



**TOWNSHIP OF ALFRED AND PLANTAGENET**  
**MINUTES**  
**REGULAR MEETING**

**Monday, December 2, 2024, 4:30 P.M.**  
**TOWN HALL CONFERENCE ROOM**

Present: Yves Laviolette, Mayor  
 Jean-Pierre Cadieux, Councillor  
 Benoit Lamarche, Councillor  
 Antoni Viau, Councillor  
 Ian Walker, Councillor

Staff Present: Michel Potvin, Chief Administrative Officer  
 Alexandre Charlebois, Treasurer  
 Manon Besner, Director of Parks and Recreation  
 Jonathan Gendron, Public Works Superintendent  
 Guylaine Poirier, Zoning Administrator  
 Julie Prud'homme, Clerk

**1. CALL TO ORDER**

**Resolution 2024-288**

**Moved by:** Antoni Viau

**Seconded by:** Benoit Lamarche

**BE IT RESOLVED** that this regular Council meeting be declared open at 4:30 p.m.

**Carried**

**2. ADOPTION OF THE AGENDA**

**Resolution 2024-289**

**Moved by:** Ian Walker

**Seconded by:** Jean-Pierre Cadieux

**BE IT RESOLVED** that the agenda be adopted as presented.

**Carried**

**3. DISCLOSURES OF PECUNIARY INTERESTS**

Antoni Viau -FINANCES -Accounts payable. As an employee of Wendover Service Station Inc.

Jean-Pierre Cadieux -FINANCES -Accounts payable. As the owner of JP DESIGN - 3915417 Canada Inc.

**4. MAYOR'S REPORT**

The Mayor presents his report to Council:

The Mayor also had discussions with residents and Department Heads on various matters, reviewed and prepared correspondence, dealt with administrative issues, had telephone communications and signed cheques.

**5. DEPUTATIONS**

**5.1 PLE -Watson & Associates Economists LTD -Study on water and sewer levels in the Township of Alfred and Plantagenet**

Presentation by Mrs. Nancy Neale on a study of the water and sewer rates for the Township of Alfred and Plantagenet. She proposes three scenarios for Council to consider:

- Scenario 1 maintains the Township's existing practice of three separate systems with separate rates (i.e., status quo);
- Scenario 2, consolidates the Alfred-Lefavre and Plantagenet systems into one rate structure, while Wendover continues to be a separate system with its own rate structure;
- Scenario 3 consolidates all three systems into a single Township-wide service with one rate structure for all customers, regardless of which system they receive service from.

**Resolution 2024-290**

**Moved by:** Ian Walker

**Seconded by:** Antoni Viau

**BE IT RESOLVED** that Council approve the consolidation of the water and sewer systems of Alfred-Lefaiivre, Plantagenet and Wendover, into a single Township-wide service with one rate structure for all customers.

	<b>For</b>	<b>Against</b>	<b>Conflict</b>
Jean-Pierre Cadieux		X	
Benoit Lamarche		X	
Yves Laviolette	X		
Antoni Viau	X		
Ian Walker	X		
<b>Results</b>	<b>3</b>	<b>2</b>	<b>0</b>

**Carried (3 to 2)**

**5.2 CPA, CA-MNP -Presentation of the 2023 verified financial statements of the Corporation of the Township of Alfred and Plantagenet**

Presentation by Mr. Gérald Gauthier, CPA, CA. on his report for the analysis of the audit of the 2023 financial statements of the Corporation of the Township of Alfred and Plantagenet.

**5.3 LRL Engineering -Proposed Industrial Subdivision**

Presentation by Mrs. Virginia Johnson to provide an update and next steps regarding the proposed industrial subdivision in Wendover.

**5.4 Hydro 2000 Inc. -Loan authorization**

Presentation by Mrs. Lise Wilkinson -General Manager

**Resolution 2024-291**

**Moved by:** Benoit Lamarche

**Seconded by:** Jean-Pierre Cadieux

**WHEREAS** Hydro 2000 Inc. is a corporation incorporated under the laws of the province of Ontario by the Township of Alfred and Plantagenet;

**AND WHEREAS** Hydro 2000 Inc. is required to upgrade and modernize its network, and more specifically, infrastructure relating to transformers, to meet pending regulatory requirements;

**AND WHEREAS** Hydro 2000 Inc. requires a loan in the amount of \$250,000 to proceed with the upgrade of its network;

**BE IT RESOLVED** that the Council of the Township of Alfred and Plantagenet authorizes the board of directors of Hydro 2000 Inc. to negotiate a loan with a chartered bank of Canada not to exceed the sum of \$250,000 with an amortization period not to exceed 5 years.

**Carried**

## **BREAK**

### **6. CONSENT AGENDA**

#### **Resolution 2024-292**

**Moved by:** Ian Walker

**Seconded by:** Antoni Viau

**BE IT RESOLVED** that the minutes of the regular Council meeting held on November 5, 2024 be adopted as presented;

**BE IT RESOLVED** that the minutes of the Hydro 2000 Inc.'s board of directors' meeting held on October 2, 2024 be received;

**BE IT RESOLVED** that Accounts Payable as of October 31, 2024 in the amount of \$ 1,349,452.06 be adopted;

**BE IT RESOLVED** that report C-11-2024 - Building Permits for the month of October 2024 be received;

**BE IT RESOLVED** that report COM-03-2024 -Report on the Township of Alfred and Plantagenet's 2024 Golf Tournament be adopted as presented;

**Carried**

#### **6.1 Adoption of the minutes of the regular Counsel meeting held on November 5, 2024**

- 6.2 **Adoption of the minutes of the regular meeting of the Board of Administration of Hydro 2000 Inc. held on October 2, 2024**
- 6.3 **FINANCES - Accounts Payable as of October 31, 2024.**
- 6.4 **CONSTRUCTION -C-11-2024 -Building permits for the month of October 2024**
- 6.5 **COMMUNICATIONS -COM-03-2024 -Report on the Township of Alfred and Plantagenet's 2024 Golf Tournament**

## **7. COMMITTEES/DEPARTMENT REPORTS**

### **7.1 DRAINS -To appoint an engineering firm for the revision of the Chartrand Municipal Drain**

Eric Leroux -Drainage Superintendent, advises that while maintaining the Chartrand Municipal Drain, he found that a landowner had completely closed off a section with a drainage pipe, contrary to the engineer's report. This caused a blockage and a hole in the owner's land, as well as a flood on the neighbour's land. To remedy the situation, requests for tenders were made to engineering firms. Of the three estimates received, Mr. Leroux proposes to nominate the least expensive firm, to obtain an engineer's report for a new structure, to adequately close off part of the waterway.

### **7.2 CLERK - 2025 Council meetings calendar.**

#### **Resolution 2024-293**

**Moved by:** Ian Walker

**Seconded by:** Benoit Lamarche

**BE IT RESOLVED** that the 2025 Council Meeting calendar be adopted as presented.

**Carried**

### **7.3 FIRE DEPARTMENT - Hiring of a new firefighter**

#### **Resolution 2024-294**

**Moved by:** Ian Walker

**Seconded by:** Antoni Viau

**BE IT RESOLVED** that Council of the Township of Alfred and Plantagenet approve the hiring of Mr. David Côté as a volunteer firefighter for the Plantagenet area.

Carried

**7.4 FINANCES -F-19-2024 -Appointment of auditors for the 2024 fiscal year****Resolution 2024-295****Moved by:** Antoni Viau**Seconded by:** Benoit Lamarche**WHEREAS** the term of office of the Township's auditors has expired;**BE IT RESOLVED** that the accounting firm MNP be retained as auditors for the Township of Alfred and Plantagenet for the 2024 fiscal year.**BE IT FURTHER RESOLVED** that the Administration proceed with a call for tenders for audit services for the years 2025 to 2029.

Carried

**7.5 FINANCES -F-20-2024 -Amendment to the Tax Collection Policy (CF001)****Resolution 2024-296****Moved by:** Benoit Lamarche**Seconded by:** Ian Walker**WHEREAS** Section 342 of the Municipal Act, 2001, as amended provides that a municipality may pass by-laws providing for the collection of taxes;**AND WHEREAS** the Council of the Corporation of the Township of Alfred and Plantagenet deems it necessary to provide a defined basis for matters relating to the tax collection process;**AND WHEREAS** the Council of the Corporation adopted a Tax Collection Policy (Policy FC-001) on March 5, 2024, which policy authorizes the payment of property taxes by way of pre-authorized payments over a 10-month period;**AND WHEREAS** Council deems it advisable to allow the payment of property taxes by way of a pre-authorized payment plan over a 12-month period to reduce the monthly payment for its citizens;**BE IT RESOLVED** that the section "Payment" of Policy FC-001 be amended to allow the payment of property taxes by pre-authorized payments over a 12-month period

Carried

**7.6 FINANCES -F-18-2024 -Preliminary budget of 2025**

**7.7 PARKS AND RECREATION -LOI-11-2024 -Notice of Public Interest - Marina  
Resolution 2024-297**

**Moved by:** Antoni Viau

**Seconded by:** Ian Walker

**WHEREAS** the members of the Marina Committee have unanimously voted in favour of the Township exploring the possibilities of a private rental agreement for the Lefavre Marina as of the 2025 season;

**THEREFORE, BE IT RESOLVED THAT** Council mandate the Administration to proceed with the publication of a notice of expression of public interest in order to explore the options and opportunities for a private rental of the Lefavre marina as of the 2025 summer season;

**BE IT FURTHER RESOLVED** that the Administration report to Council on the results of the publication of the notice of expression of public interest before March 31, 2025.

**Carried**

**7.8 ZONING -URB-39-2024 - Request to amend the Zoning By-law 2009-50 and the Official Plan of the Urban Areas of the Township of Alfred and Plantagenet**

**Resolution 2024-298**

**Moved by:** Benoit Lamarche

**Seconded by:** Antoni Viau

**BE IT RESOLVED** that the Municipal Council approve the application to amend the Official Plan of the Urban Areas of the Township of Alfred and Plantagenet, file OPA-7, submitted by Berwick Family Farms Inc., the purpose of which is to change the use of part of the property located at 75 St-John Street in Alfred, described as part of Block X of Plan M-1 of the former Village of Alfred, from “Institutional Policy Area” and “Residential Policy Area” to the “Economic Enterprise Policy Area” in order to allow a commercial use on the property.

**BE IT ALSO RESOLVED** that the Municipal Council approve the request to amend Zoning By-law No. 2009-50 of the Township of Alfred and Plantagenet, file ZON-9-2024, to change the zoning category of the same property from “Institutional (I)” and “Rural (RU)” to “Highway Commercial - Exception 17 (C3-17)” in order to allow a commercial use exclusively: warehousing.

**Carried**

**8. BY-LAWS**

**8.1 By-law OPA 2024-63 -To amend the Official Plan of the Urban Areas of the Township of Alfred and Plantagenet**

**Resolution 2024-299**

**Moved by:** Antoni Viau

**Seconded by:** Ian Walker

**BE IT RESOLVED** that By-law 2024-63 to amend the Official Plan of the Urban Areas of the Township of Alfred and Plantagenet be adopted after its three readings.

**Carried**

**8.2 By-Law 2024-64 -To amend the zoning By-law 2009-50**

**Resolution 2024-300**

**Moved by:** Jean-Pierre Cadieux

**Seconded by:** Benoit Lamarche

**BE IT RESOLVED** that By-law 2024-64 to amend the Zoning By-law 2009-50 be adopted after its three readings.

**Carried**

**8.3 By-Law 2024-67 -Planning -Tariff of fees**

**Resolution 2024-301**

**Moved by:** Antoni Viau

**Seconded by:** Ian Walker

**BE IT RESOLVED** that By-law 2024-67 to prescribe a tariff of fees for the processing of applications made in respect of planning matters be adopted after its three readings.

**Carried**

**8.4 BY-LAW 2024-70 -To appoint an engineering firm for the revision of the Chartrand Municipal Drain**

**Resolution 2024-302**



**Moved by:** Antoni Viau

**Seconded by:** Ian Walker

**BE IT RESOLVED** that By-law 2024-70 To appoint an Engineer for the revision of the Chartrand Municipal Drain be adopted after its three readings.

**Carried**

**8.5 By-law 2024-71 -To appoint auditors for the 2024 fiscal year**

**Resolution 2024-303**

**Moved by:** Antoni Viau

**Seconded by:** Ian Walker

**BE IT RESOLVED** that By-law 2024-71 to appoint the auditors of the Corporation of the Township of Alfred and Plantagenet be adopted after its three readings.

**Carried**

**9. QUESTION PERIOD**

**9.1 URB-39-2024 - Request to amend the Zoning By-law 2009-50 and the Official Plan of the Urban Areas of the Township of Alfred and Plantagenet**

Mr. Marc Boucher advises that Mrs. Poirier had explained the zoning decision to him and that, in principle, he had no objection. His question was about public access to the land. The Mayor replied that this matter implied a private purchase and gave the floor to Mrs. Guylaine Poirier - Zoning Administrator. The latter reiterates that the sale was made to the private sector and public access was withdrawn.

**10. MOTIONS**

**10.1 FINANCES - 2025 Salary Scale Indexation**

**Resolution 2024-304**

**Moved by:** Antoni Viau

**Seconded by:** Benoit Lamarche

**WHEREAS** Section 8 of By-law 2011-36 to establish the job conditions, the benefits, the job classification and the salary scale states that Council, may, at the last regular meeting of December, index the salary scale for the upcoming entitlement year in order to reflect the inflation rate;

**BE IT RESOLVED** that Council of the Township of Alfred and Plantagenet approve the modification to the Salary Scale to reflect indexation of 2.1%, as of January 1, 2025.

**Carried**

## **10.2 FINANCES - Council Member's Remuneration**

### **Resolution 2024-305**

**Moved by:** Benoit Lamarche

**Seconded by:** Jean-Pierre Cadieux

**WHEREAS** Council of the Township of Alfred and Plantagenet has approved by resolution 2024-304 to amend the salary scale to reflect indexation of 2.1% ;

**BE IT RESOLVED** that Council of the Township of Alfred and Plantagenet approve the indexation of 2.1% for Council members' remuneration as of January 1, 2025.

**Carried**

## **10.3 Municipality of North Perth -Request for support for the establishment of an Ontario Rural Road Safety Program**

### **Resolution 2024-306**

**Moved by:** Ian Walker

**Seconded by:** Antoni Viau

**BE IT RESOLVED** that Council of the Corporation of the Township of Alfred and Plantagenet support the Municipality of North Perth's resolution for the establishment of an Ontario Rural Road Safety Program.

**Carried**

## **10.4 Township of Russell - Request for support for the redistribution of the Provincial Land Transfer Tax and GST to municipalities**

### **Resolution 2024-307**

**Moved by:** Ian Walker

**Seconded by:** Antoni Viau

**BE IT RESOLVED** that Council of the Corporation of the Township of Alfred and Plantagenet support the Municipality of Russell's resolution for the redistribution of the Provincial Land Transfer Tax and GST to municipalities

**Carried****10.5 Donations - Discretionary budgets.****Resolution 2024-308****Moved by:** Ian Walker**Seconded by:** Benoit Lamarche**BE IT RESOLVED** that the members of Council contribute the following donations from their respective discretionary budget:

Jean-Pierre Cadieux

\$250.00 Lions de Lefavre

\$250.00 Club Optimiste d'Alfred

**Carried****11. CORRESPONDENCE****Resolution 2024-309****Moved by:** Benoit Lamarche**Seconded by:** Antoni Viau**BE IT RESOLVED** that the correspondence listed at 11.1 be received and filed.**Carried****11.1 Invitation to an information session by Bois  Est on the Managed Forest Tax Incentive Program (MFTIP)****12. CLOSED SESSION****Resolution 2024-310****BE IT RESOLVED** that this portion of the meeting be closed to the public in order to consider personal matters about identifiable individuals; labour relations or employee negotiations; and litigation or potential litigation affecting the municipality or local board pursuant to subsections 239(2)(b) of the Municipal Act, 2001.**Carried**

12.1 Adoption of the minutes of the Closed Council Meeting held on October 1, 2024

12.2 GENERAL MANAGEMENT - Personal matters about identifiable individuals.

13. **CONFIRMING BY-LAW**

13.1 By-law Number 2024-72 confirming the proceedings of the Council meeting of December 2, 2024.

**Resolution 2024-311**

**Moved by:** Antoni Viau

**Seconded by:** Ian Walker

**BE IT RESOLVED** that By-law Number 2024-72, a by-law to confirm the proceedings of Council at its meeting of December 2, 2024 be adopted after its three readings.

**Carried**

14. **ADJOURNMENT**

**Resolution 2024-312**

**Moved by:** Benoit Lamarche

**Seconded by:** Jean-Pierre Cadieux

**BE IT RESOLVED** that this meeting be adjourned at 7:28 p.m.

**Carried**

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Yves Laviolette, Chairman

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Julie Prud'homme, Clerk

