



# Rideau Lakes

## Committee of the Whole

### Minutes

**April 13, 2026, 10:00 a.m.  
Municipal Office, Chantry**

Members Present: Mayor Arie Hoogenboom, Deputy Mayor Sue Dunfield (virtual), Councillor Jeff Banks (virtual), Councillor Paula Banks (virtual), Councillor Dustin Bulloch (virtual), Councillor Linda Carr (virtual), Councillor Deborah Anne Hutchings (virtual), Councillor Marcia Maxwell (virtual), Councillor Ron Pollard (virtual)

Staff Present: Shellee Fournier, CAO/Deputy Clerk, Mary Ellen Truelove, Clerk, Tom Fehr, Manager of Development Services (virtual), Dan Chant, Manager of Roads and Drainage, Ben Rothwell, Works and Facilities Coordinator, Steve Holmes, Manager of Facilities and Parks (virtual), Leila Stafford, Recreation and Volunteer Coordinator, Foster Elliott, Associate Planner (virtual)

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### **CALL TO ORDER**

Mayor Hoogenboom called the Meeting to order at 10:00 a.m.

### **ROLL CALL**

### **EMERGENCY ADDITIONS/AMENDMENTS TO AGENDA**

Mayor Hoogenboom asked for any emergency additions or amendments to the Agenda and none were heard.

### **ADOPTION OF AGENDA**

#### **RECOMMENDATION 144-2026**

Moved by Councillor Bulloch  
Seconded by Councillor Maxwell

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:

I, Dustin Bulloch, do declare an indirect pecuniary interest in accordance with the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 in regards to item 7.2 namely the Development Services Report - Request to Extend Municipal Maintenance of Poonamalie Road on the Committee of the Whole Meeting Agenda dated April 13, 2026. The declared interest is of the following general nature: Employee of a body that has a direct interest.

Signed: Dustin Bulloch  
Received: Mayor Hoogenboom

**DELEGATIONS: None**

**DEVELOPMENT SERVICES**

**Foster Elliott, Associate Planner: Road Allowance Conveyance Request - Bastard Con 9 between Lots 24 and 25**

Foster Elliott, Associate Planner, provided a written report to Committee regarding Road Allowance Conveyance Request - Bastard Con 9 between Lots 24 and 25, under Report DS-2026-08. Tom Fehr, Manager of Development Services spoke to the report.

**RECOMMENDATION 145-2026**

Moved by Councillor Hutchings  
Seconded by Councillor P. Banks

Be it resolved that the Committee of the Whole (CoW) recommends to Council that:

1. Council authorizes the transfer of the Township owned parcel (Part 9 on Plan 28R-5518) to Lisa Brown for the purchase price as set out in the Township's Disposal of Real Property By-law (2019-72);
2. Council explicitly waive compliance with the noticing and public offering within the Township's Disposal of Real Property Policy (2019-72) for this transaction; as presented in CoW Report DS-2026-08.

Carried

**Tom Fehr, Manager of Development Services: Request to Extend Municipal Maintenance of Poonamaile Road**

Councillor Bulloch declared a conflict on this item. (The member has an indirect pecuniary interest as an employee of a body that has a direct pecuniary interest in the matter.)

Tom Fehr, Manager of Development Services, provided a verbal and written report to Committee regarding Request to Extend Municipal Maintenance of Poonamalie Road, under Report DS-2026-09.

**RECOMMENDATION 146-2026**

Seconded by Councillor Maxwell

Be it resolved that the Committee of the Whole (CoW) recommends to Council that staff be directed to advise the resident that the Township is unable to extend the assumption or maintenance of Poonamalie Road due to the absence of legal access across lands owned by Parks Canada, as presented in DS-2026-09.

Carried

Tom Fehr, Manager of Development Services: Request to Waive Planning and Building Fees – 30 B12

Tom Fehr, Manager of Development Services, provided a verbal and written report to Committee regarding Request to Waive Planning and Building Fees – 30 B12, under Report DS-2026-10.

The following motion was brought forward:

Moved by Councillor J. Banks  
Seconded by Councillor Bulloch

Be it resolved that the Committee of the Whole (CoW) recommends to Council that Option #1 - maintain standard fee structure (no waiver of \$1,097 minor variance fee plus \$193 minimum building permit fee) be approved regarding the request to waive planning and building fees for 30 B12, as presented in DS-2026-10

**RECOMMENDATION 147-2026**

Moved by Councillor P. Banks  
Seconded by Deputy Mayor Dunfield

Be it resolved that the main motion be deferred.

Carried

Tom Fehr, Manager of Development Services: Departmental Update

Tom Fehr, Manager of Development Services, provided a verbal and written Departmental Update, Q1 2026, under Report DS-2026-11.

Councillor Linda Carr (virtual) joined the meeting at 10:09 am.

**RECOMMENDATION 148-2026**

Moved by Councillor Pollard  
Seconded by Councillor Carr

Be it resolved that the Committee of the Whole (CoW) recommends to Council that the Development Services Department Update for the first quarter of 2026 including the Permit and Application Year to Year Comparison and the Q1 2026 Permit and Application Activity be received for information, as presented in CoW report DS-2026-11.

Carried

**PUBLIC WORKS - MUNICIPAL PROPERTIES: Steve Holmes, Manager of Facilities and Parks**

Steve Holmes, Manager of Facilities and Parks provided verbal and written reports to Committee regarding the following:

- Municipal Properties Update
- Sidewalk Replacement Draft Design - Portland
- REHMC - Request for RVCA Permit Review

Municipal Properties Update

**RECOMMENDATION 149-2026**

Moved by Councillor Carr  
Seconded by Councillor P. Banks

Be it resolved that the Committee of the Whole (CoW) recommends to Council that the Municipal Properties Update Report for April 13, 2026, be received for information, as presented in CoW report FAC-2026-08.

Carried

Sidewalk Replacement Draft Design - Portland

**RECOMMENDATION 150-2026**

Moved by Councillor Hutchings  
Seconded by Deputy Mayor Dunfield

Be it resolved that the Committee of the Whole (CoW) recommends to Council that it approves the proposed sidewalk replacement design for Main and Perth Streets in Portland, subject to review by the Accessibility Advisory Committee, as presented in CoW Report FAC-2026-09.

Carried

REHMC - Request for RVCA Permit Review

**RECOMMENDATION 151-2026**

Moved by Councillor Bulloch  
Seconded by Councillor P. Banks

Be it resolved that the Committee of the Whole (CoW) recommends to Council that the letter from the Rideau Valley Conservation Authority (RVCA) dated April 6, 2026 citing full compliance for work previously completed by the Township at the Ronald E. Holman Municipal Complex be received for information;

AND FURTHER acknowledges that the RVCA requires no further permits for the planned pickleball court nor shade structure to proceed however, staff will need to obtain a permit for the natural playground, as presented in CoW Report FAC-2026-10.

Carried

**ADMINISTRATION - COMMUNITY ENHANCEMENT COMMITTEES**

CEC Minutes

The following Community Enhancement Committee minutes were received and reviewed by Committee:

- Delta and Area CEC Meeting: March 25, 2026
- Elgin and Area CEC Meeting: March 17, 2026
- Morton and Area CEC Meeting: March 25, 2026
- Newboro and Area CEC Meeting: March 10, 2026
- Portland and Area CEC Meeting: March 18, 2026
- South Elmsley and Area CEC Meeting: March 5, 2026

**RECOMMENDATION 152-2026**

Moved by Councillor Hutchings  
Seconded by Councillor Pollard

Be it resolved, that the Committee of the Whole Acknowledges the following Community Enhancement Committee minutes:

- Delta and Area CEC Meeting: March 25, 2026
- Elgin and Area CEC Meeting: March 17, 2026
- Morton and Area CEC Meeting: March 25, 2026
- Newboro and Area CEC Meeting: March 10, 2026
- Portland and Area CEC Meeting: March 18, 2026
- South Elmsley and Area CEC Meeting: March 5, 2026

Carried

Recommendations from CEC Minutes

**RECOMMENDATION 153-2026**

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

WHEREAS the Elgin and Area CEC passed Recommendation #4-2026 requesting that correspondence be sent to the Council requesting that the word "Elgin" be removed from the Cannabis Sign in Elgin as previously approved by the County;

NOW THEREFORE be it resolved, that the Committee of the Whole recommends to Council that staff be directed to send said request to the County for consideration.

Carried

**RECOMMENDATION 154-2026**

Moved by Councillor Hutchings  
Seconded by Councillor Carr

WHEREAS the Elgin and Area CEC passed Recommendation #7-2026 requesting the Township pay for and carry vendor insurance for the Elgin Days market square;

NOW THEREFORE be it resolved that the Committee of the Whole recommends to Council that vendor and parade insurance be obtained for Elgin Days 2026 with the costs covered by the Municipality.

Carried

**RECOMMENDATION 155-2026**

Moved by Councillor Carr  
Seconded by Councillor P. Banks

WHEREAS the Morton and Area CEC passed a recommendation to donate \$500 to the local food bank in 2026;

NOW THEREFORE the Committee of the Whole recommends to Council that said donation be permitted.

Carried

**RECOMMENDATION 156-2026**

Moved by Deputy Mayor Dunfield  
Seconded by Councillor Pollard

WHEREAS the Newboro and Area CEC passed Recommendation #7-2026 requesting Carleton St. be closed for Canada Day festivities;

NOW THEREORE be it resolved that the Committee of the Whole recommends that Council direct staff to close Carleton Street as requested with notification being provided to residents affected by the closure.

Carried

**RECOMMENDATION 157-2026**

Moved by Councillor Maxwell  
Seconded by Councillor Hutchings

WHEREAS the Newboro and Area CEC passed Recommendation #8-2026 requesting Drummond St. be closed for a Canada Day Parade;

NOW THEREFORE be it resolved, that the Committee of the Whole recommends to Council that staff apply to the United Counties of Leeds & Grenville for the closure of Drummond St. as requested by the Newboro and Area CEC.

Carried

**RECOMMENDATION 158-2026**

Moved by Councillor Hutchings  
Seconded by Councillor Bulloch

WHEREAS the Portland and Area CEC passed Recommendation #2026-01 requesting that bars be installed on the wall in the hallway to hang posters etc. for events;

NOW THEREFORE be it resolved, that the Committee of the Whole recommends to Council that staff install the rails provided by the CEC.

Carried

Parks and Recreation Committee Minutes

The Parks and Recreation Committee Minutes of March 9, 2026 were received by Committee.

**RECOMMENDATION 159-2026**

Moved by Councillor Maxwell  
Seconded by Councillor J. Banks

Be it resolved that the Committee of the Whole acknowledges the Parks and Recreation Committee Minutes of March 9, 2026.

Carried

Recommendations from Parks and Recreation Committee Minutes

**RECOMMENDATION 160-2026**

Moved by Councillor P. Banks  
Seconded by Councillor Maxwell

WHEREAS at the Parks and Recreation Committee Meeting held March 9, 2026, recommendation #04-2026 was passed requesting that staff review the pathways in Heritage Park and report back with a plan to make them accessible and complete in 2027;

NOW THEREFORE be it resolved that the Committee of the Whole recommends to Council that staff be directed to bring forward a report.

Carried

Mayor Hoogenboom advised that he would be leaving the chair to debate and discuss this item and handed the Chair over to Deputy Mayor Dunfield.

The following motion was brought forward:

Moved by Councillor Maxwell  
Seconded by Councillor Pollard

WHEREAS at the Parks and Recreation Committee Meeting held March 9, 2026, recommendation #05-2026 was passed requesting that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded;

AND FURTHER that the creation of a park in Elgin at Harry Seeley Drive be considered for the next Trillium Grant;

NOW THEREFORE be it resolved that the Committee of the Whole recommends to Council that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded;

AND FURTHER that the Parks and Recreation Committee bring forward ideas and associated costing for the creation of a park prior to the 2027 Trillium Grant deadline.

**RECOMMENDATION 161-2026**

Moved by Councillor Maxwell  
Seconded by Councillor P. Banks

Be it resolved that the main motion be amended by removing the 2nd paragraph and the last section of the 4th paragraph in reference to the trillium grant.

Carried

**RECOMMENDATION 162-2026**

Moved by Councillor Maxwell  
Seconded by Councillor Pollard

WHEREAS at the Parks and Recreation Committee Meeting held March 9, 2026, recommendation #05-2026 was passed requesting that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded;

NOW THEREFORE be it resolved that the Committee of the Whole recommends to Council that the motion to declare the properties in Elgin on Harry Seeley Drive surplus be rescinded;

AND FURTHER that the Parks and Recreation Committee bring forward ideas and associated costing for the creation of a park.

Carried

Following the vote, Mayor Hoogenboom returned to the Chair.

**ADMINISTRATION - REPORTS**

Leila Stafford, Recreation and Volunteer Coordinator: Recreation Update

Leila Stafford, Recreation and Volunteer Coordinator, provided a verbal and written Recreation Update to Committee under Report CLS-2026-04.

The following motion was brought forward:

Moved by Councillor Bulloch  
Seconded by Councillor J. Banks

Be it resolved that the Committee of the Whole (CoW) recommends to Council that it receives for information the April 2026 recreation update on operations;

AND FURTHER that the Committee of the Whole (CoW) recommends to Council that By-Laws be passed to authorize the Mayor and Clerk to sign the Lower Beverley Lake Park Memorandum of Understanding (MOU) and the Westport Lions Beach Memorandum of Understanding (MOU) for the 2026 summer swim program;

AND FURTHER that the Committee of the Whole (CoW) recommends to Council that staff be authorized to submit an application to the Ontario Enhancing Access to Spaces for Everyone (EASE) Grant to purchase accessible benches, picnic tables and solar lighting for parks and trails, as presented in CoW Report CLS-2026-04.

Carried

The recorded vote was requested by Councillor Hutchings.

Councillor Linda Carr (virtual) left the meeting at 11:32 am.

**RECOMMENDATION 163-2026**

Moved by Deputy Mayor Dunfield  
Seconded by Councillor P. Banks

Be it resolved that the third paragraph be amended for the EASE grant application to be for an accessible play structure at the Ronald E. Holman Complex.

For (2): Deputy Mayor Dunfield, and Councillor P. Banks

Against (6): Mayor Hoogenboom, Councillor J. Banks, Councillor Bulloch, Councillor Hutchings, Councillor Maxwell, and Councillor Pollard

Voter Type: Majority (Present), Recorded

Defeated (2 to 6)

**RECOMMENDATION 164-2026**

Moved by Councillor Bulloch  
Seconded by Councillor J. Banks

Be it resolved that the Committee of the Whole (CoW) recommends to Council that it receives for information the April 2026 recreation update on operations;

AND FURTHER that the Committee of the Whole (CoW) recommends to Council that By-Laws be passed to authorize the Mayor and Clerk to sign the Lower Beverley Lake Park Memorandum of Understanding (MOU) and the Westport Lions Beach Memorandum of Understanding (MOU) for the 2026 summer swim program;

AND FURTHER that the Committee of the Whole (CoW) recommends to Council that staff be authorized to submit an application to the Ontario Enhancing Access to Spaces for Everyone (EASE) Grant to purchase accessible benches, picnic tables and solar lighting for parks and trails, as presented in CoW Report CLS-2026-04.

For (4): Mayor Hoogenboom, Councillor Bulloch, Councillor Maxwell, and Councillor Pollard

Against (4): Deputy Mayor Dunfield, Councillor J. Banks, Councillor P. Banks, and Councillor Hutchings

Voter Type: Majority (Present), Recorded

Defeated (4 to 4)

Councillor Linda Carr (virtual) joined the meeting at 11:36 am.

**RECOMMENDATION 165-2026**

Moved by Deputy Mayor Dunfield  
Seconded by Councillor P. Banks

Be it resolved that the Committee of the Whole (CoW) recommends to Council that it receives for information the April 2026 recreation update on operations;

AND FURTHER that the Committee of the Whole (CoW) recommends to Council that By-Laws be passed to authorize the Mayor and Clerk to sign the Lower Beverley Lake Park Memorandum of Understanding (MOU) and the Westport Lions Beach Memorandum of Understanding (MOU) for the 2026 summer swim program; as presented in CoW Report CLS-2026-04.

Carried

### **RECOMMENDATION 166-2026**

Moved by Councillor P. Banks  
Seconded by Councillor Hutchings

Be it resolved that Committee of the Whole (CoW) recommends to Council that staff be authorized to submit an application to the Ontario Enhancing Access to Spaces for Everyone (EASE) Grant to purchase accessible measures to existing pathways throughout the municipality.

Carried

### **Mary Ellen Truelove, Clerk: Utilization of Local Newspaper**

Mary Ellen Truelove, Clerk, provided a verbal and written report regarding Utilization of Local Newspaper, under report ADM-2026-08.

### **RECOMMENDATION 167-2026**

Moved by Councillor Bulloch  
Seconded by Councillor Hutchings

Be it resolved that Committee of the Whole recommends to Council that By-Law 2007-64 (Giving of Public Notice Policy) be rescinded and a By-Law to adopt a new Public Notice Policy be brought forward to Council for approval, as presented in CoW report ADM-2026-08.

Carried

### **CORRESPONDENCE FOR ACTION/INFORMATION: None**

### **BUSINESS ARISING**

#### **Rideau Lakes Alto Working Group: Verbal Update**

Councillor P. Banks provided the following update:

- Two letters drafted for Mayors signature inviting MP Barrett and MPP Clarke to attend an Alto Information Session and Pinning Party on April 21st from 5:00 - 9:00 p.m. in Elgin

- An invoice for the purchase of the signs will be provided to the Clerk
- Invited a Council member from Mirabel to speak on the 21st.

### **NEW BUSINESS**

#### **Proposed Motion: Deputy Mayor Dunfield - Support PEC Resolution re OPP - Sustainable Police Services Funding**

#### **RECOMMENDATION 168-2026**

Moved by Deputy Mayor Dunfield  
Seconded by Councillor Carr

Be it resolved that the Township of Rideau Lakes supports Prince Edward County's Resolution 2026-111 urging the province of Ontario to expeditiously review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities, so that communities with changing populations and expanding service demands receive fair and sustainable provincial support;

AND FURTHER that this resolution be forwarded to the Premier of Ontario, the Solicitor General of Ontario, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC), the Ontario Association of Police Services Boards (OAPSB), Ontario Eastern Municipal Conference (OEMC), North Eastern Ontario Recreation Association (NOERA), Rural Recreation Association (RRA) and all Ontario municipalities for endorsement.

Carried

#### **Proposed Motion: Councillor P. Banks - Council Member Participation in OMERS**

#### **RECOMMENDATION 169-2026**

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

WHEREAS the Ontario Municipal Employees Retirement System Act, 2006 permits municipalities to allow members of council to participate in the OMERS;

AND WHEREAS participation in OMERS for members of council is optional and requires a municipal By-Law;

AND WHEREAS more municipalities across Ontario are moving to include this option as part of council compensation to help attract new candidates;

AND WHEREAS Council recognizes the importance of attracting a broader and more diverse pool of candidates for the 2026–2030 term;

NOW THEREFORE be it resolved that staff be directed to report back with a draft by-law to permit Members of Council, beginning with the 2026–2030 term, to opt into OMERS on a voluntary basis, including financial and administrative implications.

Carried

**NOTICE OF MOTIONS: None**

**MAYOR'S UPDATE**

- April 8: I attended in Brockville, the regular County Council Committee of the Whole;
- April 9: I attended virtually the Maple View Lodge Board of Management Meeting;
- April 10: I attended the Township of Front of Yonge Business Awards breakfast followed by attendance at Chantry to review the Agenda;
- I am pleased to note that the Narrows Lock Road will be tendered shortly and subsequently to my lobbying, will include paved shoulders.

**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.

**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 no questions had been received.

**CLOSED MEETING: None**

**REPORT REGARDING CLOSED MEETING: None**

**ADJOURNMENT**

Mayor Hoogenboom declared the meeting adjourned at 11:59 a.m.

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Arie Hoogenboom, Chair

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Mary Ellen Truelove, Clerk