

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

MINUTES

July 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 July 13, 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
Recreation Co-ordinator: Brandon Cousineau
Fire Services Liaison Office: Mike Gruich
Economic Development Officer: Stephen Mann
Director of Waste Management: Doug Froats
Director of Planning: Calvin Pol
Chief Building Official: Jacob Forget
Deputy Clerk: Nancy Johnston
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution
Resolution No. 01
Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson
THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 7:66 PM
CARRIED
2. Adoption of Agenda
Resolution No. 02
Moved by Councillor Annable
Seconded by Councillor Hoy
THAT Council approve the agenda.
CARRIED
3. Disclosure of Pecuniary Interest and General Nature Thereof - NIL
4. Adoption of Minutes
 - a) Public Meeting June 22 2021
Resolution No. 03
Moved by Councillor Annable
Seconded by Councillor Hoy
THAT the minutes of the public meeting, of the Council of the Township of North Dundas, held June 22, 2021 be adopted as presented.
CARRIED
 - b) Regular Meeting June 22 2021
Resolution No. 04
Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong
THAT the minutes of the regular meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held June 22, 2021 be adopted as presented.
CARRIED
5. Delegations
 - a) Presentation of 2020 Draft Financial Statements Annik Blanchard CPA CA Partner
BDO Canada LLP

Ms. Blanchard presented the 2020 Draft Financial Statements and reviewed the Audit Findings Report with Council.

Resolution No. 05

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT Council acknowledges the presentation provided by Annik Blanchard, CPA, CA, BDO Canada LLP.
CARRIED

b) South Nation Conservation Update - Bill Smirle

Mr. Smirle provided an overview of meetings he attended at SNC. He also spoke about ALUS (Alternative Land Use Services); The Dundas Manor Project and the Morewood Cenotaph Project – scheduled celebration date, September 10, 2021.

Resolution No. 06

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by South Nation Conservation Board Representative, Bill Smirle.
CARRIED

6. Closed Session

Resolution No. 07

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT Council proceed in Camera AT 7:40 pm pursuant to Section 239 (2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
CARRIED

7. Open Session

Resolution No. 08

Moved by Councillor Annable
Seconded by Deputy Mayor Armstrong

THAT Council move to Open Session at 8:27 pm.
CARRIED

Resolution No. 09

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council authorizes Staff to follow through on matters as discussed in Closed Session.
CARRIED

8. Action Requests

a) Finance

i) Excluded Expenses Report

Resolution No. 10

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council adopt the attached 2021 Excluded Expenses Report, dated July 13th, 2021, regarding additional financial disclosure requirements for the 2021 budget year pursuant to Ontario Regulation 284/09.
CARRIED

b) Economic Development and Communications - NIL

c) Public Works

i) Pedestrian Crossing Locations

Resolution No. 11

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council authorize Public Works to replace the existing pedestrian crossovers located at Main Street at Christie Lane in Winchester, and Main Street at Church Street in Chesterville, with level 2, Type C crossovers; AND THAT Council approves budget amendment #2021-12 in the amount of \$5,000.
CARRIED

ii) 2021 Road Improvements and Budget Amendment

Resolution No. 12

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT Council receives the 2021 Road Improvements and Budget Update; AND THAT Council approves budget amendment No. 2021-11 in the amount of \$150,000 incl. HST.

CARRIED

iii) Sandy Row Road Design Award

Resolution No. 13

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council approves the single source award of the road design for Sandy Row to CIMA Canada Inc. in the amount of \$15,942.50 +HST and authorizes the Director of Public Works to sign the agreement.

CARRIED

iv) Wincrest Industrial Avenue Design and Construction

Resolution No. 14

Moved by Councillor Hoy

Seconded by Councillor Thompson

THAT Council approves the single source award of Wincrest Industrial Avenue design to CIMA Canada Inc. at a cost not to exceed \$20,937.50 plus HST; AND THAT subject to the signing of a cost sharing agreement with adjacent developers to secure the budgeted funds, Council approves the award of construction of Wincrest Industrial Avenue to A. L. Blair in the amount of \$246,445 plus HST; AND THAT Council authorizes the Director of Public Works to sign the agreements.

CARRIED

v) Water and Sewer Allocation

Resolution No. 15

Moved by Councillor Annable

Seconded by Deputy Mayor Armstrong

THAT Council allocates 2 water units and 2 sewer units for two (2) semi-detached units at a vacant lot identified by PIN 661500155, Albert Street, Winchester, application submitted by Chesterville Property Holdings Inc.

CARRIED

vi) Water Supply Initiatives Update

Resolution No. 16

Moved by Councillor Thompson

Seconded by Deputy Mayor Armstrong

THAT Council receives the Water Supply Initiatives Update and approves the change in scope of work of the EA Study as per the attached Scope Change 3 – Additional Studies for South Dundas Water Supply Alternative to advance the option of water supply from South Dundas.

CARRIED

d) Waste Management - NIL

e) Planning Building and Enforcement

i) Executive Assistant/Deputy Clerk

Resolution No. 17

Moved by Councillor Annable

Seconded by Councillor Hoy

That Council accept the recommendation of the hiring committee and approve the hiring of Danielle Ward as Executive Assistant/Deputy Clerk in the Planning, Building and Enforcement Department as per the offer of employment dated June 29, 2021.

CARRIED

New position Applications Expediter/Building Inspector

Resolution No. 18

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT the new position of Applications Expediter/Building Inspector be created and approved for the Building Division and that the attached job description for this newly created position be approved as presented.

CARRIED

f) Recreation and Culture

- i) Agreements with the EOHU
Resolution No. 19

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas approve the attached Services Agreement and Facility User Agreement between the Township of North Dundas and the Eastern Ontario Health Unit, effective April 16th, 2021.
CARRIED

- ii) Summer Student Staff Hires
Resolution No. 20

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT Council approve the recommendation of the hiring committees and authorize the hiring of Mallory Hutchinson, Curtis Bell and Alanah McRae as Casual/Part-Time Lifeguards; Zoe Rivera as Lifeguard/Swim Instructor; Nakita Steele & Seth Christoffersen as Head Lifeguard (alternate); and Patrick Cayer as Maintenance/Parks Labourer for the 2021 summer season.
CARRIED

g) Fire - NIL

h) CAO – NIL

i) Clerk - NIL

9. Tenders and Quotations

- a) Purchase of Sidewalk Machine & Attachments
Resolution No. 21

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council award Tender #PW 05-2021, for the purchase of one 2021 Sidewalk Machine along with attachments, to Sontrac Equipment in the amount of \$113,550 plus HST; AND THAT Council approve financing in accordance with budget amendment #2021-07.
CARRIED

10. By-laws

- a) Bylaw No. 202147 Laliberte Residential Zoning Amendment
Resolution No. 22

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT By-law No. 2021-47, being a By-law to amend the former Village of Chesterville Zoning By-law No. 04-95, as amended, be read and passed in Open Council, signed and sealed this 13th day of July, 2021
CARRIED

- b) Bylaw No. 202148 Country Lane Subdivision Part Lot Control Bylaw
Resolution No. 23

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT By-law No. 2021-48, being a By-law to exempt certain lands from Part Lot Control, be read and passed in Open Council, signed and sealed this 13th day of July, 2021
CARRIED

- c) Bylaw No. 202150 Deputy Chief Building Official Appointment
Resolution No. 24

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT By-law No. 2021-50 being a By-law to appoint Brooke Radi as a Deputy Chief Building Official and a Building Inspector be read and passed in Open Council signed and sealed this 13th day of July 2021.
CARRIED

- d) Bylaw No. 202149 Agreement of Purchase and Sale St. John Street
Resolution No. 25

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT By-law 2021-49, being a By-law to authorize the Mayor and Clerk to enter into an Agreement of Purchase and Sale with Berean Homes Inc. for the sale of the vacant land at 10515 St. John Street in Hallville, be read and passed in Open Council, signed and sealed this 13th day of July, 2021.
CARRIED

11. Key Information

a) Finance

Director Gareau provided an overview of the year end surplus for 2020 by Department. Council directed Director Gareau to keep the balance of surplus funds in the general working funds reserve account.

b) Recreation

Recreation Co-ordinator Cousineau provided an update on the municipal pools. and informed council that the feedback from the public has been extremely positive and that the recreation department will be increasing the number of patrons using the pools for each time slot from 15 to 20.

12. Consent Agenda

Resolution No. 26

Moved by Councillor Annable
Seconded by Councillor Hoy

Recreation Co-ordinator Cousineau informed Council that the Recreation Department received a grant of \$31,407,50 from the Department of Canadian Heritage for the replacement of the HVAC system at the Old Town Hall.

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

June 1, 2021 to June 15, 2021, Batch 80 to 87 in the amount of \$338,170.24.

June 16, 2021 to June 30, 2021, Batch 88 to 92 in the amount of \$1,076,436.35

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 - NIL

17. Unfinished Business - NIL

18. Ratification By-law

Resolution No. 27

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT By-law No. 2021-52 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 13th day of July, 2021.
CARRIED

19. Adjournment by Resolution

Resolution No. 28

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council adjourn at 9:57 pm to the call of the chair.
CARRIED

MAYOR

CLERK

These minutes are approved as presented August 17, 2021.