. We all share the responsibility in providing affordable housing to our neighbours and our children.

The only solution at hand is to wisely consider the true need, the important infrastructure and the real value of our spending and more importantly what is truly necessary.

Partners of our industry have come forward with options, solutions and recommendations to you and with staff which hopefully will be taken into consideration.

I wish to point out that your decisions will have a serious and important impact the viability of the affordability of our City.

I do not wish to undermine anyone by my comments other than encourage restrain and common sense.

Thank you very much for all of your hard work,

Friendly regards,

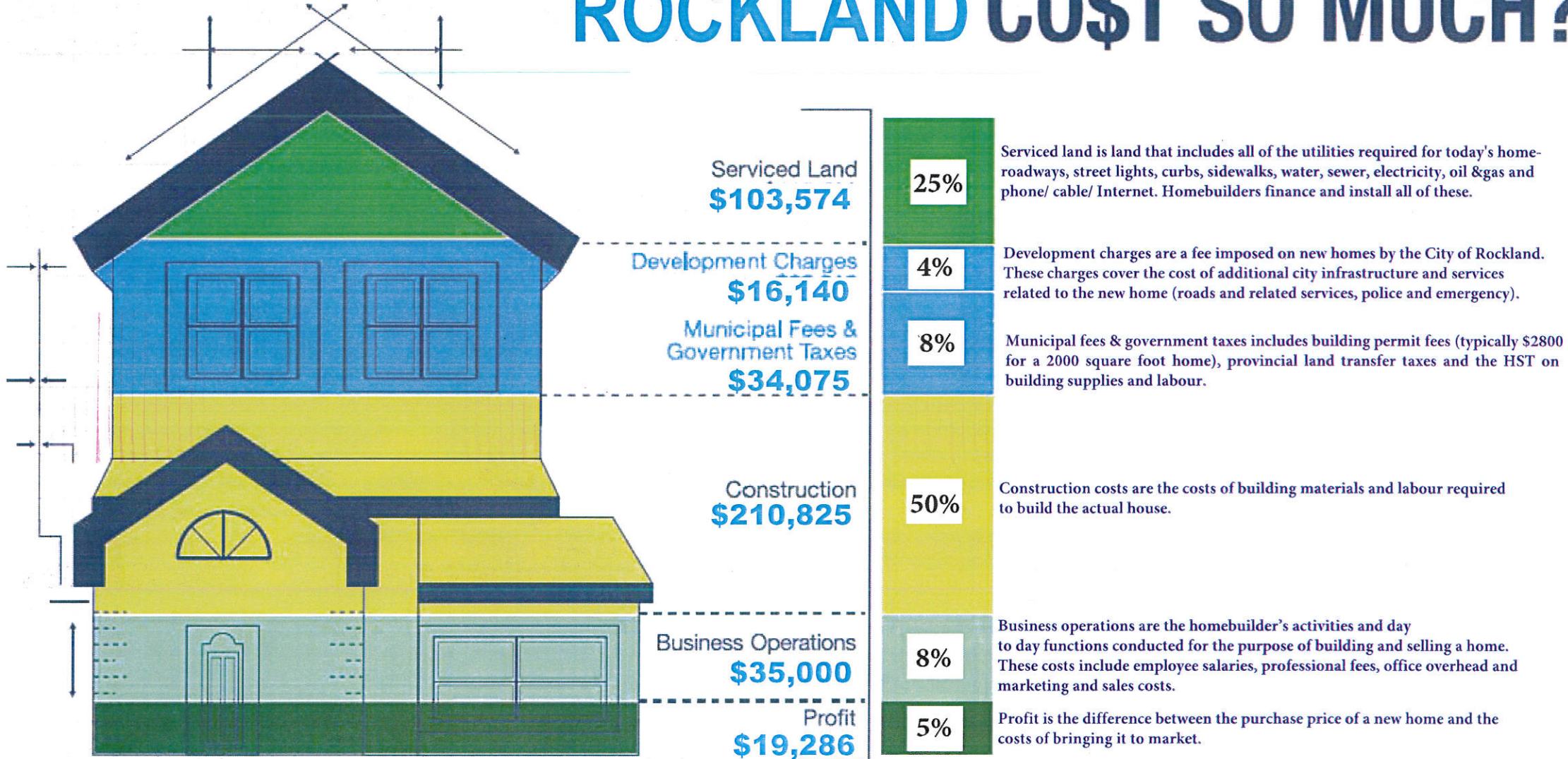
Guy

Guy Whissel  
President  
1010 Polytek Street, Unit 5  
Ottawa, ON  
K1J 9H8

Tel: 613-746-1300 x 224  
Fax: 613-746-3997  
Email: [g.whissel@longwoodbuilders.com](mailto:g.whissel@longwoodbuilders.com)



# WHY DOES A NEW HOME IN ROCKLAND COST SO MUCH?



**\$418,900 SINGLE FAMILY HOME**



**THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND  
BY-LAW NUMBER 2019-XX**

**A BY-LAW WITH RESPECT TO DEVELOPMENT CHARGES**

**WHEREAS** the City of Clarence-Rockland (“the City”) will experience growth through development and re-development;

**AND WHEREAS** development and re-development requires the provision of physical and social services by the City of Clarence-Rockland;

**AND WHEREAS** Council desires to ensure that the capital cost of meeting development-related demands for or burden on municipal services does not place an excessive financial burden on the City of Clarence-Rockland or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

**AND WHEREAS** the *Development Charges Act, 1997* permits Council to pass by-laws for the imposition of development charges if development or re-development of land within the City of Clarence-Rockland is for uses which would increase the need for municipal services and any one or more of the actions set out in subsection 2(2) of the *Development Charges Act, 1997* are required for such development or re-development;

**AND WHEREAS** the Council of the Corporation of the City of Clarence-Rockland has given notice in accordance with section 12 of the Act, of its intention to pass a by-law under section 2 of the said Act;

**AND WHEREAS** Council had before it a report entitled the “Development Charges Background Study”, submitted by Hemson Consulting Ltd. dated September 18, 2019 (the “Study”);

**AND WHEREAS** Council of the Corporation of the City of Clarence-Rockland, hereby determines that the future excess capacity identified in the Study dated September 18, 2019, shall be paid for by the development charges contemplated in the Study;

**AND WHEREAS** Council of the City of Clarence-Rockland on November 18, 2019 determined that the increase in the need for services attributable to the anticipated development as contemplated in the Study, including any capital costs, will be met by updating the capital budget and forecast for the City of Clarence-Rockland, where appropriate;

**AND WHEREAS** the Council of the City of Clarence-Rockland has given consideration of the use of more than one Development Charge By-law to reflect different needs for services in different areas, also known as “area rating” or “area specific development charges”, and has determined that for the services, and associated infrastructure proposed to be funded by development charges under this by-law, that it is fair and reasonable that the charges be calculated on a municipal-wide basis;

**AND WHEREAS** the Study dated September 18, 2019 includes an Asset Management Plan that deals with all assets whose capital costs are intended to be funded under the Development Charge By-law and that such assets are considered to be financially sustainable over their full life-cycle;

**AND WHEREAS** the Council of the City of Clarence-Rockland will give consideration to incorporating the Asset Management Plan outlined in the Study within the City of Clarence-Rockland ongoing practices and Corporate Asset Management Plan;

**AND WHEREAS** Council has reviewed the Study and has considered the comments of the public at a public meeting duly called on October 22, 2019, to consider the enactment of a by-law under the Development Charges Act, 1997;

**AND WHEREAS** Council of the Corporation of the City of Clarence-Rockland agrees that no further public meetings are required under Section 12 of the Act.

**THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND BY THE COUNCIL THEREFORE ENACTS AS FOLLOWS:**

1. In this By-law terms have the following meanings:
  - (a) “Act” means the Development Charges Act, 1997, as amended;
  - (b) “Agricultural Use” means a use of land, buildings or structures for the purpose of field crops, fruit farming, market gardening, dairying, animal husbandry, poultry or beekeeping and such uses, structures and buildings as are customarily related to a farming operation, but does not include a Dwelling Unit;
  - (c) “Apartment Unit” (Apt) means a any residential dwelling unit within a building containing three or more dwelling units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor;

- (d) “Bedroom” (BR) includes any room which can be used as sleeping quarters but does not include a kitchen, bathroom, living room or dining room;
- (e) “Board of Education” has the same meaning as that specified in subsection 29(1) of the Act;
- (f) “Capital Cost” means costs incurred or proposed to be incurred by a municipality or a local board or commission thereof directly or under an agreement;
  - i. to acquire land or an interest in land,
  - ii. to improve land,
  - iii. to acquire, construct or improve buildings and structures,
  - iv. to acquire, construct or improve facilities including,
    - 1. rolling stock with an expected useful life of seven years or more, furniture and equipment, excluding computer equipment and
    - 2. materials acquired for circulation, reference or information purposes by a library board as defined in the Public Libraries Act, R.S.O. 1998, and
  - v. to undertake studies in connection with any of the matters in clauses (f)(i) through (iv), required for the provision of designated services
- (g) “City” means the City of Clarence-Rockland;
- (h) “Commercial Use” means the use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include Industrial Use or Agricultural Use, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;
- (i) “Council” means the Council of the City of Clarence-Rockland;
- (j) “Development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of increasing the size or usability thereof, and includes re-development;
- (k) “Development Charge” means a charge imposed with respect to Growth-Related Net Capital Costs against land pursuant to the provisions of the within by-law;
- (l) “Duplex dwelling unit” shall mean a dwelling that is divided horizontally into two dwelling units.

- (m) “Dwelling Unit” means one or more habitable rooms designed or intended for use by one household exclusively as an independent and separate unit in which separate kitchen and sanitary facilities are provided for the exclusive use of the household with a private entrance from outside the building or from a common hallway or stairway inside the building;
- (n) “Existing” means the number, use and size that existed as of the date this by-law was passed;
- (o) “Growth-Related Net Capital Cost” means the portion of the Net Capital Cost of services that is reasonably attributable to the need for such Net Capital Cost that results or will result from new development in all or a defined part of the City;
- (p) “Industrial Use” means the use of land, buildings or structures designed for the purpose of manufacturing, assembling, making, preparing, inspecting, ornamenting, finishing, treating, altering, repairing, warehousing or storing or adapting for sale of any goods, substance, article or thing, or any part thereof and the storage of building and construction equipment and materials, as distinguished from the buying and selling of commodities and the supplying of personal services. This definition does not include Agricultural Use;
- (q) “Institutional Use” means land, buildings, structures or part thereof used by any organization, group or association for promotion of charitable, educational or benevolent objectives and not for profit or gain;
- (r) “Local Board” means a school board, public utility commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the City of Clarence-Rockland or any part or parts thereof;
- (s) “Local Services” means those services, facilities or things which are within the boundaries of, about or are necessary to connect lands to Services and an application has been made in respect of the lands under sections 51 and 53 of the Planning Act, R.S.O. 1990;
- (t) “Multiple Housing” means all residential dwellings other than single detached dwellings, semi-detached dwellings, duplex dwellings and apartment units;
- (u) “Net Capital Cost” means the Capital Cost less capital grants, subsidies and other



- contributions made to the City or that the council of the municipality anticipates will be made, including conveyances or payments under sections 41, 51 and 53 of the *Planning Act, R.S.O. 1990*, in respect of the Capital Cost;
- (v) “Non-Residential Use” includes Commercial, Industrial and Institutional Uses;
  - (w) “Non-Profit Housing” housing which is or is intended to be offered primarily to persons or families of low income and which is owned or operated by a non-profit corporation being a corporation, no part of the income of which is payable to or otherwise available for the personal benefit of a member or shareholder thereof;
  - (x) “Official Plan” means the Official Plan adopted for the City, as amended and approved;
  - (y) “Owner” means the owner of land or a person who has made application for an approval for the development of land upon which a Development Charge is imposed;
  - (z) “Place of Worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act, R.S.O. 1990*, c. A.31, as amended;
  - (aa) “Rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;
  - (bb) “Regulation” means O. Reg. 82/98 as at February 20, 1998, as amended;
  - (cc) “Residential Building” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more Dwelling Units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;
  - (dd) “Residential Use” means the use of a building or structure or portion thereof for one or more Dwelling Units. This also includes a Dwelling Unit on land that is used for an Agricultural Use, but does not include any other type of building erected on Agricultural land;
  - (ee) “Row Housing Dwelling Unit” means a building that is divided vertically into three or more dwelling units, each of which has independent entrances, to a front and rear yard immediately abutting the front and rear walls of each dwelling unit;
  - (ff) “Semi-Detached Dwelling Unit” means the whole of the building divided vertically from the foundation to the roof by an unpierced common wall into two

separate dwelling units each of which has an independent entrance directly from grade;

- (gg) “Services” means those services, facilities, accommodations and things shown on Schedule “A” to this by-law;
- (hh) “Services in Lieu” means those Services specified in an agreement made under clause 11 of this by-law;
- (ii) “Servicing Agreement” means an agreement to provide municipal services by the City of Clarence-Rockland to specified lands within the municipality;
- (jj) “Single Detached Dwelling Unit” means a completely detached dwelling unit to which entrance is gained only by a private entrance outside the building;
- (kk) “Temporary building or structure” means a building or structure constructed or erected on land for a continuous period not exceeding six months, or an addition or alteration to a building or structure that has the effect of increasing the total floor area thereof for a continuous period exceeding six months;
- (ll) “Total floor area” means:
  - i. In the case of a residential use building or structure, or in the case of a mixed-use building or structure with respect to the residential use portion thereof, the total area of all floors measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls separating the dwelling unit from another dwelling unit or other portion of the building;
  - ii. In the case of a non-residential use building or structure or in the case of a mixed-use building or structure in respect of the non-residential portion

Thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls or between the outside surfaces of exterior walls and the centre line of party walls separating two uses; and

1. Includes the area of a mezzanine as defined in the Ontario Building Code; and
2. Excludes those areas exclusively for parking of vehicles unless the parking of vehicles is the primary use of the building or structure.

- (mm) “Unit” includes a Dwelling Unit and Apartment Unit;
  - (nn) “Zoning By-Law” means the Zoning By-Law of the City of Clarence-Rockland, as adopted by Council, plus amendments or any successor thereof passed pursuant to the *Planning Act, R.S.O. 1990*;
2. (a) This by-law applies to all lands in the City of Clarence-Rockland whether or not the land or use thereof is exempt from taxation under s. 13 of the *Assessment Act*.
  - (b) Notwithstanding clause 2(a) above, this by-law does not apply to the development of land that is owned by and used for the purposes of:
    - i. A Board of Education;
    - ii. The City of Clarence-Rockland, or any local board or commission thereof;
    - iii. The United Counties of Prescott & Russell or any local board thereof;
    - iv. A place of worship and the land used in connection therewith; and
    - v. Temporary buildings or structures provided that such buildings are removed within six months of the issuance of a building permit.
  - (c) Notwithstanding clause 2(a) above, half of the prescribed charge is applicable to a residential use building erected and owned by non-profit housing, provided that satisfactory evidence is provided to the Treasurer that the residential use building is intended for persons of low or modest incomes and that the dwelling units are being made available at values that are initially and will continue to be below current market levels in the County of Prescott & Russell.
3. Council hereby determines that the development of land, buildings or structures for Residential and Non-Residential Uses have required or will require the provision, enlargement, expansion or improvement of the Services shown in the proportions applicable to each such use on Schedule “A” hereto.
  4. (a) The development charge with respect to the use of any land, buildings or structures shall be calculated as follows:
    - i. In the case of residential development, or the residential portion of a mixed-use development, based upon the number and type of dwelling units; or
    - ii. In the case of non-residential development, or the non-residential portion of a mixed-use development, based upon the total floor area of such development
  - (b) The development charges described in Schedule B to this By-law shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit

accessory to a non-residential use and, in the case of a mixed-use building or structure, on the residential component of the mixed-use building or structure, according to the type of residential use.

- (c) The development charges described in Schedule B to this By-law shall be imposed on non-residential uses of lands, buildings or structures and, in the case of a mixed-use building or structure, on the non-residential components of the mixed-use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.
  - (d) The Development Charges set out in this By-law are identified in Schedule B hereto and are payable in full, subject to the exemptions and credits herein from the effective date of this By-law.
  - (e) No development charge shall be imposed if a building that has been destroyed or legally demolished is rebuilt within three years of the destruction or demolition. If a different type of building is constructed, a credit equal to the development charge that would have been imposed on the original building, will apply.
5. (a) The whole of the development charge imposed hereunder shall be calculated and paid in full on the date a building permit under the *Building Code Act* is issued in respect of the building or structure for the use to which the development charge hereunder applies.
- (b) No building permit shall be issued for any building or structure in respect of which the development charge applicable hereunder remains unpaid, unless an agreement permits a later payment.
- (c) The Council may enter into a written agreement providing for payment of the development charges on any date that Council decides is appropriate.
6. Nothing in this by-law prevents Council from requiring, as a condition of approval under section 51 or 53 of the *Planning Act, R.S.O. 1990*, that the Owner, at his own expense, install such Local Services as Council may require or that the Owner install local connections to municipal services at the Owner's expense.
7. This By-law does not apply with respect to approvals related to the residential development of land, buildings or structures that would have the affect only:
- (a) of permitting the enlargement of an existing dwelling unit;

- (b) of creating one or two additional dwelling units in an existing single detached dwelling;
  - (c) of creating one additional dwelling unit in an existing semi-detached dwelling or duplex dwelling; or
  - (d) of creating one additional dwelling unit in any other existing residential building, all as defined in the Regulations.
8. For the purposes of section 7, where a building permit has been issued for the construction of a single detached dwelling, semi-detached dwelling, or any other residential dwelling following the adoption of this by-law, such building shall be deemed not to be existing until such time as a provisional occupancy certificate has been granted and a final inspection has been completed. For the purposes of clarification, and without limiting the generality of the foregoing, where an applicant has paid Development Charges on issuance of building permit and prior to the granting of provisional occupancy by Building Department with respect to that building permit, the applicant or such successor permit holder, alters, modifies, etc., the building to add dwelling unit(s), such additional dwelling unit(s) shall not be eligible for the exemptions set out in section 7 with respect to the payment of Development Charges.
9. Notwithstanding Subsections 7(b) to (d), a Development Charge shall be imposed with respect to the creation of one or two additional dwelling units in a dwelling, if the gross floor area of the additional one or two dwelling units exceeds, the gross floor area of the existing dwelling unit in Subsection 7(b) and 7(c), and the smallest existing dwelling unit in Subsection 7(d).
10. The development charges established hereunder may be adjusted without amendment to this by-law annually as of the 31st of December in each year commencing on 31st December, 2020, in accordance with the most recent twelve month change in Statistics Canada Quarterly, Construction Price Statistics.
11. (a) Council, by written agreement, may permit an Owner to commute the whole or such part of the development charge applicable to the Owner's development, as may be specified in the agreement, by the provision at the Owner's sole expense of Services in Lieu. Such agreement shall further specify that where the Owner provides Services in Lieu in accordance with the agreement, Council shall give to the Owner a credit against the Development charge otherwise applicable to his development equal to the reasonable cost of providing the Services in Lieu.

- (b) In any agreement made under clause 11 (a), Council may also give a further credit equal to the owner's reasonable cost of providing Services in addition to or of a greater size or capacity than would be required under this by-law, but may not give the credit against the development charge payable.
  - (c) Any dispute as to the reasonable cost of providing the Services in Lieu or the Services mentioned in clause 11 (a) and (b) above shall be referred to the City of Clarence-Rockland Council whose decision shall be final and binding.
- 12. A copy of this by-law may be registered against such lands in the City of Clarence-Rockland as Council by resolution from time to time may direct.
- 13. Any amount of development charge which remains unpaid after the date specified in clause 5 or in a written agreement shall be added to the tax roll and collected as unpaid taxes.
- 14. The Treasurer of the City of Clarence-Rockland shall administer this by-law.
- 15.
  - (a) Any agreement made under section 51 or 53 of the *Planning Act, R.S.O. 1990*, before the date this by-law comes into force which provides for the payment of a lot levy, capital contribution or other charge shall remain in full force and effect and be enforceable according to its terms.
  - (b) The Treasurer in calculating the development charge payable under clause 4, above shall deduct from the development charge otherwise payable any amount paid pursuant to an agreement mentioned in clause 11 (a), above.
  - (c) Where a lot levy, or development charge was collected as a condition for a lot created by consent pursuant to Section 53 of the *Planning Act R.S.O. 1990*, then the amount collected shall be deducted from the Development Charge at the time the Building Permit is issued.
- 16.
  - (a) Council directs the Treasurer to create individual reserve funds, separate from the other reserve funds of the municipality, including reserve funds created or administered under section 165 of the *Municipal Act* for each of the services listed in Schedule "A" to this by-law. The Treasurer shall deposit the development charges received under this by-law into the appropriate reserve fund thus created and shall pay from the appropriate reserve fund any amounts necessary to defray the Net Capital Cost of the service.
  - (b) The amounts contained in the reserve funds established under clause 16 (a) above,

shall be invested in accordance with subsection 165(2) of the *Municipal Act* and any income received from such investment shall be credited to the said reserve fund in the proportions determined by the balances in the accounts listed in Schedule “A” to this by-law as of December 31 of the previous year.

17. Where any unpaid development charges are collected as taxes under clause 11 above, the money so collected shall be credited to the said reserve funds in the proportions provided for in Schedule A.
18. The Treasurer of the City of Clarence-Rockland shall, in each year on or before May 31, present to Council a statement in respect of the reserve fund for the prior year established hereunder containing the information required under the Regulation.
19. (a) If this by-law is amended or repealed by Council or the Ontario Municipal Board, the Treasurer shall determine within 30 days of the amendment or repeal whether any owner has overpaid in respect of the development charge payable hereunder immediately prior to the repeal or amendment of this by-law and if such an overpayment has been made, the Treasurer shall calculate the amount of such overpayment.
  - (b) Any overpayment determined under clause 19 (a), above shall be paid to the person who made the payment by his or her last known address within 30 days of the date of the repeal or amendment of this by-law.
  - (c) The refund payable under clause 19 (b), above shall be paid with interest calculated from the date upon which the overpayment was collected to the date on which the refund is made. Such interest shall be paid at the Bank of Canada Rate in effect from time to time from the date of enactment of this by-law as adjusted in clause 19 (d), below.
  - (d) The Bank of Canada Rate in effect on the date of enactment of this by-law shall be adjusted on the first business day of January, 2011 to the Rate established by the Bank of Canada on that day and shall be adjusted four times each year thereafter on the first business day of January, April, July and October to the Rate established by the Bank of Canada on the day of the adjustment.
20. This by-law shall continue in force and effect for a term of 5 years from the date of its coming into force.
21. This by-law comes into force on February 2, 2020.

By-law read a first, second and third time and finally passed this 2<sup>nd</sup> day of December, 2019.



*original signed by*

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**GUY DESJARDINS, MAYOR**

*original signed by*

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**MONIQUE OUELLET, CLERK**

**SCHEDULE "A"**

**SCHEDULE OF CATEGORY OF  
MUNICIPAL SERVICES AND ALLOCATIONS**

Category of Service	Percentage of Total Charge	
	Residential	Non-Residential
Fire Protection	9.62%	8.81%
Services Related to a Highway		
Public Works	8.53%	8.20%
Roads And Related	81.85%	82.99%
<b>TOTAL CITY-WIDE UNIFORM CHARGE</b>	<b>100.00%</b>	<b>100.00%</b>

Category of Service	Percentage of Total Charge	
	Residential	Non-Residential
Fire Protection	7.71%	6.97%
Services Related to a Highway		
Public Works	6.84%	6.49%
Roads And Related	65.64%	65.64%
Waterworks	19.80%	20.90%
<b>TOTAL CITY-WIDE UNIFORM CHARGE (incl. Waterworks)</b>	<b>100.00%</b>	<b>100.00%</b>

Category of Service	Percentage of Total Charge	
	Residential	Non-Residential
Fire Protection	5.98%	5.38%
Services Related to a Highway		
Public Works	5.30%	5.01%
Roads And Related	50.89%	50.70%
Waterworks	15.35%	16.15%
Sanitary Sewage	22.47%	22.76%
<b>TOTAL CITY-WIDE UNIFORM CHARGE (fully serviced)</b>	<b>100.00%</b>	<b>100.00%</b>

**SCHEDULE "B"**

**SCHEDULE OF DEVELOPMENT  
CHARGES**

**Residential Rates**

Service	Charge By Unit Type		
	Single & Semi-Detached	Rows & Other Multiples	Apartments
Fire Protection	\$1,016	\$782	\$544
Services Related to a Highway			
Public Works	\$901	\$693	\$482
Roads And Related	\$8,645	\$6,650	\$4,625
<b>Subtotal Services Rel. to a Highway</b>	<b>\$9,546</b>	<b>\$7,343</b>	<b>\$5,107</b>
<b>TOTAL RESIDENTIAL UNSERVICED CHARGE</b>	<b>\$10,562</b>	<b>\$8,125</b>	<b>\$5,651</b>
City-Wide Uniform Charge	\$10,562	\$8,125	\$5,651
Waterworks	\$2,608	\$2,006	\$1,395
<b>TOTAL RESIDENTIAL CHARGE BY UNIT TYPE (incl. Waterworks)</b>	<b>\$13,170</b>	<b>\$10,131</b>	<b>\$7,046</b>
City-Wide Uniform Charge	\$10,562	\$8,125	\$5,651
Waterworks	\$2,608	\$2,006	\$1,395
Sanitary Sewage	\$3,818	\$2,937	\$2,042
<b>TOTAL RESIDENTIAL CHARGE BY UNIT TYPE (Non-Discounted only)</b>	<b>\$16,988</b>	<b>\$13,068</b>	<b>\$9,088</b>

**Non-Residential Rates**

<b>Service</b>	<b>Non-Residential Charge (\$/sq.m)</b>
Fire Protection	\$7.15
Services Related to a Highway	
Public Works	\$6.34
Roads And Related	\$60.76
<b>Subtotal Services Rel. to a Highway</b>	<b>\$67.10</b>
<b>TOTAL NON-RESIDENTIAL UNSERVICED CHARGE PER SQ M</b>	<b>\$74.25</b>
City-Wide Uniform Charge	\$74.25
Waterworks	\$18.35
<b>TOTAL NON-RESIDENTIAL CHARGE PER SQ M (incl. Waterworks)</b>	<b>\$92.60</b>
City-Wide Uniform Charge	\$74.25
Waterworks	\$18.35
Sanitary Sewage	\$26.85
<b>TOTAL NON-RESIDENTIAL CHARGE PER SQ M (Non-Discounted only)</b>	<b>\$119.45</b>



## REPORT N° INF2019-032

<b>Date</b>	18/11/2019
<b>Submitted by</b>	Julian Lenhart
<b>Subject</b>	Contract Award Wastewater Treatment Plant
<b>File N°</b>	INF2019-032

### 1) NATURE/GOAL :

The purpose of this report is to increase the funding authority for the wastewater treatment plant upgrade program and award the construction contract for these works.

### 2) DIRECTIVE/PREVIOUS POLICY :

Council provided direction to staff to bring forward a report for the November 18, 2019 Council agenda with respect to increasing the funding authority for the subject program and awarding the associated construction contract. This report addresses that direction.

### 3) DEPARTMENT'S RECOMMENDATION :

**WHEREAS** Council has approved funding for the Wastewater Treatment Plant Upgrades in the amount of \$12,600,000;

**WHEREAS** tenders were called to retain a general contractor for this project;

**WHEREAS** Louis W Bray Limited submitted the lowest bid in the amount of \$16,923,760 (excluding HST);

**WHEREAS** the revised project expenditures for the upgrades are now estimated to be \$22,000,000;

**BE IT RESOLVED THAT** an additional \$9,400,000 in funding authority be approved for this project bringing the project cost upset limit to \$22,000,000;

**BE IT FURTHER RESOLVED THAT** this additional funding be secured from the issuance of long-term debt;

**BE IT FURTHER RESOLVED THAT** the City execute an agreement with Louis W Bray Limited in the amount of \$16,923,760 (excluding HST) for the construction of the wastewater treatment plant upgrades.

**ATTENDU QUE** Le Conseil a approuvé un financement de 12 600 000 \$ pour la modernisation de l'usine de traitement des eaux usées;

**ATTENDU QUE** des appels d'offres ont été lancés pour retenir les services d'un entrepreneur général pour ce projet;

**ATTENDU QUE** Louis W Bray Limited a présenté l'offre la plus basse, au montant de 16 923 760 \$ (TVH en sus);

**ATTENDU QUE** les dépenses de projet révisées pour les améliorations sont maintenant estimées à 22 000 000 \$;

**QU'IL SOIT RÉSOLU QU'**une autorisation de financement supplémentaire de 9 400 000 \$ soit approuvée pour ce projet, ce qui porte à 22 000 000 \$ la limite de dépassement des coûts du projet;

**QU'IL SOIT RÉSOLU QUE** ce financement supplémentaire soit financé par l'émission de dette à long terme;

**QU'IL SOIT RÉSOLU QUE** la Cité signe avec Louis W Bray Limited une entente d'un montant de 16 923 760 \$ (TVH en sus) pour la construction de la modernisation de l'usine de traitement des eaux usées.

#### **4) BACKGROUND :**

In October 2017, Council approved an amendment to the capital works budget for this project to an upset limit of \$12,586,000 and is to be funded as follows:

Development Charges:	\$5,000,000
Long Term Debt Financing:	\$7,586,000

The City had received approval for \$1.14 million in financial assistance from the Ontario Community Infrastructure Funding (OCIF) program. Receipt of these monies was conditional on the approved construction works being completed by no later than December 31, 2019. In an effort into comply with this timeline, staff elected to "compress" the project tender award date by prequalifying contractors. Contractors were requested to submit an expression of interest to undertake the construction work by providing a general overview of the firm, detailing their experience's on similar related projects and delineate their capacity to undertake a project of this magnitude. etc.

Ultimately five (5) firms were shortlisted to provide quotations for the approved scope of work associated with the wastewater treatment

plant upgrades. Tenders were sent out to general contractors on August 1, 2019 and closed September 6, 2019. The following bids were received for the project:

Louis W Bray Construction Limited	\$16,923,760
Asco Construction Inc.	\$17,816,076
North America Construction (1993) limited	\$20,031,030
Thomas Fuller Construction Company Limited	\$21,594,613
Ed Brunet & Associates Canada Inc.	No Bid

The low bid from Louis W Bray Construction Limited was reviewed by the project team and found to be without any irregularities. Reference checks were also undertaken with organizations that have worked with the firm and were found to be acceptable.

5) **DISCUSSION :**

Based on Louis Bray’s low bid of \$16,923,760, the projected cost of the wastewater treatment plant is summarized as follows:

Construction Contracts:	\$16,923,760
Engineering (design, CA, inspection etc.)	\$1,414,000
Contingency (17.85%) (Approx.)	\$3,273,290
HST (1.8%) (Approx.)	\$388,949
<b>Total Project Cost</b>	<b>\$22,000,000</b>

*Value Engineering:*

It is acknowledged that there is a significant cost increase required for this project. Staff has had discussions with the contractor and it has been agreed that a Value Engineering exercise will take place after the award in order to assess if there are any cost efficiencies that can be realized. The contractor’s perspective would be value in assessing areas where cost savings may be realized.

There is a requirement to amend the approved funding allocation for this project. Accordingly, staff recommends that an additional \$9.4 million in long-term debt financing be approved for this project.

*Staff Recommendations:*

It is recommended that:

- Louis W Bray Construction Limited be awarded the construction contract for the wastewater treatment plant works to an upset limit of \$16,923,760 and

- the funding authority for the treatment plant works be amended from \$12,586,000 to \$22,000,000 with the additional funding authority coming from the issuance of Long-Term Debt.

*Implementation Schedule:*

Subject to Council’s approval of the award an additional funding requirements, the following provides a summary of the key milestone dates associated with this project:

Committee recommendation-amended budget	November 18, 2019
Council Approval	December 02, 2019
Contract Award	December 03, 2019
Construction Start	May 2019
Construction Completion and Commissioning	December 2021
Post Construction and Warranty	Jan. 2022 to Jan. 2023

6) **CONSULTATION:**

The municipality has had discussion with local affected residents and businesses regarding the issues surrounding the operation of the water treatment plant. These consultations of discussions will continue as the project proceeds forward.

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

N/A

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

Currently the approved funding for the Waste Treatment Plant upgrades in the amount of \$12.6 million have been approved as part of the 2018 Capital Works Budget deliberation process. \$5 million was funded from development charges and \$7.586 million to be debt financed. Staff recommends that the increased budget requirement of \$9.4 million, the funding will be secured from the issuance of long-term debt financing.

9) **LEGAL IMPLICATIONS :**

Failure to implement the waste treatment plant upgrades could result in legal actions from the affected businesses and area residents. As well, the Ministry of Environment and Climate Change (MOECC) may elect to issue a Provincial Order if the municipality does not demonstrate a willingness to address the waste treatment plant requirements. The City also increases the risk of wastewater discharge quality not meet MOECC criteria as stipulated in the City’s ECA. This could result in the issuance of Provincial Orders or fines.



10) **RISK MANAGEMENT:**

Implementation of this program will demonstrate the municipality's commitment to providing effective stewardship of its infrastructure. The program will assist in mitigating the negative operational issues such as odour generation etc. at the treatment facility

11) **STRATEGIC IMPLICATIONS:**

The installation of a preliminary screen for the sewage treatment plant will reduce odours and will allow the proper treatment of sewage prior to discharging into the Ottawa River. This will place the City in compliance with MOECC effluent discharge criteria. It will also allow the business owners in the industrial park full enjoyment of their properties and no impacts on their clients. Delaying the repair of the concrete slab could result in increased deterioration leading to an increased safety risks and future repair costs and prevent the City from using this valuable storage area. The upgrades of the Pumping Station #1 and the twinning of the sanitary sewage forcemain will allow for growth to continue. Without these upgrades further large development may be jeopardized.

12) **SUPPORTING DOCUMENTS:**





## REPORT N° PRO2019-025

<b>Date</b>	18/11/2019
<b>Submitted by</b>	Brian Wilson
<b>Subject</b>	Protective Services – Monthly Report (September 2019)
<b>File N°</b>	<a href="#">Click here to enter text.</a>

- 1) **NATURE/GOAL :**  
To advise council on the activities performed by the Protective Services Department.
- 2) **DIRECTIVE/PREVIOUS POLICY :**  
None.
- 3) **DEPARTMENT’S RECOMMENDATION :**  
**THAT** Report No. PRO2019-025 in regards to monthly statistics, be received as information.

**QUE** le rapport No. PRO2019-025 au sujet des statistiques mensuel, soit reçu à titre d’information.

- 4) **MONTHLY STATISTICS :**  
For the month of September 2019, the Protective Services Department did perform the following:

### **Fire Department**

#### Incidents:

Call Type	# of Calls (Sept)	2019 YTD		2018 YTD
Fire – Residential		13		11
Fire – Commercial		1		2
Fire – Outdoor		4		11
Fire – Chimney		2		1
Fire – Vehicle	1	4		6
Fire – Outbuilding				1
Fire – Other (e.g. steam)				2
Burning Complaint		3		16
Fire Alarms (Cooking)		14		9
Fire Alarms (Malicious)	2	3		4
Fire Alarms (Accidental)	4	28		20
Fire Alarms (Faulty Eq.)		17		29
Fire Alarms (Other)				3
CO Alarm (CO found)		2		6
CO Alarm (No CO found)		19		20

MVC – extrication		5		4
MVC – no extrication	2	28		38
Medical – VSA	6	21		22
Medical - Unconscious	2	14		14
Medical – Other	5	24		37
Cancelled On Route				5
Other	9	54		52
Mutual Aid				
<b>TOTAL</b>	<b>31</b>	<b>256</b>		<b>313</b>

Fire department response times are detailed in the attached report, and are summarized below:

September – Weekday Incidents			
District	# of P1 Calls	Avg. First Arriving Unit (P1 calls)	# of P2 Calls
1A Bourget Rural	2	8:31 mins	
1B Bourget Urban			
1C Bourget Rural			
2A Clarence-Creek Rural	1	8:51 mins	
2B Clarence-Creek Urban			
2C Clarence-Creek Rural			
3A Rockland Rural	2	8:08 mins	
3B Rockland Urban	4	3:43 mins	1
(P1 = priority one, lights & sirens / P2 = priority two, no lights/sirens)			

September – Evening/Weekend/Holiday Incidents			
District	# of P1 Calls	Avg. First Arriving Unit (P1 calls)	# of P2 Calls
1A Bourget Rural	3	8:25 mins	
1B Bourget Urban	2	5:23 mins	
1C Bourget Rural			
2A Clarence-Creek Rural			1
2B Clarence-Creek Urban	1	4:30 mins	
2C Clarence-Creek Rural	1	15:26 mins	
3A Rockland Rural	1	12:34 mins	1
3B Rockland Urban	8	8:39 mins	3
(P1 = priority one, lights & sirens / P2 = priority two, no lights/sirens)			

Prevention / Public Education:

	Sept	YTD	2018 YTD
Fire Inspections Completed	13	121	107
Follow Up Inspections		2	35
Permanent Fire Permit Insp.	10	62	25
Public Education Activities	1	21	32

Training:

Training Course	Length of Course	# of FFs	Total Hours (Sept)	Total Hours YTD	2018 YTD
NFPA 1001 Firefighting (Search & Rescue)	4 hrs	54	216		
NFPA 1001 Firefighting (Forcible Entry/Hoisting)	3 hrs	53	159		
NFPA 1001 Firefighting (Rural Water Supply)	3.5 hrs	10	35		
NFPA 1072 Hazardous Materials – Operations	23 hrs	21	483		
NFPA 1001 Firefighting (RIT Teams)	5 hrs	1	5		
NFPA 1072 (RTC Course) Hazardous Materials – Operations	40 hrs	9	360		
Driver Training (DZ License)	6	2	12		
<b>Training Hours Worked (incl. prep)</b>			<b>1270</b>	<b>5250</b>	<b>5306</b>

Meetings (evening meetings / committee meetings):

'Chief's' BBQ held at Station 1 (Bourget) to show appreciation to members and their families (other stations in early October).

	Sept	YTD (Hours)
CRFD Executive Meetings		23
Meetings with UCPR Paramedics		2.5
Conservation Authority Meetings		8
Meeting with NGOs (Ontario211, Red Cross)		3
Essentials of Municipal Fire Protection Workshop		8
Emergency Management Meetings (Mandated)		2
Apparatus Committee Meetings		2
Regional Chief's Meetings		9

## **Municipal Enforcement**

	Sept	YTD		2018 YTD
Officers hours worked	774	5906		6834.5
OT hours worked (1.5)	2	212		261.5
OT hours for Flood (1.0)	0	0		117
Hours on snow enforcement	0	149		22.5
OT hours on snow enforcement	0	61		32.5
Hours on Taxi Administration	4	74		150
Hours on Civic Addressing	5	30		375
# of parking tickets issued	13	216		235
# of hours on Business Licensing	12	80		36
# of parking warnings issued	27	163		427
# of Part I tickets issued	8	51		33
# of Part III summons issued	0	1		2
# of dogs caught at large	23	112		141
# of complaints handled	258	2358		1879

September 2019

#	Incident Date	Incident Type	District	Apparatus	Staffing	PRIORITY 1/2	Dispatch Time	Responding Time	Arrival Time	Total Response Time	Overall Response Time	
Bourget Rural												
19-245	September 5, 2019	Fire - Vehicle	1A (Bourget Rural)	Primary	Pumper 1 (Bourget)	2 FF (Vol)	1	4:22:22 PM	4:26:23 PM	4:31:58 PM	0:09:36	0:09:36
				First Arriving	Same				4:26:23 PM	4:31:58 PM	0:09:36	
19-249	September 6, 2019	Medical - Other	1A (Bourget Rural)	Primary	Squad 1 (Bourget)	3 FF (Vol)	1	7:11:49 PM	7:13:02 PM	7:15:56 PM	0:04:07	0:04:07
				First Arriving	Same				7:13:02 PM	7:15:56 PM	0:04:07	
19-259	September 15, 2019	Medical - Unconscious	1A (Bourget Rural)	Primary	Squad 1 (Bourget)	1 FF (Vol)	1	10:39:59 PM	10:45:10 PM	10:51:31 PM	0:11:32	0:11:32
				First Arriving	Same				10:45:10 PM	10:51:31 PM	0:11:32	
19-261	September 18, 2019	Other	1A (Bourget Rural)	Primary	Pumper 1 (Bourget)	1 FF (Vol)	1	11:40:43 AM	11:46:58 AM	11:51:50 AM	0:11:07	0:11:07
				First Arriving	Car 2 (Deputy)	2 FF (FT)			11:42:07 AM	11:51:50 AM	0:11:07	
19-268	September 26, 2019	Medical - Lift Assist	1A (Bourget Rural)	Primary	Squad 1 (Bourget)	1 FF (Vol)	1	10:04:04 AM	10:10:00 AM	10:10:00 AM	0:05:56	0:05:56
				First Arriving	Same				10:10:00 AM	10:10:00 AM	0:05:56	
Bourget- Village												
19-258	September 15, 2019	Other	1B (Bourget Village)	Primary	Pumper 1 (Bourget)	4 FF (Vol)	1	3:58:09 PM	4:05:40 PM	4:12:55 PM	0:14:46	0:07:53
				First Arriving	Car 2 (Deputy)	1 FF (FT)			4:01:39 PM	4:06:02 PM	0:07:53	
19-270	September 28, 2019	Medical - VSA	1B (Bourget Village)	Primary			1	9:24:00 AM	9:24:01 AM	9:24:08 AM	0:00:08	0:00:08
				First Arriving	Car 2 (Deputy)	1 FF (FT)			9:24:01 AM	9:24:08 AM	0:00:08	
Bourget -Rural												
Clarence-Creek Rural												
19-262	September 19, 2019	Vehicle Collision - Spills/Cleanup	2A (Clarence Rural)	Primary	Pumper 2 (Clarence)	2 FF (Vol)	1	8:46:17 AM	8:54:07 AM	8:55:40 AM	0:09:23	0:08:51
				First Arriving	Pumper 3 (Rockland)	1 FF (FT)			8:49:17 AM	8:55:08 AM	0:08:51	
19-265	September 22, 2019	Medical - Other	2A (Clarence Rural)	Primary	Squad 2 (Clarence)	3 FF (Vol)	1	10:08:48 PM	cancelled	cancelled	cancelled	cancelled
				First Arriving					cancelled	cancelled	cancelled	
Clarence-Creek Vilage												
19-254	September 11, 2019	Other	2B (Clarence Village)	Primary	Pumper 2 (Clarence)		1	7:28:39 PM	7:31:17 PM	7:33:09 PM	0:04:30	0:04:30
				First Arriving	Same				7:31:17 PM	7:33:09 PM	0:04:30	
Clarence-Creek Rural												
19-264	September 20, 2019	Vehicle Collision - Spills/Cleanup	2C (Clarence Rural)	Primary	Pumper 2 (Clarence)	1 FF (Vol)	1	4:31:05 PM	4:38:13 PM	5:02:17 PM	0:31:12	0:15:26
				First Arriving	Pumper 3 (Rockland)	5 FF (Vol)			4:37:56 PM	4:46:31 PM	0:15:26	
Rockland Rural												
19-256	September 13, 2019	Medical - Lift Assist	3A (Rockland Rural)	Primary	Squad 3 (Rockland)	2 FF (FT)	1	10:19:11 AM	10:20:07 AM	10:24:26 AM	0:05:15	0:05:15
				First Arriving	Same				10:20:07 AM	10:24:26 AM	0:05:15	
19-257	September 15, 2019	Medical - VSA	3A (Rockland Rural)	Primary	Squad 3 (Rockland)	4 FF (Vol)	1	8:07:42 AM	8:16:23 AM	8:20:16 AM	0:12:34	0:12:34
				First Arriving	Same				8:16:23 AM	8:20:16 AM	0:12:34	
19-263	September 20, 2019	Alarms - Accidental	3A (Rockland Rural)	Primary	Pumper 3 (Rockland)	3 FF (FT)	1	12:50:00 PM	12:53:31 PM	1:01:00 PM	0:11:00	0:11:00
				First Arriving	Same				12:53:31 PM	1:01:00 PM	0:11:00	
19-272	September 29, 2019	Other	3A (Rockland Rural)	Primary	Pumper 3 (Rockland)	6 FF (Vol)	2	2:01:30 AM	2:11:29 AM	cancelled	#VALUE!	#VALUE!
				First Arriving	Same				2:11:29 AM	cancelled	#VALUE!	
Rockland Urban												
19-244	September 3, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	4 FF (Vol)	1	8:13:18 PM	8:20:12 PM	8:20:16 PM	0:06:58	0:04:50
				First Arriving	Car 1 (Chief)	1 FF (FT)			8:15:29 PM	8:18:08 PM	0:04:50	
19-246	September 5, 2019	Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	6 FF (Vol)	2	5:36:44 PM	5:44:10 PM	5:48:26 PM	0:11:42	0:11:42
				First Arriving	Same				5:44:10 PM	5:48:26 PM	0:11:42	
19-247	September 5, 2019	Medical - VSA	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	3 FF (Vol)	1	8:51:19 AM	9:00:10 AM	9:02:22 AM	0:11:03	0:04:09
				First Arriving	Car 1 (Chief)	1 FF (FT)			8:53:31 AM	8:55:28 AM	0:04:09	
19-248	September 6, 2019	Alarms - Malicious	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	5 FF (Vol)	1	5:45:25 PM	5:51:55 PM	5:55:40 PM	0:10:15	0:10:15
				First Arriving	Same				5:51:55 PM	5:55:40 PM	0:10:15	
19-250	September 6, 2019	Alarms - Accidental	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)		1	8:20:16 PM	8:26:35 PM	8:29:38 PM	0:09:22	0:09:22
				First Arriving	Same				8:26:35 PM	8:29:38 PM	0:09:22	
19-251	September 11, 2019	Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	5 FF (Vol)	1	3:36:19 AM	3:41:05 AM	3:47:39 AM	0:11:20	0:11:20
				First Arriving					3:41:05 AM	3:47:39 AM	0:11:20	
19-252	September 11, 2019	Alarms - Malicious	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	2 FF (FT)	1	8:57:50 AM	9:00:05 AM	9:01:30 AM	0:03:40	0:03:40
				First Arriving	Same				9:00:05 AM	9:01:30 AM	0:03:40	
19-253	September 11, 2019	Other	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	1 FF (FT)	2	12:51:16 PM	12:51:16 PM	12:57:36 PM	0:06:20	0:06:20
				First Arriving	Same				12:51:16 PM	12:57:36 PM	0:06:20	
19-255	September 12, 2019	Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	Other	2	8:46:46 PM	8:53:58 PM	8:57:25 PM	0:10:39	0:10:39
				First Arriving	Same				8:53:58 PM	8:57:25 PM	0:10:39	

19-260	September 16, 2019	Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	6 FF (Vol)	2	16:40:45	4:44:26 PM	4:47:01 PM	0:06:16	0:06:16
				First Arriving					4:44:26 PM	4:47:01 PM	0:06:16	
19-266	September 23, 2019	Medical - VSA	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	4 FF (Vol)	1	22:30:35	10:36:28 PM	10:38:42 PM	0:08:07	0:08:07
				First Arriving	Same				10:36:28 PM	10:38:42 PM	0:08:07	
19-267	September 24, 2019	Medical - VSA	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	2 FF (FT)	1	12:49:14	12:50:46 PM	12:52:07 PM	0:02:53	0:02:53
				First Arriving	Vol. FF in POV	2 FF (Vol)			12:50:46 PM	12:52:07 PM	0:02:53	
19-269	September 26, 2019	Medical - VSA	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	2 FF (FT)	1	13:26:10	1:27:17 PM	1:30:21 PM	0:04:11	0:04:11
				First Arriving	Same				1:27:17 PM	1:30:21 PM	0:04:11	
19-271	September 28, 2019	Alarms - Accidental	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	4 FF (Vol)	1	20:23:27	8:29:43 PM	8:31:55 PM	0:08:28	0:08:28
				First Arriving	Same				8:29:43 PM	8:31:55 PM	0:08:28	
19-273	September 29, 2019	Medical - Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	4 FF (Vol)	1	20:19:45	8:26:45 PM	8:26:54 PM	0:07:09	0:07:09
				First Arriving	Same				8:26:45 PM	8:26:54 PM	0:07:09	
19-274	September 29, 2019	Alarms - Accidental	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	5 FF (Vol)	1	16:29:11	4:36:43 PM	4:38:54 PM	0:09:43	0:09:43
				First Arriving	Same				4:36:43 PM	4:38:54 PM	0:09:43	





## REPORT N° PRO2019-026

<b>Date</b>	18/11/2019
<b>Submitted by</b>	Brian Wilson
<b>Subject</b>	Protective Services – Monthly Report (October 2019)
<b>File N°</b>	<a href="#">Click here to enter text.</a>

- 1) **NATURE/GOAL :**  
To advise council on the activities performed by the Protective Services Department.
- 2) **DIRECTIVE/PREVIOUS POLICY :**  
None.
- 3) **DEPARTMENT’S RECOMMENDATION :**  
**THAT** Report No. PRO2019-026 in regards to monthly statistics, be received as information.

**QUE** le rapport No. PRO2019-026 au sujet des statistiques mensuel, soit reçu à titre d’information.

- 4) **MONTHLY STATISTICS :**  
For the month of October 2019, the Protective Services Department did perform the following:

### **Fire Department**

#### **Incidents:**

Call Type	# of Calls (Oct)	2019 YTD		2018 YTD
Fire – Residential		13		14
Fire – Commercial		1		2
Fire – Outdoor		4		11
Fire – Chimney		2		1
Fire – Vehicle		4		7
Fire – Outbuilding				1
Fire – Other (e.g. steam)				2
Burning Complaint	2	5		16
Fire Alarms (Cooking)		14		10
Fire Alarms (Malicious)	1	4		5
Fire Alarms (Accidental)	1	29		25
Fire Alarms (Faulty Eq.)	2	19		30
Fire Alarms (Other)				3
CO Alarm (CO found)		2		6
CO Alarm (No CO found)	1	20		21

MVC – extrication		5		4
MVC – no extrication	3	31		43
Medical – VSA	3	24		23
Medical - Unconscious	6	20		17
Medical – Other	1	25		39
Cancelled On Route				5
Other	2	56		53
Mutual Aid				
<b>TOTAL</b>	<b>22</b>	<b>278</b>		<b>313</b>

Fire department response times are detailed in the attached report, and are summarized below:

October – Weekday Incidents			
District	# of P1 Calls	Avg. First Arriving Unit (P1 calls)	# of P2 Calls
1A Bourget Rural	1	7:49 mins	
1B Bourget Urban	1	8:00 mins	
1C Bourget Rural			
2A Clarence-Creek Rural			
2B Clarence-Creek Urban			
2C Clarence-Creek Rural			
3A Rockland Rural			
3B Rockland Urban	2	3:25 mins	1
(P1 = priority one, lights & sirens / P2 = priority two, no lights/sirens)			

October – Evening/Weekend/Holiday Incidents			
District	# of P1 Calls	Avg. First Arriving Unit (P1 calls)	# of P2 Calls
1A Bourget Rural	3	11:38 mins	2
1B Bourget Urban	1	8:57 mins	
1C Bourget Rural			
2A Clarence-Creek Rural			
2B Clarence-Creek Urban			
2C Clarence-Creek Rural			
3A Rockland Rural	1	9:32 mins	1
3B Rockland Urban	8	7:19 mins	1
(P1 = priority one, lights & sirens / P2 = priority two, no lights/sirens)			

Prevention / Public Education:

- The Division Chief of Prevention/Public Education attended the Fire Prevention Seminar at the Ontario Fire College (1 week)

	Oct	YTD	2018 YTD
Fire Inspections Completed	7	128	112
Follow Up Inspections		2	40
Permanent Fire Permit Insp.	10	72	25
Public Education Activities	1	21	32
Fire Safety Plan Reviews			2
Fire Drills in Vulnerable Occ.	1	1	2
School Fire Drills Attended	12	12	6

Training:

Training Course	Length of Course	# of FFs	Total Hours (Oct)	Total Hours YTD	2018 YTD
NFPA 1001 Firefighting (Fire Behaviour)	3 hrs	14	42		
NFPA 1001 Firefighting (PPE & SCBA)	2.5 hrs	37	92.5		
NFPA 1001 Firefighting (Search & Rescue)	3 hrs	24	72		
Emergency Medical Responder Refresher	8	1	8		
NFPA 1001 Firefighting (Fire Attack)	7.5 hrs	5	37.5		
NFPA 1072 Hazardous Materials	23 hrs	8	184		
General Meeting (all staff)	2 hrs	53	106		
Driver Training (DZ License)	5	2	10		
<b>Training Hours Worked (incl. prep)</b>			<b>552</b>	<b>5802</b>	<b>5948</b>

Meetings (evening meetings / committee meetings):

'Chief's' BBQs held at Stations 2 & 3 (Clarence Creek and Rockland) to show appreciation to members and their families (other stations in early October).

	Oct	YTD (Hours)
CRFD Executive Meetings	3	26

Meetings with UCPR Paramedics		2.5
Conservation Authority Meetings		8
Meeting with NGOs (Ontario211, Red Cross)		3
Essentials of Municipal Fire Protection Workshop		8
Emergency Management Meetings (Mandated)		2
Apparatus Committee Meetings	3	5
Regional Chief's Meetings		9
CPAC (OPP) Meeting	2	2
Station 3 (Rockland) Meeting Re: Consultant	2	2

### **Municipal Enforcement**

	Oct	YTD (to Sept.)	2018 YTD
Officers hours worked		5906	7689.5
OT hours worked (1.5)		212	278.5
OT hours for Flood (1.0)		0	125
Hours on snow enforcement		149	22.5
OT hours on snow enforcement		61	32.5
Hours on Taxi Administration		74	153
Hours on Civic Addressing		30	378
# of parking tickets issued		216	258
# of hours on Business Licensing		80	38
# of parking warnings issued		163	458
# of Part I tickets issued		51	41
# of Part III summons issued		1	2
# of dogs caught at large		112	153
# of complaints handled		2358	2061

## October 2019

#	Incident Date	Incident Type	District	Apparatus	Staffing	PRIORITY 1/2	Dispatch Time	Responding Time	Arrival Time	Total Response Time	Overall Response Time
Bourget Rural											
19-278	October 4, 2019	Medical - Unconscious	1A (Bourget Rural)	Primary Squad 1 (Bourget)	2 FF (Vol)	1	11:28:06 AM	11:32:28 AM	11:35:55 AM	0:07:49	0:07:49
				First Arriving Same							
19-284	October 12, 2019	Medical - Other	1A (Bourget Rural)	Primary Squad 1 (Bourget)	4 FF (Vol)	1	4:31:41 PM	4:39:25 PM	4:44:55 PM	0:13:14	0:13:14
				First Arriving Same							
19-285	October 13, 2019	Medical - VSA	1A (Bourget Rural)	Primary Squad 1 (Bourget)	2 FF (Vol)	1	1:43:20 AM	1:49:42 AM	1:54:49 AM	0:11:29	0:11:29
				First Arriving Same							
19-289	October 19, 2019	Vehicle Collision - Medical	1A (Bourget Rural)	Primary Pumper 1 (Bourget)	5 FF (Vol)	1	5:11:56 PM	5:18:02 PM	5:22:06 PM	0:10:10	0:10:10
				First Arriving Same							
19-292	October 25, 2019	Burning Complaint	1A (Bourget Rural)	Primary Pumper 1 (Bourget)	3 FF (Vol)	2	7:22:09 PM	7:28:21 PM	7:31:55 PM	0:09:46	0:09:46
				First Arriving Same							
19-295	October 29, 2019	Burning Complaint	1A (Bourget Rural)	Primary Pumper 1 (Bourget)	3 FF (Vol)	2	4:52:28 PM	5:00:24 PM	5:10:34 PM	0:18:06	0:18:06
				First Arriving Same							
Bourget- Village											
19-283	October 9, 2019	Alarms - Accidental	1B (Bourget Village)	Primary Pumper 1 (Bourget)	1 FF (Vol)	1	1:59:31 PM	2:04:50 PM	2:07:31 PM	0:08:00	0:08:00
				First Arriving Same							
19-286	October 13, 2019	Medical - VSA	1B (Bourget Village)	Primary Squad 1 (Bourget)	1 FF (Vol)	1	5:36:13 AM	5:41:51 AM	5:45:10 AM	0:08:57	0:08:57
				First Arriving Same							
Bourget -Rural											
Clarence-Creek Rural											
Clarence-Creek Village											
Clarence-Creek Rural											
Rockland Rural											
19-287	October 13, 2019	Vehicle Collision - Spills/Cleanup	3A (Rockland Rural)	Primary Pumper 3 (Rockland)	5 FF (Vol)	1	4:51:45 PM	4:57:50 PM	5:01:19 PM	0:09:34	0:09:32
				First Arriving Car 2 (Deputy)	1 FF (FT)			4:55:23 PM	5:01:17 PM	0:09:32	
19-290	October 20, 2019	Carbon Monoxide - False	3A (Rockland Rural)	Primary Pumper 3 (Rockland)	4 FF (Vol)	2	12:23:50 PM	12:30:59 PM	12:32:15 PM	0:08:25	0:08:25
				First Arriving Same							
Rockland Urban											
19-275	October 1, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary Pumper 3 (Rockland)	6 FF (Vol)	1	8:39:19 PM	8:46:46 PM	8:50:44 PM	0:11:25	0:11:25
				First Arriving Same							
19-276	October 2, 2019	Medical - VSA	3B (Rockland Urban)	Primary Squad 3 (Rockland)	4 FF (Vol)	1	6:20:31 PM	6:23:10 PM	6:27:32 PM	0:07:01	0:07:01
				First Arriving Same							
19-277	October 3, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland)	1 FF (FT)	1	2:08:44 PM	2:10:06 PM	2:12:05 PM	0:03:21	0:03:21
				First Arriving Same							
19-279	October 4, 2019	Vehicle Collision - Spills/Cleanup	3B (Rockland Urban)	Primary Pumper 3 (Rockland)	5 FF (Vol)	1	5:28:10 PM	5:34:43 PM	5:35:47 PM	0:07:37	0:07:37
				First Arriving Same							
19-280	October 4, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland)	4 FF (Vol)	1	5:49:46 PM	5:50:30 PM	5:51:31 PM	0:01:45	0:01:45
				First Arriving Same							
19-281	October 5, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary Pumper 3 (Rockland)	4 FF (Vol)	1	1:20:47 PM	1:27:00 PM	1:29:19 PM	0:08:32	0:08:32
				First Arriving Same							
19-282	October 6, 2019	Other	3B (Rockland Urban)	Primary Squad 3 (Rockland)	2 FF (Vol)	1	6:03:55 PM	6:10:39 PM	cancelled	canellled	cancelled- not our district
				First Arriving Same							
19-288	October 16, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland)	4 FF (Vol)	1	11:04:49 PM	11:09:27 PM	11:12:40 PM	0:07:51	0:07:51
				First Arriving Vol. FF in POV	1 FF (Vol)						
19-291	October 25, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland)	2 FF (FT)	1	4:39:30 PM	4:41:05 PM	4:42:58 PM	0:03:28	0:03:28
				First Arriving Same							
19-293	October 27, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland)	2 FF (Vol)	1	5:12:37 PM	5:17:08 PM	5:19:41 PM	0:07:04	0:07:04
				First Arriving Same							
19-294	October 28, 2019	Alarms - Malicious	3B (Rockland Urban)	Primary Squad 3 (Rockland)	2 FF (FT)	2	12:10:14	12:11:51 PM	12:20:02 PM	0:09:48	0:09:48
				First Arriving Same							
19-296	October 29, 2019	Other	3B (Rockland Urban)	Primary Pumper 3 (Rockland)	3 FF (Vol)	2	20:32:56	8:38:50 PM	8:42:23 PM	0:09:27	0:09:27
				First Arriving Same							