



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

July 10, 2024  
Council Chambers  
415 rue Lemay Street, Clarence Creek, Ont.

**PRESENT:** Mario Zanth, Mayor  
Stephane Fournier, Councillor Ward 2  
Samuel Cardarelli, Councillor Ward 4  
André J. Lalonde, Councillor Ward 5  
Trevor Stewart, Councillor Ward 7  
Diane Choinière, Councillor Ward 8  
Pierre Voisine, Chief Administrative Officer  
Karine McCulloch

**ABSENT:** Kyle Cyr, Councillor Ward 1  
Carl Grimard, Councillor Ward 3  
Simon-Olivier Péladeau-Houle, Councillor Ward 6  
Monique Ouellet, Clerk

**1. Opening of the meeting**

Mayor Mario Zanth calls the meeting to order at 7:15.

**2. Land Acknowledgement**

Mayor Mario Zanth reads the land acknowledgement of Indigenous territories.

**3. Moment of Reflection**

Mayor Mario Zanth recites the moment of reflection.

**4. Adoption of the agenda**

**RESOLUTION 2024-70**

**Moved by** Diane Choinière

**Seconded by** Samuel Cardarelli

BE IT RESOLVED THAT the agenda be adopted as presented.

**CARRIED**

**5. Disclosure of pecuniary interests**

None

**6. Announcements / Special Presentations**

Councillor Lalonde: At the last Clarence Creek Lion's Club Golf Tournament, a cheque for \$50,000 was presented to the Centre Roger-Seguin.

**7. Committee of the Whole items**

**7.1 Delegations/Presentations**

**a. Presentation by Eric Collard from the Prescott and Russell Recreational Trail about their annual report**

Eric Collard, on behalf of the Prescott and Russell Recreational Trail, presented the trail's annual report for 2023 to the Council and talked about projects and goals for 2024.

**b. Presentation by Jean-Marc Lalonde of the petition against the demolition of the Jean-Marc Lalonde Arena**

Jean-Marc Lalonde came to Council to present a petition against the demolition of the Jean-Marc Lalonde arena. He presented several arguments, cited the 2016 Parks and Recreation Master Plan and proposed provincial and federal grant programs to support renovation costs.

**Moved by** André J. Lalonde

**Seconded by** Diane Choinière

The petition is received and filed.

**CARRIED**

**7.2 Petitions and Correspondence**

**a. Letter from France and Pierre Guay requesting the reimbursement of two building permits**

Mario Villeneuve explains that the request arises from a council decision in 2019, which had been made to help homeowners affected by flooding. He gives a summary of the applicants' situation and the reason for the delay in their request. He mentions that the department sees no problem with the request.

### 7.3 Notice of motion

None

### 7.4 Committee/Staff Reports

#### a. Presentation from Alexandra Riel on the Economic Development Pilot Project

Julian Lenhart answered some council members questions about budget implications of the request and the commitment it might involve for future budget.

Mayor Mario Zanth remind Council that they approve the Economic Development strategy and the CIP. Council needs to give the administration the tools they need to implement the plans it has approved.

Julian Lenhart also explains that Council will be informed of both the performance of the Economic Development Service and the CIP program.

**Moved by** Stephane Fournier  
**Seconded by** Diane Choinière

WHEREAS the Economic Development division is now at a pivotal point in its road map to economic sustainability. The Community Development Department Staff are proposing a pilot project for the Economic Development division to hire a support position in the form of Administrative Coordinator – Economic Development and Tourism for a period of two years.

WHEREAS during the 2024 Budget Process \$150,000 was approved and allocated to be put towards the city's new Community Improvement Plan program and as the CIP program is still under development and will not be finalized until Fall 2024. Community Development Staff are recommending the funds be reallocated to the salary of the Administrative Coordinator – Economic Development and Tourism for a two-year period.

THAT the Committee of the Whole recommends that Council approves the Economic Development pilot project for the hiring of an Administrative Coordinator – Economic Development and Tourism for a period of two years.

THAT the Committee of the Whole recommends that Council approves the reallocation of funds in the amount of \$150,000 from the 2024 budget Economic Development Revenues that was to support the launch of the city's new Community Development Plan (CIP) program to the salary of an Administrative Coordinator – Economic Development and Tourism for a period of two years.

**CARRIED**

**8. Committee of the Whole Report**

Mayor Mario Zanth explains that the items discussed in Committee of the Whole will be considered at the next regular Council meeting, with the exception of the Economic Development Pilot Project, which will be considered right now.

**RESOLUTION 2024-71**

**Moved by** Diane Choinière

**Seconded by** Stephane Fournier

WHEREAS the Economic Development division is now at a pivotal point in its road map to economic sustainability. The Community Development Department Staff are proposing a pilot project for the Economic Development division to hire a support position in the form of Administrative Coordinator – Economic Development and Tourism for a period of two years.

WHEREAS during the 2024 Budget Process \$150,000 was approved and allocated to be put towards the city’s new Community Improvement Plan program and as the CIP program is still under development and will not be finalized until Fall 2024. Community Development Staff are recommending the funds be reallocated to the salary of the Administrative Coordinator – Economic Development and Tourism for a two-year period.

BE IT RESOLVED THAT Council hereby approves the Economic Development pilot project for the hiring of an Administrative Coordinator – Economic Development and Tourism for a period of two years.

BE IT RESOLVED THAT Council hereby approves the reallocation of funds in the amount of \$150,000 from the 2024 budget Economic Development Revenues that was to support the launch of the city’s new Community Development Plan (CIP) program to the salary of an Administrative Coordinator – Economic Development and Tourism for a period of two years.

**CARRIED**

**10. Consent Items**

**RESOLUTION 2024-72**

**Moved by** André J. Lalonde

**Seconded by** Trevor Stewart

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of July 10, 2024, be adopted:

10.1 Adoption of the minutes of the following meetings:

a. Regular Council Meeting of June 12, 2024

b. Special Council Meeting of June 20, 2024

10.2 Receipt of the minutes of the following meetings:

a. Municipal Grants Program Committee meeting of June 5th, 2024

b. Clarence-Rockland Public Library Board Meeting of May 21st, 2024

10.3 Receipt of the Weekly Correspondence Packages of June 2024 (2024-72, 2024-73, 2024-74 and 2024-75)

10.4 Resolution to approve the salaries paid from May 26 to June 22, 2024

10.5 Resolution to approve the accounts paid from June 4 to June 27, 2024

10.6 Resolution to receive the report on the awarding of contracts over \$50,000

10.7 Resolution to appoint members to the Planning Committee

10.8 Resolution to adopt a Development Charge Interest Policy

10.9 Resolution to approve the request for additional funds for the CR Market

10.10 Resolution to approve the contract extension for Cobb's Lake Creek

10.11 Resolution to appoint a committee to hold hearings under By-Law 2017-44

**CARRIED**

***Text of the resolutions as adopted by consent under Resolution 2024-72:***

***10.1a. BE IT RESOLVED THAT the minutes of the regular Council meeting of June 12, 2024, be adopted.***

***10.1b. BE IT RESOLVED THAT the minutes of the special Council meeting of June 20, 2024, be adopted.***

***10.2a. BE IT RESOLVED THAT the Municipal Grants Program Committee Meeting Minutes of June 5, 2024, be received.***

***10.2b. BE IT RESOLVED THAT the Clarence-Rockland Public Library Board Meeting Minutes of May 21, 2024, be received.***

***10.3 BE IT RESOLVED THAT the weekly correspondence packages no. 2024-72, 2024-73, 2024-74 and 2024-75, be received and filed.***

***10.4 BE IT RESOLVED that the salaries paid from May 26th, 2024, to June 22nd, 2024, in the gross amount of \$1,206,070.89 and in the net amount of \$861,120.93 be adopted, as recommended.***

- 10.5** *BE IT RESOLVED that the accounts paid from June 4th, 2024, to June 27th, 2024, in the amount of \$10,677,477.10 be adopted, as recommended.*
- 10.6** *BE IT RESOLVED THAT report FIN2024-25, which serves to present a list of contracts over \$50,000 awarded by the administration for the period from December 6, 2023, to June 25, 2024, be received as information.*
- 10.7** *WHEREAS the Municipal Council appointed members to the Planning Committee at the January 18th, 2023, regular council meeting for the 2022-2026 term of Council;*

*WHEREAS one member recently withdrew from the committee;*

*BE IT RESOLVED THAT the Municipal Council appoint the following members to the Planning Committee;*

- Councillor Carl Grimard;*
- Councillor André J. Lalonde;*
- Councillor Diane Choinière;*
- Michel Bourdon; and*
- Mathieu Couture (new)*

- 10.8** *BE IT RESOLVED THAT Council adopts policy FIN-2-2024, to implement an interest policy on development charges.*
- 10.9** *WHEREAS the administration proceeded with a request for proposals for the management of the CR Market for a two-year contract term, including a transition period in 2024; and*

*WHEREAS only one bid was received, and it exceeds the annual operating budget of the CR Market by \$2,500;*

*BE IT RESOLVED THAT Council approves an increase of \$2,500 to the 2025 CR Market operating budget to award the CR Market management contract to 13592634 Canada Inc. (Creative Celebrations), as recommended in report COMDEV2024-04.*

- 10.10** *WHEREAS the Robinson Consultant Inc. is on our standing offer list and has submitted a service offer in the amount of \$171,000 to manage the construction phase of Cobb's Lake Creek municipal drain;*

*WHEREAS article 12.5.3 of the procurement policy specifies that a contract issued under a standing offer cannot exceed a value of \$100,000; And*

*WHEREAS the Robinson Consultant Inc. has managed the Cobb's Lake Creek cleaning project since 2016; And*

*BE IT RESOLVED THAT the municipal council allows the administration to be exempt from the section 12.5.3. of the procurement policy in order to award the contract to supervise the construction phase of the Cobb's Lake Creek municipal drain to Robinson Consultant Inc. for an amount of \$171,000 excluding HST for the reasons mentioned in the report TP2024-002.*

**10.11** *WHEREAS By-law No. 2017-44, under section 36, provides that an applicant can appeal to the Director further to the denial of an entrance permit application; and*

*WHEREAS Council shall hold a hearing or delegate a committee to hold a hearing to allow the applicant an opportunity to make representations;*

*BE IT RESOLVED THAT the Planning Committee shall be delegated the authority to hold hearings and make final decisions for appeals received under By-law No. 2017-44.*

**11. Committee/Staff Reports**

None

**12. By-laws**

**RESOLUTION 2024-73**

**Moved by** Stephane Fournier

**Seconded by** Trevor Stewart

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

12.1 2024-72 being a by-law to amend the Zoning By-law 2016-10 to permit additional residential units

12.2 2024-73 to authorize the execution of an agreement with AMO for the administration of the Canada-Community-Building Fund

12.3 2024-75 being a By-law to appoint Fence Viewers and establish their remuneration

**CARRIED**

**13. Confirmatory By-law**

**RESOLUTION 2024-74**

**Moved by** Diane Choinière

**Seconded by** Samuel Cardarelli

BE IT RESOLVED THAT By-law no. 2024-74, being a confirmatory by-law for the regular meeting of July 10th, 2024, be adopted.

**CARRIED**

**14. Adjournment**

Mayor Mario Zanth adjourns the meeting at 8:32.

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Mario Zanth, Mayor

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Karine McCulloch, Deputy Clerk