

**AGENDA**  
**Township of North Dundas**  
**636 St. Lawrence Street Winchester ON**  
**Tuesday, June 22, 2021**  
**The Regular Meeting will follow the Public Meeting**  
**that starts at 6:30 PM**

All meetings will be streamed live on the Township's [YouTube Channel](#)

Page

**1. Call Meeting to Order by Resolution**

**2. Adoption of Agenda**

- a) Additions, Deletions or Amendments  
All matters listed under Consent Agenda, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

**4. Adoption of Minutes**

- a) [Public Meeting - June 9, 2021](#) 4 - 5
- b) [Regular Meeting - June 9, 2021](#) 6 - 13

**5. Delegations**

- a) Eric Duncan, MP  
Stormont-Dundas-South Glengarry

**6. Closed Session**

- a) Pursuant to Section 239 (2) of the Municipal Act, 2001,  
(c) a proposed or pending acquisition or disposition of land by the Municipality of local board.

**7. Open Session**

**8. Action Requests**

- a) Finance
- b) Economic Development and Communications

c)	<b>Public Works</b>	
d)	<b>Waste Management</b>	
e)	<b>Planning Building and Enforcement</b>	
i.	<a href="#">Accept Zoning Amendment Application from Dario Laliberte</a>	14 - 16
f)	<b>Recreation and Culture</b>	
g)	<b>Fire</b>	
h)	<b>CAO</b>	
i.	<a href="#">Pandemic Staff Accommodation Policy</a>	17 - 20
i)	<b>Clerk</b>	
9.	<b>Tenders and Quotations</b>	
10.	<b>By-laws</b>	
a)	<a href="#">By-law No. 2021-43 Country Lane Zoning By-law Amendment</a>	21 - 30
b)	<a href="#">By-law No. 2021-44 Martin Reichert Zoning By-law Amendment</a>	31 - 41
c)	<a href="#">By-law No. 2021-45 Establish Certain Fees and Charges</a>	42 - 45
11.	<b>Key Information</b>	
a)	<a href="#">Clerk - Flag Protocol Policy</a>	46 - 48
12.	<b>Consent Agenda</b>	
a)	<a href="#">Request from Eric Duncan, MP Resolution of Support for the Creation of a Three-Digit (9-8-8) National Suicide Hotline</a>	49 - 50
13.	<b>Boards and Committees</b>	
a)	County Council: Mayor Fraser & Deputy Mayor Armstrong	
b)	Art on the Waterfront: Councillor Thompson	
c)	Canada Day: Mayor Fraser	
d)	Chesterville & District Historical Society: Councillor Thompson	

- e) Chesterville Carnival: Councillor Thompson
- f) Dairyfest: Councillor Hoy
- g) Display of Lights: Mayor Fraser
- h) Fire Chiefs Steering: Fire Commissioner Armstrong
- i) Winchester Downtown Revitalization: Councillor Annable

**14. Motions and Notices of Motions**

**15. Petitions**

**16. Council Comments and Concerns**

**17. Miscellaneous/Unfinished Business**

**18. Ratification By-law**

- a) [By-law No. 2021-46](#)

**19. Adjournment by Resolution**

51

**TOWNSHIP OF NORTH DUNDAS**  
**PUBLIC MEETING TO CONSIDER A ZONING AMENDMENT**  
**June 9, 2021**

A Public Meeting of Council, under Section 34 of the *Planning Act, R.S.O. 1990*, as amended was held to consider a proposed zoning amendment to the former Township of Winchester Zoning By-law No. 12-93. The meeting was held virtually and broadcast on the Township’s You-Tube channel. An invitation to attend and participate virtually was offered to the public.

**Roll Call:**

Mayor Fraser	Present
Deputy Mayor Armstrong	Present
Councillor Annable	Present
Councillor Hoy	Present
Councillor Thompson	Present

Township of North Dundas Staff present included CAO, Angela Rutley; Township Planner, Calvin Pol, Deputy Clerk Nancy Johnston and Clerk, Jo-Anne McCaslin who recorded the minutes. The Applicants, Willyan and Andia DeJong, representing Johndin Farms, attended virtually.

Chairperson Fraser called for a motion to open the public meeting.

**Moved by Deputy Mayor Armstrong and seconded by Councillor Thompson that the Public Meeting of the Council of the Corporation of the Township of North Dundas to consider a Zoning By-law Amendment be hereby called to order at 6:30 pm (Applicant Johndin Farms Inc /Willyan DeJong.)**  
**CARRIED.**

The Chairperson confirmed that in accordance with Section 34 of the Planning Act and Ontario Regulation 545/06, Public Notices were mailed out, emailed and a sign posted on May 18, 2021.

The Chairperson declared the meeting properly constituted as per the requirements of the *Planning Act* and called the meeting to order.

A detailed planning report and draft by-law prepared by Township Planner; Calvin Pol was previously circulated to Council and posted on the Township Website. The Chairperson then turned the meeting over to Mr. Pol who then made a power point presentation outlining the proposed amendment.

It was pointed out by the Planner that if a person or public body does not make oral submissions at this public meeting or make written submissions to North Dundas Township before the by-law is passed, the person or public body may not be entitled to appeal the decision of the Council of North Dundas to the Ontario Land Tribunal.

Planner Calvin Pol explained the **Johndin Farms Inc./Willyan DeJong Amendment**

The Township of North Dundas has received a site-specific-application zoning amendment application to amend the former Township of Winchester Zoning By-law No. 12-93 to rezone a portion of a property to allow a farm machinery repair, services and welding facility, in addition to the permitted uses of the Agricultural (AG) Zone.

The lands affected by this amendment are described as part of Parts of 20 and 21, Concession 2, former Township of Winchester, now the Township of North Dundas.

The applicant has applied to rezone a ~0.5-acre portion of the existing agricultural property fronting on County Road 43, known as 13640 County Rd 43, from the Agricultural (AG) zone to an Agricultural Exception Zone, to permit the use of existing buildings for a farm equipment repair and welding shop. The remainder of the property will remain Agricultural (AG) zoned. The applicant does not intend to construct any new buildings and will use existing farm buildings for the machine shop.

If the proposed by-law amendment is adopted, part of the subject land will be rezoned to Agricultural – Special Exception Forty-One (AG 41) to allow a farm machinery repair service and welding facility.

The property/land to which the proposed Zoning By-law amendment applies is not the subject of another application under the *Planning Act*.

In closing, Mr. Pol commented the proposed Zoning By-law Amendment constitutes good planning and is consistent with the 2020 Provincial Policy Statement and the County Official Plan.

Comments received under Section 34(15) of the Planning Act:

Ministries & Public Bodies:

No comments have been received to date.

Public Meeting Comments:

The Chairperson asked Members of Council and the Applicant if they had any questions or concerns and then opened the Public Meeting to questions and comments from the public.

There were no questions from the Applicant or members of the public.

Deputy Mayor Armstrong concurred with Mr. Pol's recommendation to support this application.

Chairperson Fraser stated the by-law would be considered during the regular meeting of Council.

**Moved by Councillor Hoy and seconded by Councillor Annable that the Public Meeting of the Council of the Corporation of the Township Dundas to consider a Zoning By-law Amendment be hereby adjourned at 6:42 pm. (Johndin Farms Inc/ Willyan DeJong.)  
CARRIED.**

\_\_\_\_\_  
Tony Fraser, CHAIRPERSON

\_\_\_\_\_  
Jo-Anne McCaslin, CLERK

## 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



### ACTION REQUEST – Planning Building and Enforcement

<b>To:</b>	Mayor and Members of Council
<b>Date of Meeting:</b>	June 22, 2021
<b>Subject:</b>	Accept Zoning Amendment Application from Dario Laliberte

### RECOMMENDATION:

**THAT Council hereby accepts the zoning amendment application from Dario Laliberte as complete and directs that the public meeting be held on July 13th, 2021 at 6:30 pm.**

### BACKGROUND:

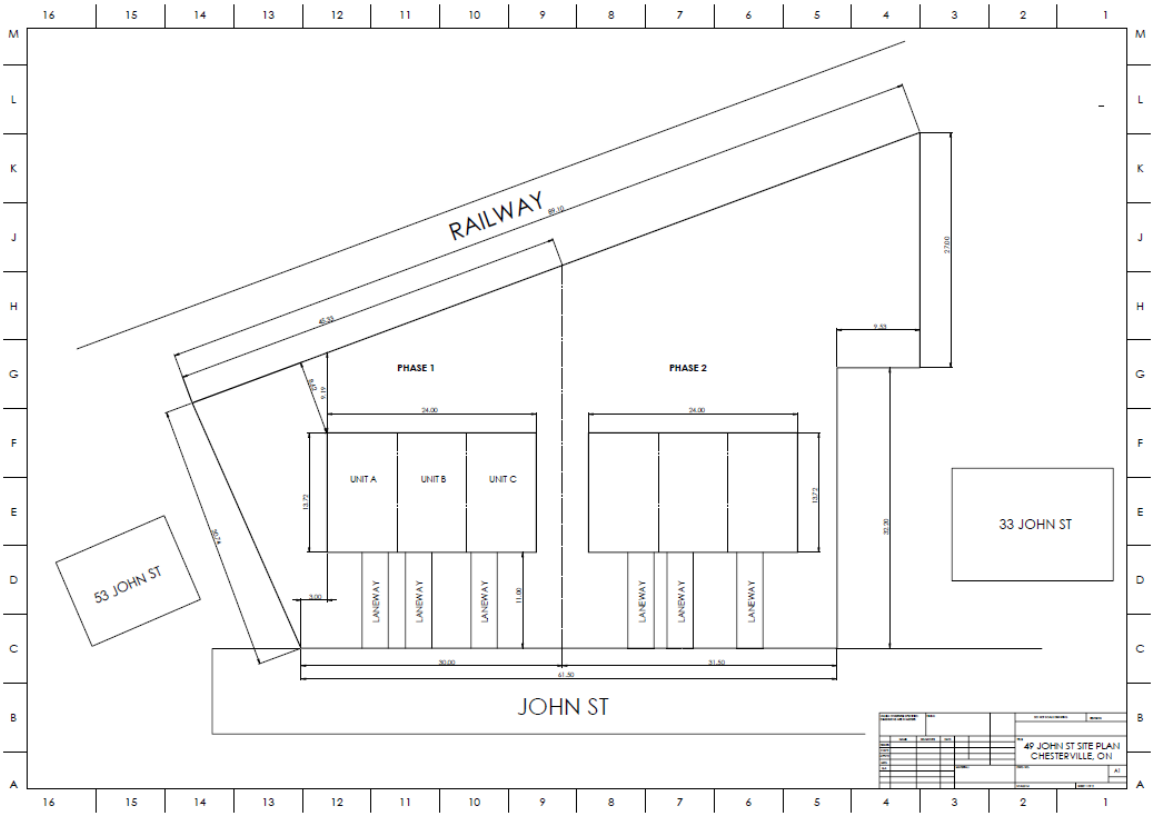
The Township of North Dundas received a site-specific Zoning By-law Amendment application from Dario Laliberte, to amend the former Village of Chesterville Zoning By-law No. 04-95 to rezone a parcel at 49 John Street, Chesterville from General Commercial (CG) to Residential Second Density (R2)

The property to which this application applies is described as Part of Lot 122, Block I on Plan 35, Part 1 on Registered Plan 8R-4197, former Village of Chesterville, now the Township of North Dundas, known as 49 John Street, Chesterville. The applicant has received a demolition permit to start to demolish the building on the property in preparation for future development.





The purpose of this application is to rezone the commercial property to Residential Second Density (R2), to permit the construction of townhouse dwellings. The applicant has supplied the following draft site plan:





**OPTIONS AND DISCUSSION:**

1. **Adopt the Resolution as Presented** – recommended.
2. **Do Nothing** – not recommended. The proponent can take the amendment to the Ontario Land Tribunal (OLT) for Council's failure to proceed (applicant must wait 150 days – Section 34(11) of the Planning Act).
3. **Refuse the Request** – not recommended. The proponent can take the amendment to the Ontario Land Tribunal immediately.

**FINANCIAL ANALYSIS:**

None at this time, increased tax assessment in the future once development is complete.

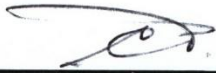
**OTHERS CONSULTED:**

CBO  
Applicant

**ATTACHMENTS:**

None.

**PREPARED BY:**



Calvin Pol, BES, MCIP, RPP  
Director of Planning, Building &  
Enforcement

**REVIEWED & APPROVED BY:**



Angela Rutley, BBA  
CAO





ACTION REQUEST – CAO	
<b>To:</b>	Mayor and Members of Council
<b>Date of Meeting:</b>	June 22, 2021
<b>Subject:</b>	Pandemic Staff Accommodation Policy

**RECOMMENDATION:**

**THAT Council approves policy #88-2020, a COVID-19 Staff Accommodation Policy, as amended to extend the effective date from June 30th to September 30th, 2021.**

**BACKGROUND:**

On December 15th, 2020, Council approved Policy #88-2020. This policy provides a maximum of five paid days of COVID-19 related leave from the workplace to cover all instances where the employee is unable to attend at the workplace, whether voluntary or involuntary related to COVID-19.

The existing policy effective date is from January 2 – June 30, 2021. Currently, many of our employees have received at least one dose of vaccine, but there has not been an opportunity for everyone to receive their second dose yet to achieve full vaccination. The estimates from the Eastern Ontario Health Unit indicate that second doses for those wishing to be vaccinated should be completed by the end of the summer. Therefore, the threat of illness and absence due to COVID is still present at this time and I would like to extend the policy effective date to September 30<sup>th</sup>, when second doses should be completed.

I have also added clarification that time required to receive a COVID vaccine is eligible under the policy. The original limit of five (5) days is not changed.

**OPTIONS AND DISCUSSION:**

- 1. Approve the amended policy** - recommended. This will continue to provide paid days to employees to help keep them from coming to the workplace when they have symptoms or potential exposure to positive cases. It will further provide time for employees to receive their vaccinations to help prevent them contracting COVID-19 or from becoming seriously ill.
- 2. Do not approve the amended policy** - not recommended. If employees show up at work with symptoms, or when they should be in quarantine, this puts their co-workers at risk. Employees who must be absent from work due to COVID-19, may experience significant time off without pay.

**FINANCIAL ANALYSIS:**

Wages and salaries are budgeted, so this policy does not create additional expense, unless a part-time employee is called in to fill in for an absence. Fortunately, there has been minimal use of COVID time to date. When it is used, it usually results in a loss of productivity, not an additional cost.


**OTHERS CONSULTED:**

Department Heads

**ATTACHMENTS:**

Policy #88-2020

**PREPARED BY:**

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Angela Rutley, BBA  
CAO

<b>POLICY MANUAL</b>	<b>Policy #88-2020</b>
<b>Township of North Dundas</b>	<b>Effective Dates:</b> <b>January 2 – September 30, 2021</b>
<b>Subject: COVID-19 Pandemic Staff Accommodation Policy</b>	Revised: February 9, 2021 June 22, 2021

## PURPOSE

This Policy/Procedure is without prejudice or precedent and reflects current knowledge and available information. This Policy shall be in force and effect from the date of passage until **September 30th, 2021**. A review shall occur prior to the end of the effective term to determine if additional accommodation needs to be made for any further portion of 2021. Such determination shall be made by Council.

This policy outlines additional entitlements for staff of the Township to accommodate instances where absences are required from work due to Covid-19.

## SCOPE

This Policy applies to all **regular full-time staff and employees under contract to work a minimum of 35 hours per week** with the Township who have not been offered arrangements to work remotely. It is intended to supplement, not replace, the Township's policy related to sick leave.

## PROCEDURE

For the effective term of the policy, eligible Township staff shall be provided a maximum of five (5) paid days of COVID-19 related leave from the workplace. This leave shall cover **all instances** where the employee is unable to attend at the workplace, whether voluntarily or involuntarily, **as approved by the Department Head and CAO**. Without limiting the generality of the foregoing, COVID-19 related absences from work shall include:

- Experiencing illness/symptoms of COVID-19 themselves;
- Exposure/possible exposure to an individual having or suspected of having COVID-19;
- Caring for/cohabitating with any individual having/suspected of having COVID-19; whether a family member or not;
- Required self-isolation;
- **Receiving a COVID vaccination**
- Any other circumstance determined by the Township in its sole discretion.

When the employee has exhausted their five (5) days of COVID-19 related leave, regular sick leave entitlements and processes shall apply.

The eligibility for this leave ends on the day that the employee's, or the potential exposure's, negative COVID-19 test result is reported by the testing agency.

Staff absent from work due to any COVID-related matter **may** be offered arrangements to work remotely, if their job can be performed remotely and the arrangement is approved by the Department Head and the Chief Administrative Officer. If remote work is offered and refused, the employee is not entitled to paid leave under this policy, but may use other applicable entitlements.

Any staff member who leaves Canada **for any reason whatsoever** is **required to quarantine** in accordance with current Government of Canada guidelines. Such employees are not eligible to use sick leave or the five (5) additional COVID-19 days outlined in this Policy however may use other available entitlements such as vacation/banked time, or an unpaid leave of absence. The article above is also applicable in this circumstance.

Unused entitlements under this Policy are not eligible for pay-out at the end of the year or carry over into the next year.

For absences covered under this Policy, employees are required to report the absence in the usual fashion. Notwithstanding, the Township maintains the right to require any employee to submit a medical certificate where COVID-19 leave is claimed.

Any matters disputed under this Policy shall be referred to the Chief Administrative Officer, whose determination in the matter shall be final.



ACTION REQUEST – Planning Building and Enforcement	
<b>To:</b>	Mayor and Members of Council
<b>Date of Meeting:</b>	June 22, 2021
<b>Subject:</b>	By-law No 2021-43 Country Lane Zoning By-law Amendment

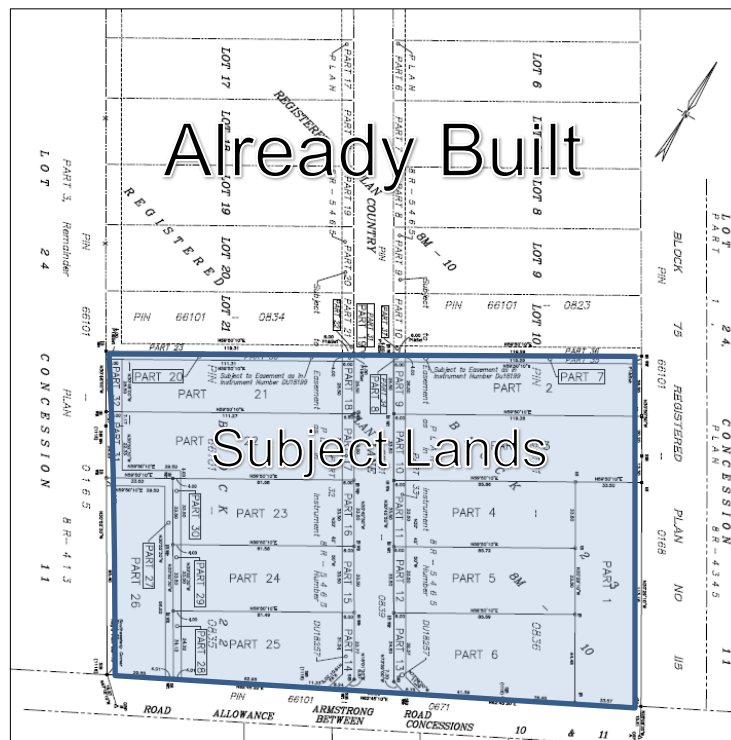
**RECOMMENDATION:**

THAT By-law No. 2021-43, 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 22nd day of June, 2021.

**BACKGROUND:**

The purpose of the application is to rezone two blocks from Rural (RU) to Estate Residential – Exception Three (ER-3) to permit the development of the lands for single detached dwelling units in accordance with the approved plan of subdivision (Phase 5).

The applicant has applied to rezone two blocks located on either side of Country Lane in Harmony. These two parcels are currently blocks within a plan of subdivision. The applicant wishes to continue with the final phase of the development and construct single detached dwelling units, similar to what they have already built in the area. The proposed rezoning will match the zoning of the rest of Country Lane and allow the builder, Falcon Homes, to complete the subdivision in an aesthetically consistent manner.



**OPTIONS AND DISCUSSION:**

1. **Adopt the Resolution as Presented** – recommended.
2. **Do Nothing** – not recommended. The proponent can take the amendment to the Ontario Land Tribunal (OLT) for Council's failure to proceed (applicant must wait 150 days – Section 34(11) of the Planning Act).
3. **Refuse the Request** – not recommended. The proponent can take the amendment to the Ontario Land Tribunal immediately.

**FINANCIAL ANALYSIS:**

No financial impact at this time. Possibility of increase in the assessment in the future.

**OTHERS CONSULTED:**

Applicant  
Public Bodies and Ministries  
CBO

**ATTACHMENTS:**

Draft Zoning By-law Amendment No. 2021-43

**PREPARED BY:**



Calvin Pol, BES, MCIP, RPP  
Director of Planning, Building &  
Enforcement

**REVIEWED & APPROVED BY:**



Angela Rutley, BBA  
CAO



## Planning Report Zoning By-law Amendment

RE:	Falcon Home Construction Inc. / Marc Brisson Zoning By-law Amendment
Meeting Date:	June 22, 2021
Current Zoning:	Rural (RU)
Proposed Zoning:	Estate Residential – Exception Three (ER-3)
Official Plan:	Rural Settlement Area
Subject Area:	20,829.46m <sup>2</sup> and 21,776.92m <sup>2</sup>
Existing Use:	Vacant
Proposed Use:	Rural residential subdivision

---

### 1. Purpose and Effect

The Township of North Dundas received a site-specific zoning amendment application for a small part of the property legally described as Blocks 22 and 23, on Plan 8M-10, Geographic Township of Mountain, now the Township of North Dundas. The purpose is to rezone the two blocks from Rural (RU) to Estate Residential – Exception Three (ER-3). If approved, the effect would be that the parcels can be developed in accordance with the plan of subdivision and that the zoning will be consistent with the rest of Country Lane.





## 2. Background

The subject property is located in the southern portion of Harmony on the corner of Country Lane and Armstrong Road. Mr. Brisson has applied to amend the former Township of Mountain Zoning By-law No. 79-6, on behalf of Falcon Home Construction Inc.

to rezone the parcels from Rural (RU) to Estate Residential – Exception Three (ER-3) to facilitate the development of the parcels in accordance with the plan of subdivision. The County Official Plan designation is Rural Settlement Area, which allows for rural subdivisions and low-density residential development.



## 3. Policy Direction

### 3.1 Provincial Policy Statement

Ontario has a set of Provincial Policy Statements (2020), of which the Council must have regard for the following relevant excerpts:

- 1.1.3.2 *Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*
- a) efficiently use land and resources;*
  - b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
  - c) minimize negative impacts to air quality and climate change, and promote energy efficiency;*
  - d) prepare for the impacts of a changing climate;*
  - e) support active transportation;*
  - f) are transit-supportive, where transit is planned, exists or may be developed; and*
  - g) are freight-supportive.*



### 3.2 Official Plan – United Counties of Stormont, Dundas and Glengarry

The lands subject to this amendment are designated as Agricultural Resource Lands. Table 3.5 of the Official Plan outlines the permitted uses in each designation:

**Table 3.5**     *Rural Settlement Area (Residential)*  
                     *- Low and medium density housing in keeping with the character and scale of the Area*

#### 3.5.1.1 Adequate Lot Size

*The lot size shall be adequate for all existing, proposed, or potential future land uses including the expansion of buildings and structures above and below ground and any associated private water and sewer services. The lot shall meet all requirements for setbacks, including setbacks from natural hazards such as flood plains, parking and loading facilities, storage and display areas, signs, lighting, landscaping, buffering or screening, infrastructure and safe access and egress, where these requirements apply. Where appropriate, the approval authority shall require studies (e.g.*

*servicing options report, geotechnical study, flood plain survey, or hydrogeological study and terrain analysis) to support the proposed lot size and ensure that there will be no negative impacts on groundwater quality and quantity (e.g. in areas subject to the Clean Water Act), and that development will be directed away from natural hazards.*



### 3.3 Zoning By-law 12-93

The lands subject to this zoning amendment are on the south portion of Country Lane. The north portion of Country Lane is a subdivision constructed by Maurice Lafortune Investments and Falcon Home Construction Inc., which is also zoned ER-3 as follows.

- 3) *Estate Residential - Exception Three (ER-3) By-law 27-2013*  
*Notwithstanding any provision of subsections 5.2 a) and 5.2 b) hereof to the contrary, the lands zoned "ER-3":*

*a) Permitted Uses*

- *Single family dwelling*
- *Public park*
- *Home Occupation*

*b) Zone Requirements*

*Lot Area (minimum) 3800 square metres (0.94acres)*

*Lot Frontage (minimum) 30 metres (98 ft)*

*Lot Coverage (maximum) 20%*

*Building Height (maximum) 10.5 metres (34.4 ft)*

*Yard Requirements (minimum)*

*Front 15.25 metres (50 ft)*

*Rear 22.5 metres (73.8 ft)*

*Side 1.8 m (6 ft) on one side and 3.7m (12 ft) on the other side.*

*Floor Area (minimum)(gross) 130 square metres (1,400 sq ft)*

- (c) Despite subsection a) the minimum Lot area for Lot 1 shall be 2 960 m<sup>2</sup> (0.73 ac).*

Rezoning the remaining portion of Country Lane to ER-3 will ensure that the future lot development will match the character, density and overall design of the existing area and ensure a seamless transition between phases of development.

## 4. Analysis

The proposed residential development will extend the subdivision currently on Country Lane towards the corner of Armstrong Lane. The two parcels subject to this zoning amendment are on either side of Country Lane and are currently zoned Rural (RU). The applicant and builder of the subdivision, Falcon Home Construction Inc., has applied to rezone the parcels to Estate



Residential – Exception Three (ER-3) to match the zoning of the rest of the Country Lane subdivision.

The 2020 Provincial Policy Statement and the County Official Plan support the use of rural settlement areas for a variety of residential uses. The proposed subdivision will be similar to the overall layout and style of the existing subdivision ensuring a seamless form and density of development for that section of Harmony.

The subject blocks will be subdivided using Part Lot Control in accordance with the Planning Act, so each individual residential lot can be sold separately. The zone requirements of the ER-3 zone will ensure adequate setbacks, as well as appropriate lot area for the well and septic tanks.

## 5. Comments

No comments have been received to date.

## 6. Recommendation

The proposed Zoning Amendment constitutes good planning and is consistent with the Provincial Policy Statement and the Official Plan; therefore, Council should approve the rezoning. Secondly, that Council consider comments from the public, public bodies and adjacent neighbours during the public meeting before rendering a decision on the proposed amendment.

Prepared By:

Paul Clarke  
Paul Clarke, Planning Technician

June 16, 2021  
Date

I hereby certify that this report was prepared under the supervision of a Registered Professional Planner within the meaning of the Ontario Professional Planners Institute Act, 1994.

Calvin Pol  
Calvin Pol, MCIP, RPP, BES  
Director of Planning, Building and Enforcement

June 16, 2021  
Date

**BY-LAW No. 2021-43**  
**EXPLANATORY NOTE**

***Purpose and Effect of the By-law***

---

The Township of North Dundas has received an application to amend the former Township of Mountain Zoning By-law No. 79-6 to rezone two blocks to Estate Residential – Exception Three (ER-3) to allow the development of the two parcels in accordance with a plan of subdivision (Part Lot Control).

The lands affected by this amendment are described as Blocks 22 and 23, on Plan 8M-10, former Township of Mountain now the Township of North Dundas.

If the proposed by-law amendment is adopted, the subject land will be rezoned to Estate Residential – Exception Three (ER-3) to allow the construction of single detached residential dwellings in accordance with the approved plan of subdivision.

The property/land to which the proposed Zoning By-law amendment applies is the subject of a plan of subdivision.

---

**Applicant/Owner:**

Marc Brisson / Maurice Lafortune Investments

**Roll Numbers:**

0511-011-013-80095 & 0511-011-013-80096

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS**  
**BY-LAW No. 2021-43**

***Being a By-law to amend the former Township of Mountain Zoning  
By-law No. 79-6, as amended***

**WHEREAS** pursuant to the provisions of Section 34 of the *Planning Act, R.S.O. 1990*, as amended, the Council of a municipality may enact by-laws regulating the use of lands and the erection of buildings thereon;

**AND WHEREAS** By-law No. 79-6, as amended, regulates the use of land and the use and erection of buildings and structures within the former Township of Mountain, now the Township of North Dundas;

**AND WHEREAS** the Council of The Corporation of the Township of North Dundas deems it expedient and advisable to amend certain requirements of By-law No. 79-6, as amended; insofar as they relate to certain lands to which said By-law applies as hereinafter set forth;

**AND WHEREAS** the matters set out in this By-law are deemed to be in conformity with the Official Plan of the United Counties of Stormont, Dundas and Glengarry and the 2020 Provincial Policy Statement;

**NOW THEREFORE** the Council of The Corporation of the Township of North Dundas enacts as follows:

- 1.0** The lands affected by this amendment are described as Blocks 22 and 23, on Plan 8M-10, former Township of Mountain now the Township of North Dundas.
- 2.0** That Schedule “A” of (former Township of Mountain) Zoning By-law No. 79-6 is hereby amended as follows:
  - 2.1** That the area affected by Section 1 and shown on Schedule “1” of this By-law, shall henceforth be zoned “Estate Residential – Exception Three (ER-3)” and shall cease to be zoned “Rural (RU)”.
- 3.0** Subject to the giving of Notice of Passing of this By-law, in accordance with Section 34(18) of the *Planning Act, R.S.O. 1990*, as amended, this By-law shall come into force on the date of passing by The Council of the Corporation of the Township of North Dundas where no notice of appeal or objection is received, pursuant to Section 34(21) of the *Planning Act*, as amended.
- 4.0** All other applicable provisions of the former Township of Mountain Zoning By-law No. 79-6, as amended, shall continue to apply.

**READ and passed in Open Council, signed and sealed this 22<sup>nd</sup> day of June, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

## SCHEDULE "1" BY-LAW No. 2021-43

*Enacted by the Council of the Township of North Dundas this 22nd day of June, 2021.*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



**Area to be rezoned from Rural (RU) to Estate Residential -  
Exception Three (ER-3)**

Blocks 22 and 23 on Plan 8M-10, former Township of Mountain,  
now the Township of North Dundas, County of Dundas.





<b>ACTION REQUEST – Planning Building and Enforcement</b>	
<b>To:</b>	Mayor and Members of Council
<b>Date of Meeting:</b>	June 22, 2021
<b>Subject:</b>	By-law 2021-44 Martin Reichert Zoning By-law Amendment

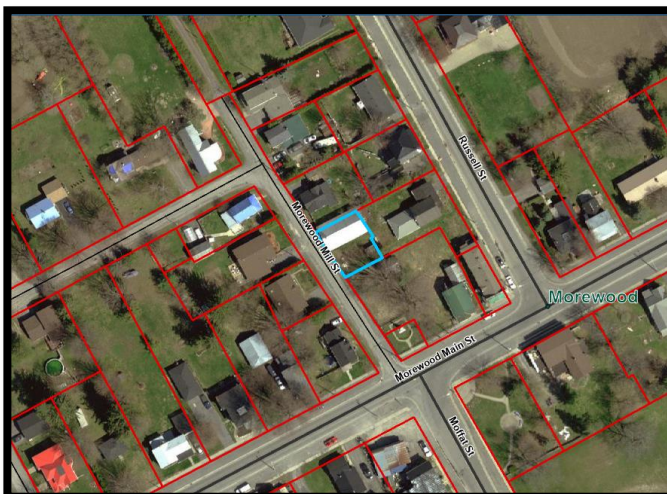
**RECOMMENDATION:**

**THAT By-law No. 2021-44, 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 22nd day of June, 2021.**

**BACKGROUND:**

The purpose of the application is to rezone the property from Institutional to Light Industrial – Exception One (ML-1) to permit a custom workshop, specifically for woodworking and garlic drying.

The applicant has applied to rezone the property to permit the use of the existing building as a custom workshop for woodworking and garlic drying. The existing building on the lot is a former religious institution and the parcel abuts the applicant's home. The site-specific exception being requested will only permit the proposed uses and any other uses allowed under the Light Industrial (ML) zone will require a subsequent zoning amendment. A detailed planning report is



attached with the draft Zoning By-law Amendment.

**OPTIONS AND DISCUSSION:**

1. **Adopt the Resolution as Presented** – recommended.
2. **Do Nothing** – not recommended. The proponent can take the amendment to the Ontario Land Tribunal (OLT) for Council's failure to proceed (applicant must wait 150 days – Section 34(11) of the Planning Act).
3. **Refuse the Request** – not recommended. The proponent can take the amendment to the Ontario Land Tribunal immediately.

**FINANCIAL ANALYSIS:**

No financial impact at this time. Possibility of increase in the assessment in the future.

**OTHERS CONSULTED:**

Applicant  
Public Bodies and Ministries  
CBO

**ATTACHMENTS:**

Draft Zoning By-law Amendment No. 2021-44

**PREPARED BY:**



Calvin Pol, BES, MCIP, RPP  
Director of Planning, Building &  
Enforcement

**REVIEWED & APPROVED BY:**



Angela Rutley, BBA  
CAO





## Planning Report Zoning By-law Amendment

RE:	Martin Reichert - Zoning By-law Amendment
Meeting Date:	June 22, 2021
Current Zoning:	Institutional (I)
Proposed Zoning:	Light Industrial – Exception One (ML-1)
Official Plan:	Rural Settlement Area
Subject Area:	0.07 acres
Existing Use:	Previously used as a religious institution
Proposed Use:	Woodworking shop and garlic drying

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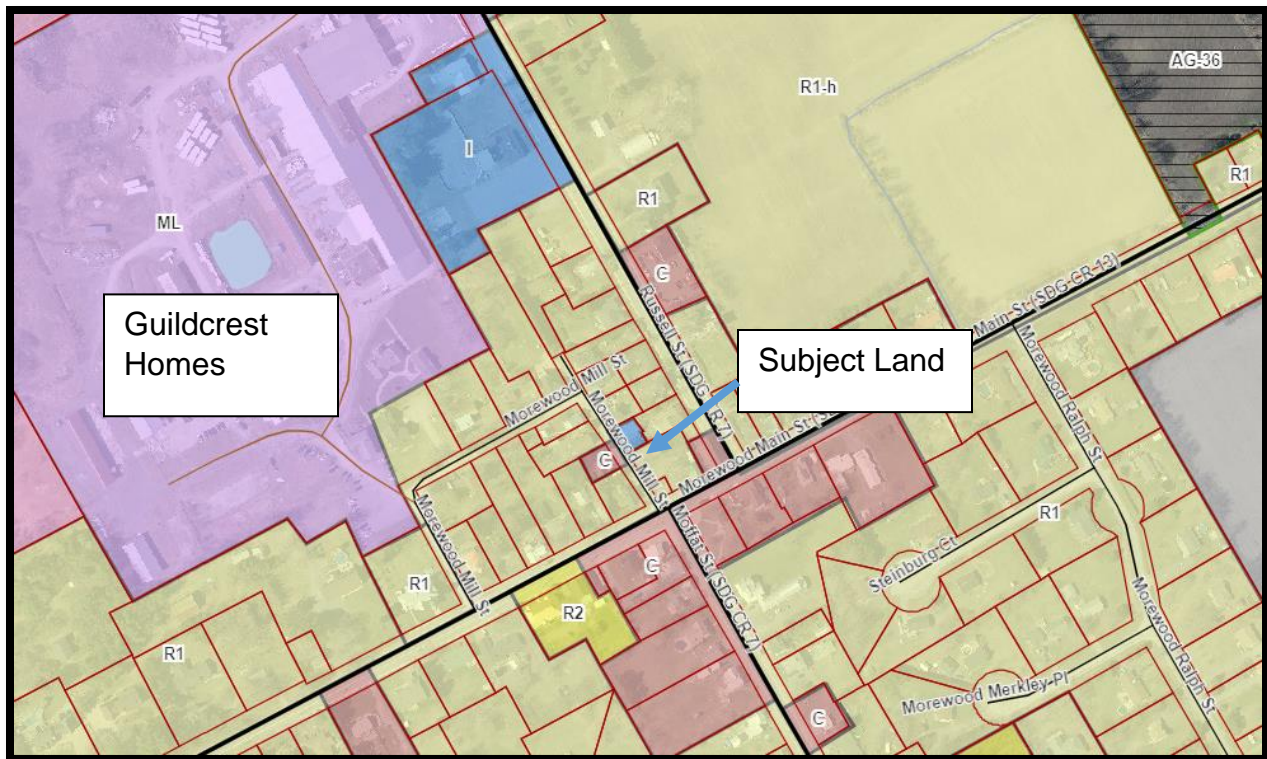
### 1. Purpose and Effect

The Township of North Dundas received a site-specific zoning amendment application for a small part of the property legally described as Part of Lot 18, Concession 11, Part 1 on Reference Plan 8R-4740, former Township of Winchester, now the Township of North Dundas. The purpose is to rezone the property from Institutional (I) to Light Industrial – Exception One (ML-1). If approved, the effect would be that the property may be used as a custom workshop, specifically for woodworking and garlic drying.



## 2. Background

The subject property is located in Morewood, in a primarily residential area. The Owner of the property and applicant for the proposed rezoning, wishes to use the property as a workshop for woodworking and garlic drying. The applicant lives in a home located on an adjacent lot directly east of the subject land. The proposed two uses on the subject property are not anticipated to have a negative effect on the surrounding area. A custom woodworking of this scale would likely be considered a 'home occupation' were it located on the same lot as a dwelling, the zoning exception will also prevent any other industrial uses from occupying the property without a subsequent zoning amendment.



## 3. Policy Direction

### 3.1 Provincial Policy Statement

Ontario has a set of Provincial Policy Statements (2020), of which the Council must have regard for the following relevant excerpts:

- 1.1.3.2 *Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*
- a) efficiently use land and resources;*
  - b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*

- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;*
- d) prepare for the impacts of a changing climate;*
- e) support active transportation;*
- f) are transit-supportive, where transit is planned, exists or may be developed; and*
- g) are freight-supportive.*

### 3.2 Official Plan – United Counties of Stormont, Dundas and Glengarry

The lands subject to this amendment are designated as Agricultural Resource Lands. Table 3.5 of the Official Plan outlines the permitted uses in each designation:

*Table 3.5 Rural Settlement Area (Industrial)*

- Low and medium density housing in keeping with the character and scale of the Area*
- Class I and II industrial uses which are deemed suitable by the local municipality.*

#### 3.5.2.4 Industrial Areas

*Locations shall be avoided which create land use conflicts or where the industry has potential to pollute groundwater or surface water resources (e.g. wellhead protection areas or intake protection zones).*

The proposed amendment will permit the use of the existing building on the lot (formerly a church) to be used for a woodworking and garlic drying shop. This industrial use is not anticipated to have a significant effect on the surrounding area due to the nature of the work being conducted.



### 3.3 Zoning By-law 12-93

The lands subject to this zoning amendment are located in a primarily residential area, the only existing industrial use in Morewood is Guildcrest Homes, located northwest of the subject land. The applicant of this zoning amendment intends to use the property as a workshop for his woodworking, which is not the applicant's primary source of income and so the operational hours of the facility will be limited. While the proposed use is not anticipated to have any noticeable effect on the area, staff have suggested using a Light Industrial exception zone to limit the permitted uses. This will mean a zoning amendment will be required in the future should



anyone buy the property and wish to use it for anything other than a custom workshop.

1) Light Industrial – Exception One (ML-1)

*Notwithstanding the provisions of Section 7.1 to the contrary, on lands zoned ML-1, only the following uses are permitted:*

- Custom Workshop
- Uses accessory to the foregoing

## 4. Analysis

The Township received an application to rezone a former church in Morewood to a Light Industrial exception zone to allow a woodworking shop and garlic drying. The parcel subject to this amendment is located on Mill Street in Morewood in a low-density residential area and is near the Guildcrest Homes site. The applicant wishes to use the existing building for a woodworking shop. This is not the

applicant's sole source of income and will instead be comparable to a hobby shop. He has been operating the workshop in the building, and is now seeking to formally recognize the use.



The 2020 Provincial Policy Statement and the County Official Plan support the use of lands in rural settlement areas for

a variety of light industrial uses. Despite the Light Industrial zoning proposed by this amendment, the proposed use is not anticipated to have a significant impact on the existing area. The applicant owns and lives in a home that abuts the subject land. If these two parcels merged, the proposed use would likely be considered a home occupation and a zoning amendment would not be required.

The text of the proposed zoning amendment will limit the use of the property to a custom workshop and accessory uses. This means that any future buyers of the property will need to apply for a zoning amendment if they wish to use the property for any other permitted use in the Light Industrial zone.

## 5. Comments

No comments have been received to date.

## 6. Recommendation

The proposed Zoning Amendment constitutes good planning and is consistent with the 2020 Provincial Policy Statement and the Official Plan, therefore Council should approve the rezoning. Secondly, that Council consider comments from the public, public bodies and adjacent neighbours during the public meeting before rendering a decision on the proposed amendment.

Prepared By:

\_\_\_\_\_  
Paul Clarke, Planning Technician

\_\_\_\_\_  
Date

I hereby certify that this report was prepared under the supervision of a Registered Professional Planner within the meaning of the Ontario Professional Planners Institute Act, 1994.

\_\_\_\_\_  
Calvin Pol, MCIP, RPP, BES  
Director of Planning, Building and Enforcement

\_\_\_\_\_  
Date

**BY-LAW No. 2021-44**  
**EXPLANATORY NOTE**

***Purpose and Effect of the By-law***

---

The Township of North Dundas has received an application to amend the former Township of Winchester Zoning By-law No. 12-93 to rezone a property to Light Industrial – Exception One (ML-1) to allow a custom workshop.

The lands affected by this amendment are described as Part of Lot 18, Concession 11, Part 1 on Registered Plan 8R-4740, former Township of Winchester now the Township of North Dundas.

If the proposed by-law amendment is adopted, the subject land will be rezoned to Light Industrial – Exception One (ML-1) to allow a custom workshop, specifically for woodworking and garlic drying.

The property/land to which the proposed Zoning By-law amendment applies is not the subject of another application under the *Planning Act*.

---

**Applicant/Owner:**  
Martin Reichert

**Roll Number:**  
0511-016-010-56500

## THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

### BY-LAW No. 2021-44

#### ***Being a By-law to amend the former Township of Winchester Zoning By-law No. 12-93, as amended***

**WHEREAS** pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended, the Council of a municipality may enact by-laws regulating the use of lands and the erection of buildings thereon;

**AND WHEREAS** By-law No. 12-93, as amended, regulates the use of land and the use and erection of buildings and structures within the former Township of Winchester, now the Township of North Dundas;

**AND WHEREAS** the Council of The Corporation of the Township of North Dundas deems it expedient and advisable to amend certain requirements of By-law No. 12-93, as amended; insofar as they relate to certain lands to which said By-law applies as hereinafter set forth;

**AND WHEREAS** the matters set out in this By-law are deemed to be in conformity with the Official Plan of the United Counties of Stormont, Dundas and Glengarry and the 2020 Provincial Policy Statement;

**NOW THEREFORE** the Council of The Corporation of the Township of North Dundas enacts as follows:

**1.0** The lands affected by this amendment are described as Part of Lot 18, Concession 11, Part 1 on Registered Plan 8R-4740, former Township of Winchester now the Township of North Dundas.

**2.0** That the former Township of Winchester Zoning By-law No. 12-93, as amended, is hereby amended as follows:

2.1 That the following text be inserted in Section 7.1 immediately after the contents thereof:

**c) Exception Zones**

1) Light Industrial – Exception One (ML-1)

Notwithstanding the provisions of Section 7.1 to the contrary, on lands zoned ML-1, only the following uses are permitted:

- Custom Workshop
- Drying and selling of garlic crops
- Uses accessory to the foregoing

**3.0** That Schedule “A” of (former Township of Winchester) Zoning By-law No. 12-93 is hereby amended as follows:

3.1 That the area affected by Section 1 and shown on Schedule “1” of this By-law, shall henceforth be zoned “Light Industrial – Exception One (ML-1)” and shall cease to be zoned “Institutional (I)”

**4.0** Subject to the giving of Notice of Passing of this By-law, in accordance with Section 34(18) of the *Planning Act*, R.S.O. 1990, as amended, this By-law shall come into force on the date of passing by The Council of the Corporation of the Township of North Dundas where no notice of appeal or objection is received, pursuant to Section 34(21) of the *Planning Act*, as amended.

- 5.0** All other applicable provisions of the former Township of Winchester Zoning By-law No. 12-93, as amended, shall continue to apply.

**READ and passed in Open Council, signed and sealed this 22<sup>nd</sup> day of June, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

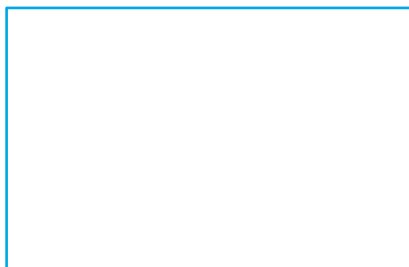


## SCHEDULE "1" BY-LAW No. 2021-44

*Enacted by the Council of the Township of North Dundas this 22nd day of June, 2021.*

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



**Area to be rezoned from Institutional (I) to Light Industrial -  
Exception One (ML-1)**

Part of Lot 18, Concession 11, Part 1 on Registered Plan 8R-4740,  
former Township of Winchester, now the Township of North  
Dundas, County of Dundas.

Municipally known as 2 Morewood Mill Street.



<b>ACTION REQUEST – Clerk</b>	
<b>To:</b>	Mayor and Members of Council
<b>Date of Meeting:</b>	June 22, 2021
<b>Subject:</b>	By-law No. 2021-45 Establish Certain Fees and Charges

**RECOMMENDATION:**

**THAT By-law No. 2021-45, being a By-law to Establish Fees for certain Licences, Permits, Certificates and various services be read and passed in Open Council, signed and sealed this 22nd day of June, 2021.**

**BACKGROUND:**

A review of By-law 2017-12, indicated that certain fees and charges were outdated and or captured in other by-laws. Specifically, the fee for a water & sewer connection application is included in By-law 2020-55, being a By-law for Fixing Rates for the Supply of Water/Sewer Services. Also, the fee for Fire Inspections and Fire Order searches have been updated.

**OPTIONS AND DISCUSSION:**

- 1. Adopt the By-law – recommended.**

Schedule “A” of the By-law will be posted listing the services and activities that will be subject to fees and charges and the amount of each charge.

- 2. Do Not Adopt the By-law – not recommended.**

**OTHERS CONSULTED:****ATTACHMENTS:**

By-law No. 2021-45

**PREPARED BY:**

**Jo-Anne McCaslin, CMO**  
**Municipal Clerk**

**REVIEWED & APPROVED BY:**

**Angela Rutley, BBA**  
**CAO**

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS**

**BY-LAW NO. 2021-45**

***Being a by-law to Establish Fees for certain Licences, Permits, Certificates and for various services***

**WHEREAS** the *Municipal Act, 2001*, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** the *Municipal Act, 2001*, as amended, provides that the powers of the Council shall be exercised by by-law;

**AND WHEREAS** the Council of the Corporation of the Township of North Dundas is desirous of establishing fees for certain licences, permits certificates and for various services;

**AND WHEREAS** there is authorization to add unpaid fees and charges imposed by the municipality to the tax roll for which the owners are responsible for paying the fees and charges;

**NOW THEREFORE** the Council of the Corporation of the Township of North Dundas enacts as follows:

- 1.0** That By-law No 2017-12 is hereby repealed.
- 2.0** That the Schedule of Fees and Charges for various Township services as set out in Schedule “A” attached hereto and forming part of the by-law is hereby adopted.
- 3.0** That any other by-law inconsistent with the by-law is hereby repealed.
- 4.0** That this by-law takes effect on the date of passing.

**READ and passed in Open Council, signed and sealed this 22nd day of June, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

**SCHEDULE “A”**  
**to By-law No. 2021-45**

ITEM	FEE
Legal Tax Certificate	\$ 50.00 minimum
Property Detail Certificate	\$ 25.00/ each
Drain Assessment Report	\$ 25.00/each
1 year income tax receipt (for income tax purposes)	\$5.00/account
Water & Sewer Certificate	\$25.00
Water Charges added to Tax Roll	\$25.00/transfer
Tax/Water Account Printouts (multiple years)	\$10.00/account
NSF Returned Cheques	\$25.00
Interest Rate for Miscellaneous Accounts Receivable	1.25%/month
Fax Transmission	\$1.00/minute
Photocopies	\$ .25/page
Bingo Licences	\$ 10.00/Year
Raffle Licences	\$ 10.00/Year
Break Open Ticket Licences	\$ 100.00/Year
Marriage Licences	\$ 100.00 (Resident)
	\$125.00 (Non-Resident)
Civil Marriage Service	\$300.00
Fire Inspections	\$100.00
Fire Orders Search	\$100.00
Burn Permits	\$15.00
Code of Conduct Complaint Fee Municipal Investigator	\$125.00
Freedom of Information Requests	\$5.00+cost of search
Closed Meeting Investigator Services	\$125.00
Death Registration	\$20.00 (Resident)
	\$25.00 (Death out of Township)
	\$30.00 (Funeral Home outside Twp.)
Commissioner of Oaths	\$10.00/document

Transient Trader Licence	\$300.00
Entrance Permit	\$100.00
Civic Address Number	\$75.00
<b>Waste Management Tipping Fees:</b>	
a) Regular Waste	\$ 15.00/c. yard
	\$30.00/compacted yard
b) Shingles	\$ 25.00/c. yard
c) Contaminated Waste	\$ 25.00/MT
d) Removal of Freon	\$20.00



## KEY INFORMATION REPORT

### Clerk

June 22, 2021

### **SUBJECT: Flag Protocol Policy**

We currently do not have a uniform and consistent protocol for the raising, displaying and flying a flag at half mast.

Our Procedure By-law does note which flags may be flown. In accordance with Section 18.5 of Procedure By-law 2020-19, only the National Flag of Canada and the Provincial Flag of Ontario are flown at municipal locations in North Dundas. Commemorative flag flying request from community agencies, and special interest groups will not be permitted.

The attached draft policy outlines protocol relating to displaying flags and flying flags at half mast to mark a period of mourning and to commemorate special observances.

If Council wishes to make any changes to the proposed policy, please advise. The policy will be presented at the July 13<sup>th</sup> meeting for approval., or if acceptable in the current form, a resolution can be tabled at this meeting.

<b>POLICY MANUAL</b>	<b>Policy No. 90-2021</b>
<b>Township of North Dundas</b>	<b>Effective Date: July 2021</b>
<b>Subject: Flag Policy</b>	

## **PURPOSE**

This Policy is intended to provide a uniform and consistent protocol for the raising, displaying and flying a flag at half-mast on properties owned and operated by the Township of North Dundas.

## **POLICY REQUIREMENTS**

### **Displaying Flags**

1. Only the National Flag of Canada and the Provincial Flag of Ontario shall be flown on flagpoles owned and maintained by the Township of North Dundas.
2. Flags representing private organizations, events and causes shall NOT be displayed.
3. All flags will be flown or displayed in accordance with the dignity and general rules of etiquette for flying and displaying the National Flag of Canada.
4. Flags shall be flown and displayed in good condition. Any soiled, frayed or torn flags shall be replaced immediately.
5. Flags may be flown at half-mast in recognition of an unforeseen national/provincial event at the discretion of the Mayor & CAO.

### **Half-Masting**

1. Flags are flown at the half-mast position as a sign of respect and condolence, or to commemorate significant dates.
2. Flags will be flown at half-mast on Municipal properties upon the death of:
  - The Sovereign or a member of the Royal Family related in the first degree to the Sovereign (i.e.) husband or wife, son or daughter, father, mother, brother or sister.
  - Governor General or former Governor-General.
  - Prime Minister or former Prime Minister.

- Lieutenant-Governor or the Province of Ontario or former Lieutenant-Governor of the Province of Ontario.
  - Premier of Ontario or a former Premier of Ontario.
  - Member or former Member of the House of Commons for this riding.
  - Head of Council or former Head of Council.
  - Deputy Mayor and Councillors
  - Current Township employee or volunteer firefighter
- 3.** Flags at the Municipal office and the cenotaphs will be flown at half-mast in recognition of Remembrance Day (November 11 from 11 am to coincide with the start of the ceremony at the National War Memorial, until the end of the work day).
  - 4.** Flags shall be flown at half-mast on April 28<sup>th</sup> of each year in recognition of the National Day of Mourning for persons killed or injured in the workplace.
  - 5.** The flags at Fire Stations may also be flown at half-mast in recognition of the death of active or retired firefighters; in recognition of line-of- duty deaths of firefighters in other Municipalities; and in special circumstances outside of Ontario at the decision of the Fire Chief. The half-masting of such flags shall be performed by the Fire Station Staff.
  - 6.** When a flag is flown at half-mast, all other flags must also be flown at half-mast and at no time should the Canadian Flag be flown lower than any other flag.
  - 7.** Public notice for the reason of the half-masting will be posted on the Municipal website and at the Municipal office.
  - 8.** The time period for flags at half mast shall include the day of death and up to and including the day of the funeral.





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**ERIC DUNCAN**  
Member of Parliament  
Député  
Stormont-Dundas-  
South Glengarry

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Tuesday, May 11<sup>th</sup>, 2021

Mayor Tony Fraser  
Township of North Dundas  
636 St. Lawrence Street; Box 489  
Winchester, Ontario  
K0C 2K0  
Sent via email: Clerk Jo-Anne McCaslin (jmccaslin@northdundas.com)

#### **Re: Resolution of Support for the Creation of a Three-Digit (9-8-8) National Suicide Hotline**

Dear Mayor Fraser,

Thank you to your entire Council and staff for your continued leadership during these challenging times. While I am looking forward to being able to join you at the Council table in person at some point soon, I am writing today to ask for your support for a new federal initiative that would help Canadians better access mental health supports.

Given the vast implications of COVID-19, many Canadians have suffered with mental health issues and their general well being. With continued social isolation and heightened anxiety, rates of alcohol and drug abuse have increased significantly. Current reports have further shown rising levels of domestic violence and suicide ideation.

My Conservative colleague Todd Doherty (Cariboo-Prince George) has tabled a Private Members Bill C-294, to create a three-digit number, 9-8-8, as a national suicide prevention hotline. Back in December 2020, the idea received the unanimous support of Parliament and I am proud to be a seconder of this bipartisan legislation.

With this easy to remember hotline, Canadians from across the country would receive immediate help in times of crises. Rather than using the current 10-digit number that adds unnecessary barriers, this simple to use 9-8-8 suicide hotline may save the lives of many vulnerable Canadians.

I believe we can all agree that we need to invest more funding directly into front line mental health services. While we have made progress as a country by reducing stigmas associated with coping with mental health challenges, there continues to be too many barriers to accessing quick, affordable treatment services in every part of Canada. This 9-8-8 hotline can be one more vital tool available for Canadians that provides an easy-to-remember, free, and instant service to help them in a time of need.

I have attached a draft motion for your Council's consideration. I would encourage Council to consider supporting this motion that would strengthen our national efforts in helping Canadians receive the help that they need.

If your Council is supportive of this initiative, we ask that your Clerk please send resolutions of support to my Legislative Intern Rachel Loif at [Rachel.Loif.502@parl.gc.ca](mailto:Rachel.Loif.502@parl.gc.ca). We will share your resolution with both MP Doherty's office and the respective Cabinet Ministers involved with the file.

Sincerely,

Eric Duncan, MP  
Stormont-Dundas-South Glengarry



**Draft motion:**

**Support for 988 Crisis Line**

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS \_\_\_\_\_ Town Council recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT \_\_\_\_\_ Town Council endorses this 988 crisis line initiative;

and that Staff be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS**

**BY-LAW No. 2021-46**

***Being a By-law of the Corporation of the Township of North Dundas to adopt, confirm and ratify matters dealt with by resolution.***

**WHEREAS** the *Municipal Act, 2001*, as amended, provides that the powers of the Corporation of the Township of North Dundas, shall be exercised by By-law.

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by the Township of North Dundas does not lend itself to the passage of an individual By-law;

**NOW THEREFORE** the Council of the Township of North Dundas enacts as follows:

- 1.0** That the Minutes of the Public, Regular and In Camera Meetings held on June 9<sup>th</sup>, 2021 of the Council of the Township of North Dundas, be hereby adopted.
- 2.0** That the actions of the Township of North Dundas at the Regular Meeting held on June 22<sup>nd</sup>, 2021 in respect of each motion, resolution and other action taken by the Township of North Dundas at its meeting are, except where the prior approval of the Ontario Land Tribunal or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
- 3.0** That where no individual By-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Township of North Dundas in the above-mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein and thereby or required for the exercise of any powers therein by the Township of North Dundas.
- 4.0** That the Mayor and Members of Council of the Township of North Dundas are hereby authorized and directed to do all things necessary to give effect to the said action of the Township of North Dundas to obtain approvals where required and except as otherwise provided, the Mayor, or in the absence of the Mayor the alternate Head of Council, and the Municipal Clerk, or in the absence of the Municipal Clerk, the Deputy Clerk, are hereby directed to execute all documents necessary on behalf of the Township of North Dundas.

**READ and passed in Open Council, signed and sealed this 22<sup>nd</sup> day of June, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK