



THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

REGULAR MEETING MINUTES

Date: December 14, 2021, 7:00 PM
Location: 636 St. Lawrence St. Winchester, ON

Council Present: Mayor: Tony Fraser
Deputy Mayor: Allan Armstrong
Councillor: John Thompson
Councillor: Gary Annable

Staff Present: CAO: Angela Rutley
Clerk: Jo-Anne McCaslin
Director of Recreation and Culture: Meaghan Meerburg
Director of Public Works: Khurram Tunio
Economic Development & Communications: Stephen Mann
Director of Waste Management: Doug Froats
Director of Planning, Building and Enforcement: Calvin Pol
Director of Corporate Services/Clerk: Nancy Johnston
Deputy Treasurer: Johanna Barkley
Administrative Assistant: Emily Beach

1. Call Meeting to Order by Resolution

Resolution No. 1

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT the Regular Meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 7:00 PM.

Carried

2. Adoption of Agenda

Resolution No. 2

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT Council approve the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest and Nature Thereof

4. Adoption of Minutes

Resolution No. 3

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 November 23, 2021 be adopted as presented.

Carried

Amendment:

Resolution No. 4

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT the minutes of the Special Meeting of the Council of the Township of North Dundas held December 7, 2021 be adopted as presented.

5. Delegations

6. Closed Session

Resolution No. 5

Moved By: Councillor Thompson

Seconded By: Councillor Annable

THAT Council proceed in camera at 7:01 PM pursuant to Section 239(2) of *The Municipal Act, S. O. 2001:*

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

7. Open Session

Resolution No. 7

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT Council move to Open Session at 7:17 PM.

Carried

Amendment:

Resolution No. 8

Moved By: Councillor Thompson

Seconded By: Deputy Mayor Armstrong

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

Carried

8. Action Requests

a. A/R - Finance

1. 2021 Tax Assessment Reductions

Resolution No. 9

Moved By: Councillor Thompson

Seconded By: Councillor Annable

THAT Council authorize and approve the attached schedule of Tax Assessment Reductions for the fiscal year ending December 31, 2021, in accordance with applicable legislation.

Carried

b. A/R - Economic Development and Communications

c. A/R - Public Works

1. Winter Operators

Resolution No. 10

Moved By: Councillor Thompson

Seconded By: Councillor Annable

THAT Council approve the recommendation of the hiring committee and authorize the hiring of Barry Holmes and Andrew St. Louis as part-time labourers for the 2021/2022 winter season, as per the letters of offer issued November 25, 2021 and December 10, 2021, respectively.

Carried

d. A/R - Waste Management

1. Truck Driver Labourer

Resolution No. 11

Moved By: Councillor Annable

Seconded By: Deputy Mayor Armstrong

THAT Council approve the recommendation of the Director of Waste Management and authorize the hiring of Jedadiah Murphy as a full-time truck driver/labourer in the Waste Management Department, as per the offer of employment letter dated November 25th, 2021.

Carried

e. A/R - Planning Building and Enforcement

f. A/R - Recreation and Culture

1. DACG Agreement

Resolution No. 12

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT Council authorize and approve the agreement, dated January 1, 2022, with the Dundas Agricultural Community Group, for non-exclusive use of the north-west basement meeting room in the Nelson LaPrade Centre, located at 9 William Street, Chesterville.

Carried

2. Golden Years Society Rental Request

Resolution No. 13

Moved By: Councillor Annable

Seconded By: Deputy Mayor Armstrong

THAT Council approves the Golden Years Society's use of the Joel Steele Community Hall at no charge 2 times per month for the purpose of their group's meeting to be revisited at the first meeting of Council held in May 2022.

Carried

3. Facilities Attendant Job Description

Resolution No. 14

Moved By: Councillor Thompson

Seconded By: Deputy Mayor Armstrong

THAT Council approve the attached job description for the position of Facilities Attendant, as presented.

Carried

4. Additional Facilities Attendant

Resolution No. 15

Moved By: Councillor Annable

Seconded By: Deputy Mayor Armstrong

THAT Council approve the recommendation of the hiring committee to hire one additional Facilities Attendant for the period of November 27th, 2021 to January 22nd, 2022.

Carried

5. Proposed Hall Rental Rates 2022-2023

Resolution No. 16

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT Council authorize and approve the North Dundas Hall & Facility Rental Rates as outlined in Appendix A (attached), effective for 2022 & 2023.

Carried

g. A/R - Fire

h. A/R - CAO

1. Staff Recognition Policy 77-2019 revision

Resolution No. 17

Moved By: Councillor Thompson

Seconded By: Councillor Annable

THAT Council approve Staff Recognition policy 77-2019 as amended.

Carried

i. A/R - Clerk

9. Tenders and Quotations

10. By-Laws

a. By-law No. 2021-82 DiZazzo Garden Suite Zoning Amendment
Resolution No. 18

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT By-law No. 2021-82 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 14th day of December 2021.

Carried

b. By-law No. 2021-83 Garden Suite Agreement - Dizazzo
Resolution No. 19

Moved By: Councillor Annable

Seconded By: Councillor Thompson

THAT By-law No. 2021-83 being a By-law to Authorize the Mayor and Clerk to enter into a Garden Suite Agreement between the Township of North Dundas and Edward and Christine DiZazzo, be read and passed in Open Council, signed and sealed this 14th day of December, 2021.

Carried

c. By-law No. 2021-93 – Borrowing Debenture from OILC
Resolution No. 20

Moved By: Councillor Thompson

Seconded By: Councillor Annable

THAT By-law No. 2021-93 being a By-law of the Corporation of the Township of North Dundas to authorize the borrowing upon serial debentures in the principal amount of \$2,000,000.00 towards the cost of capital roadways and guiderail improvements be read and passed in Open Council, signed and sealed this 14th day of December, 2021.

Carried

d. By-law No. 2021-94 Emergency Response Plan
Resolution No. 21

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT By-law No. 2021-94 being a By-law to adopt an Emergency Response Plan be read and passed in Open Council signed and sealed this 14th day of December, 2021.

Carried

11. Key Information

a. KIR - Finance

b. KIR - Economic Development and Communications

1. Shop Local and Win

Results from the Shop Local and Win Contest were discussed. All winners have been selected. There were 192 entries - 95% were purchase receipts showing strong support for local businesses.

c. KIR - Public Works

d. KIR - Waste Management

e. KIR - Planning Building and Enforcement

1. Building Permit Fees

The Planning, Building and Enforcement Department is seeking approval to update 2016 building permit fees. MMAH recommend periodic reviews at least every five years. Staff will bring forward a draft schedule of fees in comparison to local municipalities. Some fees will be frozen and others will be adjusted by inflation. After council reviews the fees, the Township is required to host a public meeting after which the 2016 by-law may be updated with fees that are more reflective of the projects. Council is in favour of being provided with updated information for consideration and potentially including provisions for affordable housing.

f. KIR - Recreation and Culture

g. KIR - Fire

h. KIR - CAO

i. KIR - Clerk

12. Consent Agenda

a. Accounts

Resolution No. 22

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

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

November 1, 2021 to November 16, 2021, Batch 173 to 187 in the amount of \$191,002.96; and

November 17, 2021 to November 30, 2021, Batch 186 to 195 in the amount of \$1,186,565.41; and,

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

Carried

b. Monthly Activity Summary

Action Recommended:

THAT Council receive and file.

1. MAS - Finance
2. MAS - Economic Development and Communications
3. MAS - Public Works
4. MAS - Waste Management
5. MAS - Planning Building and Enforcement
6. MAS - Recreation and Culture
7. MAS - Fire
8. MAS - CAO
9. MAS - Clerk

c. Dundas County Archive Report - 2021

Action Recommended:

THAT Council receive and file.

13. Boards and Committees

a. County Council: Mayor Fraser & Deputy Mayor Armstrong

County Council had a productive budget meeting on the 8th in preparation for the January 24th meeting. Mayor Fraser congratulated the Deputy Mayor for serving as Warden on County Council. County Council's commitment to education equity for rural students and Mayor Fraser's involvement on this committee was highlighted.

b. Canada Day: Mayor Fraser

Nothing to report.

c. Display of Lights: Mayor Fraser

It was held in South Mountain this year and was a success. Mayor Fraser congratulated the volunteers and the Mountain Township Agriculture Society for providing the venue.

d. Fire Steering: Fire Commissioner Armstrong

Nothing to report.

e. Art on the Waterfront: Councillor Thompson

Nothing to report.

f. Chesterville & District Historical Society: Councillor Thompson

Book launch occurred last weekend. Copies can be obtained from the Historical Society and Scotia Bank in Chesterville.

g. Chesterville Carnival: Councillor Thompson

Nothing to report.

h. Dairyfest:

Nothing to report.

i. Winchester Downtown Revitalization: Councillor Annable

Nothing to report.

14. Motions and Notices of Motions

15. Petitions

16. Council Comments and Concerns

17. Miscellaneous/Unfinished Business

The by-election was dismissed at the last Council meeting leaving two options to consider: offer the position to the first non-elected candidate from the 2018 election or appoint someone else. Council chose to offer the position to the first non-elected candidate.

Resolution No. 23

Moved By: Councillor Annable

Seconded By: Councillor Thompson

THAT the Council of the Township of North Dundas authorize the Mayor to approach the first non-elected candidate in the 2018 municipal election to fill the vacant Council seat.

Carried

18. Ratification By-Law

Resolution No. 24

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT By-law No. 2021-91, to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 14th day of December, 2021.

Carried

19. Adjournment

Resolution No. 25

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT Council adjourn at 8:13 PM to the call of the Chair.

Carried

MAYOR

CLERK

