

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

MINUTES

FEBRUARY 9, 2021

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on February 9, 2021 with Mayor Fraser in the Chair. The meeting was held virtually, recorded and posted on the Township's Facebook page.

ROLL CALL: Mayor: Tony Fraser
Deputy Mayor: Allan Armstrong
Councillors: Gary Annable, Tyler Hoy, John Thompson
CAO: Angela Rutley
Treasurer: John Gareau
Economic Development Officer: Stephen Mann
Director of Public Works: Khurram Tunio
Director of Waste Management: Doug Froats
Director of Planning, Building & Enforcement: Calvin Pol
Director of Recreation and Culture: Meaghan Meerburg
Fire Services Liaison Office: Mike Gruich
Deputy Treasurer: Johanna Barkley
Facilities Manager: Tom Dekker
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 7:00 pm.
CARRIED
2. Adoption of Agenda
Resolution No. 02 Moved by Councillor Thompson
Seconded by Councillor Hoy
THAT Council approve the agenda as presented.
CARRIED
3. Disclosure of Pecuniary Interest and General Nature Thereof - NIL
4. Adoption of Minutes
 - a) Regular Meeting January 19 2021
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 January 19th, 2021 be adopted as presented.
CARRIED
 - b) Emergency Meeting January 20 2021
Resolution No. 04 Moved by Councillor Annable
Seconded by Councillor Hoy
THAT the minutes of the Emergency Meeting of the Council of the Township of North Dundas, held January 20, 2021 be adopted as presented.

CARRIED

5. Delegations – NIL

6. Closed Session – NIL

7. Open Session – NIL

8. Action Requests

a) Finance

i) 2020 Tax Assessment Reductions

Resolution No. 05

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council authorize and approve the attached schedule of Tax Assessment Reductions for the fiscal year ending December 31 2020, in accordance with applicable legislation.

CARRIED

ii) Support Extension of Asset Management Deadline

Resolution No. 06

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT the Council of the Township of North Dundas supports MFOA's letter to the Ministry of Infrastructure requesting a one-year extension to the deadlines in O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure under the Infrastructure for Jobs and Prosperity Act, 2015; so that all municipalities can focus on the immediate needs of the pandemic and engage in municipal asset management planning when capacity challenges are resolved.

CARRIED

b) Economic Development and Communications – NIL

c) Public Works

i) Hiring of Truck and Coach Technician

Resolution No. 07

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT Council receives the recommendation of the Director of Public Works to hire Brock Lama for the full-time position of Truck and Coach Technician as per the letter of offer dated January 26, 2021.

CARRIED

ii) Water & Sewer Allocation Mill Street PT LT 51 & 52

Resolution No. 08

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT Council allocates 4 water units and 4 sewer units to the vacant property located at Mill Street, PT LT 51 & 52 BLK A S/S NATION RIVER, PL 35, in Chesterville.

CARRIED

iii) Water & Sewer Allocation Daycare at 547 Louise Street

Resolution No. 09

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council allocates 5 water units and 5 sewer units to the Daycare for the Upper Canada District School Board property located at 547 Louise Street, Winchester.

CARRIED

d) Waste Management – NIL

e) Planning Building and Enforcement

- i) Zoning By-law Amendment Application 29 Chesterville Main St. Ashley Gabrys
Resolution No. 10
Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council hereby accepts the revised Zoning By-law Amendment application as complete from Ashley Gabrys and directs the public meeting to be held on February 23, 2021 at 6:30 pm.

CARRIED

f) Recreation and Culture

- i) Canada Cultural Spaces Fund
Resolution No. 11

Moved by Councillor Hoy
Seconded by Councillor Thompson

THAT Council confirms their awareness and support of the Township of North Dundas' submission of a grant application for \$25,907.50 under the Canada Cultural Spaces Fund, towards the cost of replacing the Old Town Hall HVAC system. Council confirms their acknowledgement that the outcome of the proposed project will ultimately benefit residents of the Township of North Dundas and authorize the Director of Recreation & Culture to act as the signing authority for the grant application.

CARRIED

g) Fire – NIL

h) CAO

- i) Amend Policy 88-2020 COVID19 Staff Accommodation Policy
Resolution No. 12

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council approve policy #88-2020, a COVID-19 Staff Accommodation Policy, as amended to include employees under contract to work a minimum of 35 hours per week.

CARRIED

i) Clerk – NIL

9. Tenders and Quotations

- a) Explore Guide Printing RFQ
Resolution No. 13

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

THAT Council receive the Printing RFQ opening summary for the 2021 Explore North Dundas publication and approve the tender be awarded to Hueneye Communications at a cost of \$4,750.00 excluding of HST.

CARRIED

- b) Snow Maintenance for Dry Hydrant on Cty. Rd 16 South Mountain
Resolution No. 14

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas authorize and approve K2D2 Landscaping to perform snow clearing and salting services for the dry hydrant that is located on County Rd. 16 in South Mountain, for the remainder of the 2020/2021 winter season and for the 2021/2022 winter.

CARRIED

10. By-laws – NIL

11. Key Information

a) Finance – 2021 Budget: Treasurer Gareau updated Council of amendments by department relating to the draft budget. Mayor Fraser advised budget discussions will continue following other departmental key information reports.

b) Finance – Auditors' Planning Memo to Council: Treasurer Gareau provided BDO's plan for their audit of our financial statements for the year ended December 31, 2020. He noted audit fieldwork has been set for the period from March 11th to March 19th with draft financial statements ready for April 6th and the presentation to Council for approval of final financial statements for the May 11th Council meeting.

c) Waste Management Services – Waste Diversion Newsletters: Director Froats reviewed Technical Bulletins 1 & 2 with Council. He advised the newsletters satisfy the requirement pertaining to our Environmental Assessment to make the public aware of our waste diversion practices and potential future practices which can be implemented into our waste management operational practices.

d) Recreation and Culture – North Dundas Arenas: Director Meerburg updated Council on user groups and hours of operation should the arenas open on February 16th based on Eastern Ontario Health Unit colour classification.

Council took a five-minute break before commencing budget discussions.

2021 Draft Budget discussion: Mayor Fraser advised this is the opportunity for Staff to hear Council's comments and thoughts relating to the draft budget so Department Heads can prepare to justify recommendations.

Deputy Mayor Armstrong concerns about:

PWS – shifting contract workers to full time, hiring a 2nd Engineer along with computer system.

FS – currently down 1 vehicle.

Councillor Hoy

PWS – shared concerns expressed by Deputy Mayor Armstrong

R&C – Infield Groomer, Chesterville ball diamond lighting

Councillor Annable

PWS – shared concerns expressed by Deputy Mayor Armstrong, added Salt Dome and Trackless Sidewalk machine. R&C shingles for roof repairs

Councillor Thompson:

PWS – shared concerns expressed by Deputy Mayor Armstrong, added Salt Dome

R&C – Chesterville Tennis Courts, Winchester Arena Roof repairs.

FS – generator

Council reiterated they wish to know numbers relating to surplus/deficient (complete final picture) before budget decisions are made. Council looks forward to meeting in person to discuss the budget.

12. Consent Agenda

Resolution No. 15

Moved by Councillor Annable

Seconded by Councillor Hoy

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

(Year 2020)

January 01, 2021 to January 15, 2021 Batch 223 to 223 in the amount of \$294,836.24

January 16, 2021 to January 31, 2021 Batch 224 to 224 in the amount of \$230,276.16

(Year 2021)

January 01, 2021 to January 15, 2021 Batch 1 to 5 in the amount of \$40,352.10

January 16, 2021 to January 31, 2021 Batch 6 to 9 in the amount of \$415,756.80

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

CARRIED

Request for Support – United Counties of SDG

Resolution No. 16

Moved by Councillor Thompson

Seconded by Councillor Annable

THAT the Council of the Township of North Dundas support the United Counties of Stormont, Dundas & Glengarry Resolution No. 2021-04 that requests the Province of Ontario to allow small businesses to immediately open.

CARRIED.

13. Boards and Committees – NIL

14. Motions and Notices of Motions – NIL

15. Petitions – NIL

16. Council Comments and Concerns

Deputy Mayor Armstrong reiterated the urgency for small local businesses to be permitted to open as soon as possible.

Mayor Fraser advised a special meeting of Council has be scheduled for Tuesday, March 16th, 2021 to continue budget discussions.

17. Unfinished Business – NIL

18. Ratification By-law

Resolution No. 17

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT By-law No. 2021-14 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 9th day of February, 2021.

CARRIED

19. Adjournment by Resolution

Resolution No. 18

Moved by Councillor Thompson

Seconded by Deputy Mayor Armstrong

THAT Council adjourn at 8:46 pm to the call of the Chair.

CARRIED

MAYOR

CLERK

These minutes are approved as written March 9, 2021.