

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

**MINUTES**

**JANUARY 19, 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 January 19, 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 Planning, Building & Enforcement: Calvin Pol  
Director of Waste Management: Doug Froats  
Director of Recreation and Culture: Meaghan Meerburg  
Fire Services Liaison Office: Mike Gruich  
Clerk: Jo-Anne McCaslin  
Deputy Clerk: Nancy Johnston

1. Call Meeting to Order by Resolution

Resolution No. 01

Moved by Councillor Hoy  
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 Hoy  
Seconded by Councillor Annable

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 December 8, 2020

Resolution No. 03

Moved by Deputy Mayor Armstrong  
Seconded by Councillor Annable

THAT the minutes of the Regular Meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held December 8, 2020 be adopted as presented.

CARRIED

b) Special Meeting December 15, 2020

Resolution No. 04

Moved by Councillor Hoy  
Seconded by Councillor Thompson

THAT the minutes of the Special Meeting of the Council of the Township of North Dundas, held December 15, 2020 be adopted as presented.  
CARRIED

5. Delegations

8:00 pm Dr. Paul Roumeliotis, Medical Officer of Health, Eastern Ontario Health Unit, provided an update on the COVID-19 pandemic and vaccine roll-out, highlighting Dundas Manor residents and staff were vaccinated on January 16<sup>th</sup>. Council members discussed the closure of small businesses. Mayor Fraser read a letter from the Mayor addressed to Premier Ford, copied to MPP Jim McDonell, MPP Steve Clark and Dr. Paul which asks the Province to reconsider lockdown orders on small local businesses in rural areas. Mayor Fraser thanked Dr. Paul for his leadership and guidance throughout these challenging times.

6. Closed Session - NIL

7. Open Session - NIL

8. Action Requests

a) Finance

- i) Asset Management Coordinator  
Resolution No. 05

Moved by Councillor Annable  
Seconded by Councillor Thompson

THAT Council approves the recommendation of the Hiring Committee and authorizes the hiring of Michelle Dorie as Asset Management Coordinator as per the Offer of Employment dated January 12, 2021.  
CARRIED

b) Economic Development and Communications – NIL

c) Public Works

- i) Water & Sewer Allocation - Madison Mulder Enterprises  
Resolution No. 06

Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson

THAT Council allocate 2 water units and 2 sewer units to Madison Mulder Enterprises for two (2) semi-detached units at 94 Mary Street, Chesterville.  
CARRIED

- ii) Water & Sewer Allocation - Winchester Meadows Developments Inc.  
Resolution No. 07

Moved by Councillor Hoy  
Seconded by Councillor Annable

THAT Council allocate 48 water units and 48 sewer units to Winchester Meadows Developments Inc. for a total of 48 single, semi-detached and townhomes at Arora Crescent, Winchester.  
CARRIED

d) Waste Management – NIL

e) Planning Building and Enforcement – NIL

f) Recreation and Culture

- i) Winter Maintenance for the Oschmann Forest Parking Lot  
Resolution No. 08

Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas authorize and approve Camouflage Property Maintenance to perform snow clearing and salting

services for 12301 Ormond Rd., Winchester, known as the Oschmann Forest parking lot, for the remainder of the 2020/2021 winter season.  
CARRIED

- g) Fire – NIL
- h) CAO – NIL
- i) Clerk – NIL

9. Tenders and Quotations – NIL

10. By-laws

- a) By-law No. 2020-55 Rates for Water & Sewer Services  
Resolution No. 09  
Moved by Councillor Annable  
Seconded by Councillor Hoy  
THAT By-law No. 2020-55, being a By-law for Fixing Rates for the Supply of Water/Sewer Services be read a third time and passed in Open Council this 19th day of January, 2021.  
CARRIED
- b) By-law No. 2020-59 Capital Charges  
Resolution No. 10  
Moved by Councillor Thompson  
Seconded by Councillor Annable  
THAT By-law No. 2020-59, being a By-law to set Capital Charges for Water and Sanitary Sewer Connections, be read a second and third time in Open Council, this 19th day January, 2021.  
DEFERRED
- c) By-law No. 2021-01 Officers & Committees  
Resolution No. 11  
Moved by Deputy Mayor Armstrong  
Seconded by Councillor Annable  
THAT By-law No. 2021-01, being a By-law for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations be adopted as presented this 19th day of January, 2021.  
CARRIED
- d) By-law No. 2021-02 Interim Tax Levy  
Resolution No. 12  
Moved by Councillor Thompson  
Seconded by Councillor Annable  
THAT By-law No. 2021-02 being a By-law to Provide for an Interim Tax Levy Applicable to the Year 2021 and to Establish the due date thereof, be read and passed in Open Council, signed and sealed this 19th day of January 2021.  
CARRIED
- e) By-law No. 2021-03 Borrowing BMO  
Resolution No. 13  
Moved by Councillor Hoy  
Seconded by Councillor Annable  
THAT By-law No. 2021-03 being a By-law Respecting the Borrowing of Money by the Corporation (with the Bank of Montreal) be read and passed in Open Council, signed and sealed this 19th day of January 2021.  
CARRIED
- f) By-law No. 2021-04 Tariff of Fees By-law - Planning Matters  
Resolution No. 14  
Moved by Councillor Annable  
Seconded by Councillor Hoy  
THAT By-law No. 2021-04 being a By-law to update and replace Tariff of Fees By-

law No. 2018-21 be read and passed in Open Council, signed and sealed this 19th day of January, 2021.

CARRIED

- g) By-law No. 2021-05 By-law Enforcement Contract Renewal  
Resolution No. 15  
Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson  
THAT By-law No. 2021-05, being a By-law to authorize the execution of a contract of employment with Brent Mattice for Municipal By-law Enforcement Services within the Municipality be read and passed in Open Council, signed and sealed this 19th day of January, 2021.  
CARRIED
- h) By-law No. 2021-06 Security Exchange Sale of Lots Forestwood Heights Subdivision  
Resolution No. 16  
Moved by Councillor Hoy  
Seconded by Councillor Annable  
THAT By-law No. 2021-06, being a By-law to modify By-law No. 2020-57 being a By-law to confirm the exchange of security between The Corporation of the Township of North Dundas and the Estate of Ruth Levy for the Forestwood Heights Subdivision registered as Plan 99, be read and passed in Open Council, signed and sealed this 19th day of January, 2021.  
CARRIED
- i) By-law No. 2021-07 UCDSB Winchester Public School Site Plan Agreement By-law  
Resolution No. 17  
Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson  
THAT By-law No. 2021-07, 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 the Upper Canada District School Board, be read and passed in Open Council, signed and sealed this 19th day of January, 2021.  
CARRIED
- j) By-law No. 2021-08 Appointment of Closed Meeting Investigator  
Resolution No. 18  
Moved by Councillor Annable  
Seconded by Councillor Thompson  
THAT the Council of the Township of North Dundas approve By-law No. 2021-08, being a By-law to enter into an agreement with Local Authority Services (LAS) to provide closed meeting investigator services.  
CARRIED
- k) By-law No. 2021-09 Winchester Public School UCDSB Lease Agreement By-law  
Resolution No. 19  
Moved by Councillor Annable  
Seconded by Councillor Hoy  
THAT By-law No. 2021-09, being a By-law to authorize the Mayor and Clerk to enter into a Lease Agreement between the Township of North Dundas and the Upper Canada District School Board, be read and passed in Open Council, signed and sealed this 19th day of January, 2021.  
CARRIED
- l) By-law No. 2021-10 Marriage Solemnization Services  
Resolution No. 20  
Moved by Deputy Mayor Armstrong  
Seconded by Councillor Thompson  
THAT By-law 2021-10, being a By-law to further authorize and delegate the authority to provide marriage solemnization services to Jessica Manley be read and passed in Open Council, signed and sealed this 19th day of January, 2021.  
CARRIED

m) By-law No. 2021-11 Marriage Solemnization Services

Resolution No. 21

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT By-law 2021-11, being a By-law to further authorize and delegate the authority to provide marriage solemnization services to Nancy Johnston be read and passed in Open Council, signed and sealed this 19th day of January, 2021.

CARRIED

11. Key Information

Finance 2021 Budget Update – Director Gareau provided Council with a one-page summary of amendments to the 2021 draft budget.

Economic Development and Communications Shop Local Promotion – Director Mann provided details of the Shop Local Promotion and advised the purpose is to focus our efforts on profit driven businesses most effected by Covid-19, so non-profit have not been included. Council advised to include non-profit organizations, charities and direct businesses in the promotion if there is room.

Public Works Water & Sewer Budget – Director Tunio presented the draft 2021 water and sewer budget to Council.

Recreation and Culture Impact of COVID-19 on R&C Department – Director Meerburg updated Council on recreational facilities closures, program changes, staff distribution and maintenance of outdoor rinks due to the provincial lockdown.

12. Consent Agenda

Resolution No. 22

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council authorize payment of accounts as per the attached Council Report dated December 01, 2020 to December 15, 2020 Batch 204 to 211 in the amount of \$2,836,198.86;

Council Report dated December 16, 2020 to December 31, 2020 Batch 212 to 222 in the amount of \$777,056.84

Ontario Wildlife Damage Compensation Program - 005338

Richard Scheepers - \$50.00

Ontario Wildlife Damage Compensation Program – 005217

Property Owner of 10261 County Rd 43 \$224.00

Richard Scheepers - \$50.00

AND 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

19. Resolution No. 23

Moved by Councillor Annable

Seconded by Councillor Hoy

THAT By-law No. 2021-12 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 19th day of January, 2021.

CARRIED

20. Adjournment by Resolution

Resolution No. 24

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT Council adjourn at 9:30 pm to the call of the chair.

CARRIED

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MAYOR

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CLERK

These minutes are approved as presented February 9, 2021.