



TOWNSHIP OF RIDEAU LAKES

Regular Meeting of Council

Minutes

**June 2, 2025, 6:00 p.m.
Municipal Office, Chantry**

Members Present: Mayor Arie Hoogenboom, Deputy Mayor Deborah Anne Hutchings, Councillor Jeff Banks, Councillor Paula Banks, Councillor Linda Carr, Councillor Sue Dunfield, Councillor Marcia Maxwell

Members Absent: Councillor Ron Pollard

Staff Present: Shellee Fournier, CAO, Mary Ellen Truelove, Clerk

CALL TO ORDER

Mayor Hoogenboom called the Meeting to order at 6:00 p.m.

LAND ACKNOWLEDGEMENT STATEMENT

The Township of Rideau Lakes acknowledges that we live and work and are meeting on ancestral territories of indigenous people. We do so respecting both the land and the Indigenous peoples and honor their past, present and future. The Township values and respects their cultural heritage and relationship to the land.

ROLL CALL

Members of the public in attendance who signed in: Scott Puddicombe

EMERGENCY ADDITIONS/AMENDMENTS TO AGENDA

Mayor Hoogenboom asked if there were any emergency additions or amendments to the Agenda and the following were provided:

1. Councillor P. Banks: Elgin Development
2. Councillor P. Banks: Chantry Office
3. Councillor Carr: Closed - Personal Matter

RESOLUTION 137-2025

Moved by Councillor P. Banks
Seconded by Councillor Dunfield

Be it resolved that the Procedural By-Law be set aside to add 2 Motions under Agenda item 12, as 12.1 (Councillor P. Banks - Elgin Development) and 12.2 (Councillor P. Banks - Chantry Office).

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

RESOLUTION 138-2025

Moved by Councillor Carr
Seconded by Councillor Dunfield

Be it resolved that the Procedural By-Law be set aside to add a closed session under Agenda Item 17.1 (Councillor Carr - Personal Matter).

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

ADOPTION OF AGENDA

RESOLUTION 139-2025

Moved by Councillor Maxwell
Seconded by Councillor J. Banks

Be it resolved, that the Agenda be approved and adopted as amended.

Carried

DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

Mayor Hoogenboom asked if any Council Member had a Pecuniary Interest in any Item on the Agenda and if so, the Nature of that Interest and the following was declared: Councillor Carr (see item under Minutes related to Item 9.6).

DELEGATIONS:

Scott Puddicombe: Renaming of R12C

Scott Puddicombe was in attendance to provide a presentation to Council regarding Renaming of R12C.

RESOLUTION 140-2025

Moved by Deputy Mayor Hutchings
Seconded by Councillor Carr

Be it resolved that the By-Law 2025-60, renaming R12C be reconsidered.

Carried

RESOLUTION 141-2025

Moved by Councillor J. Banks
Seconded by Councillor Carr

Be it resolved that the Council of The Corporation of the Township of Rideau Lakes acknowledges the delegation by Scott Puddicombe, regarding Renaming of R12C.

Carried

BUSINESS ARISING

LBLPB Res #23-2025: Service Delivery Assessment

RESOLUTION 142-2025

Moved by Councillor Dunfield
Seconded by Deputy Mayor Hutchings

WHEREAS at the Lower Beverley Lake Park Board Meeting held April 29, 2025, Recommendation #23-2025 was passed directing staff to forward a request to Council seeking clarification and additional information regarding Resolution #18-2025 requesting that a service delivery assessment be completed for park operations;

NOW THEREFORE be it resolved, that the Council of The Corporation of the Township of Rideau Lakes hereby directs staff to work with Parks staff to create a Terms of Reference for a Service Delivery Review funded by the Park Board.

Carried

MINUTES

I, Linda Carr, do declare a direct pecuniary interest in accordance with the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50* in regard to item number 9.6, namely MSC GG Meeting Minutes on the Regular Council meeting Agenda dated June 2, 2025. The declared interest is of the following general nature: Personal.

The following minutes were read as distributed to Council. Mayor Hoogenboom asked for any errors, omissions or questions and none were noted.

- Regular Council Meeting: May 5, 2025
- Special Council Meetings: May 12, 22 and 28, 2025
- Municipal Services Committee PW Meeting: May 12, 2025
- Municipal Services Committee GG Meeting: May 26, 2025
- Economic Development Committee Meeting: May 5, 2025
- Accessibility Advisory Committee Meeting: May 12, 2025
- Municipal Heritage Advisory Committee Meeting: May 15, 2025
- Planning Advisory and Committee of Adjustment Meetings: May 14, 2025 & May 28, 2025
- Elgin Seniors Housing Board Meeting: May 28, 2025
- Lower Beverley Lake Park Management Board Meeting: April 29, 2025
- Rideau Lakes Public Library Board Meeting: April 24, 2025
- Rideau Valley Conservation Authority Meeting: April 24, 2025

RESOLUTION 143-2025

Moved by Councillor J. Banks
Seconded by Deputy Mayor Hutchings

Be it resolved, that the Corporation of the Township of Rideau Lakes Approves and adopts the Minutes of the Regular Council Meeting held May 5, 2025 and the Special Council Meetings held May 12, May 22 (as amended) and May 28, 2025.

Carried

RESOLUTION 144-2025

Moved by Councillor J. Banks
Seconded by Councillor Dunfield

Be it resolved, that the Corporation of the Township of Rideau Lakes Approves the Minutes and Adopts all Recommendations contained within the Minutes, unless otherwise dealt with, of the:

- Municipal Services Committee PW Meeting: May 12, 2025
- Municipal Services Committee GG Meeting: May 26, 2025
- Economic Development Committee Meeting: May 5, 2025
- Accessibility Advisory Committee Meeting: May 12, 2025

- Municipal Heritage Advisory Committee Meeting: May 15, 2025
- Planning Advisory and Committee of Adjustment Meetings: May 14, 2025 & May 28, 2025

AND FURTHER that Council Acknowledges the Minutes of the:

- Lower Beverley Lake Park Management Board Meeting: April 29, 2025
- Rideau Lakes Public Library Board Meeting: April 24, 2025
- Rideau Valley Conservation Authority Meeting: April 24, 2025

Carried

BY-LAWS

RESOLUTION 145-2025

Moved by Councillor P. Banks
Seconded by Councillor J. Banks

Be it resolved that By-Law 2025-81 being a By-Law to Amend Terms of Reference for Community Enhancement Committees be taken as read a first and second time the short way this 2nd day of June, 2025.

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

RESOLUTION 146-2025

Moved by Councillor Carr
Seconded by Councillor P. Banks

Be it resolved that By-Law 2025-81 be taken as read a third time and finally passed this 2nd day of June, 2025.

For (6): Mayor Hoogenboom, Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (1): Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (6 to 1)

RESOLUTION 147-2025

Moved by Councillor Dunfield
Seconded by Councillor Carr

Be it resolved that By-Law 2025-82 being a By-Law to Establish Recreation and Volunteer Committee be taken as read a first and second time the short way this 2nd day of June, 2025.

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

RESOLUTION 148-2025

Moved by Councillor P. Banks
Seconded by Councillor Dunfield

Be it resolved that By-Law 2025-82 be taken as read a third time and finally passed this 2nd day of June, 2025.

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

RESOLUTION 149-2025

Moved by Councillor P. Banks
Seconded by Councillor Carr

Be it resolved that the following By-Laws be taken as read a first and second time the short way this 2nd day of June, 2025:

- By-Law 2025-70: Adopt Project Closing Out Policy
- By-Law 2025-71: Amend User Fees – Add Community Room
- By-Law 2025-72: ZBA-5-2025 McNally Family Trust (NC-Newboro)
- By-Law 2025-73: Establish a Process for the Conveyance of Parkland and for Valuating Cash-In- Lieu Payments
- By-Law 2025-75: Adopt Cash-in-Lieu of Parkland Policy

- By-Law 2025-76: Road Re-Naming (Roads off Salem and North Shore)
- By-Law 2025-78: MACMILLAN (ZBA-7-2025)
- By-Law 2025-79: Amend 2023-48 Procedural By-Law – Closed Meeting Video
- By-Law 2025-80: Amend 2012-3 Keeping of Animals By-Law
- By-Law 2025-83: Amend 2018-18 Council Compensation - Recreation and Volunteer Committee Stipend

Carried

RESOLUTION 150-2025

Moved by Councillor P. Banks
Seconded by Deputy Mayor Hutchings

Be it resolved that By-Laws 2025-70, 2025-71, 2025-72, 2025-73, 2025-75, 2025-76, 2025-78, 2025-79, 2025-80 and 2025-83 be taken as read a third time and finally passed this 2nd day of June, 2025.

Carried

CORRESPONDENCE FOR ACTION/INFORMATION: None

NEW BUSINESS:

Councillor P. Banks: Elgin Development

RESOLUTION 151-2025

Moved by Councillor P. Banks
Seconded by Deputy Mayor Hutchings

WHEREAS on May 29, 2025, the *Recorder and Times* published an article entitled “*Powers used to veto office retrofit*” authored by John Lawless, wherein Mayor Hoogenboom is quoted as stating:

“From day one, our staff has told us the Elgin option is less expensive than renovating a nearly 50-year-old building. All that the developer would require is that when we put an entrance in, the entrance would extend into his proposed subdivision.”

AND WHEREAS decisions regarding the relocation or renovation of municipal offices have significant financial and operational implications for the Municipality and its taxpayers;

AND WHEREAS it is imperative for all Council and the public to have a complete and factual understanding of the basis for such public statements, particularly where they are cited as justification for the exercise of Strong Mayor Powers veto;

THEREFORE BE IT RESOLVED THAT:

1. Council hereby requests that staff immediately prepare a comprehensive written report providing:
 - The detailed information staff shared with the mayor about the Elgin cost comparison, including all studies, reports, or assessments, between the proposed Elgin option and the renovation of the current municipal office building.
 - Documentation supporting the Mayor's claim that staff indicated the Elgin option was less expensive "from day one";
 - Details of any past or current applications, requirements, agreements, or conditions associated with the developer's subdivision, and any information related to the extension of the MTO entrance into the proposed development;
 - Any formal recommendations, memoranda, or communications from staff to all Council members pertaining to the office retrofit versus Elgin relocation debate?
 - A timeline of when information and recommendations were provided to the mayor on this matter.
2. That staff be directed to provide a report to Council on any details or information staff have or that they shared with the mayor, showing the Elgin option is less expensive than renovating a nearly 50-year-old building.

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

Councillor P. Banks: Chantry Office

RESOLUTION 152-2025

Moved by Councillor P. Banks

Seconded by Councillor Dunfield

WHEREAS significant concerns have been raised regarding potential flaws and deficiencies in 99% drawing for the Chantry office by the mayor;

AND WHEREAS the public and council have a right to full transparency and accountability regarding the performance and quality of work undertaken by Idea and other contractors involved in the project;

AND WHEREAS it is the responsibility of the Council to ensure that public funds are spent prudently and that any flaws or deficiencies are properly assessed and disclosed;

THEREFORE BE IT RESOLVED THAT

1. Staff, architects, and engineers provide a comprehensive written report to Council detailing all identified flaws as expressed by the mayor in his SMP veto and deficiencies in the project; and
2. Council has reviewed the report and discussed its findings transparently in a public forum.

For (5): Deputy Mayor Hutchings, Councillor J. Banks, Councillor P. Banks, Councillor Carr, and Councillor Dunfield

Against (2): Mayor Hoogenboom, and Councillor Maxwell

Voter Type: Majority (Present), Recorded

Carried (5 to 2)

NOTICE OF MOTION: None

As per the Procedural By-Law, Notice is being provided that the following will be discussed and debated at the next regular scheduled meeting:

Councillor P. Banks: Request for Detailed Report on Repairs to Chantry Office

WHEREAS a 2021 Baseline Property Condition Assessment identified \$470,900 in necessary repairs to the Chantry office by 2030, much of which is now overdue, including roofing, windows, HVAC, paving, accessibility upgrades, and electrical systems;

AND WHEREAS the building now faces additional urgent issues, including a leaking roof and ongoing septic failures;

AND WHEREAS the council's continued inaction risks further deterioration, potentially rendering the building unusable, repeating past mistakes such as the loss of Old Portland Hall;

AND WHEREAS Council has been reviewing the future of the Chantry office for over 16 years, and we are now back to square one with the mayor's inappropriate veto, a decision must be made this term to address long-standing space and the failing infrastructure issues;

NOW THEREFORE be it resolved that staff be directed to:

1. Prepare a detailed report updating cost estimates from the 2021 assessment, including:
 - Updated figures for identified repairs.
 - Costs and options to address the leaking roof and failing septic system;

- Speak to the working group and add any new findings from the current facility specialist, from Idea,
- 2. Develop and issue a Request for Proposals (RFP) A.S.A.P to complete the recommended work and update the current office.
 - Include recommendations on funding options and a timeline for decisions for the 2026 budget.

AND FURTHER that Council affirms its responsibility to maintain the existing building as a public asset until a final decision is made, to prevent further deterioration and escalating costs.

Councillor P. Banks: Request for Written Financial Analysis on Capital Project Affordability

WHEREAS the previous Treasurer, a Certified Management Accountant (CMA), supported an \$8.5 million capital project, which would have significantly drawn down the Township's remaining debt and reserve capacity;

AND WHEREAS the current Mayor now claims that the Township cannot afford a revised \$6.9 million infrastructure plan, despite its lower capital cost, reduced long-term borrowing, and more comprehensive facility coverage;

AND WHEREAS neither staff nor the external expert referenced by the Mayor have provided Council or the public with a written explanation detailing what financial changes have occurred in the Township's position to justify this reversal;

AND WHEREAS transparency, accountability, and informed fiscal stewardship demand a clear, accessible explanation of the financial reasoning behind such significant differences in project affordability assessments;

NOW THEREFORE be it resolved, that Council direct staff to prepare and commission from an independent expert, a written financial opinion that clearly outlines:

1. The fiscal context in which the former Treasurer supported the \$8.5 million HUB project;
2. The current fiscal context that informs the Mayor's assertion that a \$6.9 million project is unaffordable;
3. A comparative analysis of both plans' capital and long-term borrowing costs, impacts on reserves and debt capacity, and overall financial sustainability;
4. Any significant changes in financial conditions that would justify the Mayor's current position.

AND FURTHER that this written analysis be presented to Council and made publicly available to ensure transparency and support fact-based decision-making.

Councillor P. Banks: Enforcement of Procedural Bylaw and Fairness in Council Meeting Conduct

WHEREAS the Township's Procedural Bylaw limits members of Council, including the Mayor, to speaking no more than twice on any given issue;

AND WHEREAS the Mayor, in his role as Chair, has repeatedly exceeded this limit by offering personal commentary throughout debates, including after remarks by other councillors, and at both the beginning and end of discussions;

AND WHEREAS the Mayor has, on multiple occasions, answered questions or made statements about individual councillors without allowing those councillors the opportunity to respond or correct the record;

AND WHEREAS members of Council must be permitted to respond to or rebut comments or questions that directly concern them, in the interest of accuracy, accountability, and fair representation;

AND WHEREAS the role of the Chair is to facilitate orderly and impartial proceedings, not to dominate discussion or restrict members from speaking on matters directly relevant to them;

NOW THEREFORE be it resolved, that the Council of the Township of Rideau Lakes direct that:

1. The Procedural By-Law be strictly enforced, ensuring all members, including the Mayor, adhere to the rule of speaking no more than twice per issue;
2. The Chair refrain from interjecting opinions beyond the limits set out in the Procedural Bylaw, and from making statements on behalf of other councillors unless explicitly authorized;
3. Councillors be granted the right to respond to or rebut any comments or questions that pertain directly to them.
4. Questions directed to individual councillors be answered by those councillors, unless they choose to delegate their response;
5. Staff conduct a review of meeting practices and the application of the Procedural Bylaw and bring forward recommendations to ensure fairness, accuracy, and consistency in Council proceedings.

MAYOR'S UPDATE

- May 27th: I attended virtually the regular St. Lawrence Lodge Board of Management meeting. I am pleased to note that their budget is tracking well and they have had recent improvements in hiring more staff.

- May 28th: I attended a Special Meeting of Council where I successfully defended my veto of the Chantry Office retrofit and expansion.

- May 29th: I attended virtually additional strong mayor training.

- May 31st: I attended and participated in the annual Lombardy Agriculture Society supper and barn dance which was a huge success.

- June 1st: I attended the 100th Anniversary of the United Church in Delta. Over 200 in attendance with participation from 8 area united churches including Portland, Elgin & Newboro in Rideau Lakes.

QUESTIONS FROM THE MEDIA REGARDING AGENDA ITEMS

Mayor Hoogenboom asked if any questions had been received from the Media and the Clerk advised no questions had been submitted via email.

No members of the media were in attendance at this meeting.

QUESTIONS FROM THE PUBLIC REGARDING AGENDA ITEMS

Mayor Hoogenboom asked if any questions had been submitted by the Public regarding Agenda Items and the Clerk advised that a question was received from Dan Berty related to motion on the Chantry Office and the IDEA contract, but was answered during that discussion.

CLOSED MEETING - As per Section 239(2) of the Municipal Act: None

RESOLUTION 153-2025

Moved by Deputy Mayor Hutchings
Seconded by Councillor Dunfield

Be it resolved that the Municipal Services Committee moves into closed session at 8:15 p.m. to discuss the following matters:

- Personal Matter: Section 239 (2)(b) Personal matters about an identifiable individual, including Municipal or local board employee

Carried

Personal Matter: Section 239 (2)(b) Personal matters about an identifiable individual, including Municipal or local board employee

REPORT REGARDING CLOSED MEETING:

Mayor Hoogenboom discussed issue under the Personal section of the closed meeting legislation. No direction was provided to staff or anything further coming from that discussion at this time.

BY-LAW #2025-84: Govern Proceedings of Council: June 2, 2025

Councillor Carr spoke regarding an upcoming Ministers visit and the Seniors Lunch taking place on Thursday.

RESOLUTION 154-2025

Moved by Councillor Dunfield
Seconded by Councillor Maxwell

Be it resolved that By-Law Number 2025-84 being a By-Law to Govern the Proceedings of the Council of The Corporation of the Township of Rideau Lakes at its Meeting held June 2, 2025 be taken as read a first, second and third time this 2nd day of June, 2025.

Carried

ADJOURNMENT

Mayor Hoogenboom declared the meeting adjourned at 8:32 p.m.

Arie Hoogenboom, Mayor

Mary Ellen Truelove, Clerk