

# ORDRE DU JOUR

## Agenda

Séance spéciale du conseil qui aura lieu  
à 14 h, le jeudi 2 avril 2020  
*Special Council meeting scheduled for  
Thursday, April 2, 2020 at 2:00 p.m.*

1. **OUVERTURE**  
**CALL TO ORDER**

2. **PRÉSENCE**  
**ROLL CALL**

	In attendance	Absent	With Notice	Without Notice
Mayor Beverly Nantel				
Councillor Chantal Croft				
Councillor Hélène Perth				
Councillor Léandre Moore				
Councillor Luc Lévesque				
CAO-Clerk				
Treasurer/Tax Collector				
Infrastructure Superintendent				
Misc. Staff				
Misc. Staff				

3. **APPEL ET DÉCLARATION D'INTÉRÊT PÉCUNIAIRE**  
**DECLARATION OF CONFLICT**

4. **ADOPTION DE L'ORDRE DU JOUR**  
**APPROVAL OF AGENDA**

5. **ADOPTION DES PROCÈS-VERBAUX**  
**ADOPTION OF MINUTES**

6. **DÉLÉGATIONS**  
**DELEGATIONS**

**CORRESPONDANCE**  
**CORRESPONDENCE**

- 7.1 Discussion au sujet de la déclaration d'urgence COVID-19 et des décisions qui ont été prise pour la santé et la sécurité de nos employés et de notre communauté. / *Discussion regarding COVID-19 emergency declaration and the decisions that have been made for the health and safety of our employees and our community; (Resolution)*

**8. RAPPORT DES COMITÉS ET/OU DÉPARTEMENTS**  
**REPORTS FROM COMMITTEES AND/OR DEPARTMENTS**

**9. APPROBATION DES RÉGISTRES DE CHÈQUES**  
**APPOVAL OF CHECK REGISTER**

**10. RÉGLEMENTS**  
**BY-LAWS**

- 10.1 Arrêté-municipal no. 2020-16, étant un règlement visant à confirmer les délibérations du Conseil de la Corporation du Canton de Dubreuilville lors de sa séance spéciale tenue le 2 avril 2020 / *By-Law No. 2020-16, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its special meeting held on April 2, 2020; et/and (Resolution)*
- 10.2 Arrêté-municipal no. 2020-17, étant un règlement pour modifier le règlement no. 2014-53, étant un règlement régissant la convocation, le lieu et les délibérations des assemblées du Conseil de la Corporation du Canton de Dubreuilville / *By-Law No. 2020-17, being a By-law to amend By-Law No. 2014-53, being a By-law to govern the calling, place and proceedings of the meetings of the Council of the Corporation of the Township of Dubreuilville; et/and (Resolution)*
- 10.3 Arrêté-municipal no. 2020-18, étant un règlement pour autoriser la délégation de pouvoirs à la Directrice administrative - Greffière, à la Trésorière / Perceptrice d'impôt ou à d'autres délégués pour certains actes pendant l'urgence déclarée par la province (urgence de santé humaine - pandémie de COVID-19) / *By-Law No. 2020-18, being a By-law to authorize the delegation of authority to the Chief Administrative Officer (CAO) / Clerk and Treasurer / Tax Collector or other delegates for certain acts during the provincially declared emergency (human health emergency - COVID-19 pandemic); (Resolution)*

**11. AJOUT**  
**ADDENDUM**

**12. ASSEMBLÉE A HUIS CLOS**  
**CLOSED SESSION**

**13. AJOURNEMENT**  
**ADJOURNMENT**

## Declaration of Emergency

I, Beverly Nantel – Mayor, hereby declare a state of local Emergency  
(Mayor or Elected Head of Council or First Nation Chief)  
in accordance with the Emergency Management and Civil Protection Act, R.S.O.  
1990, c E.9 s.4.(1) due to the emergency described herein:

*(nature of emergency)*

### **Health Emergency – COVID-19 Pandemic**

for an Emergency Area or part thereof described as: *(geographic boundary)*

### **The Town of Dubreuilville**

Signed: Beverly Nantel

Title: Mayor

Dated: April 1, 2020 at 8:00 a.m. (time)

in the Municipality/First Nation of: **Dubreuilville, Ontario**

CC. Fax to EMO Duty Officer @ 416-314-0474

Email: Field Officer



7.1

**COMMUNIQUÉ DE PRESSE - 1er avril 2020 -Pour diffusion immédiate-**

**La Corporation du Canton de Dubreuilville -  
Réponse de COVID-19 - Déclaration d'urgence**

La mairesse Beverly Nantel a déclaré par la présente l'état d'urgence locale à compter du 1er avril 2020 à 8 h à la suite des mesures prises par la province de l'Ontario pendant l'urgence de santé actuelle - pandémie de COVID-19.

Le paragraphe 4 (1) de la loi sur la protection civile et la gestion des situations d'urgence stipule que «Le président du conseil municipal peut déclarer la situation d'urgence pour l'ensemble ou une partie de la municipalité. Il peut prendre toute mesure et donner tout ordre, non contraire à la loi et qu'il juge nécessaires, pour mettre en œuvre le plan de mesures d'urgence de la municipalité et pour protéger les biens, la santé, la sécurité et le bien-être des habitants de la zone de crise.»

La principale préoccupation de la mairesse est de protéger la communauté, car la santé et le bien-être de tous sont de la plus haute priorité. Cette déclaration d'urgence municipale vise à démontrer que le Canton prend cette situation pandémique au sérieux et prend toutes les mesures possibles pour protéger tout le monde contre cette menace et la propagation du coronavirus.

Veuillez continuer de suivre les directives de santé publique concernant les distances physiques et les exigences de sécurité afin de vous protéger, vous et vos proches, en toute sécurité. Nous devons tous faire notre part pour arrêter la propagation de COVID-19. S'auto-isoler lorsque cela est nécessaire, en particulier après son retour de voyage à l'étranger. Faites votre part pour rester le plus possible à la maison et limiter vos contacts avec les autres. Pratiquez un lavage des mains et une distance physique appropriés. Limitez vos visites aux entreprises locales essentielles. Nos entreprises essentielles qui restent ouvertes comptent sur vous pour prendre au sérieux les mesures de riposte mises en place pour éviter une propagation continue de ce virus et garder la santé de chacun sous contrôle.

Nous ne pouvons pas prédire l'avenir, cependant, nous pouvons travailler en équipe pour suivre les règles qui nous ont été fixées par les professionnels de la santé et ensemble, nous pouvons battre COVID-19, avec la prévention quotidienne étant notre priorité numéro un en étant proactif dans tous les aspects de la sécurité publique.

N'oubliez pas de contacter votre voisin, vos amis et les membres de votre famille pour vous assurer que tout le monde a de l'aide en ces temps incertains.

L'état d'urgence à Dubreuilville restera en vigueur jusqu'à nouvel ordre.

**Pour plus d'informations, contactez:**

**Mairesse Beverly Nantel**  
705-884-2340 poste 31

[bnantel@dubreuilville.ca](mailto:bnantel@dubreuilville.ca)

**Shelley B. Casey, Directrice**  
**administrative - Greffière**  
705-884-2340 poste 22  
[scasey@dubreuilville.ca](mailto:scasey@dubreuilville.ca)

**La Corporation du Canton de Dubreuilville**



**MEDIA RELEASE – April 1, 2020 -For Immediate Release-**

**The Corporation of the Township of Dubreuilville –  
COVID-19 Response - Declaration of Emergency**

Mayor Beverly Nantel has hereby declared a state of local Emergency effective April 1, 2020, at 8:00 a.m. following the actions taken by the Province of Ontario during the current Health Emergency – COVID-19 Pandemic.

The Emergency Management and Civil Protection Act (EMCPA) S. 4(1) states, "The head of the council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and is not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area."

The Mayor's number one concern is to keep the community safe, as the health and well-being of all is of top priority. This municipal emergency declaration is to demonstrate that the Township is taking this pandemic situation seriously and is taking every step that we can to protect everyone from this threat and the spread of the coronavirus.

Please continue to follow public health guidelines for physical distancing and safety requirements in order to keep yourself and your loved ones safe. We all have to do our part to stop the spread of COVID-19. Self-isolate when required to do so, especially after returning from travelling abroad. Do your part to stay home as much as possible and limiting your contact with others. Practice proper hand washing and physical distancing. Limit your visits to local essential businesses. Our essential businesses that remain open are counting on you to take response measures put in place seriously to avoid further spread of this virus and keeping everyone's health in check.

We cannot predict the future; however, we can work as a team to follow the rules that have been set before us by the health professionals and together we can beat COVID-19, with daily prevention being our number one priority by being proactive in all aspects of public safety.

Don't forget to reach out to your neighbor, friends and family members to make sure everyone has help during these uncertain times.

The state of emergency in Dubreuilville will remain in effect until further notice.

**For more information, contact:**

**Mayor Beverly Nantel**  
705-884-2340 ext. 31  
[bnantel@dubreuilville.ca](mailto:bnantel@dubreuilville.ca)

**Shelley B. Casey, CAO-Clerk**  
705-884-2340 ext. 22  
[scasey@dubreuilville.ca](mailto:scasey@dubreuilville.ca)

**The Corporation of the Township of Dubreuilville**



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## **By-Law No. 2020-16**

### ***Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its special meeting held on April 2, 2020.***

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Section 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that the powers of a municipal corporation are to be exercised by its Council; and

WHEREAS Section 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Dubreuilville at the April 2, 2020 meeting be confirmed and adopted through a confirmatory by-law;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Dubreuilville enacts the following as a By-Law:

1. The actions of the Council of the Corporation of the Township of Dubreuilville in respect of each recommendation and in respect of each motion and resolution passed, and other action taken by Council at the April 2, 2020 meeting is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. That where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Council in the above-mentioned minutes, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. That the Mayor and the CAO-Clerk of the Corporation of the Township of Dubreuilville are hereby authorized and directed to do all things necessary to give effect to the said action of the Council or to obtain approvals where required and, except where otherwise provided, the Mayor and the CAO-Clerk are hereby directed to execute all documents necessary on behalf of the Corporation of the Township of Dubreuilville and to affix the Corporate Seal thereto.

4. That this By-law shall come into force and take effect upon the passing thereof.

READ a first, second and third time and be finally passed this 2<sup>nd</sup> day of April, 2020.

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MAYOR

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CAO-CLERK





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## **By-Law No. 2020-17**

### ***Being a By-law to amend By-Law No. 2014-53, being a By-law to govern the calling, place and proceedings of the meetings of the Council of the Corporation of the Township of Dubreuilville.***

WHEREAS pursuant to Section 238 (2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, requires that every municipality and local board shall adopt a Procedure By-law for governing the calling, place and proceedings of meetings; and

WHEREAS Section 5 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, provides that the powers of a municipal corporation are to be exercised by its Council; and

WHEREAS Section 5 (3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law; and

WHEREAS the Province has recently amended Section 238 of the Municipal Act, 2001, specifically adding sections 3.3 and 3.4 pertaining to electronic participation and quorum requirements during any period where an emergency has been declared to exist; and

WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it necessary to amend its existing Procedure By-law No. 2014-53; and

WHEREAS if there is a conflict between this by-law and the Municipal Act, the latter shall prevail;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Dubreuilville enacts the following as a By-Law:

1. That By-Law No. 2014-53 is hereby amended with the following:

Add to Section 1 General Provisions:

#### 1.10 Emergency

1.10.1 As per Section 3.3 of the Municipal Act, 2001, Council authorizes that during any period where an emergency has been declared to exist in all or part of the municipality under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act, that:

- A member of a council, or a local board or of a committee of either of them who is participating electronically in a meeting may be counted in

determining whether or not a quorum of members is present at any point in time; and

- A member of a council, of a local board or of a committee of either of them can participate electronically in a meeting that is closed to the public;

1.10.2 As per Section 3.4 of the Municipal Act, 2001, Council authorizes that a municipality or local board may hold a special meeting to amend an applicable procedure by-law for the purposes of subsection 3.3 during any period where an emergency has been declared to exist in all or part of the municipality under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act and despite subsection 3.1, a member participating electronically in such a special meeting may be counted in determining whether or not a quorum of members is present at any time during the meeting;

WHEREAS Council fully supports this new legislation that gives municipalities the ability to fully conduct Council, local board and committee meetings electronically when faced with local and province-wide emergencies, empowering the government's municipal partners to respond quickly when in-person meetings cannot be held.

WHEREAS That this By-law shall come into force and take effect upon the passing thereof.

READ a first, second and third time and be finally passed this 2<sup>nd</sup> day of April, 2020.

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MAYOR

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CAO-CLERK



**BY-LAW NO. 2020-18**

**BEING A BY-LAW** to authorize the delegation of authority to the Chief Administrative Officer (CAO) – Clerk and Treasurer / Tax Collector or other delegates for certain acts during the provincially declared emergency (human health emergency – COVID- 19 pandemic).

**WHEREAS** Section 23.1 - 23.5 of the *Municipal Act, 2001*, Chapter 25, as amended, authorizes a municipality to delegate its powers and duties under this or any other Act to a person or body subject to restrictions under the Act;

**AND WHEREAS** Section 23.3 of the *Municipal Act, 2001*, c. 25 restricts Council from delegating powers and duties:

- The power to appoint or remove from office of an officer of the municipality whose appointment is required by this Act;
- The power to pass by-laws under Parts VIII, IX and X;
- The power to incorporate corporations in accordance with Section 203;
- The power to adopt an Official Plan or an amendment to an official plan under the Planning Act;
- The power to pass a zoning by-law under the Planning Act;
- The power to pass a by-law under subsections 108(1) and (2), and 110 (3), (6) and (7);
- The power to adopt a community improvement plan under section 28 of the Planning Act;
- The power to adopt or amend the budget of the municipality;

- Any other power or duty that may be prescribed.

**AND WHEREAS** Council deems it expedient to delegate authority to the CAO-Clerk, Treasurer / Tax Collector or their designate to take action, where necessary, on certain acts during the provincially declared emergency;

**NOWTHEREFORE** the Municipal Council of the Corporation of the Township of Dubreuilville enacts as follows:

1. **THAT** Council delegates authority to the CAO-Clerk, Treasurer / Tax Collector or delegate of the Corporation of the Township of Dubreuilville to take action, where necessary, during the provincially declared emergency. Such action may include:
  - a. Waiving fees and penalties for Billings;
  - b. Authority to determine and/or alter the Billing due dates and methods of payment;
  - c. Enter into agreements of Purchase and Sale of municipal land to a maximum of \$50,000 per sale;
  - d. Authority for the CAO-Clerk to make administrative decisions concerning current municipal employee's day to day work duties and/or absences directly related to COVID-19;
  - e. Authorized spending limit for the CAO-Clerk and Treasurer / Tax Collector shall be set for \$75,000.
3. **THAT** the CAO-Clerk and Treasurer / Tax Collector will report to Council on any actions taken during the provincially declared emergency which commenced on March 17, 2020.
4. **THAT** this By-Law is in effect for the period of March 17, 2020 to June 1, 2020, unless repealed prior.
5. **THAT** this By-Law shall come into force and effect upon its final passage.
6. **THAT** this By-Law may be cited as the "Emergency Delegation of Powers By-Law".

7. **THAT** the Mayor and CAO-Clerk be and are hereby authorized to execute this By-Law on behalf of the Corporation and to fix the corporate seal thereto.

**READ** a first, second and third time and be finally passed this 2<sup>nd</sup> day of April, 2020.

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BEVERLY NANTEL, MAYOR

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SHELLEY B. CASEY, CAO-CLERK