

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

MINUTES

APRIL 13, 2021

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on April 13, 2021 with Mayor Fraser in the Chair. The meeting was held virtually through Zoom video conferencing, and streamed through Facebook live.

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
Fire Services Liaison Office: Mike Gruich
Deputy Clerk & Executive Assistant - PBE: Jess Manley
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 8:09 pm.

CARRIED

2. Adoption of Agenda

Resolution No. 02

Moved by Councillor Annable

Seconded by Councillor Hoy

THAT Council approve the agenda as amended. In Camera to follow Item 17, Unfinished Business.

CARRIED

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

4. Adoption of Minutes

a) March 23, 2021 Regular Meeting

Resolution No. 03

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT the minutes of the meeting of the Council of the Township of North Dundas held on March 23, 2021 be adopted as presented.

CARRIED

5. Delegations – NIL

6. Closed Session (followed Unfinished Business)

Resolution No. 24

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT Council proceed in Camera at 9:35 pm pursuant to Section 239 (2) of The Municipal Act S.O. 2001

(c) a proposed or pending acquisition or disposition of land by the municipality or local board. Specifically Municipal Property.
CARRIED

7. Open Session

Resolution No. 25

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council move to Open Session at 10:08 pm.

CARRIED

Resolution No. 26

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT Council authorizes Staff to proceed as directed on matters as discussed in Closed Session.

CARRIED

8. Action Requests

a) Finance – NIL

b) Economic Development and Communications – NIL

c) Public Works

i) Budget Amendment Additional Staffing

Resolution No. 04

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT the Council of the Township of North Dundas approves budget amendment #2021-01 in the amount of \$26,200 for additional staffing (2 summer students) to support spring and summer maintenance operations for the Public Works Department.

CARRIED

ii) Water & Sewer Allocation 1 Lori Lane

Resolution No. 05

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council allocates 4 water units and 4 sewer units as per By-Law 2020-23 to the vacant property located at 1 Lori Lane in Chesterville, submitted by Mark and Bonnie Thompson.

CARRIED

iii) Water and Sewer Allocation 216 North Street

Resolution No. 06

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council allocates 3 water units and 3 sewer units as per By-law 2020-23 to the vacant property located at 216 North Street, in Winchester, application submitted by Elsayed Ali and Azza Jabakhanji.

CARRIED

iv) Water and Sewer Allocation 533 Clarence Street West

Resolution No. 07

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council allocates 9.5 water units and 9.5 sewer units in accordance with By-law 2020-23, to accommodate the addition of 30 beds at the Dundas Manor located at 533 Clarence Street West in Winchester, application submitted by the Winchester District Memorial Hospital.

CARRIED

v) Water and Sewer Allocation 56 Tabitha Crescent

Resolution No. 08

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council allocates 1 water unit and 1 sewer unit as per By-law 2020-23, for a residential dwelling at 56 Tabitha Crescent in Chesterville, application submitted by Sean and Trudy Donovan.

CARRIED

vi) Water and Sewer Allocation 64 Erin Avenue

Resolution No. 09

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT Council allocates 1 water unit and 1 sewer unit as per By-law 2020-23 for a residential dwelling at 64 Erin Avenue in Chesterville, application submitted by Matthew Thompson.

CARRIED

vii) Water and Sewer Allocation 68 Erin Avenue

Resolution No. 10

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council allocates 1 water unit and 1 sewer unit as per By-law 2020-23 for a residential dwelling at 68 Erin Avenue in Chesterville, application submitted by Pierre Geneau.

CARRIED

viii) Water and Sewer Allocation 522 Church Street

Resolution No. 11

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT Council allocates 1 water unit and 1 sewer unit as per By-law 2020-23 for a residential dwelling at 522 Church Street in Winchester, application submitted by Courtney Thompson.

CARRIED

ix) Drinking Water System Annual Report 2020

Resolution No. 12

Moved by Councillor Thompson

Seconded by Councillor Annable

THAT Council receives the North Dundas Drinking Water System – 2020 Annual Report, prepared by Ontario Clean Water Agency on behalf of the Township of North Dundas.

CARRIED

x) Chesterville Wastewater System Annual Report

Resolution No. 13

Moved by Councillor Hoy

Seconded by Councillor Thompson

THAT Council receives the Chesterville Wastewater Treatment System – 2020 Annual Report, prepared by Ontario Clean Water Agency on behalf of the Township of North Dundas.

CARRIED

xi) Winchester Wastewater Treatment System 2020 Annual Report

Resolution No. 14

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT Council receive the Winchester Wastewater Treatment System – 2020 Annual Report, prepared by Ontario Clean Water Agency on behalf of the Township of North Dundas.

CARRIED

d) Waste Management – NIL

e) Planning Building and Enforcement – NIL

f) Recreation and Culture

- i) 2021 Pool Coordinator
Resolution No. 15

Moved by Councillor Hoy
Seconded by Councillor Thompson

THAT Council approve the recommendation of the Director of Recreation and Culture and the Recreation Coordinator, and authorize the hiring of Payton Halpenny to work for the Township of North Dundas as Pool Coordinator for the 2021 summer season.

CARRIED

- ii) April 1st Community Grants
Resolution No. 16

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council approve that the Seaway Surge Baseball Club Inc., Mountain Lions Club, and St. Paul's Presbyterian Church, each be awarded a \$400 Community Grant.

CARRIED

- iii) Little Free Library
Resolution No. 17

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council approve the SDG Library's request to situate a 'Little Free Library' at the Morewood Community Centre.

CARRIED

g) Fire – NIL

h) CAO

- i) Administrative Services Assistant Position
Resolution No. 18

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT Council approves the job description for the position of Administrative Services Assistant to be filled on a contract basis.

CARRIED

- ii) Part-Time Wages
Resolution No. 19

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council authorize and approve the attached Part-Time Wage Schedule and authorize this schedule to remain in effect until further notice.

CARRIED

i) Clerk – NIL

9. Tenders and Quotations – NIL

10. By-laws

- a) By-law No 2021-27 Housekeeping Bylaw Amendment
Resolution No. 20

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT By-law No. 2021-27, as amended (removal of Section 2.2) being a By-law to amend the former Township of Mountain Zoning By-law No. 79-6, the former Township of Winchester Zoning By-law No. 12-93, the former Village of Chesterville Zoning By-law No. 04-95, and the former Village of Winchester Zoning By-law 25-96, as amended, be read and passed in Open Council, signed and sealed this 13th day of April, 2021.

CARRIED

- b) By-law No. 2021-28 Sevita International Zoning Amendment
Resolution No. 21

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT By-law No. 2021-38, being a By-law to amend the former Township of Mountain Zoning By-law No. 79-6, as amended, be read and passed in Open Council, signed and sealed this 13th day of April, 2021.

CARRIED

- c) By-law No. 2021-29 Ontario Fire Safety Grant Agreement
Resolution No. 22

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas formally acknowledge the \$7,300.00 Fire Safety Grant from the Office of the Fire Marshal to be used for increased training opportunities including the purchase of laptops and software;

AND THAT By-law No. 2021-29, being a By-law to authorize the Mayor and Clerk to enter into a Transfer Payment Agreement between the Township of North Dundas and the Her Majesty the Queen in right of Ontario as represented by the Office of the Fire Marshal, be read and passed in Open Council, signed and sealed this 13th day of April, 2021.

CARRIED

11. Key Information

Finance – Government Funding: Treasurer Gareau advised Council of two funding opportunities relating to the Federal Gas Tax Fund and the Ontario Cannabis Legalization Implementation Fund.

Economic Development & Communications – 2021 Local Business Expo Update: Officer Mann advised the Expo Planning Committee hopes to host a virtual event this year showcasing a series of short videos professionally prepared detailing many of our local businesses. An application has been submitted for a Canada Healthy Communities Initiative grant to help cover costs with creating the videos and hosting a virtual event.

Economic Development & Communications – Explore North Dundas: Officer Mann advised approximately 8500 copies of the 2021 Explore magazine have been mailed to residents of North Dundas and the neighbouring villages of Russell, Finch, Avonmore and Berwick. This year's magazine focused on North Dundas' resilient local business community and how they have pivoted to the continued challenges of COVID-19.

Waste Management – Regional Waste Management Study: Director Froats continued discussions with Council relating issues tabled at the SDG County Council meeting on March 25.

Waste Management – Leaf and Yard Waste Pilot Project: Director Froats updated Council on the expanded leaf and yard waste pilot project. He advised dates and areas of collection and noted all leaf and yard waste will be collected in compostable bags and stockpiled at the Boyne Road Landfill Site.

Planning, Building & By-law – Building Permit Fees: Director Pol provided an update on building permits, noting we are hitting a record high number of permits. The PB&E Department is looking for adjustments to some permit fees. Director Pol provided examples of permits that could be adjusted. He noted if Council is in favour of a permit review, a public meeting will be arranged in accordance with the requirements of the Ontario Building Code and comments from the public will be included in the

presentation of the final proposed building permit fee structure provided to Council. Council agreed to the review.

Recreation & Culture - Vaccine Clinic Update: Director Meerburg provided an update on the Eastern Ontario Health Unit COVID-19 vaccination clinics held at the Joel Steele Community Centre.

Recreation & Culture – Improvements to Veteran’s View Park: Director Meerburg advised the Morewood Recreation Association is working on revitalizing Veteran’s View Park and requested Council’s permission to proceed with the replacement of the arch, purchase and install a gazebo and a custom designed sign. Council is very pleased with the park enhancements, however, as this a municipal property would like to see our municipal sign design incorporated to maintain standardization along with the Morewood RA sign design.

Recreation & Culture – Sports & Recreation Update: Director Meerburg provided an update on sports fields, slabs and recreation program schedules during shutdown.

12. Consent Agenda

Resolution No. 23

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council authorize payment of accounts as per the attached Council Reports dated March 01, 2021 to March 15, 2021 Batch 27 to 31 in the amount of \$348,979.38 dated March 16, 2021 to April 7, 2021 Batch 32 to 41 in the amount of \$4,456,899.09; and

THAT all other items listed under the Consent 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

Deputy Mayor Armstrong spoke to the Communications position. He asked Council to review his comments (as a starting point to create a job description) and be prepared to discuss this position further at the April 27th Council meeting.

Mayor Fraser asked Council members to consider changing the Tuesday, May 11th Council meeting to Wednesday, May 12th. Council agreed to changing the meeting date.

17. Unfinished Business – NIL

18. Ratification By-law

Resolution No. 27

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT By-law No. 2021-30 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 13th day of April, 2021.
CARRIED

19. Adjournment by Resolution
Resolution No. 28

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council adjourn at 10:10 pm to the call of the Chair.

CARRIED

MAYOR

CLERK

These minutes are approved as presented April 27, 2021.