

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
MINUTES
MAY 12, 2021

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on May 12, 2021 with Mayor Fraser in the Chair. The meeting was held virtually and broadcast on the Township's YouTube channel.

ROLL CALL: Mayor: Tony Fraser
Deputy Mayor: Allan Armstrong
Councillors: Gary Annable, Tyler Hoy, John Thompson
CAO: Angela Rutley
Treasurer: John Gareau
Economic Development & Communications Officer: Stephen Mann
Director of Public Works: Khurram Tunio
Director of Waste Management: Doug Froats
Director of Planning, Building & Enforcement: Calvin Pol
Director of Recreation and Culture: Meaghan Meerburg
Deputy Clerk: Nancy Johnston
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution
Resolution No. 01 Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson
THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 6:30 pm.
CARRIED

2. Adoption of Agenda
Resolution No. 02 Moved by Councillor Annable
Seconded by Councillor Hoy
THAT Council approve the agenda as presented.
CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof – NIL

4. Adoption of Minutes
 - a) Regular Meeting April 27 2021
Resolution No. 03 Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable
THAT the minutes of the Regular Meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held April 27th, 2021 be adopted as presented.
CARRIED

5. Delegations
 - a) Regional Waste Management Study DFA Infrastructure International Inc. Derek Ali President. Video power point presentation.
Mr. Ali advised the purpose of the Regional Waste Management Study is to identify opportunities for potential collaboration among the Local Municipalities including the possibility for SDG and/or Cornwall to be possibility involved, to improve efficiencies and overall service delivery of all local municipalities. Mr. Ali reviewed local waste management practices in SDG, discussed challenges and issues relating to landfill sites and presented considerations for potential collaboration and working together options.

He asked Council provide a written response to four questions to enable the Committee to proceed to the next phase of the study:

1. Which waste management collaboration opportunities interest your Municipality the most?
2. What information does your Council need to be able to decide whether to support regional and/or inter-municipal collaboration efforts.
3. Does your Council have any input or preference regarding who should lead the coordination of collaboration efforts going forward (e.g., a specific municipality, a group of municipalities SDG, a joint committee or board)?
4. Does your municipality have any other unique items or issues that need to be considered with the analysis of collaboration opportunities?

Mayor Fraser and Deputy Mayor Armstrong reiterated that the goal of this process was to explore best practices and potential collaboration possibilities within SDG. It was not the goal of the study to create a regional waste management program. Mr. Ali was thanked for his very informative presentation.

Resolution No. 04

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by Derek Ali, President DFA International Inc.re: SDG Regional Waste Management.

CARRIED

6. Closed Session – NIL

7. Open Session – NIL

8. Action Requests

a) Finance – NIL

b) Economic Development and Communications – NIL

c) Public Works

i) Water and Sewer Allocation - 31 Main Street

Resolution No. 05

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT Council allocates 1 water unit and 1 sewer unit as per By-Law 2020-23 to the vacant property located at 29/31 Main Street in Chesterville, submitted by Charbel Bouroufail.

CARRIED

ii) 2021 Summer Staff Hires

Resolution No. 06

Moved by Councillor Annable
Seconded by Councillor Thompson

THAT Council approves the job description for the engineering/maintenance student position dated May 12, 2021; AND THAT Council approves the recommendation of the summer student hiring committee and authorizes the hiring of 2021 Public Works Summer Hires for the 2021 season.

CARRIED

iii) Interim Duties Patrol Foreman

Resolution No. 07

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council approve compensation for the Road Lead Hand/Subforeman, Barry Giberson, at Level 8 Grade 1 for the period of February 15, 2021 to March 23, 2021 in recognition of additional tasks that were being completed during this time period.

CARRIED

- d) Waste Management
- i) Part Time Truck Driver Labourer
Resolution No. 08
- Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable
- THAT Council approve the recommendation of the Director of Waste Management and authorize the hiring of Jed Murphy for the Part Time Truck Driver/Labourer position in the Waste Management Department effective May 10th as per the offer of employment.
- CARRIED
- e) Planning Building and Enforcement
- i) Accept Zoning Amendment Application Johndin Farms Inc.
Resolution No. 09
- Moved by Councillor Hoy
Seconded by Councillor Thompson
- THAT Council hereby accept the rezoning application as complete from Mr. W. DeJong on behalf of Johndin Farms Inc. and direct that the public meeting be held on June 9, 2021 at 6:30 pm.
- CARRIED
- ii) Executive Assistant and Deputy Clerk Job Description
Resolution No. 10
- Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable
- THAT Council approve the updated job description for the position of Executive Assistant and Deputy Clerk for the Planning, Building and Enforcement Department effective May 12, 2021.
- CARRIED
- f) Recreation and Culture
- i) 2021 Recreation & Culture Summer Staff Hires
Resolution No. 11
- Moved by Councillor Thompson
Seconded by Councillor Hoy
- THAT Council approves the recommendation of the summer student hiring committees and authorizes the hiring of the 2021 Recreation & Culture Summer Hires; AND THAT Council authorizes the new position of Maintenance/Parks Labourer/Shift Supervisor and the associated job description dated May 12, 2021.
- CARRIED
- ii) Lease Agreement 5 William St. Chesterville
Resolution No. 12
- Moved by Councillor Annable
Seconded by Deputy Mayor Armstrong
- THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease agreement, with Ms. Ashley Small, for the Chesterville Park Pavilion Building, for the term of September 1, 2021 until August 31, 2022.
- CARRIED
- iii) Lease Agreement Chesterville & District Arena Canteen
Resolution No. 13
- Moved by Councillor Hoy
Seconded by Councillor Annable
- THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease agreement, with Mr. Bill Leclair, for the Chesterville & District Arena canteen space
- CARRIED
- g) Fire – NIL

h) CAO

- i) Updated Parttime Wage Schedule
Resolution No. 14

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council approve the Part-Time Wage Schedule dated May 12, 2021 and authorize that this schedule is to remain in effect until further notice.

CARRIED

- ii) Senior Municipal Services Assistant
Resolution No. 15

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT Council accepts the job description for the position of Senior Municipal Services Assistant dated May 6, 2021.

CARRIED

- i) Clerk – NIL

9. Tenders and Quotations

- a) Sidewalk Construction

PW-2021-03

Resolution No. 16

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT the Council approve the award of the PW-2021-03 Quotation for Sidewalk Construction to Ottawa D-Squared Construction Limited in the amount of \$123,517.50 plus HST.

CARRIED

- b) Asphalt Paving of Various Roads

PW-2021-01

Resolution No. 17

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT the Council approve the award of the PW-2021-01 Tender for Asphalt Paving of Various Roads to A. L. Blair in the amount of \$2,932,853.69 plus HST.

CARRIED

- c) Supply of Granular A for Construction & Maintenance of Gravel Roads

PW-2021-02

Resolution No. 18

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT the Council approve the award of the PW-2021-02 Tender for Supply of Granular A for Construction and Maintenance of Gravel Roads to A. L. Blair in the amount of \$205,370 plus HST.

CARRIED

- d) Roof Replacements Mountain Memorial Park Tender

RC-2021-02

Resolution No. 19

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council award the tender for the roof replacements in the Mountain Memorial Park, located at 10480 Clark Rd., Mountain, to J&M Contracting Corp., for the stipulated price of \$12,500 excluding HST.

CARRIED

- e) Supply & Delivery of Fire Inspection & Maintenance Services 2021-2023
RC-2021-05

Resolution No. 20

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT Council award the tender for the supply & delivery of fire inspections & maintenance services for the years 2021-2023, to Douglas Fire Safety Systems Ltd. for the annual price of \$3,045 + HST.

CARRIED

- f) Supply & Delivery of Regular Maintenance Contracts 2021-2023

Resolution No. 21

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council award the supply & delivery of various regular maintenance contracts, for the period of May 12th, 2021 to March 31st, 2023, as per the listing below: (Listing included in Action Request.)

CARRIED

10. By-laws

- a) By-law No. 2021-34 Adoption of 2021 Tax Rates and Establishment of Due Dates
Resolution No. 22

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT By-law No. 2021-34 being a By-law to Adopt the 2021 Tax Rates and to establish the due dates thereof, be read and passed in Open Council, signed and sealed this 12th day of May 2021.

CARRIED

- b) By-law No. 2021-35 Being a By-law to amend By-law No. 2018-43

Resolution No. 23

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT By-law No. 2021-35, being a By-law to amend By-Law 2018-43 be read and passed in Open Council signed and sealed this 12th day of May 2021.

CARRIED

- c) By-law No. 2021-36 To Repeal By-law No. 2021-10

Resolution No. 24

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT By-law No. 2021-36, being a By-law to repeal By-law No. 2021-10, be read and passed in Open Council, signed and sealed this 12th day of May, 2021.

CARRIED

- d) By-law No. 2021-01 Officers & Committees Update

Resolution No. 25

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT By-law No. 2021-01, being a By-law for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations be amended as presented this 12th day of May, 2021.

CARRIED

11. Key Information

Economic Development & Communications – New Township Website – Officer Mann advised the new Township Website is expected to launch in mid May. The new website will include a popular resource section, revised main menu, enhanced search tools, a subscribe for email updates feature and a consistent design throughout the site that is accessibly compliant.

Waste Management – May 15th HHW Cancellation – Director Froats advised due to COVID-19 restrictions; the Household Hazardous Waste Day scheduled for May 15th

has been cancelled. Director Froats stated it would be impossible for staff and patrons to comply with the restrictions currently imposed.

Recreation & Culture – \$2 Million in Funding for the Hallville Community Park – Director Meerburg advised the Township has received funding approval on our application to the “Investing in Canada Infrastructure Program – Community, Culture and Recreation Stream”. The funding will be used to develop the Hallville Community Park over the coming 6 years. She noted the Investing in Canada Infrastructure Program is a cost-shared, application-based infrastructure funding opportunity. Contributions to the Township of North Dundas project include \$1,091,477 from the Federal Government, \$909,473 from the Provincial Government and \$727,742 from the Township of North Dundas.

12. Consent Agenda

Resolution No. 26

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council authorize payment of accounts as per the attached Council Reports dated:

April 7, 2021 to April 16, 2021 Batch 46 to 51 in the amount of \$266,786.85

April 17, 2021 to April 30, 2021 Batch 52 to 60 in the amount of \$410,812.98

AND that all other items listed under the Consent Agenda section of the Agenda be approved as recommended.

CARRIED

13. Boards and Committees – NIL

14. Motions and Notices of Motions – NIL

15. Petitions – NIL

16. Council Comments and Concerns

Mayor Fraser advised the next regular Council meeting will be held Tuesday, May 25th at 7:00 pm. He also noted the June 8th meeting has been changed to June 9th. There will be a public meeting to consider a zoning by-law amendment at 6:30 pm that evening.

17. Unfinished Business – NIL

18. Ratification By-law

Resolution No. 27

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT By-law No. 2021-37 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 12th day of May, 2021.

CARRIED

19. Adjournment by Resolution

Resolution No. 28

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council adjourn at 8:20 pm to the call of the Chair.

CARRIED

MAYOR

CLERK

These minutes are approved as written May 25, 2021.