



Regular meeting of Council

Monday, September 24, 2018

7:00 p.m.

MINUTES

PRESENT:

Council

Jeanne Charlebois, Mayor

Councillors: André Chamaillard, Daniel Lalonde, Pierre Ouellet, Yves Paquette, Johanne Portelance and Michel Thibodeau

Resource persons

Daniel Gatien, Chief Administrative Officer

Christine Groulx, Clerk

Philippe Timbers, Treasurer

Nicole Trudeau, Director of Recreation and Tourism

Guillaume Boudrias, Project Manager, Civil Engineering

Manon Belle-Isle, Planner

Jean-Claude Miner, Chief Building Official

Alain Lavoie, Public Works Superintendent

Roger L. Champagne, Fire Chief

1. Reflection and opening of the regular meeting

Councillor Michel Thibodeau recites the opening reflection.

Mayor calls the meeting to order at 7:00 p.m.

2. Adoption of the agenda

R-320-18

Moved by Daniel Lalonde

Seconded by André Chamaillard

Be it resolved that the agenda be adopted after the addition of the following items:

- 10.6 By-law N° 66-2018
- 10.7 By-law N° 67-2018
- 14.1 Personnel (in-camera)

Carried.

3. Disclosures of conflicts of interest

None.

4. Adoption of the minutes

(Closed meetings remitted under confidential seal)

**4.1 Regular meeting,
June 25, 2018**

**Special meeting and closed meeting,
June 25, 2018**

R-321-18

Moved by Yves Paquette

Seconded by Johanne Portelance

Be it resolved that the minutes be adopted as presented.

Carried.

**4.2 Special meeting,
July 9, 2018**

**Special meeting,
July 26, 2018**

R-322-18

Moved by Daniel Lalonde

Seconded by Michel Thibodeau

Be it resolved that the minutes be adopted as presented.

Carried.

**4.3 Public meeting,
August 20, 2018**

**Regular meeting and closed meeting,
August 20, 2018**

R-323-18

Moved by Pierre Ouellet
Seconded by Yves Paquette

Be it resolved that the minutes be adopted as presented.

Carried.

**4.4 Regular meeting,
September 10, 2018
R-324-18**

Moved by Johanne Portelance
Seconded by André Chamaillard

Be it resolved that the minutes be adopted as presented.

Carried.

**** Minutes of the Committees**

**General Government Services Committee and closed meeting,
September 5, 2018
R-325-18**

Moved by Michel Thibodeau
Seconded by Johanne Portelance

Be it resolved to receive the minutes as presented.

Carried.

**Economic Development Services Committee,
None.**

**Public Works and Environment Services Committee,
Meeting cancelled for September**

**Recreation, Culture and Tourism Services Committee and closed meeting,
None.**

5. Reports of the Mayor and Councillors

Verbal reports are made.

6. Presentation

**6.1 Carole Lavigne and Olivier Berthiaume, Re: Projet Opportunités Prescott
and Russell (OPRO)**

Carole Lavigne and Olivier Berthiaume make a presentation on the OPRO project.

7. Delegations

None.

8. Question period

Douglas Smart from 325 Spence Avenue asks where are the events at the Pioneers' Place.

9. Matters requiring action

**9.1 Request for financing with HCISPA
R-326-18**

Moved by Michel Thibodeau
Seconded by Johanne Portelance

Whereas on May 1st, 2018, the Town of Hawkesbury and the Hawkesbury Community Industrial Strategic Planning Association (HCISPA) signed a financing agreement for the construction of the snow depot, and;

Whereas the project from the extension of Tessier Street, east of Tupper was not planned in the 2018 budget.

Be it resolved to accept the financing terms for the \$225,000.00 loan proposed in the May 1st, 2018 agreement between the parties and to negotiate with the HCISPA for an additional financing amount up to \$485,000.00 for the Tessier Street extension project, with similar terms, as recommended in document 2018-REC-92.

Carried.

**9.2 Revision of the Site Plan Control By-law
R-327-18**

Moved by Yves Paquette
Seconded by Daniel Lalonde

Be it resolved to adopt the revised Site Plan Control By-law in accordance with the *Planning Act*, as recommended in document 2018-REC-87.

Carried.

9.3 Application for a Zoning By-law amendment, Re: 790-792 Main St. East – Econo Gas R-328-18

Moved by André Chamaillard
Seconded by Daniel Lalonde

Whereas the Town Council of the Corporation of the Town of Hawkesbury held a public meeting on August 20, 2018 at 7:00 p.m. to consider a proposed amendment to Zoning By-law N° 20-2018, under the Section 34 of the *Planning Act*, and;

Whereas the purpose of this amendment is to redesignate the property to recognize the existing gas bar, to add two pumps and a convenience store with project-specific exceptions and its layout, and;

Whereas the Provincial Declaration of Principles (PPS) are met; the application is respecting the intentions of the Official Plan of the UCPR and the Town, and;

Whereas the site plan approval process will be carried out to ensure a site layout that will meet the comments of the various agencies and services as well as citizens about the internal circulation and circulation of the area.

Be it resolved to accept the zoning amendment application for the property located at 790-792 Mains Street East at the intersection of Main Street East and Hamilton Street, known as part of Lot 2, of Plan M-5 in the Town of Hawkesbury, Prescott County and that a by-law be adopted accordingly, as recommended in document 2018-REC-88.

Carried.

9.4 Application for approval of a plan of subdivision, Re: Amoco and Harden Streets R-329-18

Moved by Johanne Portelance
Seconded by Michel Thibodeau

Be it resolved to exempt the Hawkesbury Community Industrial Strategic Development Association from all costs related to By-law N° 4-2017 regarding administrative fees and all required performance deposits, as recommended in document 2018-REC-90.

Carried.

**9.5 Smoking and vaping restrictions
R-330-18**

Moved by Daniel Lalonde
Seconded by André Chamaillard

Be it resolved to adopt a by-law to repeal By-laws N° 45-1990, N° 55-2004 and N° 95-2006 regarding smoking restrictions in municipal buildings and vehicles and at the main entrance of the Robert Hartley Sports Complex, as recommended in document 2018-REC-93.

Carried.

**9.6 Retention By-law
R-331-18**

Moved by Michel Thibodeau
Seconded by Yves Paquette

Be it resolved to adopt a by-law establishing the rules for the retention and destruction of Town's documents and repealing By-law N° 25-2011, as recommended in document 2018-REC-94.

Carried.

**9.7 Drain Séguin, Re: Maintenance
R-332-18**

Moved by Yves Paquette
Seconded by Johanne Portelance

Be it resolved to postpone this item at the regular meeting of October 15, 2018.

Carried.

**9.8 End of probation period, Re: CAO
R-333-18**

Moved by Johanne Portelance
Seconded by Yves Paquette

Whereas by By-law N° 39-2018 Council confirmed the hiring of Mr. Daniel Gatien as Chief Administrative Officer for the Town on June 18, 2018, and;

Whereas the employment contract provided for a probation period and the formal evaluation was completed by the selection committee.

Be it resolved to confirm the end of the probation period of Mr. Daniel Gatien as Chief Administrative Officer.

Carried.

10. By-laws

10.1 N° 60-2018 for a Site Plan Control By-law.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

10.2 N° 61-2018 for a zoning by-law amendment, Re: Econo Gas.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

10.3 N° 62-2018 for the local improvement of Tessier Street.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

10.4 N° 63-2018 to provide a schedule of retention periods for the records and documents.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

10.5 N° 64-2018 to repeal several by-laws regulating smoking in municipal buildings and vehicles.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

- 10.6 N° 66-2018** for an agreement with 2376353 Ontario Inc. (Hawkesbury Hawks Jr A Hockey Club) with respect to the rental of ice and the sale of advertisement at the Robert Hartley Sports Complex.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

- 10.7 N° 67-2018** for an agreement with 2376353 Ontario Inc. (Hawkesbury Hawks Jr A Hockey Club) with respect to the rental and operation of the canteen at the Robert Harley Sports Complex.

1st reading - carried
2nd reading - carried
3rd reading - carried

Carried.

11. Notices of motion

None.

12. Services reports and requests for support

- 12.1 List of cheques and electronic payments issued between August 1st and 31st, 2018**

R-334-18

Moved by Michel Thibodeau

Seconded by André Chamillard

Be it resolved to receive the list of cheques and electronic payments issued between August 1st and 31st, 2018 in the amount of \$743,995.77.

Carried.

- 12.2 Financial statement as of August 31st, 2018**

R-335-18

Moved by Daniel Lalonde

Seconded by Pierre Ouellet

Be it resolved to receive the financial statement as of August 31st, 2018.

Carried.

12.3 Report and summary of building permits for the months of June, July and August 2018

R-336-18

Moved by Johanne Portelance

Seconded by Yves Paquette

Be it resolved to receive the report and summary of building permits for the months of June, July and August 2018.

Carried.

12.4 Report of the Joint Recycling Committee dated August 13, 2018

R-337-18

Moved by André Chamaillard

Seconded by Michel Thibodeau

Be it resolved to receive the report of the Joint Recycling Committee dated August 13, 2018.

Carried.

12.5 Calendars of Council meetings for October and November 2018

R-338-18

Moved by Daniel Lalonde

Seconded by André Chamaillard

Be it resolved to accept the calendars of meetings for the months of October and November 2018.

Carried.

13. Question period from the Municipal Council

None.

14. Closed meeting

R-339-18

Moved by Daniel Lalonde

Seconded by Johanne Portelance

Be it resolved that a closed meeting be held at 8:35 p.m. to discuss item 14.1 as per Section 11(1) (b) of the Procedural By-law considering the discussion of personal matters concerning an employee.

Carried.

Council adjourns temporarily at 8:20 p.m. and the meeting resumes in the conference room at 8:35 p.m.

Staff members except the CAO and the Clerk leave the meeting.

Reopening of the regular meeting

R-340-18

Moved by Johanne Portelance

Seconded by Pierre Ouellet

Be it resolved to resume the regular meeting at 8:55 p.m. in the council chambers.

Carried.

14.1 Personnel

For discussion.

15. Confirmation by-law

15.1 N° 65-2018 to confirm the proceeding of Council.

1st reading - carried

2nd reading - carried

3rd reading - carried

Carried.

16. Adjournment

R-341-18

Moved by Yves Paquette

Seconded by Pierre Ouellet

Be it resolved that the meeting be adjourned at 8:55 p.m.

Carried.

ADOPTED THIS 15th DAY OF OCTOBER 2018.

Jeanne Charlebois, Mayor

Christine Groulx, Clerk