



Township of East Hawkesbury Agenda - Regular Meeting

Meeting #: 2020-22
Date: September 14, 2020
Time: 6:30 p.m.
Location: Town Hall
5151 Ch compté 14

Prepared by: Hemi Villeneuve

	Pages
1. Call to Order	
That the present Regular meeting be opened at 6h30	
2. Changes and Additions to the Agenda	
3. Adoption of Agenda	
4. Disclosure(s) of Conflict of Interest	
4.1 Richard Sauvé - Disclosure(s) of Conflict of Interest item 12	
5. Adoption of Minutes of Previous Meetings	
5.1 Regular meeting of August 24th	1
With no objection, the minutes of the meeting held, August 24, 2020 as distributed must be received read and filed.	
6. Delegations	
7. Adoption of the Recommendations of the Municipal Council Committees	
8. Receiving of Monthly Reports from the Appointed Municipal Officials	
8.1 Roads Department	5
8.2 Fire Department	10

8.3	Building Department	19
9.	Unfinished Business from Previous Meetings	
9.1	Vegetable stand	
9.2	Appoint for Maternity leave	22
10.	Applications for Prescott-Russell Land Division Committee	
11.	Municipal By-Laws	
11.1	By-Law No. 2020-48 Fees and charges	23
11.2	By-Law No. 2020-58 Zonning Amendment	30
11.3	By-Law No. 2020-60 Appoint for Recycling	34
12.	Approval of the Variance Report and accounts payable	37
13.	Other Business	
13.1	Battery recycling Agreement	38
13.2	Salt Management 2020	51
13.3	Surplus Truck	
14.	Various Reports/Discussions	
15.	Closed Session	
16.	Correspondence	
	With no objection, the Correspondence as distributed be received read and filed.	
17.	Coming Events	58
18.	Confirming By-law	61
19.	Adjournment	



Canton de Hawkesbury Est

Ordre du jour - Réunion Ordinaire

Meeting #: 2020-22
Date: le 14 septembre 2020
Heure: 18 h 30
Endroit: Town Hall
5151 Ch compté 14

Préparé par: Hemi Villeneuve

	Pages
1. Ouverture de l'assemblée	
Que la présente assemblée ordinaire soit ouverte à 6h30	
2. Modifications et additions à l'ordre du jour	
3. Adoption de l'ordre du jour	
4. Déclaration(s) de conflit d'intérêts	
4.1 Richard Sauvé - Disclosure(s) of Conflict of Interest item 12	
5. Adoption des procès-verbaux des réunions précédentes	
5.1 Réunion ordinaire du 24 aout	1
Sans objection, le procès-verbal de la réunion du 24 aout, 2020 tel que distribué doit être reçu lue et classé.	
6. Délégations	
7. Adoption des recommandations des comités du conseil municipal	
8. Réception des rapports mensuels des membres de l'administration	
8.1 Département de la voirie	5
8.2 Département de feu	10

8.3	Département de Construction	19
9.	Réception des rapports mensuels des membres de l'administration	
9.1	Kiosque fruit et légume	
9.2	Nomination pour le congé de maternité	22
10.	Demandes au comité de division de terrains de Prescott-Russell	
11.	Ouverture de l'assemblée	
11.1	Règlement No. 2020-48 Frais et Charge	23
11.2	Règlement No. 2020-58 changement de zonage	30
11.3	Règlement 2020-60 Nomination pour le recyclage	34
12.	Approbation du rapport de variance et comptes fournisseurs	37
13.	Autres Sujets	
13.1	Accord sur le recyclage des piles	38
13.2	Salt Management 2020	51
13.3	Camion excédentaire	
14.	Rapports/discussions divers	
15.	Session À Huis Clos	
16.	Correspondance	
	Sans objection , la correspondance soient reçus lue et classé.	
17.	Évènements à venir	58
18.	Règlement pour confirmer les procédures du Conseil	61
19.	Ajournement	



Township of East Hawkesbury

Minutes

Special Meeting

Meeting #: 2020-20
Date: August 24, 2020
Time: 6:30 p.m.
Location: Town Hall
5151 Ch compté 14

Council Present: Robert Kirby, Mayor
Richard Sauvé, Deputy Mayo
Simon Rozon, Councillor
Stéphanie Sabourin, Councillor
Karina Sauvé, Councillor

Staff Present: Luc Lalonde, CAO, Clerk, Treasurer
Hemi Villeneuve, Deputy Clerk

Prepared by: Hemi Villeneuve

1. **Call to Order**

That the present Regular meeting be opened at 6h30

2. **Changes and Additions to the Agenda**

Coop 10.1

Parking Corner of Labrosse and County Rd 14- 10.2

3. **Adoption of Agenda**

Resolution # 2020-40

Moved by: Karina Sauvé

Seconded by: Stéphanie Sabourin

Be it resolved that the agenda be accepted, including the modifications made forthwith, as applicable.

Carried

4. **Disclosure(s) of Conflict of Interest**

None.

5. **Adoption of Minutes of Previous Meetings**

5.1 **Regular meeting of August 10th, 2020**

With no objection, the minutes of the meeting held, August 10, 2020 as distributed must be received read and filed.

6. **Adoption of the Recommendations of the Municipal Council Committees**

Comité de la Journée Antique

Resolution # 2020-41

Moved by: Karina Sauvé

Seconded by: Simon Rozon

Be it resolved that Council approves and accepts all recommendations made by the Antique Day Committee.

Carried

7. **Unfinished Business from Previous Meetings**

7.1 **Fees and Charges**

-Take off Season pass and day pass for non residents.

- Change Front Yard ditch filling for 2021 to be 100\$ 2022 to be 150\$ and 200\$ for 2023.

7.2 **Fruit and vegetable stand**

Decision will be brought to next council meeting.

8. **CLOSED SESSION**

8.1 **Closed Session**

Resolution # 2020-42

Moved by: Richard Sauvé

Seconded by: Simon Rozon

Be it resolved that the present meeting be adjourned for a closed session for the following purpose(s):

- labour relations or employee negotiations;

Carried

9. **Municipal By-Laws**

9.1 **By-Law No. 2020-53**

Resolution # 2020-45

Moved by: Stéphanie Sabourin

Seconded by: Richard Sauvé

Be it resolved that by-Law No. 2020-53 being a by-law to amend By-Law 2017-43 appointing Luc Lalonde as CAO/Clerk-Treasurer for the Township of East Hawkesbury, be read a first, second and third time and passed in Open Council.

Carried

9.2 **By-Law No. 2020-54**

Resolution # 2020-46

Moved by: Karina Sauvé

Seconded by: Simon Rozon

Be it resolved that by-Law No. 2020-54 being a by-law to amend Schedule `A` to By- Law no. 2018-82 Salaries be read a first, second and third time and passed in Open Council.

Carried

9.3 **By-Law No. 2020-56**

Resolution # 2020-47

Moved by: Simon Rozon

Seconded by: Stéphanie Sabourin

Be it resolved that Council approves and accepts the recommendation from Luc Lalonde to appoint Daniel Chatelain as Truck Driver / Laborer

Carried

9.4 **By-Law No. 2020-57**

Resolution # 2020-48

Moved by: Stéphanie Sabourin

Seconded by: Karina Sauvé

Be it resolved that by-Law No. 2020-57 being a by-law to Amend By-Law 2018-82 Schedule C be read a first, second and third time and passed in Open Council.

Carried

10. **Other Business**

10.1 Coop

Council would like for Luc Lalonde to look into prices to get the wood out of the property.

10.2 Parking Corner Labrosse County Rd 14

Council would like for staff to look into a solution so that the Corner or Labrosse and County Rd 14 be cleared. No vehicles should be parked it is a traffic hazard.

11. Various Reports/Discussions

12. Correspondence

With no objection, the Correspondence as distributed be received read and filed.

13. Coming Events

Com Conference

14. Confirming By-law

Resolution # 2020-49

Moved by: Simon Rozon

Seconded by: Richard Sauvé

Be it resolved that By-Law No. 2020- 55 being a By-law to confirm Council proceedings at its regular meeting of August 24th , 2020 be read a first, second and third time and passed in Open Council.

Carried

15. Adjournment

Resolution # 2020-50

Moved by: Stéphanie Sabourin

Seconded by: Karina Sauvé

Be it resolved that the present meeting be adjourned at 8h37 p.m.

Carried

Luc Lalonde, Clerk-Treasurer

Robert Kirby, Mayor

ROAD SUPERINTENDENT

REPORT NO. R-08-2020 – SEPTEMBER 14, 2020

FOR THE MONTH OF AUGUST 2020

1. LOOSE TOP / GRAVEL ROAD 1320.
 - a) Spot grading of gravel road. Touch up of light imperfection to preserve dust control solution in the gravel road base.
-August 18th, 27th,

2. HARD TOP / PAVED RD.
 - a) Approximately 2mt. of cold mix material was use to patch potholes on all paved roads.
 - b) Some sidewalk repair done in the village of St-Eugene to repair cracks and imperfections.
 - c) Lavigne St. was paved by R.F. Paving on Aug. 20th. A portion of the street paving is paid by Gilbert Seguin.

3. TRAFFIC
 - a) Some roadside erosion was fix on Conc.1 W.
 - b) Some faded and damage traffic signs where replaced on
 - c) Dandy Rd, Conc.1, Conc. 2 & Grande Montee

4. ROAD SIDE MAINTENANCE 1340

- a) Road side mowing is underway by McCaig Services as per contract.

5. MACHINERY MAINTENANCE

- a) See attached sheet...

6. EMPLOYEE

- a) 7th, Dominic Normand left the township as a Truck Driver / Laborer position.

7. SEWER/BRIDGES AND CULVERT

- a) 6th, cleanup a plugged culvert on Golf Rd.
- b) Approximately 54 meter of culvert was added to the east side of Ferry Rd. to the storm sewer system to help with parking. The excavation was done using Boudrias Excavation, all manual labor and gravel was done using township employees.
- c) 27th, a X-culvert was replaced at the end of Villeneuve Rd. Excavation was done by St-Eugene Backhoe, manual labor by township employees.

8. CONSTRUCTION / DEMOLITION

- a) 11th & 12th, Cut +- 25 cedar trees at the bottom of Chute-a-Blondeau community center for future gazebo project. Logs were kept for gazebo lumber and guide rail posts
- b) 17th, The old St-Eugene Co-op was demolished using St-Eugene Backhoe

9. WINTER CONTROL

a) Employees

- i) Address the need for a patrol man, 2 full time plow driver and at least one spare driver (two would be best) to meets minimum standards and ministry of labor / health and safety requirements. Some training will be necessary.

10. FOLLOW UP OF THE LAST MEETING

- a) Crack sealing. The current price for crak sealing is around \$3.75 per linear meter. To do a road like Gourley would cost around \$30,000.00, Grande Montee between Conc. 7 and Cty. Rd. 18 is almost too late and would cost around \$45,000.00. Champlain Township did a section of SandyHill Rd. and Ritchance Rd. at a cost of +- \$40,000.00. The two sections are about 4-5 years old. They went though the Prescott & Russell paving contract and paid \$3.40 per linear meter. My suggestion would be trying Gourley Rd and / or Dandy Rd. from Cty. Rd. 17 to the recreational trail via the Prescott & Russell paving contract.
- b) Corner Grande Montee / Conc.7. My suggestion is to install 30 meter of culvert + a manhole to be able to have a wider shoulder. The estimate cost for the project is close to \$10,000.00 including culverts, manhole, materiel and contracted services.
- c) Splash Pad. As of now I am still waiting on price from suppliers.

11. OUTSIDE OF TOWNSHIP TRIP

- 5th, Trevor, truck #8, pickup parts at JR Brisson
- 10th, J. F, Truck #10, pickup chainsaw at Richard Autoglass
- 17th, Trevor, truck #8, pickup water at Canadian Tire and drop off signs.
- 18th, Trevor, truck #8, pickup marking paint at Main Industrial
- 19th, J.F., truck #10, check road crack sealing, Sandyhill and Ritchance Rd.
- 31st, Trevor, Truck #4, gravel at DJL.

12. OPEN FOR DISCUSSION

- a) _____
- b) _____
- c) _____

Jean-Francois Santerre
Road Superintendent

Machineries maintenance

August 2020

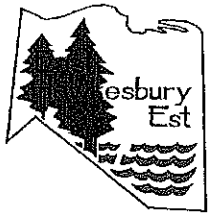
4-5th, Backhoe; Change engine oil and filter, transmission oil, grease, lube and clean all rads.

5th, Massey & chipper; Change engine oil and filter, lube, sharpen knives

6-7th, Truck #16; Removed and weld patch on fuel tank, Replaced mudflaps, regroued front tires

24th, Truck #4; Replaced rear front left brake booster

24th, Truck #16; Replaced front right tire



Service des incendies de Hawkesbury-Est
5151, chemin de comté 14
St-Eugène, ON K0B 1P0
Telephone: 613-674-2170
Cellular: 514-777-6982



Counsel Meeting-September 10th -2020

3 Calls:

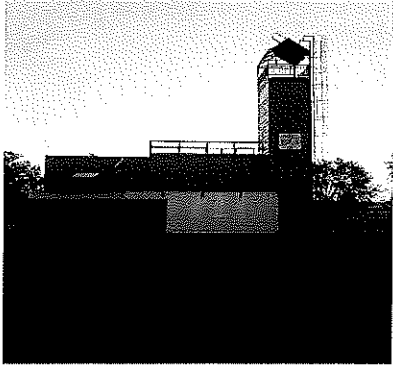
- 1) Structure/Vehicle Fires: 2*
 - 2) Open Air Burn Inspections/Complaints:
 - 3) Motor Vehicles Collisions/Extrications:
 - 4) Residential/Commercial Alarms: 1*
 - 5) Medical:
 - 6) Public Hazard/Assistance:
 - 7) Haz Mat Spill/CO/Gas/Odor Complaint:
- *Mutual Aid/Automatic Aid/Fire Protection Agreement: 2

Staffing changes/ New Hires :

N/A

Training /Seminars :

- C-can training containers, approx 2k each. (See pictures). Could build our own in-house training center, one day, if we relocate our hall to larger piece of land, to train our members on firefighting skills. Champlain, ON and Rigaud, QC currently have their own. Provides realistic in-house training at a low cost.



Equipment :

-I have started looking into rescue truck designs and costing. I have forwarded Vankleek Hill's tender and truck design, for their new rescue, to the township. They got theirs from la Nation. If we build off theirs, like they did previously off la Nation's, we could save time and money. I have seen the rescues and they are nice. VKH has offered to bring it to a council meeting if counsel wishes to see it.

Other Purchases

N/A

Pay grade structure/incentive/ranks :

N/A

Recurring:

-Pay scale for different levels of training, certification, rank and responsibilities (to motivate/promote individuals to buy into continuing education and training)

- Have a mid-level Lieutenant rank

Bylaw:

-Farmers are asking if we can remove burn ban dates (June 1- Sept 15), and just proceed based off weather and temperature (Like Champlain does apparently). We (EHFD) appreciate the simplicity and clarity of having pre-set dates, however if the citizens want something else, should we look into it? Council's opinion on the matter?

Administration

- Will be adding monthly Officer Meetings during maintenance nights to discuss any outstanding issues and to ensure everyone in a leadership position is on the same page.

Recurring points (old):

- Working on a job description document for each position in the fire services to clarify everyone's roles and responsibilities to facilitate members moving into new positions, as well as better organize requests and tasking through the chain of command.

Health & Safety

N/A

Budget

N/A

Prevention

Would like to post large posters outside of each hall to promote Fire Safety.



Volunteer

N/A

TOWNSHIP/CANTON HAWKESBURY EST
MONTHLY REPORT/RAPPORT MENSUEL
FIRE DEPARTMENT/DÉPARTEMENT D'INCENDIE
MONTH/MOIS : Aout 2020

<i>Date</i>	<i>Invoice</i>	<i>Description</i>	<i>Montant facturé</i>
Aout 2020	EHAWK20-41	Fire mutual aid	no charge
Aout 2020	EHAWK20-42	Fire in garage	no charge
Aout 2020	EHAWK20-43	Inspection-prevention Fire alarm	no charge

Total: 0.00\$



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : August 22, 2020	
EMERGENCY/URGENCE : Inspection-Prevention	
LOCATION/LIEU : Menard Street, CHAMP & Front Rd, CHAMP	
REQUESTED BY/DEMANDÉ PAR : Gabrielle Trugeon	
TIME-RESPONSE/RÉPONSE : 21:03	TIME -RETURN/RETOUR: 22:40
EQUIPMENT ON/SUR SCENE : SE-P1	
EQUIPMENT USED/ UTILISÉ :	
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 2	TOTAL HOURS/HEURES : 4

NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1		0.00 \$		0.00 \$	0.00 \$
JF Santerre D. Chef	2		0.00 \$		0.00 \$	0.00 \$
Francis Myre Safety-Officer	4		0.00 \$		0.00 \$	0.00 \$
Fred Ladouceur	6		0.00 \$		0.00 \$	0.00 \$
Serge Lalancette	7		0.00 \$		0.00 \$	0.00 \$
Dominick Myre	8		0.00 \$		0.00 \$	0.00 \$
Brendan Wylie	9	2	52.00 \$		0.00 \$	52.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
Myriam Kingsbury	11		0.00 \$		0.00 \$	0.00 \$
Nicholas Duval	12		0.00 \$		0.00 \$	0.00 \$
Eric Lacroix	13		0.00 \$		0.00 \$	0.00 \$
Derrick Duval Cap.	14		0.00 \$		0.00 \$	0.00 \$
Pierre-Luc Sauvé	15		0.00 \$		0.00 \$	0.00 \$
André Ethier	16		0.00 \$		0.00 \$	0.00 \$
Simon Drouin	17	2	52.00 \$		0.00 \$	52.00 \$
François Séguin	18		0.00 \$		0.00 \$	0.00 \$
Patrick Normand Cap.	19		0.00 \$		0.00 \$	0.00 \$
Nicholas Lalonde	20		0.00 \$		0.00 \$	0.00 \$
Daniel Asselin	21		0.00 \$		0.00 \$	0.00 \$
Leanne Howes	22		0.00 \$		0.00 \$	0.00 \$
Jonathan Leblanc	23		0.00 \$		0.00 \$	0.00 \$
Joël Myre Cap.	24		0.00 \$		0.00 \$	0.00 \$
Gilles Dupelle	25		0.00 \$		0.00 \$	0.00 \$
Shane Kirby	26		0.00 \$		0.00 \$	0.00 \$
Guillaume Ménard	27		0.00 \$		0.00 \$	0.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29		0.00 \$		0.00 \$	0.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		4	104.00 \$	0	0.00 \$	104.00 \$

OPP

INCIDENT NUMBER / SP

EHAWK20-43

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

Verification d'alarme a feu

No Charge



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : August 13, 2020	
EMERGENCY/URGENCE : Fire/Smoke	
LOCATION/LIEU : 1750 Gourley	
REQUESTED BY/DEMANDÉ PAR : Matthew	
TIME-RESPONSE/RÉPONSE : 17:53	TIME -RETURN/RETOUR: 19:47
EQUIPMENT ON/SUR SCENE : P-1, P-2, R-3, T-4, PT-5	
EQUIPMENT USED/ UTILISÉ : SE-R3, PT5, P1, P2, T4	
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 12	TOTAL HOURS/HEURES : 24

NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1		0.00 \$		0.00 \$	0.00 \$
JF Santerre D. Chef	2	2	52.00 \$		0.00 \$	52.00 \$
Francis Myre Safety-Officer	4	2	52.00 \$		0.00 \$	52.00 \$
Fred Ladouceur	6	2	52.00 \$		0.00 \$	52.00 \$
Serge Lalancette	7		0.00 \$		0.00 \$	0.00 \$
Dominick Myre	8	2	52.00 \$		0.00 \$	52.00 \$
Brendan Wylie	9	2	52.00 \$		0.00 \$	52.00 \$
Duncan Clatworthy	10		0.00 \$		0.00 \$	0.00 \$
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André Ethier	16	2	52.00 \$		0.00 \$	52.00 \$
Simon Drouin	17		0.00 \$		0.00 \$	0.00 \$
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Shane Kirby	26		0.00 \$		0.00 \$	0.00 \$
Guillaume Ménard	27	2	52.00 \$		0.00 \$	52.00 \$
Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29	2	52.00 \$		0.00 \$	52.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		24	624.00 \$	0	0.00 \$	624.00 \$

OPP

INCIDENT NUMBER / SP

EHAWK20-42

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

Lawn tracteur on fire inside of an attach garage.
Damage more than \$5,000.00



TOWNSHIP/CANTON EAST HAWKESBURY EST
REPORT/RAPPORT



DATE-CALL OUT/SORTIE : August 1, 2020	
EMERGENCY/URGENCE : Fire smoke	
LOCATION/LIEU : 6623 Highway 34 champ	
REQUESTED BY/DEMANDÉ PAR : 3636 McLennan Rd east	
TIME-RESPONSE/RÉPONSE : 15:58	TIME -RETURN/RETOUR: 17:39
EQUIPMENT ON/SUR SCENE : Tanker	
EQUIPMENT USED/ UTILISÉ : Tanker	
TOTAL MEN INVOLVED/HOMMES IMPLIQUÉS : 2	TOTAL HOURS/HEURES : 1.75 0

NAME/NOM	# TAG	# HOURS/ HEURES	FIRST 2 HRS PREM. 2 HRS @26.00\$	# HOURS/ HEURES	AFTER 2 HRS APRÈS 2 HRS @26.00	TOTAL AMOUNT MONTANT TOTAL
Bruce Lucker Chef	1		0.00 \$		0.00 \$	0.00 \$
JF Santerre D. Chef	2		0.00 \$		0.00 \$	0.00 \$
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Alexandré Cardinal	28		0.00 \$		0.00 \$	0.00 \$
Alexandre Gagné	29		0.00 \$		0.00 \$	0.00 \$
TOTAL COST OF FIRE / COÛT TOTAL DU FEU		4	104.00 \$	0	0.00 \$	104.00 \$

OPP _____
INCIDENT NUMBER / SP _____ Ehawk20-41 _____

- P-1 = PUMPER S-E
- P-2 = PUMPER S-A-P
- R-3 = RESCUE S-E
- T-4 = TANKER S-E
- PT-5 = TANKER C-A-B

Fire/Smoke:Structural:Residential:Single Family Unit
Mutual aid for Vankleek Hill
Fire no charge

Dear Council,

I apologize for not being able to attend tonight's meeting in person due to being on shift in Ottawa. I would like to take this opportunity however to express my gratitude for allowing me the opportunity to continue my work here in East Hawkesbury. The past year presented challenges, but also accomplishments and I believe that we are moving in the right direction. Thank you again for your confidence, and I look forward to another productive year honorably serving the citizens, my department members, and the council.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bryce B Luker', written in a cursive style.

Bryce B Luker

BUILDING PERMITS// PERMIS DE CONSTRUCTION

ÉMIS / ISSUED – Aout / August 2020

PRÉSENTÉ AU CONSEIL A L'ASSEMBLÉE DU 14 septembre2020
PRESENTED TO COUNCIL AT MEETING OF 14 September 2020

1. PERMITS ISSUED / PERMIS ÉMIS

<u>NO.</u>	<u>NAME/NOM</u>	<u>DESCRIPTION</u>	<u>VALEUR/VALUE</u>	<u>COUT/COST</u>
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See Attached List

August 2020 Total / Total aout 2020

7

0 Maison Nouvelles / New Houses

August 2019 Total / Total aout2019

8

0 Maison Nouvelles / New Houses

	<u>2020</u>	<u>2019</u>
Total Value August /Valeur Total aout	\$91,600.00	\$212,500.00
August revenue aout- Permits / Permis	\$789.00	\$1,090.80

2. Property Standards By-Law - / Ontario Building Code, Etc

- 1898 Principale Road property standards (Order to demolish and property maintenance)
- 1060 Des Cedres street Ordour complaints
- 1009 Des Cèdres street Property standards (vegetation)
- 3725 Front Road building code violation (construction without permit)
- 3646 Front Road, Property Standards Vegetation
- 1296 Labrosse Parking By-law

3. Open For Discussion / Ouvert Pour Discussion

- 1183 Labrosse Property Standards scrap yard
- Clean-up of Ferry Road
- Parking for boat Launch Ferry Road
- Fence at 1841 Principale Street

Jessy Hoffman C.B.O.

Chief building official Property standards officer

Officier en chef des bâtiments et Officier des normes de bienfonds

Roll Number	Municipal Address	Owner's Name	Legal Description	Permit Number	Issue Date	Application Date	GFA SqFt	Work Proposed	Type	Construction Value	Permit Fee
2010000040610 80	4683 County Road 14	Camille Bernier	CON 4 PT LOT 12 RP46R4473 PART 1	2020-0067	20200826	20200714	797	Install new drain tile and damp proofing membrane. Renovate for basement bedroom.	Residential	11000	\$ 127.00
2010000030730 10	3770 Cunning Road	ROBERGE PATRICIA BRENDA	CON 3 S E PT LOT 25 RP 46R2013 PART 1 PART 2	2020-0066	20200825	20200824	3499	Installation of new swimming pool	Residential		\$ 50.00
2010000041400 00	3450 Stardale Road	Craig Barton	CON 4 L PT N 34	2020-0064	20200820	20200820	485	construct concrete manure storage	Agricultural	60000	\$ 350.00
2010000011420 10	2175 Front Road	Gary Hoffman	Extension of storage garage	2020-0065	20200820	20200819	1346	Construct extension of storage garage	Residential	15000	\$ 127.14
2010000020410 00	1955 Concession 2 Road	LACOMBE MARCEL LACOMBE LISE BRIERE	CON 2 S PT LOT 19 RP46R4423 PART 1	2020-0063	20200811	20200805	1561	New Siding, windows, trim, front porch roof structure.	Residential	5000	\$ 85.00

2010000050810 County Road 10 WYLLIE CON 5 N PT 2020-0061 20200806 20200804 732 Demolition of Agricultural
 00 N PT LOT 25 DONALD LOT 25 20200806 20200804 732 old Barn

WYLLIE
 DONALD
 WYLLIE
 GRACE

2010000020700 3055 Greenlane Road PIERCEY CON 1 BF N 2020-0062 20200806 20200729 323 Installation of Residential 600
 00 DAVID PT LOT 34 20200806 20200729 323 an above ground swimming pool \$ 50.00
 SPARKES
 LISA

Total square feet 8743 Total \$ \$91,600 \$789

Danielle Cousineau

Effectif le 28 août, 2020

Salaires : 20.40 / heure (sera révisé le 1^{er} janvier 2021)

Description de tâche

1. Taxes
 - Inscrire paiement et faire les dépôts
 - Paiement préautorisé
 - Changement de propriétaire
 - Division de terrain
 - Certificat de taxes
 - Faire le suivi sur les comptes en arrérages
 - Sortir les factures de taxe intérimaire et final
 - Faire les factures de taxe supplémentaire et annulé
 - Application changement support scolaire
 - Application PRAN, Minutes of settlement, Farm properties, Formule 357
 - Calculer les intérêts mensuels
 - Réconciliation des taxes avec GL
2. Répondre aux appels et service au comptoir
3. S'occupe de la page facebook
4. Permis - mariage, chiens, feu, loterie, entrée
5. Percevoir les paiements pour permis de construction, adresse civique
6. Facturation
 - Recyclage mensuellement
 - MTO – accident sur la 417
 - Feux sans permis, fausse alarme
 - Infractions aux règlements municipaux
 - Maintenance sur drains municipaux
 - Amendement au zonage
 - Centre communautaire, Manoir et Paroisse
7. Faire les dépôts à la banque
8. Aller à la poste et ouvrir le courrier
9. Commander les fournitures de bureau
10. Autres tâches connexes

Je reconnais que ce poste exige une confidentialité absolue et accepte ce poste tel qu'il m'est offert. Je sais qu'il y a une période de probation de 3 mois et que je dois fournir un certificat de vérification de dossier criminel.

Le août, 2020.

Danielle Cousineau

**SCHEDULE "A"- FEES AND CHARGES
BY-LAW NO. 2020-48**

DEPARTMENT	DESCRIPTION OF SERVICE	FEES 2020	FEES 2021	FEES 2022	FEES 2023
Administration	Photocopies (per sheet)	\$.25	\$.50	\$.50	\$.50
	Send FAX	\$.50/sheet local \$1.00/sheet long distance	\$.50/sheet local \$1.00/sheet long distance	\$.50/sheet local \$1.00/sheet long distance	\$.50/sheet local \$1.00/sheet long distance
	Copies of policies, books, correspondence (per sheet)	\$1.00	\$1.00	\$1.00	\$1.00
	Tax certificate (per roll number)	\$75.00	\$85	\$90	\$95
	Compliance letter (per roll number)	\$75.00	\$85	\$90	\$95
	Administration fees- Tax arrears certificate	\$500.00	\$500.00	\$500.00	\$500.00
	Lottery license- draw or bingo	3% of value of prize	As per AGCO requirements	As per AGCO requirements	As per AGCO requirements
	Nevada tickets	3% of value of prize	As per AGCO requirements	As per AGCO requirements	As per AGCO requirements
	NSF Cheque	\$45.00	\$45.00	\$45.00	\$45.00
	Marriage License	\$135.00	\$135.00	\$140.00	\$145.00
	Fee for performing marriage ceremony	\$100.00- payable to Twp. of East Hawkesbury \$150.00- payable to person solemnizing ceremony	\$100.00- payable to Twp. of East Hawkesbury \$150.00- payable to person solemnizing ceremony	\$100.00- payable to Twp. of East Hawkesbury \$150.00- payable to person solemnizing ceremony	\$100.00- payable to Twp. of East Hawkesbury \$150.00- payable to person solemnizing ceremony
	Rental of Council Chambers for marriage ceremony	\$125.00	\$125.00	\$125.00	\$125.00
Building	Construction/demolition permit	See By-Law No. 2005-40	See By-Law	See By-Law	See By-Law
By-Law Enforcement	Dog license (per dog) Service Dog	\$20.00 N/C	\$20.00	\$20.00	\$25.00
	Replacement tag	\$1.00	\$1.00	\$2.00	\$2.00
	Dog at large- pick-up 1 st occurrence	\$50.00	\$75.00	\$95.00	\$100.00

	Dog at large- pick-up 2 nd occurrence in 12 months	\$100.00	\$150.00	\$200.	\$250.00
	Dog at large- pick-up 3 rd occurrence in 12 months	\$150.00	\$150.00	\$200.00	\$300.00
	Pound fees (per day)	\$15.00	\$20.00	\$25.00	\$30.00
	Administration fees- animal control	10% of pick-up, maintenance and disposal costs (as applicable)	\$10% of pick-up, maintenance and disposal costs (as applicable)	\$10% of pick-up, maintenance and disposal costs (as applicable)	\$10% of pick-up, maintenance and disposal costs (as applicable)
	Kennel license	\$100.00	\$150	\$200	\$250
	Disposal fee	\$35.00	\$40.00	\$40.00	\$40.00
	Adoption fees	\$20.00 plus dog tag	\$\$20.00 plus dog tag	\$\$20.00 plus dog tag	\$\$20.00 plus dog tag
Environmental	Blue box- first	N/C	\$	\$	\$
	Additional blue box	Small\$10.00	\$15.00	\$15.00	\$20.00
Land Division	Application revision fees- severance application	\$200.00	\$300.00	\$400.00	\$450.00
	Administration fees- severance application	\$100.00	\$150.00	\$150.00	\$200.00
Planning and Zoning	Zoning Amendment 1800.00 (\$1500.00 planning costs, \$300.00 non-refundable administration costs. Costs less than \$1500.00 refundable; costs more than \$1500.00 shall be invoiced. HST applicable.	\$1800.00 planning \$300.00 Admin cost	\$2000.00 Planning 400.00 Admin	\$2100.00 Planning \$450.00 Admin	\$2200.00 Planning \$500.00 Admin
	Minor variance 1250.00 (\$1000.00 planning costs, \$250.00 non-refundable administration costs. Costs less than \$1000.00 refundable; costs more than \$1000.00 shall be	\$1000.00 Planning \$250.00 Admin	\$1200.00 Planning \$300.00 Admin	\$1400.00 Planning \$350.00 Admin	\$1600.00 Planning \$400.00 Admin

	invoiced. HST applicable				
	Interim control by-law \$1500.00-nonrefundable. Costs exceeding shall be invoiced	\$1500.00	\$2000.00	\$2100.00	\$2200.00
	Site plan control \$2000.00-nonrefundable. Costs exceeding shall be invoiced	\$2000.00	\$2100.00	\$2200.00	\$2300.00
	Subdivision plan review \$1500.00-nonrefundable. Costs exceeding shall be invoiced	\$1500.00	\$2000.00	\$2100.00	\$2200.00
	Appeal to Ontario Municipal Board \$2500.00-nonrefundable. Costs exceeding shall be invoiced	\$2500.00	\$2600.00	\$2700.00	\$2800.00
	Sale of Zoning by-law	\$30.00	\$45.00	\$55.00	\$65.00
Parking Pass (Boat Launch)	Season Pass for East Hawkesbury residents Only	\$35.00	\$35.00	\$45.00	\$55.00
	Day Pass: For East Hawkesbury residents Only	\$10.00	\$10.00	\$15.00	\$20.00
Roads Entrance	Relocate Entrance New Entrance Any extension or alteration to entrance	\$50.00	\$100.00	\$150.00	\$200.00
	Remove Entrance Replace Entrance at same location	\$ 50.00	\$100.00	\$150.00	\$200.00
	New Front yard ditch filling Replace front yard ditch filling or a portion thereof	\$ 50.00	\$100.00	\$150.00	\$200.00

	Any extension or alteration to a front yard ditch filling				
Security Deposit	Any relocated, replaced, or new entrance or any extension;	\$1000.00	\$1000.00	\$1300.00	\$1500.00
	New front yard ditch filling Replace front yard ditch filling or a portion thereof Any extension or alteration to a front yard ditch filling,	\$1000.00	\$1500.00	\$1800.00	\$2000.00
Roads Cost of Rural Civic Addressing:	Post	\$32.40 each	\$43.90 each	\$45.90 each	\$47.90 each
	Treated wood	\$3.25 each	\$4.75 each	\$5.75 each	\$6.75 each
	Spike	\$12.95 each	\$17.95 each	\$19.95 each	\$21.95 each
	PVC Cap	\$5.95 each	\$8.95 each	\$9.95 each	\$10.95 each
	PVC Blade including reflective numbers	\$41.99 each	\$50.99 each	\$55.99 each	\$55.99 each
	SUB-TOTAL	\$96.54	\$126.48	\$137.54	\$143.54
	HST (13%)	\$12.55	\$16.44	\$17.88	\$18.66
	TOTAL COST	\$109.09	\$142.92	\$155.42	\$162.20
	Tile Drain inspection	\$100.00	\$125.00	\$130.00	\$135.00
Fire	Services rendered	\$50.00 per piece of equipment plus cost of firemen present	\$50.00 per piece of equipment plus cost of firemen present	\$100.00 /hour per vehicle plus cost of firemen present	\$100.00/hour per vehicle plus cost of firemen present
	Vehicle fire, accident	As per fees set out by Ministry of Transport	As per fees set out by Ministry of Transport	\$ As per fees set out by Ministry of Transport	\$ As per fees set out by Ministry of Transport
False alarm (With one Calender Year)	<ul style="list-style-type: none"> • First <hr/> <ul style="list-style-type: none"> • Second 	<u>N/C</u> \$50.00 for each piece of equipment plus	<u>\$ N/C 1st</u> \$150.00 2 nd \$300.00 3 rd \$450.00 4 th	<u>\$ N/C</u> \$150.00 2 nd \$300.00 3 rd \$450.00 4 th	<u>\$ N/C</u> \$200.00 2 nd \$400.00 3 rd \$500.00 4 th

	<ul style="list-style-type: none"> • Third 	cost of firemen to a maximum of \$300.00			
	Brush Fire, grass fire By-Law 2016-44	\$450.00 first hour per truck \$225.00 additional ½ hr. per truck \$450.00 flat fee if no service provided but department deployed.	\$450.00 first hour per truck \$225.00 additional ½ hr. per truck \$450.00 flat fee if no service provided but department deployed.	\$450.00 first hour per truck \$225.00 additional ½ hr. per truck \$450.00 flat fee if no service provided but department deployed.	\$450.00 first hour per truck \$225.00 additional ½ hr. per truck \$450.00 flat fee if no service provided but department deployed.
	False alarm- services of OPP- First call Second within 12 months	\$N/C 1 st \$100.00 2 nd	\$N/C 1 st \$100.00 2 nd	\$N/C 1 st \$100.00 2 nd	\$N/C 1 st \$100.00 2 nd

CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NO. 2020-48

BEING a By-Law to impose fees and charges.

WHEREAS, Part XII, Section 390 to 4000 of the Municipal Act, 2001, as amended, provides that a municipality is authorized to impose fees and charges;

AND WHEREAS, a “Fee or Charge” is defined as a fee or charge imposed by the municipality under the authority of Sections 9, 10 and 11 of the Municipal Act, 2001, as amended.

THEREFORE, the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

- 1) That fees and charges be imposed under the following circumstances:
 - 1.1 For services or activities provided by the municipality or done by or on behalf of a person;
 - 1.2 For costs payable by the municipality for services or activities provided or done by or on behalf of any other municipality or local board;
 - 1.3 For the use of property including property under control by the municipality.
- 2) That a fee or charge imposed for capital costs related to services or activities may be imposed on persons not receiving an immediate benefit from the services or activities but who will receive a benefit at some point later in time.
- 3) That the costs included in a fee or charge shall include the costs incurred by the municipality related to administration, enforcement and the establishment, acquisition and replacement of capital assets.
- 4) A fee or charge may be imposed whether or not it is mandatory for the municipality to provide the service or activity, pay the costs or allow the use of its property.
- 5) Fees and charges imposed by the municipality on a person constitute a debt of the person to the municipality.
- 6) If the debt remains unpaid by the established due date, the Treasurer is empowered to add the fees and charges to the tax roll for the following property and they shall be collected in the same manner as municipal taxes:
 - 6.1 In the case of fees and charges for the supply of a service or thing to a property, the property to which the service or thing was supplied;
 - 6.2 In all other cases, any property for which all of the owners are responsible for paying the fees and charges.
- 7) The fees and charges to be imposed for services or activities provided by the municipality shall be as per Schedule “A” attached to and forming part of this By-Law.
- 8) This By-Law shall replace any previous By-Laws passed in respect of fees and charges.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL THIS 14th DAY OF
SEPTEMBRE, 2020.**

Robert Kirby, Mayor

Luc Lalonde, Clerk-Treasurer

SEAL

BY-LAW No.2020-58

THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

RURAL-EXCEPTION (R-X)

**Part Lot 29, Concession 1
County Road 17**

ZB-2020-02

(Lavigne)

NOVATECH

Engineers, Planners & Landscape Architects

Suite 200, 240 Michael Cowpland Drive

Ottawa, Ontario

K2M 1P6

tel: (613) 254-9643

fax: (613) 254-5867

File: 120107

Date: July, 2020

**THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY
BY-LAW No. 2020-58**

**Being a By-law to Amend
By-law No. 92-50 as Amended**

WHEREAS pursuant to the provisions of the Planning Act, R.S.O., 1990, Section 34, the Council of the municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

WHEREAS By-law No. 92-50 regulates the use of land and the use and erection of buildings and structures within the Township of East Hawkesbury;

AND WHEREAS the Council of the Corporation of the Township of East Hawkesbury deems it appropriate to amend By-law No. 92-50, as hereinafter set forth;

NOW THEREFORE the Council of the Corporation of the Township of East Hawkesbury enacts as follows:

1. Schedule "A" of By-law No. 92-50 is hereby amended by changing the zoning of the lands affected by this By-law from Rural (R) to Rural-Exception (R-X), as indicated on Schedule "A" attached hereto and forming part of this By-law.
2. Section 6.4, Exception Zones, is hereby amended by adding the following new subsection, and by replacing the "X" symbol in the following text and on the attached Schedule "A" with the next number in sequence.

"X. Lot 29, Concession 1, County Road 17

Notwithstanding the permitted use provisions of Section 6.1, on the lands zoned R-X a retail store is permitted in addition to the other permitted uses."

3. All other applicable provisions of By-law No. 92-50 shall continue to apply.

Read a first and second time this 14th day of September 2020.

Read a third time and adopted this 14th day of September 2020.

Mayor (R. Kirby)

CAO/Clerk-Treasurer (L. Lalonde)

Schedule "A" to By-law No. 2020-58

TOWNSHIP OF EAST HAWKESBURY

County Road 17
Lavigne



Area rezoned from RURAL (R)
to **RURAL-EXCEPTION (R-X)**

Corporation of the Township of East Hawkesbury

By-law No.2020-58

being a By-law to Amend Zoning By-law No. 92-50, as Amended

Part Lot 29, Concession 1
County Road 17

(Lavigne)

I, L. Lalonde, CAO/Clerk-Treasurer, hereby certify that By-law No.2020-58 has been passed in accordance with the requirements of the following:

1. Notice of the application under Section 34(10.4) of the Planning Act, R.S.O. 1990, Chapter P.13;
2. Notice of the public meeting under Sections 34(12) and 34(13) of the *Planning Act*, R.S.O., 1990, Chapter P.13; and,
3. Written notice of the passing of the By-law under Section 34(18) of the *Planning Act*, R.S.O., 1990, Chapter P.13.

I further certify that: (check one)

- No notice of appeal under Section 34(19) of the *Planning Act*, R.S.O., 1990, Chapter P.13, has been filed within twenty (20) days from the date of notice of the passing of the By-law; or
- Notice of appeal has been filed and the attached submissions are true copies of all written submissions and supporting material received in respect of the By-law prior to the passing thereof together with all notices of appeal.

L. Lalonde, CAO/Clerk-Treasurer

THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NO. 2020-60

BEING A BY-LAW TO APPOINT PATRICK DUFFY AS RECYCLING TRUCK DRIVER/OPERATOR FOR THE CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

WHEREAS the recycling truck driver/operator shall be responsible for picking up the recycling in the Township of East Hawkesbury, the Township of Champlain and the Town of Hawkesbury; driving the recycling truck, ensure the proper maintenance and minor repairs to the recycling truck, work for the roads department in the garage or other departments when asked occasionally, maintain the recycling garage.

AND WHEREAS Patrick Duffy may be asked to attend training seminars at locations other than the township office.

AND WHEREAS the Council of The Corporation of the Township of East Hawkesbury deems it appropriate to appoint Patrick Duffy as recycling truck driver/operator for the Municipality;

AND WHEREAS Patrick Duffy has accepted the position of Recycling Truck Driver/Operator for The Corporation of the Township of East Hawkesbury;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Township of East Hawkesbury hereby enacts as follows:

1. **THAT** Patrick Duffy be and is hereby appointed Recycling Truck Driver/Operator of The Corporation of the Township of East Hawkesbury.
2. **THAT** the salary of Patrick Duffy be established at the starting rate, as per By-Law 2018-82 Schedule C and that there shall be an evaluation of the performance of Patrick Duffy including a review of the salary structure at the one (1) year review.

READ A First, Second and Third Time and duly enacted in open Council this 14th day of August, 2020.

Mayor: Robert Kirby

Clerk: Luc Lalonde

SEAL

Schedule "A" To By-Law Number 2020-60 dated December 14th, 2020

**THE CORPORATION
OF THE
TOWNSHIP OF EAST HAWKESBURY**

**JOB TITLE
AND DESCRIPTION**

RECYCLING TRUCK DRIVER/OPERATOR

As of September 14th, 2020

CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

POSITION TITLE **Recycling Truck Driver/Operator**

Salary: As Per By-Law 2018-82

Responsibilities:

- Drive a recycling truck
- Responsible to maintain equipment and effect minor repairs
- Execute certain workers tasks as requested occasionally
- Maintain the garage, work in other departments as required
- Pick up the recycling in the Town of Hawkesbury, the Township of East Hawkesbury and the Township of Champlain.

Education et competencies :

- Secondary school diploma
- Bilingual written and spoken (English and French)
- Possess a valid D-Z (or better) driver's licence
- Good knowledge of the local road system would be an asset.

Hours of Work: Monday to Friday from 7 a.m. to 3:30 p.m.

TOWNSHIP OF EAST HAWKESBURY
 Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Sep 09, 2020

Time : 1:53 pm

Cheque #	Cheque Date	Vendor	Vendor Name	Status	Batch	Medium	Amount
7687	13-Aug-2020	VILLE000	VILLE DE HAWKESBURY	Issued	394	C	630.00
7688	14-Aug-2020	MINI000	MINISTRY OF FINANCE	Cleared	397	C	5,747.21
7689	20-Aug-2020	CORP000	C.U.P.R.	Cleared	398	C	1,000.00
7727	20-Aug-2020	KRIS000	LABRE, KRISTINE	Cleared	399	C	750.00
7728	20-Aug-2020	SSEG000	S.SEGUIN DAIRY FARM EQUIP. INC.	Issued	400	C	795.21
7729	20-Aug-2020	LUCCREVIER	LUC CREVIER MENUISERIE & RÉNOVATION	Cleared	401	C	142.37
7730	24-Aug-2020	IMPR000	IMPREMERIE CHARLES	Cleared	402	C	711.90
7731	24-Aug-2020	MINISOPP	MINISTRY OF FINANCE	Issued	403	C	41,552.00
7732	24-Aug-2020	GFLE000	GFL ENVIRONMENTAL INC.	Cleared	404	C	3,608.07
7733	24-Aug-2020	DONAW	WYLIE, DONALD	Issued	405	C	300.00
7734	24-Aug-2020	VITREG000	VITRERIE GAUTHIER GLASS LTD	Issued	406	C	2,108.58
7735	24-Aug-2020	GEOR000	GEORDEN FARMS	Issued	407	C	254.25
7736	24-Aug-2020	ALEXTR000	ALEXANDRIA TREE & LANDSCAPE	Cleared	408	C	1,130.00
7737	24-Aug-2020	KARIY000	YELLE, KARINE	Cleared	409	C	200.00
7738	24-Aug-2020	ALAIN001	ALAIN BOLDUC	Issued	410	C	3,859.01
7739	24-Aug-2020	JEANJ0001	DIOTTE, JEAN-JACQUES	Issued	411	C	300.00
7740	28-Aug-2020	MINISOPP	MINISTRY OF FINANCE	Issued	413	C	41,552.00
7741	28-Aug-2020	MINISOPP	MINISTRY OF FINANCE	Issued	414	C	38,059.53
7742	28-Aug-2020	DOPC000	DPOC	Issued	415	C	500.00
7743	28-Aug-2020	GERAC000	COTE, GERALD	Cancelled	417	C	0.00
7744	28-Aug-2020	GERAC000	COTE, GERALD	Issued	418	C	300.00
7745	01-Sep-2020	ROXAL000	LAPENSÉE, ROXANNE	Cancelled	422	C	0.00
7746	01-Sep-2020	ROXAL000	LAPENSÉE, ROXANNE	Cancelled	424	C	0.00
7747	22-Aug-2020	ROXAL000	LAPENSÉE, ROXANNE	Cancelled	426	C	0.00
7748	31-Aug-2020	ROXAL000	LAPENSÉE, ROXANNE	Cancelled	428	C	0.00
EFT-5	10-Aug-2020	LERO0000	LEROUX CONSULTANT	Cleared	386	E	1,844.67
EFT-8	27-Jul-2020	CENT000	CENTRE D'ACTION	Cleared	389	E	213.72
EFT-2	27-Jul-2020	CAMP000	CAMPBELL PETROLEUM 2001	Cleared	386	E	1,074.82
EFT-9	03-Aug-2020	ROGE000	ROGERS	Cleared	386	E	42.53
EFT-10	04-Aug-2020	BELM0000	BELL MOBILITÉ INC.	Cleared	386	E	158.20
EFT-11	12-Aug-2020	BELM0000	BELL MOBILITÉ INC.	Cleared	386	E	35.37
EFT-8	03-Aug-2020	GREA000	GREAT WEST LIFE	Cleared	393	E	5,640.24
EFT-8	13-Aug-2020	MINISHEALT	MINISTRY OF FINANCE	Cleared	393	E	1,531.26
EFT-7	13-Aug-2020	RECE0000	RECEIVER GENERAL OF CANADA	Cleared	393	E	17,030.67
EFT-20216	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	204.95
EFT-20217	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	28.30
EFT-202171	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	73.74
EFT-202172	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	393.70
EFT-202173	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	28.30
EFT-202174	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	394.24
EFT-202175	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	31.68
EFT-202176	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	108.51
EFT-202177	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	35.39
EFT-202178	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	29.71
EFT-202179	12-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	118.33
EFT-202180	13-Aug-2020	HYDR000	HYDRO ONE	Cleared	393	E	28.30
EFT-16	03-Aug-2020	BRYC000	LUKER, BRYCE	Cleared	393	E	65.00
EFT-46	04-Aug-2020	BELL000	BELL CANADA	Cleared	393	E	30.45
EFT-2027	03-Aug-2020	TELU000	TELUS	Cleared	386	E	242.95
EFT-47	22-Aug-2020	BELL000	BELL CANADA	Cleared	386	E	437.23
EFT-48	22-Aug-2020	BELL000	BELL CANADA	Cleared	386	E	99.98
EFT-49	22-Aug-2020	BELL000	BELL CANADA	Cleared	386	E	184.15
EFT-50	22-Jul-2020	BELL000	BELL CANADA	Cancelled	386	E	80.21
00043-0001	26-Aug-2020	DELOITTE	DELOITTE LLP	Cleared	412	T	96,050.00

USED CONSUMER-TYPE PORTABLE BATTERY RECYCLING AGREEMENT

THIS AGREEMENT is made as of the ____ day of _____, 2020 (the “**Commencement Date**”).

B E T W E E N:

CALL2RECYCLE CANADA, INC.
(hereinafter referred to as “**Call2Recycle**”)

- and -

**THE CORPORATION OF THE TOWNSHIP OF
CHAMPLAIN;**

**THE CORPORATION OF THE TOWNSHIP OF EAST
HAWKESBURY;**

THE CORPORATION OF THE TOWN OF HAWKESBURY

(hereinafter referred to as the “**Local Government**”)

(hereinafter referred to as the “**Parties**” or singularly as a
“**Party**”)

WHEREAS:

- A. Call2Recycle is a not-for-profit, stewardship organization which carries on business nationally, collecting, transporting, and recycling consumer batteries;
- B. Call2Recycle operates a stewardship plan in the Province of Ontario (the “**Province**”) (such stewardship plan, as may be amended from time to time, being the “**Plan**”), and
- B. The Local Government collects Collected Materials (as defined below) for recycling and wishes to provide them in bulk to Call2Recycle for further handling.

NOW THEREFORE in consideration of the promises and mutual agreements contained herein and subject to the terms and conditions hereinafter set forth, the Parties covenant and agree as follows:

1.0. Definitions and Interpretation

1.1 In this Agreement:

- (a) “**Agreement**” means this Agreement and includes all schedules and amendments hereto;
- (b) “**Business Day**” means Monday through Friday, excluding statutory holidays and any other day that the Government of the Province has elected to be closed for business;
- (c) “**Collected Materials**” means any Used Consumer-Type Portable Battery, and/or Used Cellphone provided under this Agreement and includes materials collected by the Local Government via depot collections, curbside collections and event days, among other methods;
- (d) “**Designated Facility**” means an approved Call2Recycle sorting facility;
- (e) “**Non-Conforming Battery(ies)**” means any Used Consumer-Type Portable Battery that: (i) weighs in excess of five (5) kilograms (eleven (11) pounds); or (ii) is not identifiable by Call2Recycle, in its sole discretion, as a battery or such battery’s chemistry is not identifiable, or (iii) is not intact, defective or otherwise damaged; or (iv) is corroded, or otherwise has been exposed to the elements; or (v) is considered non-confirming pursuant to the Plan; or (vi) is an Other Covered Battery, or (vii) has been recalled by the manufacturer or other distributor; or (viii) is otherwise deemed not safely recyclable or handled in accordance with standard protocols and procedures as determined by Call2Recycle in its sole discretion”;
- (f) “**Non-Conforming Materials**” means any liquids, refuse, litter, junk, trash, garbage, needles, medication, or any other materials deemed by Call2Recycle to be non-conforming materials;
- (g) “**Non-Conforming Shipment**” means any Shipment(s) made by the Local Government where any container included in that Shipment: (i) contains more than five (5%) percent by weight of materials that are Non-Conforming Materials; (ii) contains more than five (5%) percent by weight of materials that are Non-Conforming Batteries; or (iii) contains any amount of MHSW (other than hazardous waste comprising any eligible Used Consumer-Type Portable Battery), which is subject to any applicable laws or regulations in the Province, or any province where a Designated Facility may be located from time to time;
- (h) “**MHSW**” means municipal hazardous or special waste;
- (i) “**Other Covered Battery(ies)**” means batteries that are sold in or packaged with electric or electronic devices or equipment that are covered under any stewardship plan or extended producer responsibility plan, other than the Plan;

- (j) **“Regulation”** means the applicable recycling act or regulation as is in effect in the Province, as amended, including, but not limited to Ontario Regulation 30/20 under the *Resource Recovery and Circular Economy Act, 2016* (Ontario);
- (k) **“Service Provider”** means a third party that provides services to the Local Government in relation to MHSW;
- (l) **“Shipment”** means any conforming shipment of eligible Used Consumer-Type Batteries that are shipped by the Local Government to a Designated Facility;
- (m) **“Used Consumer-Type Portable Battery”** means a used battery or battery pack not considered to be a Non-Confirming Battery, including dry cell rechargeable and primary batteries weighing less than five (5) kilograms (eleven (11) pounds), that are sold for replacement purposes for use in electronic or electrical devices not as sold without batteries, containing no liquid electrolyte, and employing one of nickel cadmium, nickel metal hydride, lithium ion, nickel zinc, sealed lead, alkaline-manganese, zinc-carbon, zinc-air, silver oxide and/or and lithium; and

1.2 The Parties acknowledge that the recitals to this Agreement are true and correct.

2.0. Term of Agreement, Amendment and Assignment

- 2.1 The term of this Agreement shall commence as of the Commencement Date and shall remain in effect for one year from date of signing, unless terminated in accordance with this Agreement or upon the termination of the Plan, in which case this Agreement shall automatically terminate. This Agreement shall automatically renew thereafter for subsequent one year terms, unless either Party notifies the other at least ninety (90) days in advance of any renewal term commencement date that the Agreement shall not be renewed.
- 2.2 If, in the reasonable opinion of either Party, there has been a breach of this Agreement by the other Party (the **“Defaulting Party”**), the non-Defaulting Party may give the Defaulting Party written notice to remedy the breach or default within sixty (60) days, failing which the Agreement may be terminated.
- 2.3 Unless agreed to in writing by the Parties, or as otherwise provided for in this Agreement, this Agreement may not be amended, provided that in the event of any changes to the Plan, Call2Recycle may unilaterally amend this Agreement as may be necessary to comply with the Plan.
- 2.4 Neither Party shall subcontract or assign any of its rights or obligations under this Agreement or any part thereof without the prior written consent of the other Party, which consent shall not unreasonably be withheld.

3.0. Shipments of Collected Materials

- 3.1 Unless otherwise designated by Call2Recycle, the Local Government shall ship all Collected Materials to the Designated Facility in open top UN rated steel drums (1A) with a plastic liner and an open head and lever lock ring lid (“**Steel Drums**”), UN rated polyethylene drums (1H) with an open head and level lock ring lid (“**Polyethylene Drums**”), or any other Call2Recycle certified and/or approved box, receptacle, or containers, which may be designated and/or changed from time to time (collectively, “**Approved Containers**”). All Steel Drums and/or Polyethylene Drums must be completely full and must be sealed with their corresponding lever locking ring lid, prior to any Shipment to a Designated Facility. Approved Containers may be placed on a pallet and should be properly secured with shrink wrap prior to any Shipment to a Designated Facility. All lithium, lithium ion, button cells, or lead acid batteries placed in any Steel Drums, Polyethylene Drums or Approved Containers shall be terminally protected by either placing each such battery in an individual plastic bag, or have their terminals securely covered with tape to prevent any possible short circuits. Packaging of any Used Consumer-Type Portable Batteries may not under any circumstance contain any Non-Conforming Batteries, Other Covered Batteries, or other Non-Conforming Material. All Steel Drums, Polyethylene Drums and Approved Containers used for Shipment must be provided or otherwise approved by Call2Recycle and properly secured by the Local Government prior to Shipment.
- 3.2 The Local Government shall ship all Used Consumer-Type Portable Batteries collected to Call2Recycle only. In order to participate in this reimbursement program, the Local Government cannot ship Used Consumer-Type Portable Batteries to another service provider, program, or entity. All Shipments to the Designated Facility by the Local Government shall use a Call2Recycle designated freight provider and shall comply with the shipping instructions to be provided to the Local Government prior to its first Shipment. Call2Recycle shall notify the Local Government of its list of designated freight providers on or before the Commencement Date.
- 3.3 If Call2Recycle or a Designated Facility determines within thirty (30) days after receipt of a Shipment from or on behalf of the Local Government that such Shipment is a Non-Conforming Shipment, Call2Recycle or its Designated Facility shall (i) arrange with the Local Government for the satisfactory disposition of the materials that are not Used Consumer-Type Portable Batteries, on mutually agreeable terms and conditions, or (ii) reject and return Non-Conforming Materials to the Local Government without further obligation. In either event, Call2Recycle shall invoice the Local Government for out of pocket costs and expenses of receiving and handling any Non-Conforming Materials in a Non-Conforming Shipment, and such invoice shall be paid by the Local Government within thirty (30) days of the date of issuance.

- 3.4 All Local Government collection sites, whether fixed or temporary, may accept up to 15 kilograms of Used Consumer-Type Portable Batteries per day from any one person. If any Local Government collection site accepts more than 15 kilograms of Used Consumer-Type Portable Batteries per day from any one person, the Local Government shall ensure that certain information be collected from such a person, including: the person's name, contact information and the total weight of Used Consumer-Type Portable Batteries accepted.

4.0. Financial Arrangements

- 4.1 For each Shipment of Collected Materials that is shipped by the Local Government to the Designated Facility:
- (a) Call2Recycle shall pay Local Government:
 - (i) a fee of \$0.55 per kilogram for Used Consumer-Type Portable Batteries or any other eligible battery under the Regulation which are collected by Local Government through bulk depot collections ("**Depot Collections**"), to cover the cost of materials required for Shipments, including: supplies, materials, and handling of Approved Containers; and
 - (ii) a fee of \$1.20 per kilogram for Used Consumer-Type Portable Batteries, or any other eligible battery under the Regulation which are collected by Local Government through any household hazardous waste event day performed by a contracted third party ("**HHWE Collections**"), to cover costs associated with running such events, including: supplies, materials, and handling of Approved Containers;
 - (b) Call2Recycle shall directly compensate the Local Government's designated freight provider(s) for Shipment of bulk depot collections to the Designated Facility, provided that designated freight provider is approved by Call2Recycle, as set out in Subsection 3.2 herein.
- 4.2 For Collected Materials from Depot Collections, Local Government will receive a payment summary along with payment on a monthly basis within sixty (60) days following receipt and sorting of Collected Materials, and according to Call2Recycle payment terms. The Local Government is not required to submit an invoice to receive payment for Collected Materials from Depot Collections. Prior to payment, Call2Recycle may also take steps to verify that the Collected Materials shipped by the Local Government were received at the Designated Facility. The Local Government shall provide Call2Recycle, or such other parties as Call2Recycle shall direct, with all the necessary information as may be reasonably required by Call2Recycle or its designee(s) to verify any claim by the Local Government for reimbursement of expenses pursuant to this Agreement.

- 4.3 For Collected Materials from HHWE Collections, the Local Government must submit an invoice, including a bill of lading and/or any other applicable shipping documentation to Call2Recycle within thirty (30) days of any Shipment. Prior to payment, Call2Recycle may also take steps to verify that the Collected Materials shipped by the Local Government were received at the Designated Facility. The Local Government will receive a payment summary and payment for materials from HHWE Collections within (60) days following receipt of invoice, supporting documentation and receipt and sorting of Collected Materials. The Local Government shall provide Call2Recycle, or such other parties as Call2Recycle shall direct, with all the necessary information as may be reasonably required by Call2Recycle or its designee(s) to verify any claim by the Local Government for reimbursement of expenses pursuant to this Agreement. HHWE Collections submitted without the necessary documentation will be compensated at the Depot Collections rate set out at Subsection 4.1(a)(i).
- 4.4 Local Government shall keep and preserve all applicable records and shipping documents for a period of not less than sixty (60) months following delivery of each applicable Shipment, as necessary to verify Shipments.

5.0. Regulatory and Compliance

- 5.1 Authority. The Local Government hereby represents and warrants that it has the legal power and authority to enter into this Agreement, and that there are no outstanding contracts, commitments, or legal impediments which may limit, restrict or otherwise impair its ability to perform its obligations hereunder.
- 5.2 Title to products: The Local Government shall be the owner of all right, title, and interest in all Collected Materials from the time when the Local Government collects and/or accepts them until such point in time that title has been transferred, conveyed and assigned to any service provider or Designated Facility pursuant to a Shipment. At no time will Call2Recycle possess any right, title or interest in or to any Collected Materials unless possessed and handled directly by designated Call2Recycle employees, notwithstanding any Shipment made to a Designated Facility.
- 5.3 Regulatory compliance: In performing its obligations under this Agreement, the Local Government shall obtain all permits, licenses, authorizations and approvals required by applicable law and observe and comply with all applicable laws, including, if applicable in the Province, any certificates or approvals issued to the Local Government. The Local Government shall assist Call2Recycle, as required, in providing information and reports to satisfy regulatory and reporting requirements relating to the Plan. The Local Government shall take all reasonable steps to ensure any Service Providers meet the same requirements.

5.4 Site visits and audits: Upon reasonable notice, Call2Recycle or its agent shall have the right to enter upon any collection facility utilized by the Local Government for the purpose of conducting inspections or compliance audits. The Local Government shall take all reasonable steps to ensure that Call2Recycle has the same rights in respect of any Service Provider used by the Local Government. Call2Recycle or its agent shall be accompanied by a representative of the Local Government for any such visits or audits.

6.0. Indemnity and Insurance

6.1 Indemnity: Each Party (the “Indemnifying Party”) hereby indemnifies and saves harmless the other Party (the “Indemnified Party”), its directors, officers, contractors, employees, and agents, from and against any and all manner of actions or causes of actions, damages (but not including consequential damages), costs, loss or expenses of whatever kind (including related legal fees on a full indemnity basis) which the Indemnified Party, its directors, officers, contractors, employees, and agents may sustain, incur or be put to by reason of or directly or indirectly arising out of any willful misconduct or negligence of the Indemnifying Party or any person for whom the Indemnifying Party is, at law, responsible, in relation to matters arising out of this Agreement.

6.2 Limitations of Liability. In no event will either party claim any exemplary, aggravated or punitive damages in connection with this Agreement, and under no circumstances will a party be liable to the other party for any indirect, special or consequential damages, compensation or loss of profits, anticipated revenue, savings or goodwill, or any other economic loss arising out of or in any way related to this Agreement, even if advised of the possibility thereof.

6.3 Insurance. The Local Government shall, during the term of the Agreement, self-insure, maintain at its expense, and/or require its Service Provider to maintain at either the Local Government’s or Service Provider’s expense Comprehensive General Liability coverage with limits of not less than \$5,000,000 (five million dollars) per occurrence. Unless the Local Government wholly self-insures, the Local Government shall deliver a copy of Certificate(s) of Insurance maintained by the Local Government or a Service Provider pursuant to this Agreement, upon the Commencement Date, and annually upon renewal of the Local Government or Service Provider’s insurance, naming Call2Recycle as an additional insured. The Certificate(s) of Insurance, referred to in this section must also provide that the Local Government shall provide Call2Recycle with thirty (30) days advance written notice of cancellation, termination, non-renewal, or material change.

7.0. Assignment

7.1 During the term of this Agreement, the Local Government hereby expressly covenants and agrees that it shall not subcontract or assign any of its rights or obligations under this Agreement or any part thereof without the prior written consent of Call2Recycle, which consent shall not unreasonably be withheld.

7.2 The Local Government hereby expressly acknowledges and agrees that Call2Recycle may subcontract or assign any of its rights or obligations under this Agreement or any part thereof to any Affiliated Company or successor, or otherwise in connection with the sale of all or substantially all of its assets.

8.0. Notices

8.1 Any notice, request, demand or other instrument or communication herein provided, permitted or required to be given by either Call2Recycle or the Local Government shall be in writing and sufficiently given if delivered personally, by facsimile transmission or other electronic means of written communication tested prior to transmission to the extent such testing is available, or if sent by registered mail to the following respective address hereinafter set out, namely:

Notices to Call2Recycle shall be delivered to:

100 Sheppard Avenue East
Suite 800
Toronto, Ontario
M2N 6N5
Attention: President

Notices to the Local Government shall be delivered to the following municipalities:

**THE TOWNSHIP OF
CHAMPLAIN**
948 Pleasant Corners Rd East,
Vankleek, Ontario.
K0B 1R0

**Attention: The Clerk
THE TOWNSHIP OF
EAST HAWKESBURY**
5151 County Road 14 East,
P.O. Box 340
St. Eugene, Ontario.
K0B 1P0

**Attention: The Clerk
THE TOWN OF
HAWKESBURY**
600 Higginson Street
Hawkesbury, Ont. K6A 1H1

Attention: The Clerk

8.2 Any such notice if delivered personally, by facsimile transmission or by other electronic means of written communication on a Business Day before 5:00 p.m. local time at place of receipt, shall be conclusively deemed to have been given on the day of personal delivery, or facsimile transmission or electronic communication (and if after 5:00 p.m. local time at place of receipt the next following Business Day), or, if mailed as aforesaid, shall be conclusively deemed to have been received on the fifth Business Day following the day on which such notice is mailed (except during a postal strike in which case such notice shall be delivered personally). Either Party may, at any time, give written notice to the other of any change of address of the Party giving such notice and from and after the giving of such notice the address therein specified shall (in the absence of knowledge to the contrary) be deemed to be the address of such Party for the giving of notices thereafter.

9.0. Dispute Resolution

9.1 If any dispute arises between the Parties pursuant to this Agreement, the Parties shall attempt to resolve the dispute within 30 days upon which written notice of the dispute was first given, or as otherwise agreed upon. If the Parties are unable to resolve the dispute within 30 days, the Parties shall jointly select an arbitrator to arbitrate the dispute. The arbitrator shall render a decision on the dispute and the award arising therefrom, in accordance with the applicable arbitration legislation in effect in the Province, and as amended from time to time.

10.0. Term and Termination

10.1 This Agreement is effective as of the Commencement Date and shall continue in full force and effect until otherwise terminated.

10.2 Either Party may terminate this Agreement for any reason whatsoever upon not less than one hundred and eighty (180) days prior written notice to the other Party.

10.3 Notwithstanding Section 10.2, Call2Recycle may terminate this Agreement immediately at any time, and without prior written notice to Local Government, if:

- (a) In any province that has an extended producer responsibility plan, in the event such a plan is cancelled, Call2Recycle may terminate this Agreement as it relates to that province;
- (b) The Local Government subcontracts or assigns any rights or obligations under this Agreement, or any part thereof;
- (c) Any Shipments made by Local Government are deemed by Call2Recycle or any Designated Facility, to be a Non-Conforming Shipment; or

- (d) A receiver or trustee is appointed for any part of the assets of Call2Recycle.
- 10.4 Call2Recycle expressly reserves the right, in its sole discretion and without prior written notice, at any time, and for any reason whatsoever, to amend, suspend or terminate all or any portion of the Plan.
- 10.5 On the date of termination neither party shall have any obligations, financial or otherwise, hereunder save and except for matters arising prior to termination, which may involve obligations of the parties after termination. All sections of this Agreement which by their nature should survive termination, including, without limitation, accrued rights to payment, indemnities, and limitations of liability.

11.0. General Provisions

- 11.1 This Agreement constitutes the entire agreement between the Parties and supersedes all prior or contemporaneous understandings or agreements, written or oral, regarding such subject matter.
- 11.2 All of the terms, covenants, conditions, and other provisions contained herein, and all of the obligations under or pursuant to this Agreement, shall be binding upon and shall enure to the benefit of the Parties hereto and their respective successors and permitted assigns.
- 11.3 There are no representations, warranties, collateral agreements, or conditions affecting this Agreement, other than those expressed in writing herein.
- 11.4 This Agreement shall be governed by and construed in accordance with the laws of the Province. Each of the Parties attorn to the non-exclusive jurisdiction of the courts of the Province.
- 11.5 This Agreement may be executed in counterparts, the counterpart copies of this Agreement together constituting a full, valid, and binding Agreement among the Parties hereto.
- 11.6 In the event that any provision of this Agreement is determined by a Court of competent jurisdiction to be illegal or invalid or unenforceable for any reason whatsoever, such provision shall be severed from this Agreement and will not affect the legality or validity or enforceability of the remainder of this Agreement or any other provision hereof.
- 11.7 The rights, remedies, and privileges in this Agreement given to the Parties:
 - (a) are cumulative, and any one or more may be exercised;
 - (b) are without prejudice to and are in addition to and apply notwithstanding any other provisions in this Agreement; and

- (c) are not and shall not be dependent or conditional upon, or in any way lessened, restricted, or affected by any other provisions of this Agreement.
- 11.8 Either Party may, from time to time, waive the performance of the other Party of any provision of this Agreement, either before or after that performance is done, but a waiver is not effective or binding upon the Party providing the waiver, unless it is in writing and signed by the Party providing the waiver or under its authority, and does not limit or affect the Party providing the waiver's right with respect to any other breach or non-performance, whether prior or subsequent thereto.
- 11.9 Any Service Providers engaged by the Local Government to assist in providing MHSW services shall be required by the Local Government to comply with and adhere to the terms and conditions, as applicable, of this Agreement.
- 11.10 Each Party shall perform the acts, execute and deliver the writings, and give the assurances necessary from time to time to give full effect to this Agreement.
- 11.11 This Agreement supersedes and replaces all oral and written communications between the Parties relating to the subject matter of this Agreement.

<Signature pages follows>

IN WITNESS WHEREOF the Parties hereto have executed this Agreement as of the date first written above.

CALL2RECYCLE CANADA, INC.

Per: _____
Name:
Title:
I have authority to bind Call2Recycle

**THE CORPORATION OF THE
TOWNSHIP OF CHAMPLAIN**

Per: _____
Name: Normand Riopel,
Title: Mayor

Per: _____
Name: Alison Collard,
Title: Clerk

*WE have authority to bind the
Municipality*

**THE CORPORATION OF THE
TOWNSHIP OF EAST HAWKESBURY**

Per: _____
Name: Robert Kirby,
Title: Mayor

Per: _____
Name: Luc Lalonde,
Title: Clerk

*WE have authority to bind the
Municipality*

**THE CORPORATION OF THE
TOWN OF HAWKESBURY**

Per: _____
Name: Paula Assaly,
Title: Mayor

Per: _____
Name: Sonia Girard,
Title: Clerk

*WE have authority to bind the
Municipality*

2020

SALT MANAGEMENT PLAN

NAME: CORPORATION OF THE TOWNSHIP OF
EAST-HAWKESBURY

ADDRESS: 5151 COUNTY ROAD #14
P.O. BOX 340
ST-EUGENE, ONTARIO K0B 1P0

POPULATION: 3,200

TECHNICAL CONTACT: Jean-Francois Santerre

TELEPHONE: (613) 674-2170

FAX: (613) 674-2989

E-MAIL: jfsanterre@easthawkesbury.ca

DATE PLAN WAS PREPARED: September 14, 2020

1.1 Overview

This document is the Salt Management Plan that was developed by the Road Authority of the Corporation of the Township of East-Hawkesbury to manage more effectively the salt used in winter maintenance and provide the public with the safe and efficient road systems they expect, while minimizing effects on the environment.

1.2 Organisation of the Plan

- Salt Management Policy of the Corporation of the Township of East Hawkesbury.
- Brief description of Township existing winter maintenance policies.
- Summary where salt is entering the environment through existing practices and objectives for improvement.

2.0 SALT MANAGEMENT POLICY

It is the Corporation of the Township of East-Hawkesbury’s policy to minimize excessive use of salt which can have negative impacts on the environment without compromising road safety and to provide funding commitment and personnel to ensure successful implementation of salt best management practices.

The Township of East-Hawkesbury Council accepts the responsibility for this environmental program and for its effectiveness and improvement.

Signature of senior official

_____ **Date:** _____

Township of East-Hawkesbury Council Resolution No. _____

3.0 WINTER MAINTENANCE POLICIES

3.1 General Salt Use

- Hardtop roads: Salt is used to achieve bare pavement for half the road width when temperatures are expected to remain moderate. An application of a sand/salt blend will be placed at lower temperatures particularly on hills, curves, slippery sections and key locations such as intersections for enhancing road safety.
- Loose top roads: Limestone 3-5 mm pre-blended with Magnesium Chloride 18 ltv metric ton is used on gravel roads to maintain a safe driving surface.

3.2 Salt and sand/salt storage

Salt storage:

The salt storage occupies one half of a solid structure with a capacity of 2.500 metric tonnes of salt. Therefore, salt is delivered on a regular basis. During the winter, trucks have to dump inside on a paved pad then a front-end loader places the salt into a pile inside the storage.

Sand/Salt storage:

Our winter sand is usually prepared during the month of September and stockpiled inside on paved surfaces. Approximately 1.200 metric tonnes of blended sand are stockpiled inside the other half of the storage structure adjacent to the salt stockpile. During normal winter maintenance activities, winter sand is loaded from the storage structure.

3.3 Snow Disposal

The Township of East-Hawkesbury is not involved with this activity.

3.4 Legislation impacting winter maintenance policies

The Township of East-Hawkesbury has adopted the provincial minimum maintenance standards for municipal roads as established under Ontario Regulation 239/02 made under the Municipal Act and that for snow accumulation of 8cm or more, the municipality has established a desirable level of service for class 4 and 5 roads; when storms occur during the night, the objectives will be to open all roads in one direction by 6:00 a.m. the next morning, but only guarantees service according to the “Minimum Maintenance Standards” for municipal roads.

4.0 OPERATIONAL PRACTICES AND STRATEGIES

4.1 General Salt Use

4.1.1 Environmental Considerations

Most of the road salt that reaches the aquatic and terrestrial environments come from:

- a) vehicle sprays and splashes along roadsides.
- b) winter maintenance vehicles ploughing snow, slush or ice which are mixed with salt residues.

4.1.2 Existing Practices

- a) Our level of service on hardtop roads is to achieve bare pavement for half the road width by using road salt application rate between 90-230 kg per 2 lane kilometres depending on weather conditions and types of precipitations.

- b) Equipment

- One 2013 tandem 11 cu. Yd with electronic spreader
- One 2005 tandem truck with 11 cu.yd. multipurpose spreader, U-shape type with a front lateral conveyor for distributing the material on the left side ahead of the rear wheels. This unit is equipped with an electronic ground speed spreader control to provide an accurate application rate.
- One 2016 tandem truck with 11 cu.yd with electronic spreader
- 2019 tandem 11 cu. yd, with electronic spreder
- One 1990 single axle c/w 6 cu.yd. slide-in hopper spreader which the material is conveyed to the rear of the hopper for discharge on the centreline of the vehicle. The application rate of the material being spread is controlled manually. Spare truck

- c) Equipment Maintenance

All of our trucks are equipped with one-way plow and wing, usually we remove as much snow and ice as possible before salt is applied. Excess salt and sand remaining in the spreaders following a storm are deposited inside the storage building as soon as possible.

4.1.3. Overall Objectives for Improvement

One of our main objectives will be to increase our efficiency in placing the salt at the right time, in the right place and at the right quantity by implementing the following maintenance procedures.

- a) Immediate Actions

- Review the calibration of spreaders for application rates more regularly.
- Individual record keeping per operator for material used per event.
- Trained winter maintenance staff to ensure that the new technologies are being used safely and effectively.
- Sensitize staff to the economic value and environmental effects of salt.

b) Long Term Actions

All new plough trucks shall have an electronic ground speed spreader control.

4.1.4 Time lines for achieving the objectives

Year One: all of 4.1.3 (a)

Year Two: all of 4.1.3 (b)

Year Three: revised S.M.P.

4.1.5 Training Program

Informing the winter maintenance staff about the negative effects of salt on the environment will take place prior to the beginning of 2005/06 winter season.

4.1.6 Responsible Persons

- | | | |
|---------------------|---|-------------------------|
| Road Superintendent | - | Jean- François Santerre |
| Operators | - | Trevor Bates |
| | - | Daniel Chatelain |
| | - | Gill Lanthier |
| | - | |

4.1.7 Procedures

Procedures to monitor and measure progress as per Annex C of the code will be developed in the near future.

4.2 Salt Storage

4.2.1. Environmental Consideration

a) Maintenance Yard is a significant source of salt contamination to both surface and ground water. To minimize the loss of salt, the stockpile of salt and sand/salt should be covered to reduce salt loss to wind or leaking. Spillage during stockpiling and spreader loading is the main source of salt loss. The extent to which these activities can be carried out under cover will minimize salt loss.

b) The site shall be graded to direct drainage away from the storage areas and to the

extent possible, away from any down gradient ground water well locations. Salt laden should be collected if possible.

- c) Some potential sources of salt loss on site operation and maintenance procedures are
- runoff from exposed stockpiles
 - blowing salt from exposed stockpiles
 - spillage of pure salt during delivery
 - stockpiling and loading

4.2.2 Existing Practices

- Our salt stockpile is covered by a rectangular structure about 60 ft x 120 ft x 40ft high with an impermeable layer of asphalt over a concrete floor.
- The area where we mix the sand with approximately 5% salt is paved and inside.
- Loading of spreaders is performed inside
- Most of the salt and sand/salt mixtures that are spilled outside the storage facilities are collected and returned to the appropriate stockpile after the storm.
- Excess salt and sand remaining in the spreaders following a storm event are deposited as close to the entrance of the salt storage structure as possible and returned to the stockpiles with the front-end loader.
- Prior to washing, the spreaders are swept near the salt storage entrance to remove as much salt residues as possible to minimize the amount of dissolved salt and solids in the wash water. Spreaders are then washed inside the municipal garage. All vehicles' wash water is directed through an oil/grit separator prior to be discharged outside in an outlet ditch.

Site Drainage

- The site is graded to direct drainage away from the storage areas and to the extent possible away from the down gradient ground water wells locations. Salt-laden water from the site surface water is not either collected for brine or sent for disposal at sewage treatment facilities. The surface water drains into a small ditch southerly for approximately 250 metres, then discharges into a municipal drain which drains easterly for a few kilometres to a small river.

4.2.3 Overall Objective for Improvement

Improvements of our operating practices are important to minimize salt wastage and environmental impacts. The following objectives shall contribute to minimize salt loss.

- Salt and Sand/Salt Storage
New salt storage build in September 2009
- Truck Washing
Continue to wash the spreaders as soon as possible after a storm in order to minimize equipment corrosion. The wash water is not disposed or treated; water should be analysed to confirm if it is properly diluted.
- Site Drainage
The drainage of the storage area is adequate with the exception of the collection of salt laden. On a long-term basis, management of the salt laden shall be considered.
- Storage Repairs
Salt storage is in very good condition.

4.2.4 Time lines for achieving the objectives

- as mentioned in 4.2.3

4.2.5 Training Program

- inform operators of salt application policies, the environmental issues, good housekeeping practices at maintenance yards.
- inform operators that salt spillage is wasteful and can be harmful to the environment.
- inform operators how to carry out salt-handling activities to prevent the wasteful release of salt to the environment.
- inform operators that timely yard maintenance and salt clean-up procedures should be followed to control salt loss.

For immediate release
September 2, 2020

Take back the night, women without fear!

Casselman, September 2, 2020 - On the occasion of its 13th “take back the night, women without fear” march, the Francophone Novas-CALACS Center of Prescott-Russell underlines the importance of fighting against sexual assault for the women and girls who are victims.

As you know, the COVID-19 situation is preventing certain activities from taking place in a safe manner. The organizing committee of the 2020 Women's March has therefore decided to present a new format. We suggest to the women and girls of Prescott-Russell to walk in their street, their neighborhood, alone or according to the groups they have formed in order to maintain the physical distancing required by public health.

We invite all women and girls in the community to take part in the 13th Prescott-Russell Women's March which will take place on **September 16, 2020 at 7:15 p.m.**

This march is an invitation to reclaim public space at night, in order to protest against the violence, fear, sexism and sexual exploitation of which women are too often victims.

Particularly, in this year of the pandemic, violence against women and girls takes different forms on a daily basis, and is often minimized or overlooked. Yet sexual assault, street harassment, sexual exploitation, domestic violence, ordinary sexism, and even femicide are a reality across Canada.

Everyone has a role to play in ending violence against women, for example by intervening when you witness street harassment, or by believing and supporting a survivor.

In Canada, one in three women will experience sexual assault as adults. Yet the vast majority of sexual assaults go unreported to police, and an estimated 0.3% of abusers are held accountable (Figures from the Ontario Women's Directorate).

By registering here <http://centrenovas.ca/> before September 13, 2020, participants have access to a wealth of information, advocacy tools and a chance to win a participation prize!

**The 2020 Prescott-Russell Women's March organizing committee:
The Nation Municipality, the Municipality of Russell, the Centre de santé communautaire de l'Estrie,
the Maison Interlude House and the Francophone Novas-CALACS Center of Prescott-Russell.**

For more information:
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La rue, la nuit, femmes sans peur !

Casselman, le 2 septembre 2020 – À l'occasion de sa 13e marche « La rue, la nuit, femmes sans peur », le Centre Novas-CALACS francophone de Prescott-Russell souligne l'importance de lutter contre les agressions à caractère sexuel dont sont victimes les femmes et les filles.

Comme vous le savez, la situation en lien avec la COVID-19 empêche certaines activités d'avoir lieu en toute sécurité sanitaire. Le comité organisateur de la marche des femmes 2020 a donc décidé de présenter un nouveau format.

Nous proposons aux femmes et aux filles de Prescott-Russell de marcher dans leur rue, leur quartier, seules ou selon les groupes qu'elles ont formés afin de maintenir la distanciation physique requise par la santé publique.

Nous invitons toutes les femmes et jeunes filles de la communauté à prendre part à la **13e** marche des femmes de Prescott-Russell qui se déroulera **le 16 septembre 2020, à 19 h 15.**

Cette marche est une invitation à se réapproprier l'espace public la nuit, afin de protester contre la violence, la peur, le sexisme et l'exploitation sexuelle dont les femmes sont trop souvent victimes.

Particulièrement, en cette année de pandémie, la violence faite aux femmes et aux filles prend quotidiennement différentes formes, et est souvent minimisées ou passée sous silence. Pourtant, les agressions sexuelles, le harcèlement de rue, l'exploitation sexuelle, la violence conjugale, le sexisme ordinaire, ou encore le fémicide, sont une réalité partout au Canada.

Chacun et chacune a un rôle à jouer pour mettre fin à la violence faite aux femmes, par exemple en intervenant lorsqu'on est témoin de harcèlement de rue, ou en croyant et soutenant une survivante.

Au Canada, une femme sur trois subira une agression sexuelle à l'âge adulte. Pourtant, l'immense majorité des agressions sexuelles ne sont pas déclarées à la police, et on estime que 0,3 % des agresseurs sont tenus responsables (Chiffres provenant de la Direction générale de la condition féminine de l'Ontario).

En s'inscrivant ici <http://centrenovas.ca/> avant le 13 septembre 2020, les participantes ont accès à une foule d'information, d'outils de revendication et une chance de gagner un prix de participation !

**Le comité organisateur de la marche des femmes Prescott-Russell 2020 :
La municipalité de la Nation, la municipalité de Russell, le Centre de santé communautaire de l'Estrie, la Maison Interlude House et le Centre Novas-CALACS francophone de Prescott-Russell.**

Pour plus d'information :
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CORPORATION OF THE TOWNSHIP OF EAST HAWKESBURY

BY-LAW NO. 2020-59

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF EAST HAWKEBURY.

WHEREAS the *Municipal Act, 2001* grants powers to a municipality to exercise its authority under this or any other Act.

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of East Hawkesbury at this meeting be confirmed and adopted by by-law.

NOW THEREFORE the Council of the Corporation of the Township of East Hawkesbury orders and enacts as follows:

1. That the actions of the Council of the Corporation of the Township of East Hawkesbury in respect to each recommendation contained in the reports of the Department Heads and each motion and resolution passed and other action taken by the Corporation of the Township of East Hawkesbury, at this meeting held on **the 14 day of September, 2020** are hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Mayor and proper officials of the Corporation of the Township of East Hawkesbury are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the proceeding section hereof.
3. That the Mayor and Clerk be authorized and directed to execute all documents in that behalf and to affix the corporation seal of the Corporation to all such documents.

Read a First, Second and Third Time and Passed in Open Council this 14day of September, 2020.

SEAL

Robert Kirby, Mayor

Luc Lalonde, Clerk-Treasurer