



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

June 11, 2025  
Council Chambers  
415 rue Lemay Street, Clarence Creek, Ont.

**PRESENT:** Mario Zanth, Mayor  
Kyle Cyr, Councillor Ward 1  
Stephane Fournier, Councillor Ward 2  
Carl Grimard, Councillor Ward 3  
Samuel Cardarelli, Councillor Ward 4  
André J. Lalonde, Councillor Ward 5  
Simon-Olivier Péladeau-Houle, Councillor Ward 6  
Trevor Stewart, Councillor Ward 7  
Diane Choinière, Councillor Ward 8  
Pierre Voisine, Chief Administrative Officer  
Monique Ouellet, Clerk  
Karine McCulloch, Deputy Clerk

**1. Opening of the meeting**

Mayor Mario Zanth calls the meeting to order at 7:01 p.m.

**2. Land Acknowledgement**

Mayor Mario Zanth reads the land acknowledgement of Indigenous territories.

**3. Moment of Reflection**

Councillor Carl Grimard recites the moment of reflection.

**4. Adoption of the agenda**

The mayor says a few words on behalf of the Administration. On Thursday June 12, an online survey will be available for the City's new communications strategy. It will be on the Cocoriko platform and will only take a few minutes to complete.

**RESOLUTION 2025-48**

**Moved by** Simon-Olivier Péladeau-Houle

**Seconded by** Trevor Stewart

BE IT RESOLVED THAT the agenda be adopted, with the removal of item 10.1a, presentation from the Rockland Nationals about the Centennial Cup.

**CARRIED, as modified**

**5. Disclosure of pecuniary interests**

None

**6. Closed Meeting**

Members of Council move to the conference room adjacent to the Council Chambers at 7:06 p.m and return to the Council Chambers at 7:13 p.m.

**RESOLUTION 2025-49**

**Moved by** Carl Grimard

**Seconded by** Kyle Cyr

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

6.1 Adoption of the Closed Meeting Minutes of May 20, 2025

6.2 Internal Equity Agreement

**CARRIED**

**7. Resolution to resume open meeting**

**RESOLUTION 2025-50**

**Moved by** Carl Grimard

**Seconded by** Simon-Olivier Péladeau-Houle

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

**CARRIED**

**8. Closed Meeting report**

Mayor Mario Zanth informs the members of the public that Council discussed some matters in closed session and that directives were given to staff, however, a resolution is to be considered:

**RESOLUTION 2025-51**

**Moved by** Kyle Cyr

**Seconded by** Diane Choinière

BE IT RESOLVED that Council approves the new hourly salary rates for CUPE Employees that were defined by the Internal Equity process and budgeted as part of negotiations of the 2024-2026 collective bargaining agreement.

BE IT ALSO RESOLVED That Council Mandates the Administration to complete the exercise and apply the new salary rates as of July 1<sup>st</sup> 2025.

**CARRIED**

**9. Announcements / Special Presentations**

None

**10. Committee of the Whole items**

**10.1 Delegations/Presentations**

~~**a. Presentation from the Rockland Nationals about the Centennial Cup**~~

**b. Presentation by Eric Collard on the projects of the Prescott and Russell Recreational Trail**

Eric Collard talks about the Prescott and Russell Recreational Trail projects.

The trail celebrates its 20th anniversary this year. Projects that are close to the City of Clarence-Rockland include the Bourget Community Market, the revitalization of the Bourget train station and the connection with Lavigne Park for an extension of the cross-country ski trail to the new train station.

Eric Collard also mentions a study, lead by Destination Canada, looking at putting on an Ottawa to Montreal corridor as a world class destination for cycling. The Prescott and Russell trail is a big portion of that, and they are working with them to look at where are the gaps.

**c. Presentation of the Final Option for the Ward Boundary Review**

Following questions, Dr Williams explain that options of wards going North to South and combining the rural and urban portions of the municipality were looked

at, but with growth and the history of Clarence-Rockland, they turned out not to be the best options. It was better to have either a ward that was urban or rural and not both.

A by-law to adopt the new ward boundaries for the City of Clarence-Rockland will be as presented and recommended under consent by-laws.

## **10.2 Petitions and Correspondence**

None

## **10.3 Notice of motion**

None

## **10.4 Committee/Staff Reports**

### **a. Retail Business Establishment Operating Hours**

Following questions, Monique Ouellet explains that if the municipality doesn't have a by-law governing business hour, businesses must be closed on statutory holidays established by the province. If we want businesses to be open, we must have a municipal by-law with a minimum of one closed day per year.

**Moved by** Carl Grimard

**Seconded by** Stephane Fournier

WHEREAS a public opinion survey was launched to collect public input on a potential revision of the City's By-law regulating the Retail Business Operating Hours; and

WHEREAS the preferences expressed by many participants in the survey introduce flexibility, while ensuring continued closure on some key statutory holidays;

THAT the Committee of the Whole recommends that Council considers amending By-Law 2018-41 in order to allow Retail Businesses to remain open at all times, except on New Year's Day and Christmas Day.

**CARRIED**

### **b. Sole-Single Source Purchasing**

**Moved by** Stephane Fournier

**Seconded by** Simon-Olivier Péladeau-Houle

WHEREAS subsection (a) and (b) of Schedule D – Non-Competitive Procurement of the existing Procurement Policy allows the municipality to single or sole source to vendors;

BE IT RESOLVED THAT the committee of the whole recommends to municipal council to approve the revised list of sole and single source vendors as presented in Appendix A of Report No. FIN2025-23.

**CARRIED**

**c. Annual Repayment Limit**

**Moved by** Carl Grimard

**Seconded by** Trevor Stewart

THAT Report no. FIN2025-25, regarding the annual debt repayment limit, be received as information.

**CARRIED**

**11. 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.

**12. Council Members' Items**

**12.1 Request for proclamation of May 15 as International MPS Awareness Day**

**RESOLUTION 2025-52**

**Moved by** Samuel Cardarelli

**Seconded by** Trevor Stewart

WHEREAS approximately one in 25,000 Canadians — the vast majority of whom are children — are affected by mucopolysaccharidoses (MPS), a rare genetic disorder that impacts quality of life and reduces life expectancy; and

WHEREAS International MPS Awareness Day, observed annually on May 15, provides an important opportunity to raise public awareness about the daily challenges faced by individuals and families living with MPS, while also encouraging research and the improvement of care and services; and

WHEREAS this day also allows the community to express its support for residents and their loved ones affected by these rare disorders;

BE IT RESOLVED THAT the Council of the City of Clarence-Rockland proclaims May 15 of each year as International MPS Awareness Day in Clarence-Rockland; and

BE IT FURTHER RESOLVED THAT Council direct the administration to return with a policy outlining the process for proclaiming special days, weeks, or months within the municipality.

**CARRIED**

**12.2 Resolution presented by Councillor Trevor Stewart and seconded by Councillor Kyle Cyr to add Hammond en Fête as significant event in the Municipal Grant Program Policy**

Councillor Fournier mentioned that the funding request for *Hammond en fête* has already been approved by the committee and Council for 2025. *Hammond en fête* is also eligible to apply for a third year of grant funding in 2026.

A discussion arises among the councillors regarding the relevance of Program 3: Signature Events. They discussed the concern that all events might eventually want to be designated as signature events. They raised the issue that there are no clear criteria to determine whether an event should be recognized as a signature event. The councillors also questioned what should happen to events that, after three years, do not generate enough revenue to sustain themselves, and what should happen to events that generate profits. It was proposed that all organizations be required to submit financial reports and that in-kind contributions continue beyond the three-year period.

Councillor Stewart reminded Council that this was a motion regarding *Hammond en fête* specifically, and not to review the grant program.

Pierre Voisine stated that the purpose of the program is to create new activities that become self-sustaining. Administration will require direction in order to review the program. He asked whether Council wants the old program or the new one.

Following questions, Pierre Voisine explained that the programs from other municipalities, which were studied during the development of the City's grant policy, suggest that if an event still requires funding after three years, it is not considered viable. The goal of the program is to support successful events. He reiterated that Program 3 does not require financial reports from events, so Council is unable to determine which events are successful.

**RESOLUTION 2025-53**

**Moved by** Trevor Stewart

**Seconded by** Kyle Cyr

Whereas the Hammond Optimiste Club organizes an annual celebration of the Hammond community known as Hammond en fête;

Whereas this event has been ongoing for multiple years and is a treasured opportunity to bring our community together;

BE IT RESOLVED THAT the Administration be mandated to prepare a by-law to amend the program 3: Signature Events within the Municipal Grants Program Policy FIN1.1-2024 in order to add one (1) events: Hammond en fête - \$1000.

**CARRIED**

A directive was given to administration following the adoption of the motion from Councillor Stewart. The motion was moved by Councillor Cardarelli and seconded by Councillor Stewart:

BE IT RESOLVED THAT Council mandate the administration to circulate a survey among Council members to determine the desired direction of the Municipal Grant Program; and

BE IT RESOLVED THAT the Municipal Grants Program Committee review the policy and the survey results in order to propose options to Council.

**13. Consent Items**

**RESOLUTION 2025-54**

**Moved by** Simon-Olivier Péladeau-Houle

**Seconded by** Stephane Fournier

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of June 11, 2025, be adopted:

13.1 Adoption of the minutes of the regular Council meeting of May 20, 2025

13.2 Receipt of the Weekly Correspondence Packages for May 2025

13.3 Resolution to approve the salaries paid from April 13 to May 10, 2025

13.4 Resolution to approve the accounts paid from May 3 to June 2, 2025

13.5 Resolution to adopt a tax reduction under Sections 357-358 of the Municipal Act

13.6 The following recommendations from Committee of the Whole of May 20, 2025

- a. Resolution to adopt the Clarence-Rockland Museum Governance Framework
  - b. Resolution to receive report ADM2025-002 outlining the next step in the development of the City's Waterfront Development strategy and the negotiations to build a Police station
  - c. Resolution to undertake negotiations to secure the property required to develop the sports hub and to bring forward a capital project during the 2026 budget deliberations
  - d. Resolution to proceed with the demolition and removal of the Rockland Arena and Community Centre and to sever a portion of land appropriate for high density development on the easter portion of the property
  - e. Resolution to adopt the updates to the Hospitality, Meal and Travel Policy
- 13.7 Resolution to adopt the Policy POL3002.1-2505, Political Interference in Administrative Penalties

**CARRIED**

***Text of the resolutions as adopted by consent under Resolution 2025-54:***

- 13.1** *BE IT RESOLVED THAT the minutes of the regular Council meeting of May 20, 2025, be adopted.*
  - 13.2** *BE IT RESOLVED THAT the weekly correspondence packages no. 2025-18, 2025-19, 2025-20, 2025-21 and 2025-22, be received and filed.*
  - 13.3** *BE IT RESOLVED that the salaries paid from April 13th, 2025, to May 10th, 2025, to the gross amount of \$1,187,474.07 and to the net amount of \$806,982.27 be adopted as recommended.*
  - 13.4** *BE IT RESOLVED that the accounts paid from May 3rd, 2025, to June 2nd, 2025, in the amount of \$1,373,626.73, be adopted as recommended.*
  - 13.5** *BE IT RESOLVED THAT Council hereby adopts tax reductions in the amount of \$202.75, being the City's share, under sections 357 & 358 of the Municipal Act, against all lands concerned, as described in Schedule "A" to Report No. FIN2025-24.*
- 13.6a.** *WHEREAS the Clarence-Rockland Museum Strategic Plan outlines key issues, strategic goals, and recommended directions for the next five years; and*  
*WHEREAS the Plan identifies the establishment of a governance and management framework as the first step in the Museum's evolution; and*

*WHEREAS the administration has reviewed various governance models and carefully considered the benefits and implications of each;*

*BE IT RESOLVED that Council approve the administration's proposal for the Clarence-Rockland Public Library Board to assume governance and management responsibilities for the Clarence-Rockland Museum, as detailed in report PROG2025-001; and*

*BE IT FURTHER RESOLVED that Council authorize the administration to negotiate a governance and management agreement with the Clarence-Rockland Public Library Board, to be presented to Council for approval at a later date; and*

*BE IT FURTHER RESOLVED that Council approve the closure of public access to the Museum, effective Friday, June 27, 2025, to facilitate the sorting and inventory of artifacts and the transition to Library Board governance, as recommended.*

**13.6b.** *BE IT RESOLVED THAT Report No. ADM2025-002 outlining, under Item A) the next step in the development of the City's Waterfront Development strategy and under Item C) the City's attempts to negotiate an agreement with the Province to build a Police station, be received as information.*

**13.6c.** *WHEREAS the need for a sports hub in Clarence-Rockland was identified in the 2016 Recreation Master Plan and reaffirmed during the development of the new Recreation Master Plan, as well as through community consultations; and*

*WHEREAS the current infrastructure at Simon Park is aging and insufficient to meet the community's needs, requiring revitalization; and*

*WHEREAS the development of a sports hub aligns with the Parks and Recreation and Economic Development strategies, providing modern infrastructure to meet the needs of residents and sports associations;*

*BE IT RESOLVED THAT the Council of the City of Clarence-Rockland mandates the administration to undertake negotiations to secure the property required to develop the sports hub on County Road 17, near the Clarence-Rockland Arena; and*

*BE IT FURHTER RESOLVED THAT the administration is mandated to bring forward a capital project during the 2026 budget deliberations to commence the design of the Clarence-Rockland Sports Hub.*

**13.6d.** *WHEREAS the City needs to establish a sound revitalization plan to address Simon Park along with the aging buildings it currently contains; and*

*WHEREAS the current infrastructure at Simon Park is aging and insufficient to meet the community's needs, requiring revitalization; and*

*WHEREAS the Rockland Arena and Community Center has surpassed its expected life-cycle and the investments required to restore it to a useable state is beyond the reasonable functions the building can be expected to provide; therefore*

*BE IT RESOLVED THAT the Council mandates the administration to implement the necessary contracts required to proceed expediently with the demolition and removal of the Rockland Arena and Community Center; and*

*BE IT RESOLVED THAT Council direct administration to create a budget of \$400,000.00 from the 2024 surplus funds, transferred to the Building Reserve for the removal of the Rockland Arena and Community Center, and costs related to contingency, severance and land sale; and*

*BE IT RESOLVED THAT Council mandates the administration to sever a portion of land appropriate for high density development in the eastern portion of the property currently used as parking to be declared as surplus and to proceed to market the property in accordance with City policies; and*

*BE IT RESOLVED THAT Council directs administration to develop a planning strategy to encourage the development of the subject property to be limited to high density residential housing with a large number of dwelling units; and*

*BE IT RESOLVED THAT Council further directs administration to earmark the revenues from the sale of the property for the design and development of the Simon Park, though the general reserve.*

**13.6e.** *BE IT RESOLVED THAT the Council approve the updates to the Hospitality, Meal and Travel Policy (POL4000.1-2505), as recommended in report CORP-2025-10.*

**13.7** *BE IT RESOLVED THAT Policy POL3002.1-2505, Political Interference in Administrative Penalties, be adopted.*

**14. Committee/Staff Reports**

None

**15. By-laws**

**RESOLUTION 2025-55**

**Moved by** Carl Grimard

**Seconded by** Trevor Stewart

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

15.1 2025-57 being By-laws to amend the Official Plan for the Rockland West Secondary Plan

15.2 2025-58 being By-laws to amend the Zoning By-law for the 488 Lalonde

15.3 2025-59 and 2025-60 being a By-law to amend the Official Plan and the Zoning By-law for Yves Street

15.4 2025-61 being a By-law to appointment of the Chief Building Official, building inspectors and property standards officers

15.5 2025-62 being a by-law to extend By-law 2019-85 establishing Development Charges

**CARRIED**

**15.6 2025-64 being a by-law to adopt the new ward boundaries for the City of Clarence-Rockland**

Councillor Cyr shares his disappointment with the option chosen. He mentions that he would have preferred the elimination of wards, in order to eliminate rural versus urban.

Councillor Grimard, Councillor Fournier and Councillor Choinière agree that this is a political debate, not rural versus urban. Decisions are made in the best interests of Clarence-Rockland as a whole.

**RESOLUTION 2025-56**

**Moved by** Stephane Fournier

**Seconded by** Kyle Cyr

BE IT RESOLVED THAT By-law No. 2025-64, being a by-law to redefine the ward boundaries for the City of Clarence-Rockland, be adopted.

**CARRIED**

**16. Confirmatory By-law**

**RESOLUTION 2025-57**

**Moved by** Stephane Fournier

**Seconded by** André J. Lalonde

BE IT RESOLVED THAT By-law no. 2025-63, being a confirmatory by-law for the regular meeting of June 11, 2025, be adopted.

**CARRIED**

**17. Adjournment**

Mayor Mario Zanth adjourns the meeting at 8:38 p.m.

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Mario Zanth, Mayor

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Karine McCulloch, Deputy Clerk