

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

**BYLAW No. 2022-01**

***A Bylaw for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations***

**WHEREAS** it is necessary for the Municipal Council to pass bylaws for the appointment of Municipal Officers, Agents, Staff and Committees of Council as referenced in the *Municipal Act*, S.O. 2001, c.25;

**AND WHEREAS** it is deemed appropriate for Municipal Council to recognize organizations that support Township of North Dundas recreation activities;

**AND WHEREAS**, the Mayor shall be a member Ex-Officio, of all Committees;

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

- 1.0** That By-law No. 2021-01 be hereby repealed.
- 2.0** That Schedule A attached hereto forms part of this Bylaw.
- 3.0** That this Bylaw takes effect on the day of passing.

**READ and passed in Open Council, signed and sealed this 18th day of January, 2022.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

Schedule A  
Bylaw 2022-01

|   |   |
|---|---|
| <b><u>Council</u></b>   |   |
| MAYOR<br>DEPUTY MAYOR<br>COUNCILLOR<br>COUNCILLOR<br>COUNCILLOR   | Tony Fraser<br>Allan Armstrong<br>John Thompson<br>Gary Annable<br>Theresa Bergeron |
| COUNTY COUNCIL ALTERNATE  | John Thompson   |
| <b><u>Officers, Agents and Staff</u></b>  |   |
| CHIEF ADMINISTRATIVE OFFICER (CAO)<br>EMERGENCY PLANNING ADMINISTRATIVE OFFICIAL<br>HUMAN RESOURCES<br>MUNICIPAL HEAD RELATING TO OMBUDSMAN ACT   | Angela Rutley   |
| TREASURER   | John J. Gareau  |
| DEPUTY TREASURER  | Johanna Barkley   |
| TAX COLLECTOR   | Michelle McDonell   |
| CLERK<br>DIRECTOR OF CORPORATE SERVICES<br>DIVISION REGISTRAR<br>MARRIAGE LICENCE ISSUER<br>CIVIL MARRIAGE OFFICIANT<br>LOTTERY LICENSING OFFICER<br>MUNICIPAL ELECTIONS RETURNING OFFICER<br>MUNICIPAL HEAD RELATING TO FREEDOM OF INFORMATION ACT | Nancy Johnston  |
| DEPUTY DIVISION REGISTRAR<br>DEPUTY MARRIAGE LICENCE ISSUER   | Laurie Gibson   |
| DEPUTY CLERK<br>EXECUTIVE ASSISTANT TO THE CAO<br>DEPUTY LOTTERY LICENSING OFFICER<br>MUNICIPAL ELECTIONS DEPUTY RETURNING OFFICER  | Chloe Preston   |
| DIRECTOR OF PLANNING, BUILDING & ENFORCEMENT<br>ZONING ADMINISTRATOR  | Calvin Pol  |
| JUNIOR PLANNER  | Danielle Ward   |
| DEPUTY CLERK &<br>EXECUTIVE ASSISTANT TO THE DIRECTOR OF PLANNING,<br>BUILDING & ENFORCEMENT<br>PROPERTY STANDARDS COMMITTEE SECRETARY<br>COMMITTEE OF ADJUSTMENT SECRETARY   |   |
| CHIEF BUILDING OFFICIAL<br>BUILDING INSPECTOR<br>PROPERTY STANDARDS OFFICER<br>BY-LAW ENFORCEMENT OFFICER   | Jacob Forget  |
| BUILDING OFFICIAL IN TRAINING<br>BUILDING PERMIT EXPEDITOR  | Emily Beach   |
| DEPUTY CHIEF BUILDING OFFICIALS   | Gary Poupart<br>Hilton Cryderman  |

Schedule A  
Bylaw 2022-01

|  |   |
|--|---|
| BUILDING INSPECTORS (On Call)  | Dirk Testerink<br>Donald Lewis<br>Harry Hutchison                   |
| MUNICIPAL ENGINEERING CONSULTANTS  | CIMA+ Canada Inc.<br>(Primary)<br>exp Services Inc.<br>(Secondary)  |
| DIRECTOR OF PUBLIC WORKS   | Khurram Tunio   |
| CIVIL MARRIAGE OFFICIANT<br>DEPUTY MARRIAGE LICENCE ISSUER                                     | MaryLynn Plummer  |
| PATROL SUPERVISOR  | Jamie Cheney  |
| DRAINAGE SUPERINTENDENT  | Jamie Cheney<br>Danielle Ward                                       |
| DIRECTOR OF RECREATION & CULTURE   | Meaghan Meerburg  |
| FACILTIES MANAGER  | Tom Dekker  |
| RECREATION COORDINATOR   | Brandon Cousineau   |
| DIRECTOR OF WASTE MANAGEMENT   | Douglas Froats  |
| ECONOMIC DEVELOPMENT & COMMUNICATIONS OFFICER<br>EMERGENCY INFORMATION OFFICER                 | Stephen Mann  |
| FIRE COMMISSIONER  | Allan Armstrong (p)   |
| FIRE DEPARTMENT LIAISON  | Michael Gruich  |
| FIRE CHIEFS  | Ken Byers<br>Raymond Sherrer<br>Daniel Kelly<br>Michael Gruich      |
| DEPUTY FIRE CHIEFS   | Trevor Carruthers<br>Donald Levere<br>Sandy Johnston<br>Dave Lannin |
| SENIOR MUNICIPAL BYLAW ENFORCEMENT OFFICER   |   |
| INTERMEDIATE MUNICIPAL BYLAW ENFORCEMENT OFFICER<br>COMMUNITY EMERGENCY MANAGEMENT COORDINATOR | Nicolas Hubble  |
| BYLAW ENFORCEMENT OFFICERS<br>(as determined by the Township of Russell)                       | Roxanne Garland<br>Millie Bourdeau                                  |
| AMPS HEARING OFFICER   | John Ralko  |
| AMPS SCREENING OFFICERS  | Brandon Cousineau   |
| BYLAW ENFORCEMENT OFFICERS<br>(for the purpose of issuing parking tickets)                     | Jamie Cheney<br>Greg Stewart<br>Barry Giberson<br>Daniel Kelly      |
| ANIMAL CONTROL BY-LAW ENFORCEMENT OFFICER  | Kevin Casselman   |

Schedule A  
Bylaw 2022-01

|  |  |
|--|--|
| LIVESTOCK POUND KEEPER(S)                    | William Toll (p)<br>Richard Scheepers (p)  |
| LIVESTOCK EVALUATORS                         | Richard Scheepers (p)  |
| FENCEVIEWERS                                 | Brent Copeland (p)<br>Larry Stewart (p)<br>Gerry Boyce (p)   |
| WEED INSPECTOR<br>(Appointed by County)      | Peter Leyenaar   |
| SITE PLAN REVIEW TEAM                        | Angela Rutley<br>Calvin Pol<br>Doug Froats<br>Khurram Tunio<br>Stephen Mann<br>Jacob Forget<br>Danielle Ward (Secretary) |
| MUNICIPAL SOLICITORS                         | Ault & Ault Law Office<br>Cunningham Swan<br>Lawyers   |
| MUNICIPAL AUDITORS                           | BDO Canada LLP   |
| CLOSED MEETING INVESTIGATOR SERVICES         | LAS-AMO<br>(Local Authority Services)  |
| INTEGRITY COMMISSIONER                       | Cunningham Swan<br>Lawyers<br>Tony Fleming   |
| ART ON THE WATERFRONT COMMITTEE              | Council Representative<br>John Thompson (np)<br>(Members as determined<br>by the Committee from<br>time to time)         |
| SD&G ACCESSIBILITY COMMITTEE                 | North Dundas<br>Representative<br>Al Lummiss (np)  |
| CANADA DAY COMMITTEE                         | (Members as determined<br>by the Committee from<br>time to time)   |
| CHESTERVILLE CARNIVAL COMMITTEE              | Council Representative<br>John Thompson (np)<br>(Members as determined<br>by the Committee from<br>time to time)         |
| CHESTERVILLE AND DISTRICT HISTORICAL SOCIETY | Council Representative<br>John Thompson (np)<br><br>(Members as determined<br>by the Organization from<br>time to time)  |
| COMMITTEE OF ADJUSTMENT                      | Shirley Coons (p)<br>Nicole McDonald (p)<br>Donald Johnston (p)<br>Gary Annable (p)<br>John Havekes (p)                  |

Schedule A  
Bylaw 2022-01

|   |  |
|---|--|
| MUNICIPAL EMERGENCY CONTROL GROUP               | (As authorized by and stated in the North Dundas Emergency Plan)<br>Head of Council<br>CAO<br>Director of Public Works<br>Community Emergency Management Coordinator<br>Emergency Information Officer<br>Council Representative<br>John Thompson (np)<br>Gary Annable (np) |
| EMERGENCY PLANNER                               | Kevin Spencer (p)  |
| EMERGENCY INFORMATION OFFICER (A)               | Jennifer Westendorp  |
| COMMUNITY EMERGENCY MANAGEMENT CO-ORDINATOR (A) | Daniel Kelly   |
| EMERGENCY MANAGEMENT PROGRAM COMMITTEE CHAIR    | Daniel Kelly   |
| EMERGENCY MANAGEMENT PROGRAM COMMITTEE          | (As authorized by and stated in the North Dundas Emergency Plan)<br>Head of Council<br>CAO<br>Director of Public Works<br>Community Emergency Management Coordinator<br>Emergency Information Officer<br>Council Representative<br>John Thompson (np)<br>Gary Annable (np) |
| COMMUNITY IMPROVEMENT PLAN COMMITTEE            | Council Representatives (np)<br>Allan Armstrong<br>Gary Annable (A)<br>Municipal Representative<br>Angela Rutley<br>Municipal Representative<br>Calvin Pol<br>Municipal Representative<br>Stephen Mann<br>Community Representative<br>Vince Zandbelt (np)                  |
| DAIRYFEST COMMITTEE                             | Council Representative<br>Theresa Bergeron<br>(Members as determined by the Committee from time to time)   |
| FIRE STEERING COMMITTEE                         | Composed of the Fire Commissioner, Fire Chiefs and Deputy Fire Chiefs  |
| MUNICIPAL HERITAGE COMMITTEE                    | (Members as determined by the Committee from time to time)   |

Schedule A  
Bylaw 2022-01

|   |  |
|---|--|
| DUNDAS COUNTY ARCHIVES COMMITTEE  | North Dundas Representatives<br>Darlene Fawcett<br>Brienne Scott<br>Nancy Johnston<br>Tony Fraser<br>Eric Duncan (non-voting member) |
| NORTH DUNDAS MOVIE COMMITTEE  | Aaron Dellah (np)<br>(Members as determined<br>by the Committee from<br>time to time)  |
| PARADE OF LIGHTS COMMITTEE  | (Members as determined<br>by the Committee from<br>time to time)   |
| PROPERTY STANDARDS COMMITTEE  | Shirley Coons (p)<br>Nicole McDonald (p)<br>Donald Johnston (p)<br>Gary Annable (p)<br>John Havekes (p)                              |
| RECREATION COMMUNITY GRANT REVIEW COMMITTEE   | Council Representative(s)(np)<br>Gary Annable<br>Theresa Bergeron<br>Angela Rutley<br>Meaghan Meerburg                               |
| WINCHESTER DOWNTOWN REVITALIZATION COMMITTEE  | Council Representative (np)<br>Gary Annable<br>(Members as determined<br>by the Committee from<br>time to time)                      |
| RIDEAU VALLEY CONSERVATION AUTHORITY  | Gerry Boyce<br>Representative (np)   |
| SOUTH NATION CONSERVATION AUTHORITY   | William Smirle<br>Representative (np)  |
| <b><u>Recreation Associations</u></b><br>Marionville<br>Ormond/Harmony/Cloverdale<br>South Mountain<br>Morewood | (Members as determined<br>by the Associations from<br>time to time)  |