



MUNICIPALITY OF CASSELMAN

REGULAR MEETING

Tuesday, April 29, 2025, 6:00 P.M.

Council Meeting Room

750 Principale - Hall B1

Casselman, ON, K0A 1M0

Council

Genevieve Lajoie, Mayor
Paul Groulx, Councillor
Francine Leblanc, Councillor
Anik Charron, Councillor
Sylvain Cleroux, Councillor

Resource persons

Sébastien Dion, Clerk
Yves Morrisette, CAO
Mélodie Sorrell, Director of operations and human resources
Simon Thibeault, Treasurer
Pierre-Paul Beauchamp, Director of Public Work
Martin Allard, Chief Building Official
Jenna Huisman, Director of Parks and Recreation
Martin Rousseau, Fire Chief

1. OPENING OF THE MEETING

The chair calls the members to order at 6:00 p.m.

2. ADOPTION OF AGENDA

Resolution No. 2025-89

Moved by: Paul Groulx

Seconded by: Anik Charron

Be it resolved that the agenda be accepted, without modifications:

- The items 9.1 and 10.2.1 will be addressed together under item 10.2.1.

Carried

3. LAND ACKNOWLEDGEMENT

We acknowledge that in Eastern Ontario, we are on the unceded traditional territory of the Algonquin Anishnaabe and on the vast territory of the Haudenosaunee.

4. DISCLOSURE OF PECUNIARY INTERESTS

5. DELEGATIONS

1. Promotion of Leadership for Community Development

The representatives of the PLDC provides a presentation about the organization.

2. TVC 22 - Living Lab Casselman

TVC 22 provides a presentation about their living lab initiative.

6. MAYOR'S & COUNCILLORS MESSAGE

7. CONSENT ITEMS

All items listed under the consent items will be adopted by a single motion requiring a majority vote. These items will not be discussed separately unless it is requested, prior to the Council voting on the motion, that a consent item be severed from the motion. The separate item(s) will be reviewed immediately after the consent points.

Resolution No. 2025-90

Moved by: Sylvain Cleroux

Seconded by: Francine Leblanc

Be it resolved that all items listed under the consent items section be received and/or adopted as presented.

Carried

1. Adoption of the minutes of Regular Meeting held April 8, 2025
2. Reception of the 2024 Annual Report for Integrity Commissioner Services
3. Receipt of CRCVC meeting minutes – Meetings of November 4, 2024, and February 13, 2025
4. Receipt of the Casselman Public Library Board Minutes - Meetings of February 5, 2025 and March 19, 2025
5. Receipt of the SNC Board of Directors Minutes - Meetings of January 16, 2025 and February 20, 2025

8. NOTICES OF MOTIONS AND MEMBERS' ITEMS

1. Geneviève Lajoie - Exploration of Hazardous Waste Disposal Options

Resolution No. 2025-91

Moved by: Genevieve Lajoie

Seconded by: Francine Leblanc

Whereas responsible hazardous waste disposal is essential for environmental protection, public health, and regulatory compliance;

And whereas Casselman residents require safe and accessible options for the disposal of hazardous waste, including household chemicals, electronic waste, and other materials that require special handling;

And whereas the 2026 budget exercise presents an opportunity to assess potential programs or partnerships that could improve hazardous waste disposal services in a cost-effective and sustainable manner;

Be it resolved that council direct municipal staff to explore hazardous waste disposal options, including but not limited to:

- Potential partnerships with neighboring municipalities or waste management providers;
- The feasibility of hosting dedicated hazardous waste collection events;
- Cost estimates and logistical considerations for a permanent or recurring disposal program;
- Any available funding opportunities from provincial or federal sources to support hazardous waste management initiatives;

Be it further resolved that staff provide a report with findings and recommendations in time for council's consideration ahead of the 2026 budget deliberations.

Carried

9. FORMAL REQUESTS FROM COMMITTEES AND LOCAL BOARDS

1. CRCVC Resolution 2025-001 - Permanent relocation of the Christmas Festival kiosks to 750 Principale

The subject will be dealt with at item 10.2.1.

10. REPORTS AND ITEMS OF THE ADMINISTRATION

1. Administration

10.1.1 DG-2-2025 - Proposal for Municipal Restructuring

Resolution No. 2025-92

Moved by: Paul Groulx

Seconded by: Anik Charron

That Council acknowledges the reception of administrative report DG-2-2025 in anticipation of the adoption of the proposed restructuring agreement with the Municipality of La Nation and the United Counties of Prescott and Russell identified at item 11.2 of the agenda.

Carried

10.1.2 GR-6-2025 - Community Well-Being – Donation Requests

Resolution No. 2025-93

Moved by: Anik Charron

Seconded by: Sylvain Cleroux

Be it resolved that Council agrees to grant the following funding:

- Community Engagement Committee: \$1 000
- Académie de la Seigneurie : \$300
- C.C.S Food Bank : \$1 200
- Leadership Féminin Prescott-Russell : \$500
- Valoris Prescott-Russell : \$350
- Promotion of Leadership for Community Development : \$1000
- Casselman Public Library : \$1000

Carried

10.1.3 GR-7-2025 - Bird's Eye View Park - Tender Results for Phase 2 Projects

Resolution No. 2025-94

Moved by: Sylvain Cleroux

Seconded by: Paul Groulx

That Council acknowledges the reception of administrative report GR-7-2025;
and

Accepts the recommendation of the firm J.L. Richards by awarding the contract to A.L. Blair Construction Ltd to carry out the work outlined in Tender ADM-009-2025 in the amount of \$204,617.50 plus HST, which notably include the construction of a new recreational pathway, the re-alignment of the existing gravel road, the relocation of the existing ditch, as well as the installation of a new security fence.

Carried

2. Operations and Human Resources

10.2.1 OPS-12-2024 - Request for Permanent Relocation of the Christmas Festival Booths to 750 Principale

Resolution No. 2025-95

Moved by: Sylvain Cleroux

Seconded by: Francine Leblanc

That Council acknowledges the reception of administrative report OPS-12-2024; and

Mandate the administration to obtain cost estimates for the plans required under Option 1 and to present this information to Council at a future meeting to enable an informed decision on whether to proceed with the project, including identifying the party responsible for covering these costs; and

That resolution 2025-001 of the CRCVC be postponed and added as an appendix to the next administrative report addressing this matter.

	For	Against	Conflict	Absent
Genevieve Lajoie		X		
Paul Groulx	X			
Francine Leblanc	X			
Anik Charron		X		
Sylvain Cleroux	X			
Results	3	2	0	0

Vote Type: Majority (Voted), Recorded
Carried (3 to 2)

3. Public Works - By-Law Enforcement

4. Parcs and Recreation

10.4.1 RL-10-2025 - Emergency Replacement – Fire Suppression Systems at the J.R. Brisson Complex

Resolution No. 2025-96

Moved by: Sylvain Cleroux

Seconded by: Paul Groulx

That Council acknowledges receipt of Administrative Report RL-10-2025; and

Approves the purchase and installation of a new fire suppression system in the canteen and kitchen of the Comptoir populaire Deguire Community Hall, located in the J.R. Brisson Complex, at a cost of \$15,490 plus HST; and

That the necessary funds for the purchase and installation be drawn from the allocation identified in the Financial Impact section of this report; and

That, given the urgent nature of the project and the associated health and safety concerns, Council agrees to waive its procurement policy to award the contract to Flame Safety Canada Fire Protection Inc. in order to avoid service interruptions during the rental of the community hall and when activities resume at the J.R. Brisson Complex in September.

Carried

10.4.2 RL-11-2025 - Mural - Create to Get Closer Program

Resolution No. 2025-97

Moved by: Sylvain Cleroux
Seconded by: Paul Groulx

That Council acknowledges the reception of administrative report RL-11-2025;
and

Approves an approximative amount of \$3,000 from the Bird's Eye View Park budget, as outlined in the Financial Impact section to participate in the "Create to Get Closer" program.

Carried

10.4.3 RL-12-2025 - Request for Free Hall - Promotion of Leadership for Community Development

Resolution No. 2025-98

Moved by: Sylvain Cleroux
Seconded by: Paul Groulx

That Council acknowledges the reception of administrative report RL-12-2025;
and

Approves the request to waive the hall rental fees of \$384.20, including taxes.

Carried

5. Planning

10.5.1 URB-5-2025 - Part Lot Control - 312 and 314 Zakari Street

Resolution No. 2025-99

Moved by: Francine Leblanc
Seconded by: Paul Groulx

That Council acknowledges the reception of administrative report URB-5-2025;
and

Approves the Part Lot Control By-law, which is included as schedule "B" to this report and item 11.1 of the Agenda; and

Directs staff to submit a certified copy of the said By-law to the Planning and Forestry Department of the United Counties of Prescott and Russell to ratify the By-law.

Carried

6. Construction

7. Fire Department

11. BY-LAWS

1. 2025-19 - To exempt from Part Lot Control - 312 and 314 Zakari Street

Resolution No. 2025-100

Moved by: Sylvain Cleroux

Seconded by: Francine Leblanc

Be it resolved that By-Law no. 2025-19 to exempt from Part Lot Control - 312 and 314 Zakari Street be read and adopted in 1st, 2nd and 3rd reading.

Carried

2. 2025-20 - To authorize a restructuring proposal agreement between the Municipality of Casselman, the Municipality of The Nation and the United Counties of Prescott and Russell

Resolution No. 2025-101

Moved by: Paul Groulx

Seconded by: Sylvain Cleroux

Be it resolved that By-Law no. 2025-20 to authorize a restructuring proposal agreement between the Municipality of Casselman, the Municipality of The Nation and the United Counties of Prescott and Russell be read and adopted in 1st, 2nd and 3rd reading.

Carried

12. CORRESPONDENCE

Resolution No. 2025-102

Moved by: Paul Groulx

Seconded by: Anik Charron

Be it resolved that the correspondences listed on the agenda be received.

Carried

1. Ministry of Municipal Affairs and Housing - Annual Repayment Limit
2. Ministry of Agriculture, Food and Agribusiness - Agricultural System Implementation
3. Geneviève Lajoie
 - 12.3.1 Annual Golf Tournament Prescott-Russell Chamber of Commerce
 - 12.3.2 SNC - 2025 Free Tree Day
 - 12.3.3 SCN 2025 Budget
 - 12.3.4 Bradford West Gwillimbury - Landlord Tenant Reforms
 - 12.3.5 Brudenell, Lyndoch and Raglan - Child Welfare Funding
 - 12.3.6 Ministry of Rural Affairs - Enabling Opportunity: Ontario's Rural Economic Development Strategy

12.3.7 Ministry of Rural Affairs - Rural Road Safety Reply

12.3.8 Declaration of Emergency - Guide

12.3.9 Municipal Financial Profile and Financial Indicator Review

13. QUESTION PERIOD FROM COUNCIL TO DEPARTMENT HEADS

14. PUBLIC QUESTION PERIOD

15. MEETING SCHEDULE

16. UPCOMING EVENTS

[Calendar of events](#)

[Calendar of events](#)

17. CLOSED SESSION

18. CONFIRMATION BY-LAW

1. 2025-21 - To confirm Council procedures at Regular Meeting held April 29, 2025

Resolution No. 2025-103

Moved by: Anik Charron

Seconded by: Sylvain Cleroux

Be it resolved that By-Law no. 2025-21 to confirm Council's proceedings at its meeting of April 29, 2025 be read and adopted in 1st, 2nd and 3rd reading.

Carried

19. ADJOURNMENT

Resolution No. 2025-104

Moved by: Anik Charron

Seconded by: Sylvain Cleroux

Be it resolved that the present meeting be adjourned at 8:29 p.m.

Carried

Geneviève Lajoie, Mayor

Sébastien Dion, Clerk