



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

November 12, 2025  
Council Chambers  
415 rue Lemay Street, Clarence Creek, Ont.

**PRESENT:** Mario Zanth, Mayor  
Kyle Cyr, Councillor Ward 1, arrived late  
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, arrived late  
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 6:04 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**

**RESOLUTION 2025-91**

**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. Closed Meeting**

Members of Council move to the conference room adjacent to the Council Chambers at 6:07 p.m. and return to the Council Chambers at 7:55 p.m.

Councillor Kyle Cyr and Councillor Simon-Olivier Peladeau-Houle join the close meeting at 6:19 p.m.

**RESOLUTION 2025-92**

**Moved by** André J. Lalonde

**Seconded by** Trevor Stewart

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 Session Minutes of October 8, 2025

6.2 Update on Cultural and Sports Complex

6.3 Update on purchase of land for the Sports Hub

6.4 Confidential Historical Report regarding 1573 Rollin Road

6.5 Human Resources Matter

6.6 Full-time Firefighters' Collective Agreement Update

6.7 Human Resources Matter - Directors Agreements

**CARRIED**

**7. Resolution to resume open meeting**

**RESOLUTION 2025-93**

**Moved by** Carl Grimard

**Seconded by** Diane Choinière

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 2025-94**

**Moved by** Carl Grimard

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

WHEREAS Council received confidential report ADM2025-004 in closed session on November 12, 2025, outlining historical information regarding the property located at 1573 Rollin Road;

BE IT RESOLVED THAT Council hereby direct the administration to consider the matters related the drainage issues of the property located at 1573 Rollin Road to be officially closed.

**CARRIED**

**9. Announcements / Special Presentations**

None

**10. Committee of the Whole items**

**10.1 Delegations/Presentations**

None

**10.2 Petitions and Correspondence**

None

**10.3 Notice of motion**

**a. Notice of Motion proposed by Councillor Fournier and seconded by Councillor Stewart to adopt the Vision Zero Road Safety Strategy**

Councillor Fournier explains his request regarding Vision Zero.

Jean-Luc Jubinville mentions that the Vision Zero ideology is already applied in the transportation master plan for road development. The revision of St-Joseph Road is also in line with this ideology of reducing fatal accidents. The

recommendation is to develop an action plan to apply Vision Zero in all areas of the municipality. A capital project will be included in the 2026 budget for this purpose.

#### **10.4 Committee/Staff Reports**

##### **a. 2026 Council Meeting Calendar**

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

**Seconded by** Diane Choinière

THAT the Committee of the Whole receives report CLERK2025-13 and recommends that Council adopts the 2026 Council Meeting Calendar.

**CARRIED**

##### **b. 10-year Plan for Asphalt Roads**

In response to questions, Frederic Desnoyers mentioned that inflation will be added to the 1% annual reserve contribution.

In response to questions, Jean-Luc Jubinville mentioned that the criteria for determining when a road will be done depend not only on the condition of the road, but also on funding and traffic volume. Some roads could therefore be postponed. He mentioned that funds must first be available to improve the condition of certain roads and then to maintain them.

In response to questions, Frederic Desnoyers mentioned that a list of road names, with an amount for paving, will be part of the budget process and will identify priority roads.

**Moved by** André J. Lalonde

**Seconded by** Stephane Fournier

WHEREAS the 2026-2035 ten-year plan for paved roads has been prepared based on data from the asset management system and represents long-term strategic planning; and

WHEREAS this plan will be updated annually to reflect the actual conditions of the network and funding priorities;

THAT the committee of the whole recommends that Council approve the 2026-2035 Ten-Year Plan for Paved Roads as presented in report FIN2025-46; and

THAT the administration be mandated to update the plan annually and present the revisions as part of the annual budget process.

**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, however, a resolution is to be considered:

### **RESOLUTION 2025-95**

**Moved by** Stephane Fournier

**Seconded by** Trevor Stewart

WHEREAS the City of Clarence-Rockland is committed to the health, safety, and well-being of all residents; and

WHEREAS traffic fatalities and serious injuries are preventable through a comprehensive approach that combines education, enforcement, engineering, and policy; and

WHEREAS the Vision Zero approach recognizes that no loss of life on our roadways is acceptable; and

WHEREAS municipalities across Canada are adopting Vision Zero as a proven strategy to improve transportation safety;

BE IT RESOLVED that the Council adopts the principles of Vision Zero and commits to developing a comprehensive action plan to eliminate traffic fatalities and serious injuries on all roads within the municipality.

**CARRIED**

## **12. Council Members' Items**

Mayor Mario Zanth delegated his authority to Councillor Grimard for the reading of his motion.

### **12.1 Resolution proposed by Mayor Zanth and seconded by Councillor Cardarelli to collaborate with the Village of Casselman in exploring the feasibility of extending Clarence-Rockland's Ottawa River water supply to serve Casselman**

Mayor Mario Zanth gives an explanation of his motion and highlight that this not engaging the municipality in anything else then discussing the possibility. There would be no cost to Clarence-Rockland taxpayers.

### **RESOLUTION 2025-96**

**Moved by** Mario Zanth

**Seconded by** Samuel Cardarelli

WHEREAS the Village of Casselman has identified significant and escalating challenges with its current water supply from the South Nation River, which is shallow, drought-prone, and unable to consistently meet long-term demand and water quality standards; and

WHEREAS Casselman has formally requested the support of the City of Clarence-Rockland in pursuing the long-term solution identified in its 2024 Water and Wastewater Master Plan, namely the development of a water transmission main connecting to Clarence-Rockland's Ottawa River supply; and

WHEREAS Clarence-Rockland recognizes the regional importance of sustainable, safe, and resilient water infrastructure to support public health, fire protection, and economic growth in Eastern Ontario; and

WHEREAS significant benefits could be realized through collaboration, such as strengthened regional integration; the creation of additional servicing infrastructure enabling growth and housing targets, including a secure and sustainable water source for Casselman; and

WHEREAS the timing of this request coincides with provincially funded upgrades to Clarence-Rockland's water system, providing a strategic opportunity for alignment and cost efficiencies.

BE IT RESOLVED THAT the Council of the City of Clarence-Rockland confirms its willingness to collaborate with the Village of Casselman in exploring the feasibility of extending Clarence-Rockland's Ottawa River water supply to serve Casselman; and

BE IT RESOLVED THAT the City of Clarence-Rockland provide a letter of support to the Village of Casselman for inclusion in its submissions to the Province of Ontario and the Government of Canada; and

BE IT FUTHER RESOLVED THAT any future agreements related to the provision of water services to the Village of Casselman shall remain subject to further technical, financial, and legal analysis, and to the approval of Council.

**CARRIED**

Mayor Mario Zanth reclaimed his authority.

**13. Consent Items**

**RESOLUTION 2025-97**

**Moved by** Carl Grimard

**Seconded by** Samuel Cardarelli

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of November 12, 2025, be adopted:

13.1 Adoption of the minutes of the following meetings:

- a. Council Regular Meeting of October 8th, 2025
- b. Council Special Electronic Meeting of October 1st, 2025
- c. Council Special Electronic Meeting of August 27th, 2025

13.2 Receipt of the minutes of the Planning Committee Meeting of July 30th, 2025

13.3 Receipt of the Weekly Correspondence Packages for October 2025

13.4 Resolution to approve the salaries paid from September 14 to October 11, 2025

13.5 Resolution to approve the accounts paid from September 30 to October 30, 2025

13.6 Resolution to receive the Year End Forecast Report - September 30, 2025

13.7 The following recommendations from Committee of the Whole of October 8, 2025

- a. Resolution to appointment of the Auditors for year end 2025-2027
- b. Resolution to adopt the Social Media Engagement Policy
- c. Resolution to adopt the Website Calendar Submission Policy
- d. Resolution to authorize the creation of a capital project to initiate a review of the ice time allocation process

**CARRIED**

***Text of the resolutions as adopted by consent under Resolution 2025-97:***

*13.1a. BE IT RESOLVED THAT the minutes of the regular Council meeting of October 8, 2025, be adopted.*

*13.1b. BE IT RESOLVED THAT the minutes of the Council special electronic meeting of October 1, 2025, be adopted.*

*13.1c. BE IT RESOLVED THAT the minutes of the Council special electronic meeting of August 27, 2025, be adopted.*

- 13.2 *BE IT RESOLVED THAT the minutes of the Planning Committee meeting of July 30, 2025, be received.*
- 13.3 *BE IT RESOLVED THAT the weekly correspondence packages no. 2025-40, 2025-41, 2025-42, 2025-43 and 2025-44, be received and filed.*
- 13.4 *BE IT RESOLVED that the salaries paid from September 14th, 2025, to October 11th, 2025, in the gross amount of \$1,253,838.63 and in the net amount of \$877,88853, be adopted as recommended.*
- 13.5 *BE IT RESOLVED that the accounts paid from September 30th, 2025, to October 30th, 2025, in the amount of \$4,837,791.52, be adopted as recommended.*
- 13.6 *BE IT RESOLVED THAT Report No. FIN2025-48, being the financial operating budget status for the period ending September 30, 2025, be received as information.*
- 13.7a. *WHEREAS according to Municipal Act, the City shall appoint an auditor licensed under the Public Accountancy Act for a maximum term of five (5) years to annually audit the accounts and transactions of the City and express an opinion on financial statements based on his audit;*
- BE IT RESOLVED THAT Council appoint the accounting firm BDO Canada LLP to audit the financial statements of the City of the fiscal years ending December 31, 2025, to 2027 inclusively.*
- 13.7b. *BE IT RESOLVED THAT Council adopts the newly created Social Media Engagement Policy as attached to Report No. CORP-2025-018.*
- 13.7c. *BE IT RESOLVED THAT Council adopts the new Website Calendar Submission Policy as attached to Report No. CORP-2025-019.*
- 13.7d. *WHEREAS each year, the amount of ice time requests from sports groups and associations continues to increase; and*
- WHEREAS the administration and members of the municipal council are receiving more and more inquiries regarding the current ice time allocation process; and*
- WHEREAS the growing concerns expressed by associations and sports groups are not adequately addressed by the current ice time allocation process;*
- BE IT RESOLVED THAT the Council authorize the creation of a capital project in the amount of \$40,000 from the general reserve to allow the administration to initiate a review of the ice time allocation process with the assistance of an external firm, as described in report MF2025-003.*

## **14. Committee/Staff Reports**

### **14.1 Community Improvement Plan Applications**

#### **RESOLUTION 2025-98**

**Moved by** Stephane Fournier

**Seconded by** Diane Choinière

BE IT RESOLVED THAT Council approves the recommendations of the Economic Development Advisory Committee as outlined in Report No. ECDEV2025-002 regarding the 2025 Community Improvement Plan (CIP) grant applications; and

BE IT RESOLVED THAT Approval is conditional upon successful applicants entering into a Grant Agreement with the municipality and meeting all requirements set out in the agreement and CIP program guidelines; and

BE IT FURTHER RESOLVED THAT Council authorizes the Community Development Director to execute Grant Agreements with the approved applicants.

**CARRIED**

### **14.2 Ontario Land Tribunal - Minor Variance D-13-25-12**

Following questions, Julian Lenhart explained that the file in question contained four requests, one of which was for parking. The administration recommended approving all four requests, as it was deemed that they complied with provincial requirements for high-density development and infill. The committee went against the recommendation for the parking request. The administration does not recommend that the committee be represented, as this would involve significant costs. The file should still go to court to see where the position on parking stands and how the court will rule.

#### **RESOLUTION 2025-99**

**Moved by** André J. Lalonde

**Seconded by** Samuel Cardarelli

WHEREAS the Committee of Adjustment has denied a portion of the minor variance application (File D-13-25-12) for 2440 Albert Street, specifically the request to reduce the required number of parking spaces for a townhouse dwelling from two to one; and

WHEREAS the applicant has appealed the Committee's decision to the Tribunal; and

WHEREAS legal counsel and an external planning consultant may be retained to represent the Committee's position;

BE IT RESOLVED THAT Council does not wish to have the City represented at the Tribunal.

**CARRIED**

### **14.3 Development Charge By-Law**

In response to questions, Frederic Desnoyers mentioned that option two, which proposes a transition period for the new development charges, would result in a loss of revenue of \$510,000, which would have to be paid by taxpayers.

#### **RESOLUTION 2025-100**

**Moved by** Carl Grimard

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

Option 2

WHEREAS the City of Clarence-Rockland must update its current Development Charges By-law by November 19, 2025; and

WHEREAS a public meeting was held on December 11, 2024 & July 28, 2025, 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 Council approve the 2024 Development Charges Background Study dated November 15, 2024, and subsequent amendments as described in the report, and those updated rate tables as shown in this report; and

BE IT RESOLVED THAT Council adopts By-law 2025-93, being a by-law with respect to the Development Charges; and

BE IT FURTHER RESOLVED THAT the new Development Charge rates which shall include a phase-in provision whereby 25% of the proposed increase shall take effect on January 1, 2026, and the remaining 75% of the increase shall take effect on July 1, 2026.

**DEFEATED**

**Moved by** Samuel Cardarelli  
**Seconded by** Stephane Fournier

Option 1

WHEREAS the City of Clarence-Rockland must update its current Development Charges By-law by November 19, 2025; and

WHEREAS a public meeting was held on December 11, 2024 & July 28, 2025, 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 Council approve the 2024 Development Charges Background Study dated November 15, 2024, and subsequent amendments as described in the report, and those updated rate tables as shown in this report; and

BE IT RESOLVED THAT Council adopts By-law 2025-93, being a by-law with respect to the Development Charges; and

BE IT FURTHER RESOLVED THAT the new Development Charge rates shall take effect on January 1, 2026, providing a phase-in period to allow the development community to adjust, and that no annual indexation of rates shall occur until January 1, 2027.

**CARRIED**

**15. By-laws**

Councillor Kyle Cyr declared a pecuniary interest on Item 15.3 / By-law 2025-95, relating to the award of a contract, noting that the contract is being awarded to a business that competes with his own. Councillor Kyle Cyr did not take part in the discussion or vote on this matter and left the table during its consideration.

**RESOLUTION 2025-101**

**Moved by** Diane Choinière  
**Seconded by** André J. Lalonde

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

15.1 2025-92 being a By-law for the appointment of Lottery Licensing Officers

15.2 2024-94 being a By-law to authorize the sale of a municipal property - 2815 Chamberland Street

15.4 2025-96 being a By-law for the designation of lands not subject to part-lot control for block 54 of plan 50R-11819

15.5 2025-97 being a By-law for the lifting of the 0.3m land reserve for Block 54 on Plan 50M-389

15.6 2025-98 and 2025-99 being By-laws to amend the Official Plan and the Zoning By-law for a portion of the property known as 1450 du Parc Avenue

15.7 2025-100 being a By-law to authorize the Treasurer to execute Development Charge Exemption Agreements for Affordable Residential Unit

15.8 2025-102 being a By-law to authorize the signature of a Memorandum of Understanding for the lease and operation of the Bourget Train Station.

**CARRIED**

Councillor Kyle Cyr leaves the council chamber before this item is read.

**15.3 2025-95 being a by-law to authorize the signature of a land lease agreement with Pattison for a digital sign**

**RESOLUTION 2025-102**

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

**Seconded by** Stephane Fournier

BE IT RESOLVED THAT By-law 2025-95 being a by-law to authorize the signature of a land lease agreement with Pattison for a digital sign, be adopted.

**CARRIED**

Councillor Kyle Cyr returns to the council chamber following the vote on this item.

**16. Confirmatory By-law**

**RESOLUTION 2025-103**

**Moved by** Samuel Cardarelli

**Seconded by** Stephane Fournier

BE IT RESOLVED THAT By-law no. 2025-101, being a confirmatory by-law for the regular meeting of November 12, 2025, be adopted.

**CARRIED**

**17. Adjournment**

Mayor Mario Zanth adjourns the meeting at 9:02 p.m.

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Mario Zanth, Mayor

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Karine McCulloch, Deputy Clerk