

# THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

## MINUTES

June 9, 2021

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A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on June 9, 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  
Director of Public Works: Khurram Tunio  
Director of Recreation and Culture: Meaghan Meerburg  
Fire Services Liaison Office: Mike Gruich  
Economic Development & Communications Officer (EDO): Stephen Mann  
Director of Waste Management: Doug Froats  
Director of Planning: Calvin Pol  
Pool Coordinator: Payton Halpenny  
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 Annable

THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 6:56 pm.

CARRIED

2. Adoption of Agenda

Resolution No. 02

Moved by Councillor Thompson  
Seconded by Councillor Hoy

THAT Council approve the agenda as amended. Addition 11 f) KIR – Update on Municipal Pools.

CARRIED

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

4. Adoption of Minutes

a) May 25 2021 Regular Meeting Minutes

Resolution No. 03

Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson

THAT the minutes of the Regular Meeting of the Council of the Township of North Dundas, held May 25, 2021 be adopted as presented.

CARRIED

5. Delegations – NIL

6. Closed Session

Resolution No. 04

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT Council proceed in Camera at 6:59 pm pursuant to Section 239 (2) of The Municipal Act, 2001

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

CARRIED

7. Open Session

Resolution No. 05

Moved by Councillor Thompson

Seconded by Councillor Annable

THAT Council move to Open Session at 7:37 pm.

CARRIED

Resolution No. 06

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

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

CARRIED

8. Action Requests

a) Finance – NIL

b) Economic Development and Communications

i) Morewood Lucky Mart CIP

Resolution No. 07

Moved by Councillor Annable

Seconded by Councillor Hoy

THAT Council approve funding under the Township of North Dundas' Community Improvement Plan for a Signage Grant of \$1,475 for the property located at 98 Main St, Morewood; AND THAT Council authorize the Mayor and CAO to execute the required agreement.

CARRIED

c) Public Works

i) Hiring of Patrol Supervisor and Drainage Superintendent

Resolution No. 08

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT Council approves the job description for the Patrol Supervisor and Drainage Superintendent position dated March 1, 2021; AND THAT Council accepts the recommendation of the hiring committee and approves the hiring of Jamie Cheney as Patrol Supervisor and Drainage Superintendent, as per the offer of employment dated June 1, 2021.

CARRIED

d) Waste Management – NIL

e) Planning Building and Enforcement

i) Silver Creek Estates Subdivision Parkland

Resolution No. 09

Moved by Councillor Hoy

Seconded by Councillor Annable

That Council hereby authorizes the transfer of Block 38 on the draft plan of subdivision for the Silver Creek Estates Subdivision (8M-14) in Hallville to the South Nation Conservation Authority as passive parkland.

CARRIED

f) Recreation and Culture

i) Morewood Fire Hall Cistern Pump Replacement

Resolution No. 10

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT Council approve budget amendment #2021-09 for the replacement of the cistern pump for the Morewood Fire Hall, to be funded using \$5,000 from the 2020 surplus.

CARRIED

ii) Dundas County Players Lease Agreement

Resolution No. 11

Moved by Councillor Thompson

Seconded by Councillor Annable

THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease Agreement, with the Dundas County Players, for use of the Old Town Hall, for a period of 2 years.

CARRIED

g) Fire – NIL

h) CAO

i) Senior Municipal Services Assistant

Resolution No. 12

Moved by Councillor Annable

Seconded by Deputy Mayor Armstrong

THAT Council accepts the recommendation of the hiring committee and approves the hiring of Emily Beach as Senior Municipal Services Assistant as per the offer of employment dated May 31, 2021.

CARRIED

ii) Communications Officer

Resolution No. 13

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT Council approves the job description for the position of Communications Officer dated June 1, 2021 and the associated budget amendment 2021-08.

CARRIED

It was agreed, the Hiring Committee will consist of Mayor Fraser, Deputy Mayor Armstrong, CAO Rutley and Clerk McCaslin.

i) Clerk

i) Disposition of 10515 St. John Street Hallville

Resolution No. 14

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas declare the municipally-owned property (PIN# 661000187), located at 10515 St. John Street, in Hallville, surplus to the needs of the municipality and authorize the Clerk to advertise the property for public sale in accordance with the procedures outlined in the Township of North Dundas Sale & Disposition of Land Policy No. 17-2007.

CARRIED

9. Tenders and Quotations

a) Tender PW2021-04 for 2021 Truck Purchase

Resolution No. 15

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT Council award Tender # PW 2021-04, for the purchase of one 2021 truck, to Myers Kemptville Chevrolet Buick GMC in the amount of \$44,968 plus HST; AND THAT Council approve financing in accordance with budget amendment #2021-06.

CARRIED

- b) Tender RC2021-01 Chesterville Ball Field Lighting Replacement  
Resolution No. 16  
Moved by Councillor Thompson  
Seconded by Councillor Hoy  
THAT Council award Tender #RC2021-01 for the replacement of the Chesterville ball field lights, located at 155 Queen St., to Dundas Power Line Ltd., for the stipulated price of \$22,995 + HST.  
CARRIED
- c) Tender RC2021-04 South Mountain Tennis Courts Lighting & Pole Replacement  
Resolution No. 17  
Moved by Councillor Thompson  
Seconded by Councillor Hoy  
THAT Council award Tender # RC2021-04 for the replacement of the lights and poles at the South Mountain Tennis Courts, located at 10543 Main St., to Devries Electric Inc., for the stipulated price of \$13,674 excluding HST.  
CARRIED
- d) Tender RC2021-06 Morewood Fire Hall Foundation Repair Work  
Resolution No. 18  
Moved by Deputy Mayor Armstrong  
Seconded by Councillor Annable  
THAT the Council of the Township of North Dundas award Tender # RC2021-06 for the foundation repair work for the Morewood Fire Hall, located at 21 Russell St., Morewood, to DeJong Masonry, for the stipulated price of \$16,000 excluding HST AND THAT Council approve budget amendment #2021-07 for additional foundation repair costs of up to \$7,000, to be funded using fire hall reserves and the remaining funds from the Chesterville ballfield fence repairs.  
CARRIED

#### 10. By-laws

- a) By-law No. 2021-38 Starbank Developments 12015 Corp. Site Plan Control Agreement By-law  
Resolution No. 19  
Moved by Councillor Hoy  
Seconded by Councillor Annable  
THAT By-law No. 2021-38, being a By-law to authorize the Mayor and Clerk to enter into a Site Plan Control Agreement between the Township of North Dundas and Starbank Developments 12015 Corp. be read and passed in Open Council, signed and sealed this 9th day of June, 2021.  
CARRIED
- b) By-law No. 2021-40 Restrictive Covenant Agreement Silver Creek Estates Subdivision  
Resolution No. 20  
Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson  
THAT By-law No. 2021-40, being a By-law to authorize the Mayor and Clerk to enter into a Subdivision Restrictive Covenant Agreement between the Township of North Dundas and Shellian Inc. be read and passed in Open Council signed and sealed this 9th day of June, 2021.  
CARRIED
- c) By-law No. 2021-41 Johndin Farms Zoning Amendment  
Resolution No. 21  
Moved by Councillor Annable  
Seconded by Councillor Hoy  
THAT By-law No. 2021-41, being a By-law to amend the former Township of Winchester Zoning By-law No. 12-93, as amended, be read and passed in Open Council, signed and sealed this 9th day of June, 2021.  
CARRIED

- d) By-law No. 2021-01 Officers & Committees  
Resolution No. 22

Moved by Councillor Annable  
Seconded by Councillor Hoy

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 9th day of June, 2021.

CARRIED

- e) By-law No. 2020-19 Procedure Bylaw Amendment  
Resolution No. 23

Moved by Councillor Thompson  
Seconded by Deputy Mayor Armstrong

THAT Schedule "A" of By-law No. 2020-19, being a by-law to Govern the Proceedings, Conduct of Members and Calling of Meetings of Council and Committees be amended as presented this 9th day of June 2021.

CARRIED

#### Key Information

- a) Finance – Reporting on 2020 Surplus – Treasurer Gareau reported the Township ended fiscal 2020 with an overall surplus of \$341,301.99.
- b) Economic Development & Communications – Local Business Video Promotion Project – EDO Mann advised in lieu of our traditional in-person expo event; he is pleased to announce the official launch of the local business video promotion project. The intent of the videos is to promote our local businesses via the internet to show a snippet of what our businesses offer and why their customers love their product or service.
- c) Economic Development and Communications – Business Promotional Project – EDO Mann advised to help promote our businesses that are open for curbside pick-up and in store shopping, the Township has created signage that will be used in photos that reads "Yes, We're Open For Curbside Pickup and Also Open For In-Store Shopping". Photos will be taken with business owners holding the signs and will be published on the Township's Facebook page. Reusable gift bags with the logo Community Strong/Shop North Dundas will soon be available.
- d) Waste Management Services – Leaf & Yard Waste Update - Director Froats provided statistical data for leaf and yard waste collected in the villages of Winchester and Chesterville, hamlets and larger subdivisions.
- e) Waste Management Services – Regional Waste Management Collaboration – Director Froats provided potential responses to the four questions requested by DFA Consulting and the SDG Working Group relating to North Dundas. Council concurred with the Director's responses for onward forwarding to DFA and the SDG Working Group.
- f) Recreation & Culture – Update on Municipal Pools – Director Meerburg reviewed the plan to open our pools for the season in accordance with the Eastern Ontario Health Unit, the Red Cross and the Lifesaving Society for the targeted opening date of Saturday, June 19<sup>th</sup>. Council was supportive of opening our pools and accommodating as many swimmers as possible within the EOHU guidelines.

11. Consent Agenda

Resolution No. 24

Moved by Councillor Hoy  
Seconded by Councillor Thompson

THAT Council authorize payment of accounts as per the attached Council Reports dated May 1, 2021 to May 15, 2021 Batch 61 to 74 in the amount of \$313,537.32  
May 16, 2021 to May 31, 2021 Batch 75 to 79 in the amount of \$2,797,016.54

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

CARRIED

12. Boards and Committees – NIL

13. Motions and Notices of Motions – NIL

14. Petitions – NIL

15. Council Comments and Concerns

Mayor Fraser advised our next meeting will be held June 22<sup>nd</sup> commencing with a public meeting to consider two zoning by-law amendments at 6:30 pm.

16. Unfinished Business – NIL

17. Ratification By-law

Resolution No. 25

Moved by Councillor Annable  
Seconded by Deputy Mayor Armstrong

THAT By-law No. 2021-42 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 9th day of June, 2021.

CARRIED

18. Adjournment by Resolution

Resolution No. 26

Moved by Councillor Thompson  
Seconded by Councillor Hoy

THAT Council adjourn at 8:55 pm to the call of the Chair.

CARRIED

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MAYOR

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CLERK

These minutes are approved as presented June 22, 2021.