



**Regular Meeting Agenda  
Township of North Dundas**

**November 23, 2021, 6:30 PM  
636 St. Lawrence St. Winchester, ON**

**Additional reports added November 23, 2021.**

This Regular Meeting of the Corporation of the Township of North Dundas will be broadcast on the Township's [YouTube Channel](#).

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	<b>Pages</b>
<b>1. Call Meeting to Order by Resolution</b>	
<b>2. Adoption of Agenda</b>	
<b>3. Disclosure of Pecuniary Interest and Nature Thereof</b>	
<b>4. Adoption of Minutes</b>	<b>1</b>
<b>5. Closed Session</b>	
As per Section 239(2) of the <i>Municipal Act</i> , 2001:	
(b) personal matters about an identifiable individual, including municipal or local board employees - specifically an identifiable individual; and,	
(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.	
<b>6. Open Session</b>	
<b>7. Delegations</b>	
a. Golder & Associates (virtual)	<b>9</b>
Trish Edmond and Paul Smolkin from Golder & Associates re: an update on the environmental assessment of the Township of North Dundas' Waste Management Plan.	

b.	SDG Counties	17
	Todd Lihou, Economic Development Officer re: the SDG Historic Tour.	
c.	House of Lazarus	25
	Cathy Ashby, Executive Director and Kristina McDermott, Linking Hands Coordinator from the House of Lazarus re: housing in Dundas County. (revised presentation submitted Nov 23, 2021)	
d.	South Nation Conservation (SNC) Update	78
	Bill Smirle, Chair SNC re: an update on the South Nation Conservation Authority.	

## 8. Action Requests

a.	A/R - Waste Management	
1.	Golder- Change of Service	81
b.	A/R - Planning Building and Enforcement	
1.	Work expenses to comply with Property Standards Order	83
2.	MTAS – Consent Fee Reduction Request	86
3.	Junior Planner Position	90
c.	A/R - Clerk	
1.	Surplus Equipment	91

## 9. Tenders and Quotations

a.	Tender No. PW 2021 – 08 Roof Replacement – 5 Industrial Drive, Chesterville, ON	92
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## 10. By-Laws

a.	By-law No. 2021-84 Lease Agreement - Breteler	96
b.	By-law No. 2021-85 - To Amend Road Naming By-law 42-2003	102
c.	By-law No. 2021-87 ICIP Community, Culture and Recreation	104

d.	By-law No. 2021-86 Tile Drainage Debenture	107
11.	<b>Key Information - NIL</b>	
12.	<b>Consent Agenda</b>	
a.	MAS - Public Works (October report added Nov 23)	109
13.	<b>Boards and Committees</b>	
a.	County Council: Mayor Fraser & Deputy Mayor Armstrong	
b.	Canada Day: Mayor Fraser	
c.	Display of Lights: Mayor Fraser	
d.	Fire Steering: Fire Commissioner Armstrong	
e.	Art on the Waterfront: Councillor Thompson	
f.	Chesterville & District Historical Society: Councillor Thompson	
g.	Chesterville Carnival: Councillor Thompson	
h.	Dairyfest: Councillor Hoy	
i.	Winchester Downtown Revitalization: Councillor Annable	
14.	<b>Motions and Notices of Motions</b>	
15.	<b>Petitions</b>	
16.	<b>Council Comments and Concerns</b>	
17.	<b>Miscellaneous/Unfinished Business</b>	
18.	<b>Ratification By-Law</b>	114
	By-law No. 2021-88	
19.	<b>Adjournment</b>	



## THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

### REGULAR MEETING MINUTES

**Date:** November 9, 2021, 6:30 pm

**Location:** 636 St. Lawrence St. Winchester, ON

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

**Staff Present:** CAO: Angela Rutley  
Clerk: Jo-Anne McCaslin  
Director of Recreation and Culture: Meaghan Meerburg  
Economic Development & Communications: Stephen Mann  
Director of Planning, Building and Enforcement: Calvin Pol  
Deputy Clerk: Nancy Johnston  
Acting Treasurer: Johanna Barkley  
Administrative Assistant: Emily Beach

**Others:** Joe Morin, Chesterville Record

#### 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 6:34 PM.**

**Carried**

#### 2. Adoption of Agenda

Resolution No. 02

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

**THAT Council approve the agenda as amended.**

**Carried**

#### 3. Disclosure of Pecuniary Interest and Nature Thereof

#### 4. Adoption of Minutes

Resolution No. 03

**Moved By:** Councillor Hoy

**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 October 26<sup>th</sup>, 2021 be adopted as presented.**

**Carried**

**5. Delegations - (Additional)**

Sean-Michael Stephen of Watson & Associates presented the preliminary findings from the background study for the Township of North Dundas' development charges to Council. The next step in this process is to present the findings at a public meeting scheduled for December 14th.

Resolution No. 06

**Moved By:** Councillor Hoy

**Seconded By:** Councillor Thompson

**THAT Council acknowledges the presentation provided by Sean-Michael Stephen of Watson & Associates re: Township of North Dundas Development Charges Background study.**

**Carried**

**6. Closed Session**

Resolution No. 04

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT Council proceed in camera at 6:36 PM pursuant to Section 239(2) of *The Municipal Act, S. O. 2001*:**

**(b) personal matters about an identifiable individual, including municipal or local board employees - specifically staff; and,**

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

**Carried**

**7. Open Session**

Resolution No. 05

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Annable

**THAT Council move to open session at 7:02 PM.**

**Carried**

**8. Action Requests**

a. A/R - Finance

1. Rescind Budget Amendment 2021-01 – Student Wages

Resolution No. 07

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council rescind budget amendment No. 2021-01 – Transportation Services – Hiring of 2 additional summer students, in the amount of \$26,200.**

**Carried**

2. Asset Management Software

Resolution No. 08

**Moved By:** Councillor Annable

**Seconded By:** Councillor Thompson

**THAT Council approves the purchase of PSD Citywide Inc. Asset Manager and GIS Viewer software applications to be used for Asset Management.**

b. A/R - Economic Development and Communications

1. Regional Incentive Applications

Resolution No. 09

**Moved By:** Councillor Hoy

**Seconded By:** Councillor Thompson

**THAT Council approve the disbursement of funding under the SDG Counties Regional Incentives Program to the applicants as detailed in this report for a total of \$63,181.80, subject to the terms of the financial agreements.**

**Carried**

c. A/R - Public Works

1. Baker Road Closure

Resolution No. 10

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT Council approve the closure of the portion of Baker Road running over a permanent stream, approximately 615 metres south-west from the Baker Road/County Road 31 intersection, from 7:00 am to 5:00 pm on November 23, 2021.**

**Carried**

2. Part-Time Operators

Resolution No. 11

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Annable

**THAT Council approve the recommendation of the hiring committee and authorize the hiring of Tanya Zwarts, Basil Pemberton, and Richard Ventrella as part-time operators for**

**the 2021/2022 winter season, as per the letters of offer issued October 29, 2021.**

- d. A/R - Waste Management - NIL
- e. A/R - Planning Building and Enforcement
  - 1. Garden Suite Zoning Amendment

Resolution No. 12

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council hereby accepts the Zoning By-law Amendment application as complete from Jeremy DiZazzo and directs the public meeting to be held on December 14th, 2021.**

**Carried**

- f. A/R - Fire - NIL
- g. A/R - CAO
  - 1. Interim Duties – Deputy Treasurer

Resolution No. 13

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

**THAT Johanna Barkley be appointed to the position of Acting Treasurer, effective October 20, 2021, until the return of the Treasurer or until further notice, and that her salary scale be increased to the Treasurer position grade during this time.**

**Carried**

- 2. Executive Assistant/Deputy Clerk (Additional Report)  
Resolution No. 14

**Moved By:** Councillor Hoy

**Seconded By:** Councillor Thompson

**THAT Council accepts the recommendation of the hiring committee and that Chloe Preston be hired as Executive Assistant/Deputy Clerk, as per the letter of offer dated November 4, 2021; AND THAT Council approves the hiring of an Administrative Assistant for each of the Public Works Department and Recreation and Culture Department.**

- h. A/R - Clerk - NIL
- i. A/R Recreation and Culture
  - 1. Christmas Market Special Event Request report

Resolution No. 15

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council receive the Special Event Request Form from Kelly Windle, organizer of the Garden Party Christmas Market and approve the in-kind municipal support requested in the application form.**

**Carried**

**9. Tenders and Quotations**

- a. RFP # PW 2021-07 Engineering Services for Bridges and Culvert Replacements

Resolution No. 16

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

**THAT Council approve the award of portions of Request for Proposal No. 2021-07 for Engineering Services for Bridges and Culvert Replacements to Jacobs Consultancy Canada Inc. in the amount of \$279,242; AND THAT Council approve budget amendment #2021-28.**

**Carried**

**10. By-Laws**

- a. By-law No. 2021-76 Infrastructure Ontario Loans Amendment

Resolution No. 17

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Hoy

**THAT By-law No. 2021-76, as amended, being a By-law to approve the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for the long-term financing of certain capital works of the Township of North Dundas be read and passed in Open Council, signed and sealed this 9<sup>th</sup> day of November, 2021; AND THAT Council authorize the entering into of a rate offer letter agreement pursuant to which the Municipality will issue debentures to OILC.**

**Carried**

- b. By-law No. 2021-78 Part Lot Control Vriend Construction

Resolution No. 18

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

**THAT By-law No. 2021-78 being a By-law to exempt certain lands from Part Lot Control, be read and passed in Open Council, signed and sealed this 9<sup>th</sup> day of November, 2021.**

**Carried**

- c. By-law No. 2021-80 ICIP Local Government Intake

Resolution No. 19

**Moved By:** Councillor Hoy  
**Seconded By:** Councillor Thompson

**THAT By-law No. 2021-80, being a By-law to Authorize a Transfer Payment Agreement under the Investing in Canada Infrastructure Program: COVID Stream – Local Government Intake, be read and passed in Open Council this 9<sup>th</sup> day of November, 2021; AND THAT the Mayor and Clerk be authorized to execute this agreement.**

**Carried**

- d. Amend By-law No. 2021-71 - Mandatory COVID-19 Vaccination  
Resolution No. 20

**Moved By:** Councillor Thompson  
**Seconded By:** Councillor Annable

**THAT Council approve By-law No. 2021-71, as amended.**

**Carried**

- e. By-law No. 2021-79 – MMP Intake 2  
Resolution No. 21

**Moved By:** Councillor Thompson  
**Seconded By:** Councillor Hoy

**THAT By-law No. 2021-79, being a By-law to Authorize a Transfer Payment Agreement under the Municipal Modernization Program, Intake 2 – Implementation Stream be read and passed in Open Council this 9<sup>th</sup> day of November, 2021; AND THAT the Mayor and Clerk be authorized to execute this agreement.**

**Carried**

**11. Key Information**

- a. KIR - Finance - NIL
- b. KIR - Economic Development and Communications
  - 1. Shop Local Initiative  
  
The details of a new "six week "Shop Local Initiative" that runs from November 1st to December 10th. This contest is being advertised on our social media accounts, through Nation Valley News, the North Dundas Times and the Chesterville Record. The North Dundas Chamber of Commerce and the Counties SDG have contributed financially and their logos are included in media ads.
- c. KIR - Public Works (Additional Report)
  - 1. 2021-2022 Drainage Maintenance  
  
The drains scheduled for regular maintenance for fall 2021, along with maps illustrating their location were presented to Council.
- d. KIR - Waste Management - NIL
- e. KIR - Planning Building and Enforcement - NIL

f. KIR - Recreation and Culture - NIL

g. KIR - Fire

1. Safe Community Project Zero

The Township received 144 Kidde Canada 10-year worry-free combination smoke/CO alarms through the Safe community Project Zero sponsored by Enbridge Gas. The Fire Steering Committee is developing a roll-out plan.

h. KIR - CAO - NIL

i. KIR - Clerk - NIL

**12. Consent Agenda**

a. Accounts

Resolution No. 22

**Moved By:** Councillor Annable

**Seconded By:** Deputy Mayor Armstrong

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

**October 1 to October 18, 202, Batch 148 to 159 in the amount of \$611,484.25 and**

**October 19 - October 29, 2021, Batch 160 to 172 in the amount of \$\$3,588,106.37; and,**

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

**Carried**

b. Monthly Activity Summary

1. MAS - Finance

2. MAS - Economic Development and Communications

3. MAS - Public Works - NIL

4. MAS - Waste Management - NIL

5. MAS - Planning Building and Enforcement

6. MAS - Recreation and Culture

7. MAS - Fire - NIL

8. MAS - CAO

9. MAS - Clerk

**13. Boards and Committees - NIL**

**14. Motions and Notices of Motions**

**15. Petitions**

**16. Council Comments and Concerns**

**17. Miscellaneous/Unfinished Business**

**18. Ratification By-Law**

Resolution No. 23

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT By-law No. 2021-81, to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 9th day of November, 2021.**

**Carried**

**19. Adjournment**

Resolution No. 24

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT Council adjourn at 8:32 PM to the call of the Chair.**

**Carried**

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MAYOR

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CLERK



**GOLDER**  
MEMBER OF WSP

# **Environmental Assessment of the Township of North Dundas Waste Management Plan**

**PRESENTATION TO COUNCIL**

November 23, 2021

# AGENDA

**Review of the EA Process**

**Review of EA Progress & Schedule**

**Next Steps in this EA and Other Approvals**

**Budget**

# Review of the EA Process

- An Environmental Assessment (EA) of the Township of North Dundas (Township) Waste Management Plan (WMP) is being undertaken under the provincial Environmental Assessment Act.
- The EA is comprised of the Terms of Reference (ToR) and the EA.
  - The ToR sets out the framework for the planning and decision-making process to be followed during the preparation of the EA.
  - The EA is a study that assesses the potential environmental effects (positive or negative) of this Waste Management Plan.
- Both the ToR and EA require approval by the Minister of Environment, Conservation and Parks

# Review of EA Progress & Schedule

## Pre EA and ToR

It was determined by the MECP that the approved disposal capacity of the Boyne Road Landfill had been exceeded.

The Township retained Golder as their consultant to complete the EA.

When hard copies of the Proposed ToR were about to be circulated, Golder received direction from the MECP that the Proposed ToR did not meet “[their] requirements for focusing as previously thought”. This change in MECP requirements for this ToR was totally unexpected.

2014

2015

2016

2017

2018

2019

2020

2021

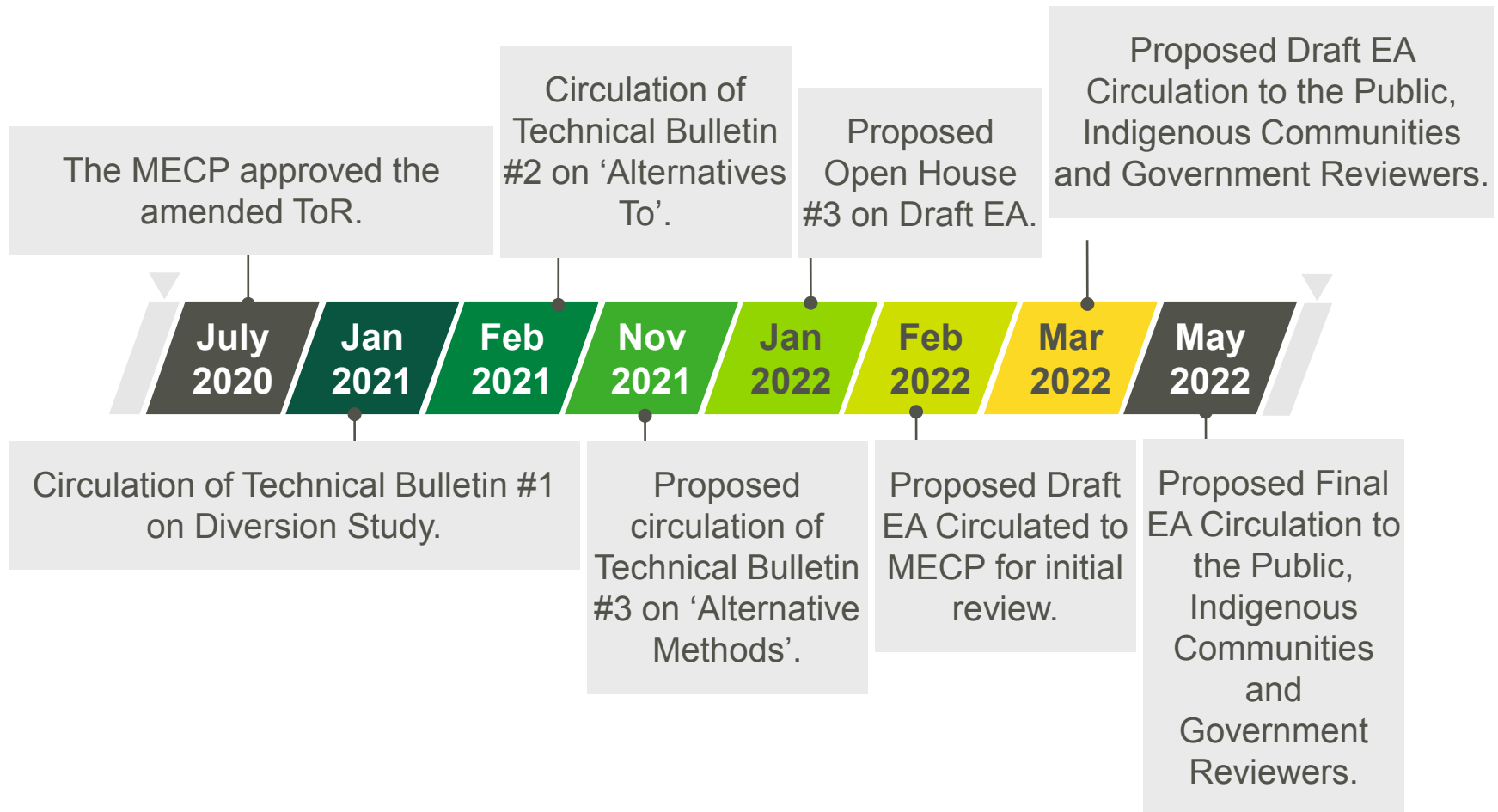
The Township completed an evaluation of long-term waste disposal alternatives, which concluded that expansion of the Township’s only landfill site, the Boyne Road landfill, was the much preferred (and most affordable) option. This expansion requires completion of an EA.

A Draft ToR was prepared and circulated for comments to the agencies and public. An EA focused on the landfill expansion remained as the approach agreed to by MECP. Golder proceeded to prepare the Proposed (final) ToR for circulation.

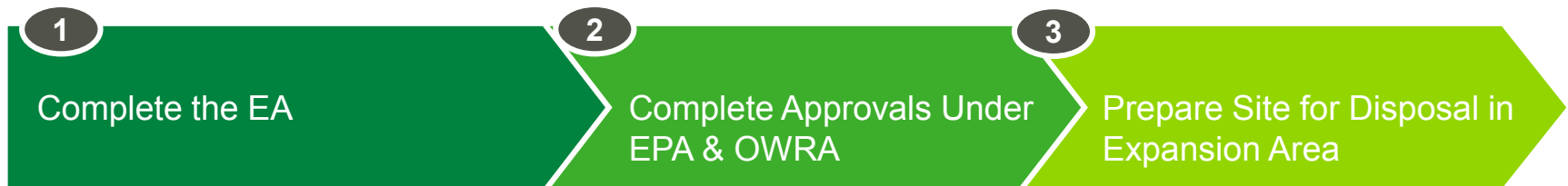
The MECP approved the amended ToR.

# Review of EA Progress & Schedule

EA Activities (completed and proposed)



# Next Steps in this EA and Other Approvals



As mentioned on the previous slide, activities to complete include:

- Circulate Technical Bulletin #3 on 'Alternative Methods'
- Complete Open House #3 on Draft EA
- Circulate Preliminary Draft EA to MECP
- Circulate Draft EA to other stakeholders
- Circulate Final EA to other stakeholders

Including MECP review time, approval of EA not expected until December 2022.

- These approvals are for the Environmental Protection Act and Ontario Water Resources Act.
- The approvals cannot be issued until the EA is approved but can be worked on and submitted before EA approval. This will be important as remaining approved disposal capacity is limited.
- Once submitted to the MECP, EPA & OWRA approval can take up to 12 months.

- Construction cannot commence until EPA and OWRA approvals received.
- Assume several months required for site preparation - moving ditches, preparing the landfill expansion base and constructing a stormwater management pond.

# Budget



As a result of the on-going changes from the MECP and requests for additional and different information than originally scoped in 2016, Golder has recently requested a budget increase.



**GOLDER**

MEMBER OF WSP

**Thank You.**

# SDG Historic Tour

An SDG Counties project  
November 2021

United Counties Historic Tour  
Tournée du passé historique des comtés unis

**UNITED COUNTIES OF STORMONT DUNDAS AND GLENGARRY**  
COMTÉS UNIS DE STORMONT, DUNDAS ET GLENGARRY

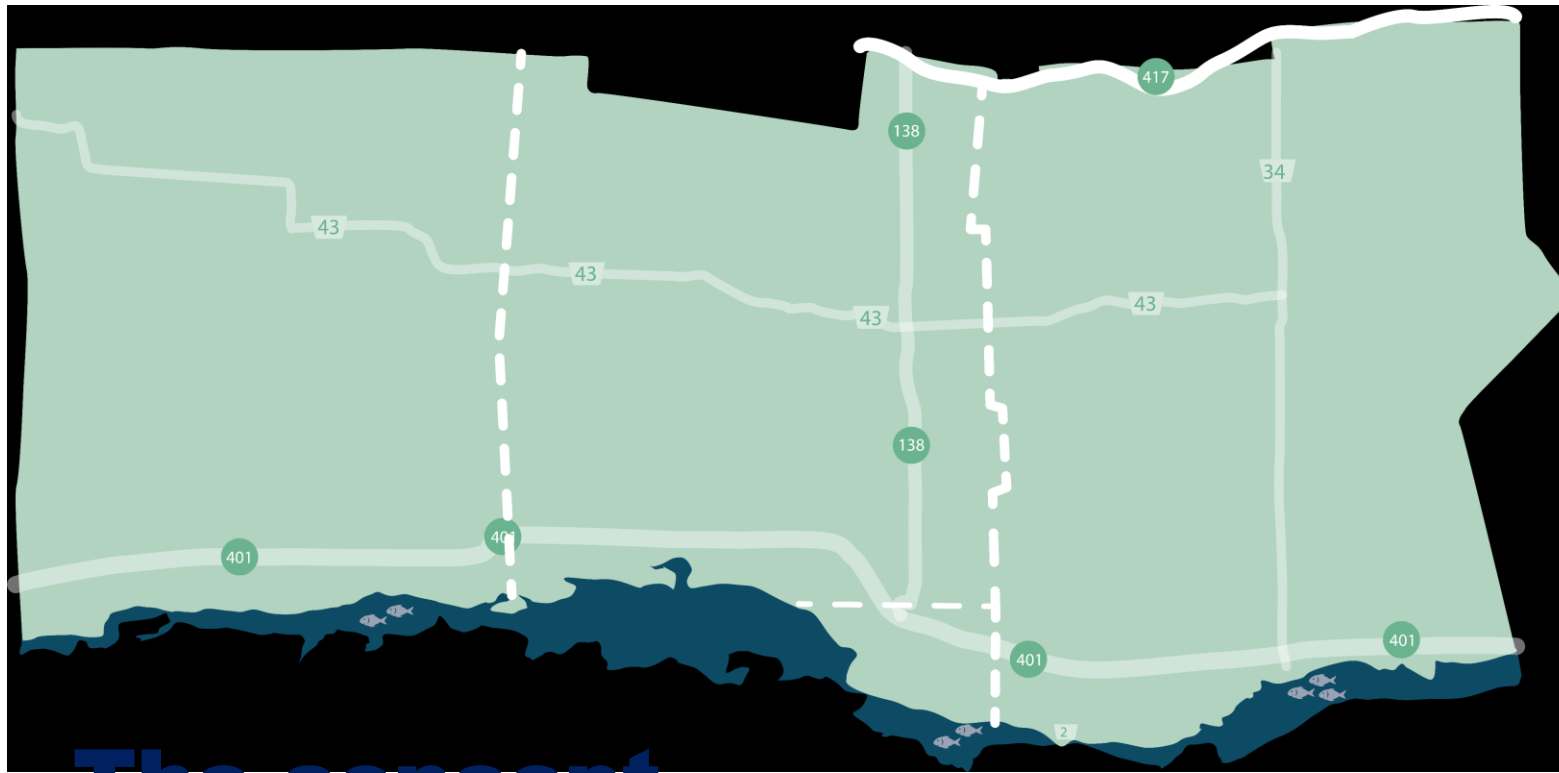
**UNITED COUNTIES COURTHOUSE AND JAIL**  
Completed in 1833, the United Counties Courthouse and Jail serves as a local hub for government and legal proceedings. Initially a two-storey frame structure was completed on this site in 1802 and remained until fire swept through in 1826. It was replaced by the main block of the present building, which is one of the province's oldest remaining public structures. It serves as the seat of government for the United Counties of Stormont, Dundas and Glengarry and continues to house a courtroom and administrative offices for the municipality.

**TRIBUNAL ET PRISON DES COMTÉS UNIS**  
Terminés en 1833, le tribunal et la prison des Comtés Unis est à présent un centre où l'on mène les affaires du gouvernement ainsi que des affaires juridiques. Le bâtiment d'origine de deux étages avait été terminé en 1802, mais il avait été ravagé par un incendie en 1826. Il a été remplacé par un bâtiment qui constitue le bâtiment principal de l'immeuble d'aujourd'hui qui est un des bâtiments publics les plus anciens de la province. Il sert de siège pour le gouvernement des Comtés Unis de Stormont, Dundas et Glengarry et continue à héberger le tribunal et les bureaux administratifs de la municipalité.

**THE JAIL**  
LA PRISON

Now operating as a tourist attraction, the jail housed inmates for 168 years beginning in 1833. Men, women, and even children were incarcerated in the jail for various offenses, including being in debt and murder. Over the years, five inmates were officially executed by hanging behind the jail walls for a variety of convictions. The last execution took place in 1954.

Maintenant une attraction touristique, cette prison a hébergé des détenus pendant 168 ans, à partir de 1833. Des hommes, des femmes et même des enfants avaient été incarcérés pour diverses infractions, allant de simples dettes à des meurtres. Au fil des ans, cinq détenus ont été officiellement exécutés par pendaison au sein des murs de la prison, après avoir été condamnés pour diverses raisons. La dernière exécution a eu lieu en 1954.



# The concept

Create an SDG-based historic tour, with three plaques in each of the six local municipalities in SDG. These plaques will be installed in clusters in areas where there is high visibility and foot traffic. The tour will complement other plaques and hubs located in the region, including those already in place in local municipalities, The Lost Villages Museum in South Stormont, as well as the commercial and waterfront districts in the City of Cornwall. The tour will serve as a vehicle for expanding the 'Where Ontario Began' brand throughout the Counties.



# Timeline

At its meeting of Oct. 18, Counties Council was briefed on this project and provided tacit support to proceed. The goal is to have this project continue with presentations before the councils of local municipalities. Research, preparation, and production of the plaques can take place over the fall/winter/spring of 2021/2022. Plaque completion will take place before the end of 2022.

## Budget - \$50,000

It is fair to estimate that a plaque can cost approximately \$2,500, which includes the artist's fee, plaque production, manufacture and installation. The County has identified funds that can be spent on this project and does not require investment by local municipalities.



# Why are we here?

## Partnerships

This project has the potential to create multi-layered partnerships. Those partnerships include SDG, its local municipalities, historical societies, local businesses and community-based organizations. Of particular importance will be fostering relationships with local historical societies, who will be an important resource when it comes to collecting materials, photos and other content for the plaques.

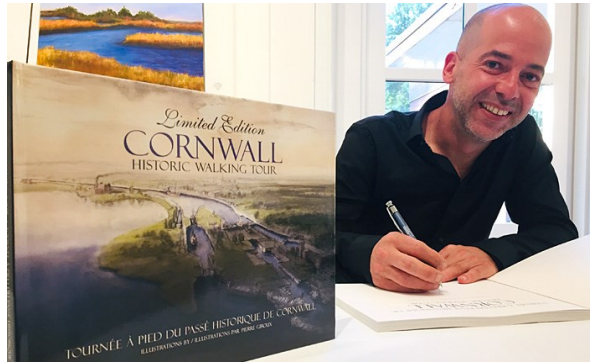
## Content

SDG will liaise with local municipalities and local historical societies to develop engaging content that tells stories of value for residents and visitors. The plaque content consists of a central painting (based on historical photos and accounts) as well as verbiage that explains the story behind the artwork. Plaques will also contain reproductions of old photographs that further illustrate the links to the past.



# Spinoffs

## Revenue



In Cornwall, a book was created in 2019, which depicts all the plaques contained within the Cornwall Historic Walking Tour. Annual calendars were created, with depictions of popular plaques. These items were sold, and a profit was made. The revenue generated from these exercises was modest at best, but **its purpose was to add different levers to the project** that marketed its appeal to a broader audience.

## Inventory

Like many communities, SDG and its local municipalities already have a plethora of plaques that mark watershed moments from our past. This project will include a component that builds a roster of existing historic plaques so that the Counties, its local municipalities and its partners have an updated list of these materials and their locations.

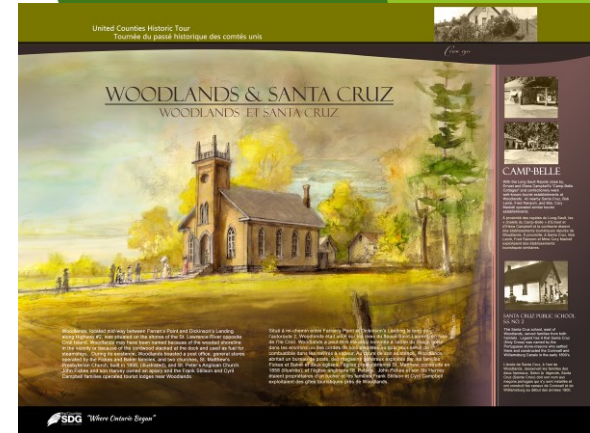
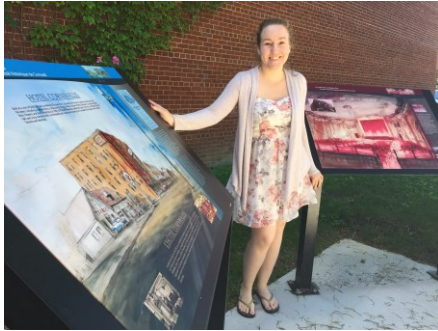


# Location, location, location

Location is a key pillar of the success of this project, and the ultimate decision on where these plaques will be located will require the input of our partners within local municipalities.

Some key points to remember when choosing a location include:

- Traffic – The plaques should be located in clusters, where people are known to gather in groups.
- Saturation – The plaques should be located in areas where there are few, if any similar plaques already in place.
- Cost – It is cheaper to attach plaques to existing structures, like buildings and walls. In places where structures are unavailable, plaques must be secured to a stand and concrete base (sonotubes or a larger pad), which adds to the total cost of the project.



# Next steps

*What do we need from you to proceed?*

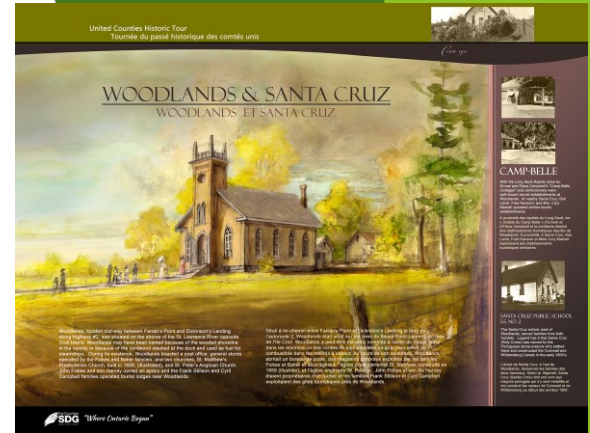
The purpose of meeting with local municipal councils is to request support for this project in the following ways:

- Location – It is best to erect the plaques on township property to ensure the sustainability of the tour.
- Content – Staff and representatives from local historical societies will be consulted throughout this process to ensure plaque content is relevant and accurate. It is our request that municipalities identify staff who can best help with this process and help connect the County with other local experts.
- Interest – These meetings serve as the initial salvo in marketing the tour and generating interest from the public.

**\*Financial support is not being requested.\***



# Questions?



# DUNDAS COUNTY HOUSING PRESENTATION



# DUNDAS COUNTY HOUSING INITIATIVE COMMITTEE

## Vision Statement

To be in a community  
where each individual  
has a safe and  
affordable place to live

## Mission Statement

A collaborative  
approach to creating  
safe and affordable safe  
spaces in our Dundas  
County Community

# WHAT IS AFFORDABLE HOUSING?

**According to the Canadian Mortgage and Housing Corporation (CMHC) housing is considered to be affordable when a household spends less than 30% of its pre-tax income on adequate shelter.**

**Households that spend more than 30% of their income on shelter are deemed to be in core housing need.**



## MEDIAN TOTAL INCOMES HOUSEHOLDS

The Median Total  
Incomes of  
Households in North  
Dundas is:

**\$78,192**

30% of the Median  
Total Income of  
Households in North  
Dundas is:

**\$23,458**

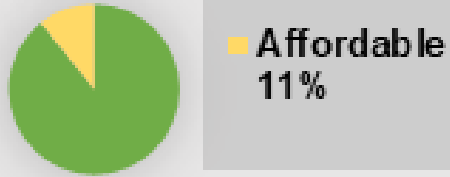
Monthly housing cost should not exceed

**\$1955.00**

to be considered affordable

# AFFORDABLE HOME OWNERSHIP IN NORTH DUNDAS

Figure 3 - Percentage  
of Affordable Homes  
Sold in North Dundas  
2020-2021



In North Dundas

**\$287,400**

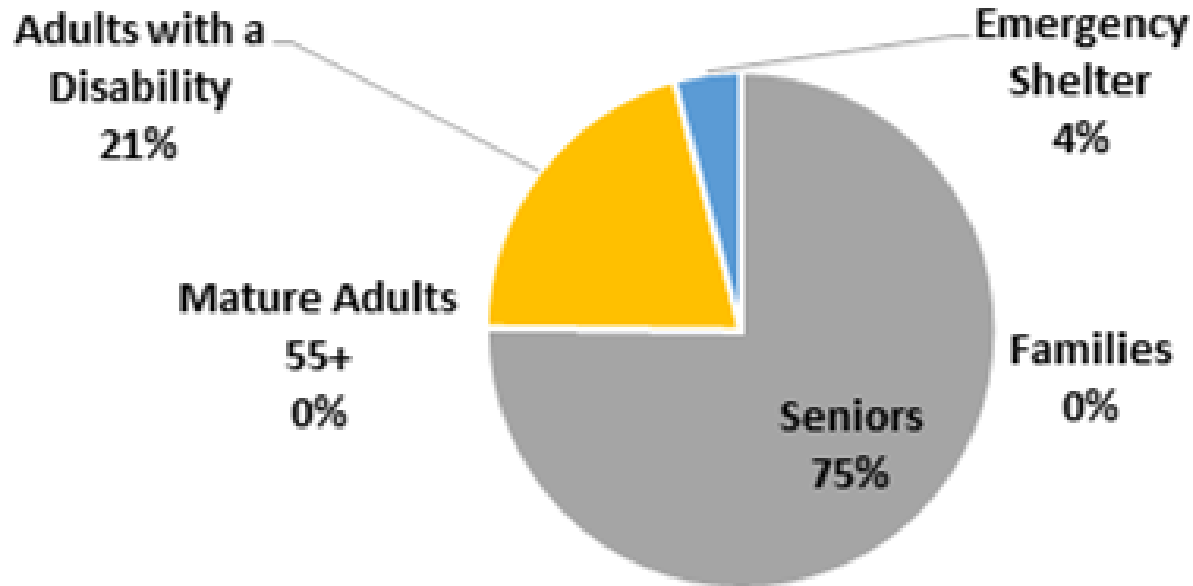
is deemed an affordable  
house price



## MEDIAN INDIVIDUAL INCOME

Location	Median Total Income of Individuals	Affordable Monthly Rent	Percentage of Affordable Homes Sold (2020-2021)
North Dundas	<b>\$37,581</b>	<b>\$939.00</b>	<b>2%</b>

## Current Population of Housing Supports in North Dundas



**Family Units = 0**

**Community Living Units = 2 Homes (accommodating 12 individuals)**

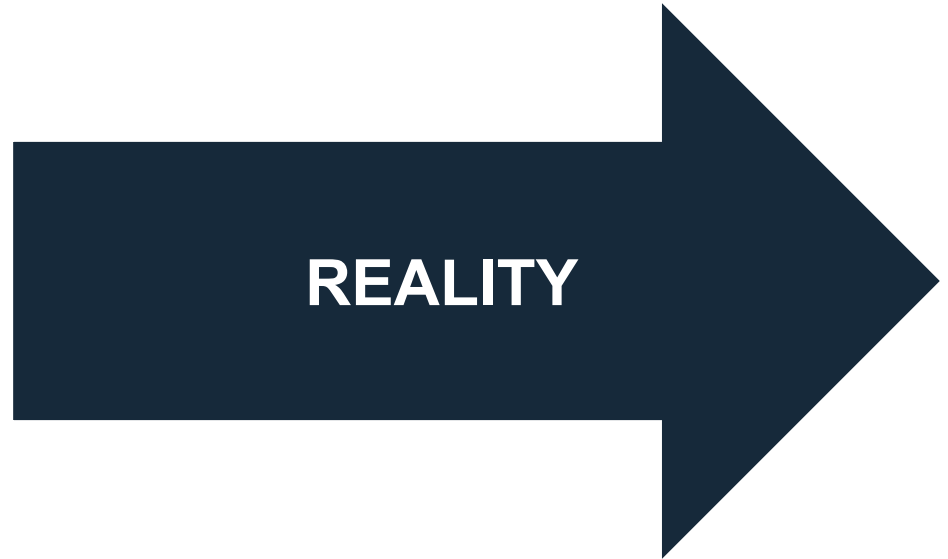
**Emergency Shelter = 6 rooms (accommodating 11 individuals)**

**Mature Adults = 0**

**Seniors = 67 units**

# Housing Programs Available through Cornwall Social Housing

- **Social Housing (rent geared to income) Program**
- **Rent Supplement Program**
- **Ontario Renovates**
- **Canada-Ontario Housing Benefit (COHB)**
- **Community Homeless Prevention Initiative (CHPI)**
- **Crisis Bed**



**“Despite the fact I have applied for RGI - Rent Geared to Income, Rent Supplement Program, and COHB, the Canada Ontario Housing Benefit – there hasn't been anything available, and the waitlist for subsidized housing units through the Cornwall Social Housing Division, is a minimum of five years wait. Being a client and having an intensive case manager through CMHA (Canadian Mental Health Association), I've also tried utilizing their resources to no avail” - Community member**



## REALITY

- **Canada-Ontario Housing Benefit (COBH) ends in March 2028 or until the funding is exhausted.**
- **Out of 65 applicants for Canada-Ontario Housing Benefit, 5 are from Dundas County.**
- **Ontario Renovates is launched once a year, by the end of the first launch week there are more than enough applicants to exhaust the funding. In 2021 over 100 applications were received, and around 45 were approved.**
- **For Ontario Renovates in Dundas County, 5 individuals were approved in 2020 and in 2021 only 3 individuals.**



## **Vulnerable Populations:**

**Single adults**

**Single parent households**

**Individuals dealing with mental health issues  
and/or addictions**

**Individuals with disabilities**

**Women and children leaving abusive situations**

**Homeless Veterans**

**Individuals experiencing homelessness**

**Seniors (emergency/transitional housing)**

## **Emerging Themes From Dundas County Agencies:**

**“Clients are living in unsafe living conditions”**

**“Clients are often in emergency situations”**

**“There is a lack of affordable housing”**

**“The housing crisis has a huge impact on clients mental health”**

**“Support pets are not welcome in most available units”**

**“Clients are being forced to move away from their supports, in order to have a roof over their  
head”**

<b>Figure # 9</b>	<b>Scenario 1</b>	<b>Scenario 2</b>	<b>Scenario 3</b>	<b>Scenario 4</b>
<b>** includes basic allowance, maximum shelter allowance, GST/HST credit &amp; Ontario Trillium Benefit</b>	One person household, OW	One person household, ODSP	One person household, OAS/GIS	One person household minimum wage (35 hrs a week)
<b>Total Monthly Income</b>	\$825.00**	\$1272.00**	\$1727.00**	\$1960.00
<b>Average Monthly Rent (may or may not include heat &amp; utilities)</b>	bachelor \$907.00	1 bedroom for accessibility \$1113.00	1 bedroom \$1113.00	1 bedroom \$1113.00
<b>Funds remaining</b>  For hydro/heat, transportation, clothing, phone, food and everything else	(\$82.00)	\$159.00	\$614.00	\$847.00
<b>% of income required for rent</b>	110%	87%	64%	57%

Figure #10	Scenario 1	Scenario 2	Scenario 3
*Includes basic allowance, maximum shelter allowance, Canada Child Benefit, GST/HST credit & Ontario Trillium Benefit, if they qualify	Family of Four, OW  2 adults ages 31-50 & 2 children age 8 & 14	Family of Four, Full time minimum wage earner  2 adults ages 31-50 & 2 children age 8 & 14	Single parent- household, OW  1 adult age 31-50 & 2 children age 8 & 14
Total Monthly Income	\$2623.00*	\$3633.00*	\$2401.00*
Average Monthly Rent (may or may not include heat & utilities)	3-bedroom  \$1542.00	3-bedroom  \$1542.00	2-bedroom  \$1271.00
Funds remaining  for hydro/heat, childcare, transportation, clothing, phone, food and everything else	\$1081.00	\$2091.00	\$1130.00
% Of income required for rent	59%	42%	53%
		38	

# HOMELESSNESS IN OUR BACKYARD

A black and white photograph showing a person lying on a concrete step in front of a building. The building has peeling paint and a large glass door. Two black bollards are visible in the foreground, one on each side of the person. The person is lying on their side, facing away from the camera, with their head resting on the step. The overall scene is somber and highlights the issue of homelessness.

**“The most vulnerable in our community have nowhere to live a safe, healthy life.”**

# FINDINGS

- A very low percentage of homes being sold in Dundas County are deemed affordable. Affordable doesn't mean safe, the houses that are deemed affordable (including mobile homes) are often in need of major repairs, and are in poor living condition.
- There is a desperate need for affordable, transitional and emergency housing.
- The most vulnerable in our community have nowhere to live a safe, healthy life.
- All current housing stock in Dundas County has a significant waitlist.
- Barriers to affordable housing include: the lack of, large families, poor credit, nothing local, etc.,
- The current housing supports are mostly for seniors.
- Many individuals in Dundas County are in dire need of housing, and have limited time without ending up homeless.
- Individuals are leaving the community and their supports, to have a roof over their head - due to this there is a rise in poor Mental Health.



**WE KNOW THERE IS A NEED...**

**WE KNOW WE CANNOT DO THIS ALONE...**

**WE NEED TO START THE CONVERSATION**

**WHAT CAN YOU DO TO HELP?**

# DUNDAS COUNTY HOUSING REPORT



**DUNDAS COUNTY HOUSING INITIATIVE COMMITTEE**

**September 2021**

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## ABOUT THE REPORT

**“Imagine living in a community where everyone has access to affordable housing. I care about our community and will continue to advocate and be a voice for housing needs.” – Committee member**

“I was so stressed and worried when my landlord sold the house that I live in with my two daughters. I was frightened that I wouldn’t be able to find a place that I could afford that was close enough to work so that I wouldn’t need to quit my job. I was concerned for my kids – they would need to change schools and childcare. I am having a lot of sleepless nights.”

*Testimonial from T. Mother of 6- and 9-year-old children*

**Shelter is one of the most fundamental human rights**

Housing is limited. Rents are dramatically increasing, and home ownership is not an option for many individuals. The lack of suitable affordable housing in North and South Dundas is a significant problem. Dundas County Housing Initiative Committee is a group of dedicated community members and agencies that believes everyone in Dundas County should have access to affordable housing. This report is meant to provide insight as to housing in Dundas County, invoke discussion of housing needs especially for our most vulnerable community members and to call to action each community member, community agency and business as well each level of government to make choices that give hope to people who do not have a safe affordable place to sleep tonight.

### Vision Statement

**To be in a community where each individual has a safe and affordable place to live**

### Mission Statement

**A collaborative approach to creating safe and affordable safe spaces in our Dundas County Community**

# WHAT IS AFFORDABLE HOUSING

According to the Canadian Mortgage and Housing Corporation (CMHC) housing is considered to be affordable when a household spends less than 30% of its pre-tax income on adequate shelter. Households that spend more than 30% of their income on shelter are deemed to be in core housing need.

30% of the median total income of households in South Dundas is \$19,520 therefore a monthly housing costs should not exceed \$1627.00 to be considered affordable



30% of the median total income of households in North Dundas is \$23,458 therefore a monthly housing costs should not exceed \$1955.00 to be considered affordable

For renting or home ownership the 30% of the median income total includes all utilities (such as heat, hydro, mortgage interest, property tax and maintenance).

Figure 1 - Median Total Income of Households in Dundas County

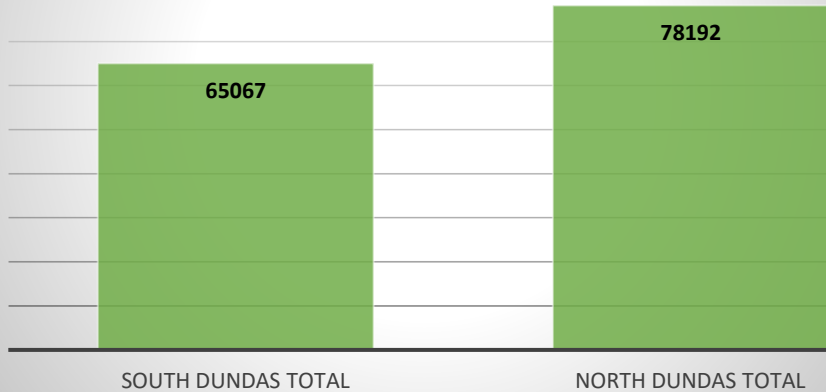
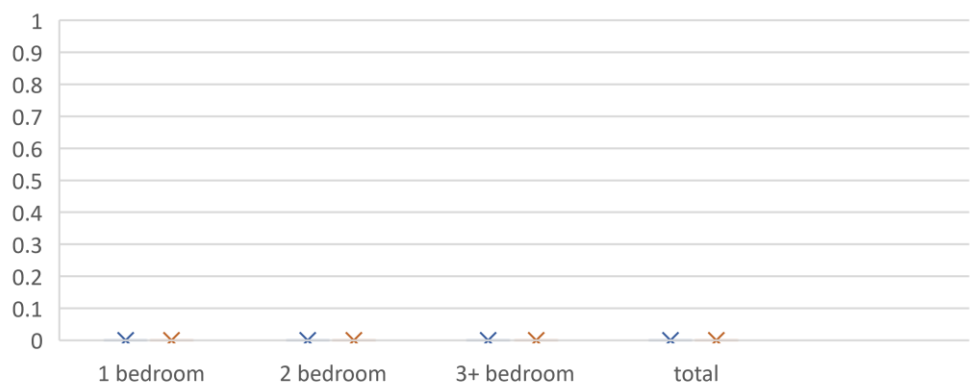


Figure 2 - Vacancy Rates for Private Apartments in South Dundas



According to Canadian Mortgage and Housing Corporation the rental vacancy rates for Private Apartments in South Dundas have been 0 for all dwellings types in 2019 and 2020.

# AFFORDABLE HOME OWNERSHIP IN DUNDAS COUNTY

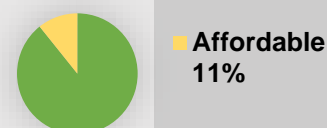
The Provincial Policy Statement of the Provincial Planning Act defines affordable home ownership as “the least expensive of:

1. **Housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area; or**
2. **Housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low- and moderate-income households.”**

Using data from the 2020 Provincial Policy Statement Housing Table, calculating affordable housing based on the second option resulted in the least expensive threshold for affordable housing in North Dundas and South Dundas:

Based on the total median income of households for North Dundas which is \$78,192 and the Provincial Policy Statement Housing Table (2020) North Dundas total income falls under the 60<sup>th</sup> percentile which deems \$287,400 an affordable house price when not exceeding 30 percent of gross annual household income for low- and moderate-income households. Between August 1, 2020 - August 1, 2021 a total of 26 houses out of 216 were sold without exceeding 30% of gross annual median household income.

**Figure 3 - Percentage of Affordable Homes Sold in North Dundas 2020-2021**



Based on the total median income for South Dundas which is \$65,067 and the Provincial Policy Statement Housing Table (2020) South Dundas total income falls under the 50<sup>th</sup> percentile which deems \$236,500 an affordable house price when not exceeding 30 percent of gross annual household income for low- and moderate-income households. Between August 1, 2020 - August 1, 2021 a total of 41 houses out of 207 were sold without exceeding 30% of gross annual household income.

**Figure 4 - Percentage of Affordable Homes Sold in South Dundas 2020-2021**



When considering the population as a whole we must also consider that there is a drastic difference in figures when comparing median household income to median individual income in North Dundas and South Dundas, resulting in;

Figure 5

Location	Median Total Income of Individuals	Affordable Monthly Housing Costs	Percentage of Affordable Homes Sold (2020-2021)
North Dundas	\$37,581	\$939.00	2%
South Dundas	\$32,117	\$803.00	4%

# CURRENT HOUSING SUPPORTS

## SOUTH DUNDAS

### Cornwall Area Housing Corporation

Cornwall Area Housing Corporation operates on a non-profit basis offering affordable housing (RGI) for seniors, families and adults in Cornwall and SD&G.

- 10 Dundas Street, Iroquois ON, K0E 1K0, Canada (42 units, seniors)
- 12446 County Rd 2, Morrisburg, ON, K0C 1X0, Canada (30 units, seniors)



### J.W. MacIntosh Community Support Services Private Non-Profit – Affordable Housing Units

J.W. MacIntosh Community Support Services provide affordable housing units in Williamsburg, Ontario for mature adults, seniors and community living as well as community support services.

- Tolly Place - 4327 Hess Street, Williamsburg, ON, K0C 2H0, Canada (20 units, mature adults)
- Community Living - 12445 County Road 18, Williamsburg, ON, K0C 2H0, Canada (6 units, adults with a disability)
- Community Living - 4305 Schell St. Williamsburg, ON, K0C 2H0, Canada (6 units, adults with a disability)
- Park Drive Villa - 4324 Villa Drive, Williamsburg, ON, K0C 2H0, Canada (38 units, seniors)

### Coming Soon: House of Lazarus Private Non-Profit – Affordable Housing Units

House of Lazarus aspires to fill in the gaps in services and resources for residents in surrounding communities. Linking Hands is an initiative created by the House of Lazarus to reduce poverty in Dundas County by listening to and addressing the needs of the people throughout the county's communities. These units will be ready to rent Fall 2021.

- 4326 County Road 31, Williamsburg, ON, 20C 2H0, Canada (2, 3-bedroom family units)

**50%** of the current housing supports are in fair condition

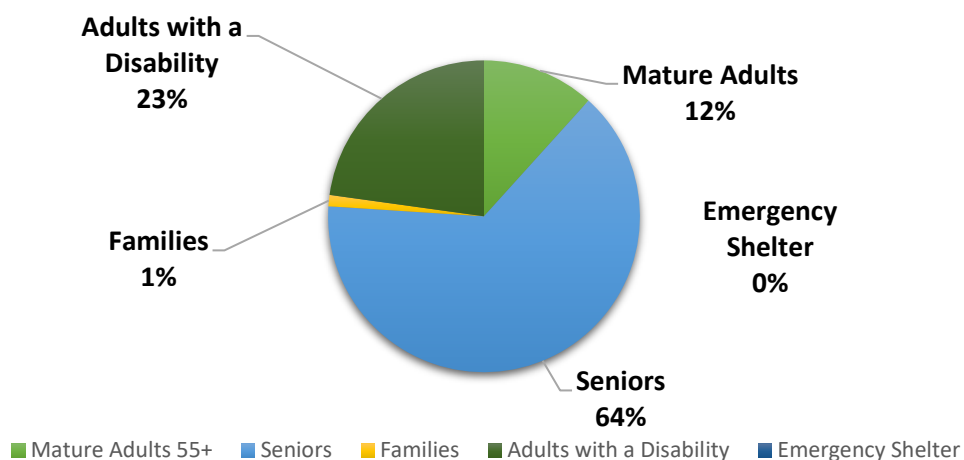
**50%** of the current housing supports are in good condition

## Community Living

Community Living Dundas County provides services and supports to adults with an intellectual disability and their families through education, accommodation support and leadership training.

- Live in group homes: 2 homes in Morrisburg, accommodating 10 individuals
- Supported independent living: 15 individuals being assisted in South Dundas
- Home Share: 2 individuals being assisted in South Dundas

**Figure 6 - Current Population of Housing Supports in South Dundas**



**All housing supports through Cornwall Area Housing Corporation in Dundas County currently have a significant waitlist – Individuals are encouraged to find their own rental housing in the private market, while they wait**



## North Dundas

### Cornwall Area Housing Corporation

Cornwall Area Housing Corporation operates on a non-profit basis offering affordable housing (RGI) for seniors, families and adults in Cornwall and SD&G

- 49 Water Street, Chesterville, ON, K0C 1H0, Canada (25 units, seniors)
- 517 Albert Street, Winchester, ON, K0C 2K0, Canada (36 units, seniors)
- 510 Beach Street, Winchester, ON K0C 2K0, Canada (6 units, seniors)



### Community Living

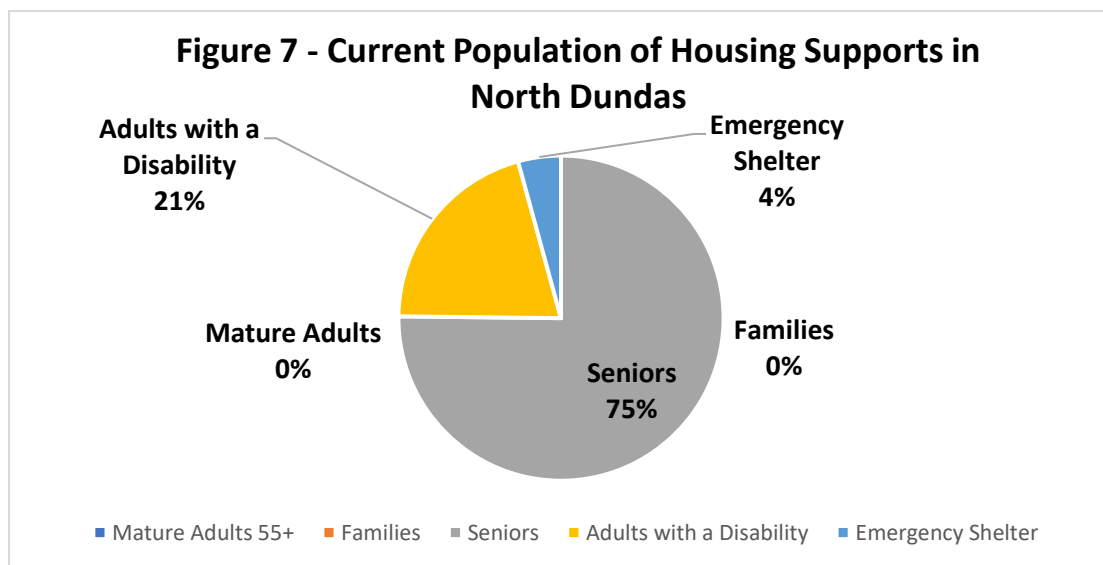
Community Living Dundas County provides services and supports to adults with an intellectual disability and their families through education, accommodation support and leadership training.

- Live in group homes: 2 homes in Winchester, accommodating 12 individuals.
- Supported independent living: 15 individuals being assisted in North Dundas
- Home Share: 2 individuals being assisted in North Dundas

### Naomi's Family Resource Centre - Emergency Shelter

Provides confidential, safe and secure emergency shelter for women with or without children who have been physically, emotionally, sexually or financially threatened or harassed in the Stormont, Dundas, and Glengarry Counties of Ontario Canada.

Naomi's Family Resource Centre (6 rooms, fully occupied at 11 individuals)



# EMERGING THEMES FROM DUNDAS COUNTY AGENCIES

There is a lack of affordable housing

Limited accessible units

We are in a housing crisis

Clients are often in emergency situations

Support pets are not welcome in all available units, risking client's mental health

Clients are being sent hours away to be housed because there is nothing available here which eliminates their support systems

Clients are moving back in with their parents

We hear from multiple clients weekly and have nowhere to send them

In the summer months many clients live in tents and sheds to avoid homelessness

Clients are experiencing mental health issues and high stress levels

Clients request funds to go to Ottawa so they can access shelters

The following agencies provided insight:

Habitat for Humanity

Social Housing Division – City of Cornwall

Carefor Healthy and Community Services – Winchester

JW MacIntosh Community Support Services

Naomi's Family Resource Centre

Canadian Mental Health Association

Ontario Early ON Centre

Community Living Dundas County

Landlords are selling their homes, leaving clients in emergency situations and limited rental opportunities

More clients are moving to unhealthy/stressful places or living in camping trailers year-round to stabilize their housing situation

Clients are living in unsafe living conditions

Multiple individuals remain in their RVs in an RV park for 5-6 months of the year migrating to Florida (or other locations) for the other half of the year (snowbirds) because they can't afford anything else.

# VULNERABLE POPULATIONS

## Dundas County Foodbanks

Lack of affordable housing is one factor that contributes to the instability of those living in poverty. In 2019, Community Food Share and House of Lazarus surveyed their food bank clients in order to gain insight into their clients' needs. 90% of food bank clients rent. With a lack of affordable units to rent and the insecurity in the housing market, foodbank clients are at greater risk. Only 6.5% of food bank clients in Dundas County access subsidized housing. Factoring that there is no subsidized housing for anyone other than seniors in Dundas County, this is not surprising. Choices are being made each month by food bank users to eat or pay for housing costs. In our food bank survey, 51% of clients stated that they had missed meals to pay bills: 27% were paying their rent, 34% were paying their hydro costs.

### BALANCING ACT FOR DUNDAS COUNTY FOOD BANK CLIENTS: PAYING FOR HOUSING OR PAYING FOR FOOD?

"Do I want to have a roof over my head, or do I want to eat?"

Figure 8

**51%** of respondents said they've missed a meal to pay for something else.

What are they paying for?



34% hydro



26% rent



40% other\*

**Some of the most vulnerable populations in need of affordable housing based on feedback from local agencies include:**

- Single adults
- Single parent households
- Individuals dealing with mental health issues and/or addictions
- Individuals with disabilities
- Women and children leaving abusive situations
- Homeless Veterans
- Individuals experiencing homelessness
- Seniors (emergency/transitional housing)

# HOUSEHOLDS WITH LOW INCOMES IN DUNDAS COUNTY

Individuals and families with low-incomes often reside in rental housing. Below are multiple scenarios outlining monthly expenses, current rental prices and income. In most scenarios the % of income required for rent greatly exceeds the 30% (which is what is deemed affordable).

<i>Figure # 9</i>	Scenario 1	Scenario 2	Scenario 3	Scenario 4
** includes basic allowance, maximum shelter allowance, GST/HST credit & Ontario Trillium Benefit	One person household, OW	One person household, ODSP	One person household, OAS/GIS	One person household minimum wage (35 hrs a week)
<b>Total Monthly Income</b>	\$825.00**	\$1272.00**	\$1727.00**	\$1960.00
<b>Average Monthly Rent (may or may not include heat &amp; utilities)</b>	bachelor \$917.00	1 bedroom for accessibility \$1125.00	1 bedroom \$1125.00	1 bedroom \$1125.00
<b>Funds remaining</b> For hydro/heat, transportation, clothing, phone, food and everything else	(\$92.00)	\$147.00	\$602.00	\$835.00
<b>% Of income required for rent</b>	111%	88%	65%	57%

<i>Figure #10</i>	Scenario 1	Scenario 2	Scenario 3
*Includes basic allowance, maximum shelter allowance, Canada Child Benefit, GST/HST credit & Ontario Trillium Benefit, if they qualify	Family of Four, OW 2 adults ages 31-50 & 2 children age 8 & 14	Family of Four, Full time minimum wage earner 2 adults ages 31-50 & 2 children age 8 & 14	Single parent- household, OW 1 adult age 31-50 & 2 children age 8 & 14
<b>Total Monthly Income</b>	\$2623.00*	\$3633.00*	\$2401.00*
<b>Average Monthly Rent (may or may not include heat &amp; utilities)</b>	3-bedroom \$1559.00	3-bedroom \$1559.00	2-bedroom \$1285.00
<b>Funds remaining</b> for hydro/heat, childcare, transportation, clothing, phone, food and everything else	\$1064.00	\$2074.00	\$1116.00
<b>% Of income required for rent</b>	59%	43%	54%

# HOMELESS VETERANS

Homelessness among Veterans is a significant problem. It is common for Veterans to experience traumatic brain injuries, or Post-Traumatic Stress Disorder after providing services in the military, which are two of the most substantial risk factors for homelessness. Like the general homeless population, veterans are at a significantly increased risk of homelessness if they have low socioeconomic status, a mental health disorder, and/or a history of substance abuse.

As a part of Ontario's Poverty Reduction Strategy goal to end homelessness by 2025, a province-wide enumeration of homeless persons was undertaken for the first time in Ontario. The Social & Housing Services Department, as the Service Manager for the City of Cornwall, Stormont, Dundas and Glengarry, conducted an enumeration during the week of July 18th to 24th, 2018 utilizing the period prevalence method. A total of 83 surveys were completed, with 34 meeting the provincial criteria for homelessness.



Based on the surveys completed 68% of homeless individuals are living in Cornwall, and 32% of homeless individuals are living in North Dundas (this data is based on the surveys that were completed and may not be a true representative of all homeless individuals throughout SD&G).

12% of the respondents indicated that they have served in the military.

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**The Royal Canadian Legion is committed to making a difference in the lives of Veterans and their families, providing services in communities, and remembering the men and women who fought for our country.**

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**There are 4 Royal Canadian Legions in Dundas County:**

- Royal Canadian Legion Branch 48 – Morrisburg, Ontario
- Royal Canadian Legion Branch 370 – Iroquois, Ontario
- Royal Canadian Legion Branch 434 – Chesterville, Ontario
- Royal Canadian Legion Branch 108 – Winchester, Ontario

<b>In North Dundas 30% of homeless individuals have identified as Homeless Veterans</b>
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# HOMELESSNESS IN OUR BACKYARD

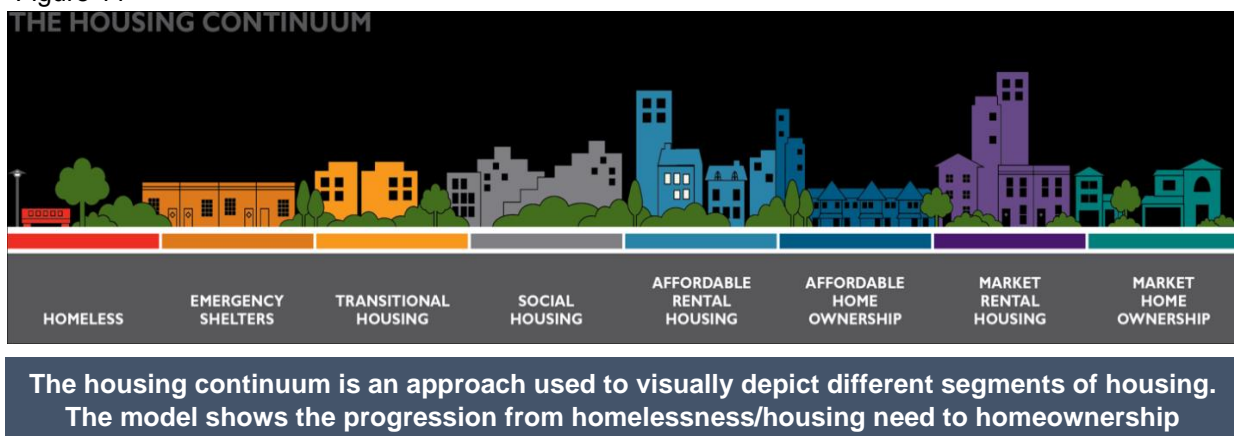
**“The most vulnerable in our community have nowhere to live a safe, healthy life.” – Cathy Ashby**

In rural Dundas County one may be surprised that homelessness exists. It certainly is not as visible as in large urban cities, however homelessness, especially hidden homelessness occurs at a greater rate in rural areas than in cities. According to the Rural Ontario Institute's 2017 report "Homelessness and Hidden Homelessness in Rural and Northern Ontario" states that people in Ontario living in rural areas were more likely to have experienced hidden homelessness at some point in their lives than were people living in cities (urban 7.5%; rural 9.7%). Hidden homelessness may include staying with family or friends, substandard accommodation, temporary accommodation, squatting, institutionalization leading to homelessness upon release, and outdoor accommodation in forests, encampments, or camps. In the City of Cornwall's 2019 Homelessness Enumeration Report, not only did homelessness exist in Dundas County, but 11 of the 34 people surveyed, who met the province's definition of homelessness, came from North Dundas. There are people in Dundas County living in camping trailers year-round, living fulltime in substandard motel rooms, staying in abusive situations because at least they have a roof over their heads and living in their vehicles. Causes of hidden homelessness include poverty, mental illness, addictions, sickness and illness, inadequate or precarious housing and domestic violence. In other words, the most vulnerable in our community have no where to live a safe, healthy life.



## THE HOUSING CONTINUUM

Figure 11



## WHERE WILL WE LIVE?

September 3, 2021

I was recently asked to write a short testimony on the difficulties of finding suitable housing in Dundas County, Ontario. As an individual that has been relentlessly searching for my own home since September 2019, I feel experienced on this subject.

I am a single middle-aged woman with no children. Unfortunately, over the last few years I have been unable to work due to several medical issues. This has left me with the shame of having to require government assistance. The fact that I have the independence to move anywhere in the township and the flexibility to adjust size and space of rental accommodations has been of no benefit to finding a place to live.

In two years, I have looked at only three rental properties in Iroquois, Morrisburg, and South Mountain that were barely close to affordable. From Ingleside, Long Sault, and Cornwall (including Martin town and Newington), I saw seven other rentals that were a minimum of \$800 monthly, plus utilities. A few of these units also fell below standard living conditions, not to mention, beyond my financial means.

Another difficulty I have faced in finding a new home is being the owner of an eight-year-old therapy companion canine. Despite the fact that "working dogs" have impeccable social and behavioural demeanors, I have been refused immediately as a prospective tenant.

Despite the fact I have applied for RGI - Rent Geared to Income, Rent Supplement Program, and COHB, the Canada Ontario Housing Benefit – there hasn't been anything available, and the wait-list for subsidized housing units through the Cornwall Social Housing Division, is a minimum of five years wait. Being a client and having an intensive case manager through CMHA (Canadian Mental Health Association), I've also tried utilizing their resources to no avail.

In August of 2020, I developed asthma and mold toxicity from the place I was living in. In my extensive and desperate search for a suitable and healthy home, the "only" organization to come to my aid was the House of Lazarus. A local non-profit organization that immediately provided me with emergency funds and a lovely, healthy place to stay. This tiny home was provided to me for three months free of charge, while I continued my search. Still unable to find a more suitable place to live, I returned to my previous dwelling, where I currently reside.

The demand for affordable housing is increasing by the day and something must be done! If the lack of housing doesn't change in the Dundas County area, the number of homeless people will steadily increase.

Community Member



# HOUSING: ROLES OF EACH GOVERNMENT

**All levels of government play a role in housing development and housing supports in Dundas County.**

North Dundas and South Dundas are two of the 6 lower tier municipalities comprising the upper tier municipality of SDG Counties. The municipal responsibilities set out under the Municipal Act, Planning Act and other provincial legislation are split between SDG Counties and each respective lower tier government (South Stormont, North Stormont, South Glengarry, North Glengarry, South Dundas and North Dundas).



## **Consolidated Municipal Service Manager**

The Provincially designated Consolidated Municipal Service Manager for the City and the United Counties of Stormont, Dundas and Glengarry is the City of Cornwall Housing Division, which is governed by the Housing Services Act, 2011 and its regulations. As required the service manager developed a 10-year housing and homelessness plan, strategy 8 states “to use tools available in both city and county official plans to encourage a broad range of affordable housing options” which can be found reflected in the recommendations. The service manager has the responsibility for the administration of social housing and other social services programs as directed by the province. The Social Housing Division is accountable for the administration of 4 publicly funded housing providers in Dundas County.

Community Housing and Homelessness 10-year plan for Cornwall, Stormont, Dundas and Glengarry, called Vision 2025, was released in 2014. Vision 2025 focuses on 4 community visions.

Figure 12

<b>Community Vision #1</b>	<b>People experiencing a housing crisis are housed or sheltered</b>
<b>Objective</b>	To ensure a system of services and supports is in place to help those who are homeless or at risk of being homeless to obtain housing.
<b>Community Vision #2</b>	<b>People who are currently housed but at risk of becoming homeless remain housed</b>
<b>Objective</b>	To ensure a system of services and supports is in place to help those who are at risk of becoming homeless to maintain/stabilize their housing.
<b>Community Vision #3</b>	<b>Suitable existing housing stock is maintained</b>
<b>Objective</b>	To support and promote efforts that help maintain and preserve suitable existing housing stock in the community.
<b>Community Vision #4</b>	<b>The supply of appropriate housing is enhanced</b>
<b>Objective</b>	To encourage the development of appropriate and affordable new housing.

## **Housing Programs Available through Cornwall Social Housing:**

### **Social Housing (rent geared to income) Program**

Social Housing refers to rental housing developed with the assistance of government and subsidized by government for people with low to moderate incomes, seniors, or people with special needs who can live, with supports, in the community. Subsidies are based on the tenant's ability to pay, with rents calculated at approximately 30% of gross monthly household income up to market rent, also known as Rent Geared to Income. Applicants complete the Social Housing Application, if eligible; they will be placed on the waitlist.

### **Rent Supplement Program**

A Rent Supplement is a nominal subsidy paid to the landlord on behalf of a household in need of rental assistance, depending on the household income it can be either \$100 or \$200 a month. Maximum time frame allowed to be in receipt of rent supplement is dependent on funding availability. The process involves the applicant completing a pre-determination package to determine eligibility, if they qualify, they are added to the waitlist.

### **Ontario Renovates**

The Ontario Renovates Program is a Ministry of Municipal Affairs and Housing (MMAH) program for low- and modest-income households that provide funding for major repairs and rehabilitation that may be required to make a home safe and modifications to increase accessibility. The city of Cornwall as Service manager, administer the Ontario Renovates funding to eligible property owners within the City of Cornwall and the United Counties of SD&G. Once the program is launched applications are available online and accepted until funds are depleted.

### **Canada-Ontario Housing Benefit (COHB)**

The Canada-Ontario Housing Benefit (COHB) is a federal-provincial housing allowance program. The purpose of the COHB program is to increase the affordability of rental housing by providing an income-tested, Portable Housing Benefit (PHB) payment directly to eligible households in housing need that are on, or are eligible to be on, social housing waiting lists and to households in housing need living in community housing.

### **Community Homelessness Prevention Initiative (CHPI)**

Originally implemented in January 2013, the Community Homelessness Prevention Initiative (CHPI) is a 100 per cent provincially funded outcomes-based program that aims to prevent and end homelessness by improving access to adequate, suitable, and affordable housing and homelessness services for people

**Canada-Ontario Housing Benefit (COHB) ends in March 2028 or until the funding is exhausted.**

**Out of 65 applicants for Canada-Ontario Housing Benefit, 5 are from Dundas County.**

**Ontario Renovates is launched once a year, by the end of the first launch week there are more than enough applicants to exhaust the funding. In 2021 over 100 applications were received, and around 45 were approved.**

**For Ontario Renovates in Dundas County, 5 individuals were approved in 2020 and in 2021 only 3 individuals.**

experiencing homelessness and for people at-risk of homelessness. CHPI is administered under a service agreement between the Minister of Housing and each Service Manager (SM). The responsibility for delivering CHPI in local community's rests with 47 SMs across Ontario. These SMs are provided with funding and flexibility to offer programs and services to meet the objectives and outcomes of CHPI. CHPI helps with rental arrears, hydro arrears, fuel for heating, moving assistance, repatriation, pest control and minor home repairs.

## Crisis Bed

Individuals reporting to be homeless are sent to a crisis bed at Riverview Manor or a motel. A maximum stay is permitted, and the individual must comply with program requirements to obtain and secure stable housing. The program can be accessed once every 6 months.

## SDG Counites

SDG Counties is an upper tier government comprising 6 lower tier municipalities, including North Dundas and South Dundas. SDG Counites is responsible for Economic development, corporate and financial services, court services, SDG libraries, transportation and planning. SDG Counites play a role in planning for housing across the Counties. The Counites develop an Official Plan which includes housing, employment and population projections for each municipal government. They work with townships/municipalities to increase infrastructure needs such as water and sewage.



## Projected Total Population Growth, 2016-2036

Figure 13

Municipality	2016	2021	2026	2031	2036	Net change	Compound Annual Growth
North Dundas	11,715	12,107	12,640	13,099	13,236	1,522	0.6
South Dundas	11,173	11,252	11,489	11,654	11,657	484	0.2

## Projected Housing Unit Growth, 2016-2036

Figure 14

Municipality	2016	2021	2026	2031	2036	Net change	Compound Annual Growth
North Dundas	4,592	4,866	5,118	5,352	5,467	875	0.9
South Dundas	4,583	4,727	4,852	4,962	5,014	431	0.4

## Projected Employment Growth, 2016-2036

Figure 15

Municipality	2016	2021	2026	2031	2036	Net change	Compound Annual Growth
North Dundas	4,356	4,230	4,027	3,878	3,577	-779	-1.0
South Dundas	4,097	3,968	3,810	3,673	3,562	-534	-0.7

## The Ontario Government

Introduced by the Ontario Government in the spring of 2019, Bill 108, The More Homes, More Choice Act, came into effect on September 3, 2019 and amends 13 statutes across multiple ministries that impact municipalities and reform the land use planning process, including amendments to the Provincial Planning Act. The Provincial Planning Act sets out the parameters for land use planning and development in Ontario and provides a range of planning tools that municipalities can use to address community housing needs, including affordable housing.



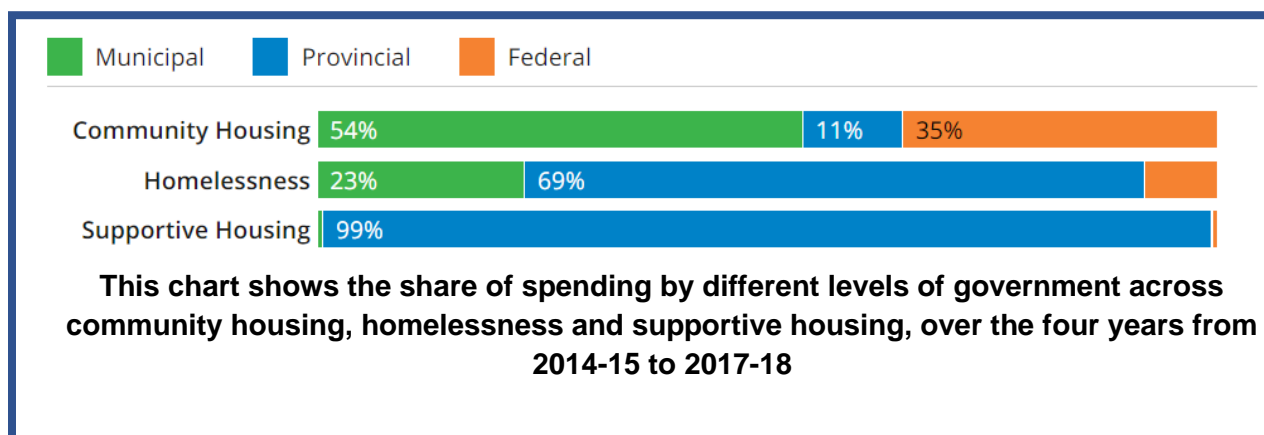
### Ontario Priorities Housing Initiative (OPHI)

OPHI is one of the three provincially-delivered and cost-matched initiatives under the federal National Housing Strategy. This initiative aims to provide Service Managers with access to flexible funding to address local housing priorities and improve access to affordable housing options. It is made up of five components:

- (i) Rental Housing Component
- (ii) Homeownership Component
- (iii) Ontario Renovates Component
- (iv) Rental Assistance Component
- (v) Housing Support Services Component



Figure 16



## The Federal Government

The National Housing Strategy was launched by the Federal Government in November 2017 and is a 10-year, \$40 billion plan to expand and sustain the supply of affordable housing in Canada. The Canada Mortgage and Housing Corporation (CMHC) is the Federal Crown Corporation responsible to undertake the range of initiatives under the strategy.



CMHC initiatives:

- The Seed Funding Program supports affordable housing through interest-free loans and/or non-repayable contributions and is designed to cover the pre-development costs.
- The National Housing Co-Investment Fund provides low-cost loans and capital contributions for the construction, repair and renewal of affordable housing.
- The Rental Construction Financing Initiative (RCF) is a rental housing supply program financing new construction rental projects that are financially viable without requiring ongoing operating subsidies.
- The Federal Lands Initiative is a \$200-million-dollar fund that supports the transfer of surplus federal lands and buildings to eligible applicants for the development of affordable housing.

## Canada-Ontario Community Housing Initiative (COCHI)

COCHI is one of three provincially-delivered and cost-matched initiatives under the federal National Housing Strategy. The goal of COCHI is to protect affordability for households in social housing, to support the repair and renewal of existing social housing supply, and to expand the supply of community housing over time.

## Canada's National Housing Strategy

Canada's National Housing Strategy (NHS) aims to provide Canadians across the country with access to housing that meets their needs and that they can afford. One of the initiatives that will deliver on the NHS is the National Housing Co-Investment Fund (NHCF), which is administered by the Canada Mortgage and Housing Corporation (CMHC). Habitat for Humanity Canada, on behalf of local Habitats, secured a \$35.8 million financial commitment from CMHC over a 3-year period (2019-2021) to build decent and affordable homes.

**“We began to address the issue, but need support in solving it.” – Juliette Labossiere, Executive Director of United Way and Committee Member of Dundas County Housing Initiative Committee**

## FINDINGS

- SDG Counties play a role in planning for housing across the Counties. The Counties develop an Official Plan which includes housing, employment and population projections for each municipal government. They work with townships/municipalities to increase infrastructure needs such as water and sewage.
- Community Housing and Homelessness 10-year plan for Cornwall, Stormont, Dundas and Glengarry, called Vision 2025, was released in 2014. Vision 2025 focuses on 4 community visions.
- SDG Counties Council approved a new tax ratio for multiple housing units. This has created an equal playing field for the development of multi unit dwellings and single housing units. This has had a positive effect on new housing developments in North Dundas. More than 50% of upcoming developments in North Dundas are for multi unit housing including semi-detached and town homes.
- North Dundas is in the midst of a surge in new housing developments. 350 units are being developed over the next two years which equates to a typical 10 years of housing growth. Of course, this dramatic growth is causing infrastructure issues. Maintaining an adequate water supply is currently the biggest issue facing Winchester and Chesterville.
- Habitat for Humanity: North Dundas donated land for one Habitat for Humanity build. South Dundas has donated land for one Habitat for Humanity build. Habitat for Humanity holds interest free mortgages for its homeowners



### **"WE FOLLOW THE LAND"**

Founded in 1998, Habitat for Humanity Cornwall & The Counties services the area of Stormont, Dundas and Glengarry including Cornwall and Cornwall Island. We are working towards a world where everyone has a

safe and decent place to live. Our mission is to mobilize volunteers and community partners in building affordable housing and promoting homeownership as a means to breaking the cycle of poverty. Once completed, Habitat homes are appraised and sold to families at fair market value with a no down payment, no interest mortgage, held by Habitat and amortized approximately 20 years. The homeowners' monthly mortgage payments go into a revolving fund, which is used to build more local homes.

"Working with community partners, Habitat for Humanity Cornwall & The Counties has identified the importance of securing suitable, affordable land so we may continue to build affordable housing units in our service area. It's quite simple really - follow donated land and we are able to put more resources into building more homes in our community." – Leigh Taggart, Habitat for Humanity

- SDG Counties oversee housing planning for South Dundas. The Municipality reviews and approves housing development projects as well as oversees enforcement of building codes.
- A developer in South Dundas is looking at developing affordable housing units in Iroquois.

## SUMMARY OF FINDINGS

- A very low percentage of homes being sold in Dundas County are deemed affordable. Affordable doesn't mean safe, the houses that are deemed affordable (including mobile homes) are often in need of major repairs, and are in poor living condition.
- The most vulnerable in our community have nowhere to live a safe, healthy life.
- All current social housing stock in Dundas County has a significant waitlist.
- Barriers to affordable housing include: the lack of, large families, poor credit, nothing local, etc.,
- The current housing supports are mostly for seniors.
- Many individuals in Dundas County are in dire need of housing, and have limited time without ended up homeless.
- We cannot do this alone.

### Places for People Dundas County

In 2018, the Linking Hands Housing Committee started to look at affordable housing projects across the province to determine which would work best in Dundas County. The Places for People model from Haliburton County was chosen. This model used private investors to purchase buildings which could be renovated to provide affordable housing units. The Places for People model also partners tenants with mentors who work with them to reach the tenant's personal goals. 5% of rent is placed in a trust fund for the tenant to use when emergencies arise or when they leave the rental unit. In Haliburton County several tenants used the trust fund as a down payment for home ownership. The Linking Hands Housing committee has been dedicated to finding appropriate buildings in Dundas County, finding private investors and creating forms such as rental agreements. This process has not been easy, and has taken years to find private investors and secure our first home. Members of this committee include Community Living Dundas County, Naomi's Family Resource Centre, Roy McMurtry Legal Clinic, City of Cornwall Housing, Habitat for Humanity, House of Lazarus' Linking Hands and community members. In spite of a Covid-19 delay, in 2021 private investors were found as well as a suitable building. The building will provide two- three-bedroom family units.

**"The cost of buying a home is becoming out of reach for many and affordable rentals are too hard to find. Plus, the cost of housing is hurting Ontario's economy, making it harder to attract investment and create jobs." Steve Clark, Ministry of Municipal Affairs and Housing**

# RECOMMENDATIONS

## 01 Recommendation 1 Affordable Housing Advisory Committee

Establish an affordable housing advisory committee. The committee will work along side the Local Governments within SDG Counties to provide recommendations, data, affordable housing opportunities and what should be prioritized. The advisory committee will:



- Put into place mechanisms to ensure key advocacy roles are being carried out on an ongoing basis.
- Take a leadership role in facilitating community partnerships to meet affordable housing needs.
- Coordinate housing registries.
- Encourage private and public partnerships to develop affordable housing.
- Provide data/stat updates to the local governments to ensure the public are being addressed on current and future housing needs.
- Provide data/updates to the local governments so they can provide and facilitate public education to develop community support.
- Advocate for the vulnerable populations in the community and provide resources (linkage to City of Cornwall services on The Township of North Dundas and the Municipality of South Dundas Websites).
- Recommend/inform the local governments on poor living conditions within our community that could benefit from repair.

### Motive:

- Establishes affordable housing as an ongoing focus within the local governments.
- Dundas County Housing Initiative Committee is a committee that has already been formed to address affordable housing within Dundas, multiple programs have been started within this committee such as, Places for People, Landlord Registry, Roommate Registry, Tiny Home Project, Data Collection and Hope Bags for the Homeless. Select members of the committee are willing to be a part of the advisory committee and work alongside the local governments.

## **02 Recommendation 2** **Annually Examine Housing Needs and Policies**

The local governments within SDG Counties and the advisory committee annually identify and report on changing housing needs, land use, permits, new builds and data surrounding these factors. The local governments then bring forth this information to the other levels of the government and the community as a whole. Such as:

- Type and location of residential building permits issued
- Number and average of affordable rental dwelling units and type of dwelling
- Number and average of affordable housing dwelling units and type of dwelling
- Housing and affordable incentives utilized
- Locations of affordable housing and rental housing
- Vacancy Rates for affordable housing and affordable rental units
- New developments of affordable housing and location
- Feedback from agencies on waitlists in need of affordable rentals/housing
- Other applicable information
- Identifiable trends and emerging issues and possible new options and alternative strategies to assist with enhancing affordable housing opportunities

### **Motive:**

- Conducting research annually allows the local governments to remain in a head position to meet affordable housing requirements
- Bringing forth information annually keeps the community and government in the forefront
- Provides context for appropriate changes
- Identifies emerging issues and opportunities

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## **03 Recommendation 3** **Housing First Approach**

Taking a 'housing first' approach involves developing a policy directed at meeting affordable housing needs. The local governments within SDG Counties lands would be considered for affordable housing before being put to any other use.

### **Motive:**

- Housing first is an effective approach to end homelessness for individuals experiencing a housing crisis within our community.
- Opportunity to provide more affordable and stable housing within our community.

## 04 Recommendation 4 Financial Incentives

The local governments within SDG Counties use financial incentives to offer financial assistance to providers of affordable housing. Such as:

- Waiving development charges under certain conditions.
- Selling or leasing surplus municipal lands for nominal amounts.
- Start-up grants, low interest loans and revolving funds.
- Request provincial approval to create new classes for property tax purposes that reduce annual property taxes on affordable housing and rental apartments.
- Exempt affordable housing projects entirely from property tax.



## 05 Recommendation 5 Regulatory Approach

Regulatory powers and responsibilities can be used strategically as a part of a comprehensive approach to meet affordable housing needs. Such as:

- Official plans
- Zoning by-laws
- Site plan agreements
- Fire and building codes and licensing provisions
- Reach agreements and trade-offs with developers to ensure some forms of affordable housing are provided in return for various planning concessions

## 06 Recommendation 6 Annually Determine Affordable Home Ownership

Requesting staff to adopt the calculation of affordable homeownership proposed by the Dundas County Housing Initiative Committee and to calculate the affordable homeownership threshold on an annual basis.

The 2014 Ontario Provincial Policy Statement definition states that affordable homeownership homes are “the least expensive of:

- Housing with a purchase price which results in annual accommodation costs not exceeding 30% of gross annual household income for low- and moderate-income households (households with incomes in the lowest 60% for the regional market area); or
- Housing for which the purchase price is at least 10% below the average purchase price of a resale unit in the regional market area.”

In 2020, the figure for the first calculation works out to \$287,400 in North Dundas and \$236,500 in South Dundas, while the second is \$425,569 in North Dundas and \$337,440 in South Dundas, with the first being the “least expensive” and therefore the threshold for affordable home ownership in North Dundas and South Dundas.

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## 07 Recommendation 7 Access to Rental Data

The local governments within SDG Counties request that the Municipal Property Assessment Corporation (MPAC) routinely release to the township/municipalities rental related data, including annual surveys of market rents and other relevant rental information at a municipal level, in a format that addresses any privacy matters so that township/municipalities can more easily calculate accurate market rents to develop affordable housing policies.

### **Motive:**

- Limited residential market rent data currently available
- Difficult to calculate residential market rents and comply with senior government affordable housing policy requirements

## **08 Recommendation 8** **Annually Determine Affordable Rental Housing**

The local governments within SDG Counties adopt the calculation of affordable rental housing (by unit type) as proposed by Dundas County Housing Initiative Committee in order to determine affordable rentals threshold for North Dundas and South Dundas on an annual basis. Calculation steps are detailed below:

1. Utilize the most recent census figure on average shelter cost for rent which is produced every 4 years and includes all rentals in North Dundas and South Dundas;
2. Gross this figure up (step 1) using the consumer price index unadjusted “all items” basket for Ontario;
3. Establish a ratio of how much rents by bedroom types differ off the average rents in Eastern Ontario using Canadian Mortgage and Housing Corporation’s annual market survey (e.g., in 2018 CMHC determined the average market rent in eastern Ontario was \$1,114; the average market rent for a bachelor was .757 of the average, a one bedroom .929, two bedroom 1.061, three bedroom 1.287 and four bedroom 2.344);
4. Multiply this ratio (step 3) by the 2018 avg. shelter costs for North Dundas/South Dundas (step 2) to produce an average market rent for North Dundas and South Dundas for various bedroom types; and
5. Apply an 80% affordability threshold (which is what the City of Cornwall uses to establish affordable rents) to the result of step 4 to establish North Dundas and South Dundas affordable rents.

A breakdown of this calculation can be found in appendix C.

### **Motive:**

- Utilizes a modified calculation using available data.
- Allows annual up-to-date calculations.

# ACKNOWLEDGEMENTS

We would like to acknowledge the Dundas County Housing Initiative Committee, SDG Counties, The Municipality of South Dundas, The Township of North Dundas, Dundas Community Members, and local agencies who contributed to the report.



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Cathy Ashby, Executive Director, House of Lazarus

**CONTRIBUTERS:** Dundas County Housing Initiative Committee Members

# GLOSSARY

**Affordable Housing:** The most basic definition of affordable housing is where a household spends no more than 30% of its gross household income towards shelter. Housing that meets this test and where the shelter costs are below the average market costs in the area is deemed to be affordable housing.

**Community Housing:** Housing which was originally built by the province for social housing programs and which continues to operate in the community. Residents of this housing have rents that are typically calculated on a rent-geared-to-income basis, making this form of housing inherently affordable.

**Homelessness:** A situation in which an individual or a family lacks appropriate, permanent, or stable housing; lacks the means or ability to acquire appropriate housing; or faces the immediate prospect of losing housing.

**Housing cost burden, owner:** Households who pay more than 30 percent of their income for their mortgage and utilities.

**Incentive Zoning:** Township/Municipal and county planning ordinances that allow a developer to develop in a way that ordinarily would not be permitted in exchange for a public benefit that would otherwise not be required.

**Inclusionary Zoning:** Township/Municipal and county planning ordinances that require a specific share of new construction be affordable by people with low to moderate incomes. This integration of affordable units into market-rate projects creates mixed-income communities, where households of different income levels have access to the same community services and amenities.

**Advocacy:** The definition of advocacy is the act of speaking on the behalf of or in support of another person, place, or thing.

**Poverty:** A state of living characterized by lack, deprivation, and an inability to obtain the basic necessities.

**Low Vacancy Rates:** Renters looking for affordable rental homes have limited choices.

## APPENDIX A: COMMITTEE MEMBERS

Cathy Ashby – Executive Director, House of Lazarus

Kristina McDermott – Linking Hands Coordinator, House of Lazarus

Brenda Laviolette – Coordinator, Community Living Dundas County

David van Noppen – Owner, More Than Enough

Rebecca van Noppen – Communications and Coaching Care Director, More Than Enough

Debbie Boardman – Executive Director, Community Living Dundas County

Mike Hayes – Community Member

Sandy Casselman - Local Journalism Initiative Reporter, The Chesterville Record

Nanda Wubs – Community Advocate, Community Foodshare

Meaghan Hartley – Interim Shelter Manager, Naomi's Family Resource Centre

Juliette Labossiere – Executive Director, United Way

Robert Coulombe – Staff Lawyer, Deputy Director at Roy McMurtry Legal Clinic

Deborah Thomson – Director, Naomi's Family Resource Centre

Mario Bissonnette – City of Cornwall Housing

Patti Carson – Community Developer, Roy McMurtry Legal Clinic

Rob Fraser – Pastor, South Gate Church

Shelley Spruit – Community Member

*The Dundas County Housing Initiative Committee came together as we were all working on individual projects and thought we would be stronger as a team, working together and sharing valuable resources with each other. We all have the same vision which is to change the status quo when it comes to affordable housing within our county.*

# APPENDIX B: CURRENT DUNDAS COUNTY HOUSING INITIATIVE PROJECTS

## EMERGENCY HOUSING

- **Tiny Home Project:** The tiny home is used for an emergency, transitional and/or affordable housing up to 60 days. The tiny home provides a safe place to stay, as well as provide the opportunity to be connected with local resources for support.
- **Emergency/Transitional Shelter:** Connecting with agencies in Ottawa to form partnerships.

## AFFORDABLE HOUSING

- **Places for People:** Places for people is a program that offers affordable housing, an emergency savings plan for tenants as well as a mentorship program.
- **Landlord Registry:** A registry for agencies to access.
- **Roommate Registry:** The registry is accessible to the public, supplies a toolkit for homeowners and roommates as well as inventory of room rentals.



## HOMELESSNESS

- **Hope Bags for the Homeless:** Hope Bags have been put in place to provide basic necessities and resources to individuals who are experiencing homelessness within our community. We are also connected with the Community Officer of SD&G, in which the OPP keeps 1 male and 1 female hope bag on hand.
- **Emergency Homeless Plan:** A plan put in place if an individual comes to us who is experiencing homelessness.

## EDUCATION

- **Data Collection:** Dundas Housing Initiative has been collecting housing data, collecting stories and sitting in on presentations from local agencies regarding housing concerns.

# APPENDIX C: FORMULA FOR AFFORDABLE RENTAL HOUSING

## South Dundas

Most recent census figure (gathered in 2015) on average shelter cost of rent which includes all rentals in South Dundas - **\$858.00**

Using the consumer price index for Ontario (for June 16, 2021, the CPI is 1.426) Resulting in an average shelter cost of **\$1224.00** in South Dundas.

Ratio of how much rents by bedroom types differ off the average rents in Eastern Ontario using Canadian Mortgage and Housing Corporation's annual market survey (in 2018 CMHC determined the average market rent in Eastern Ontario was \$1114.

Average market rent for a bachelor - .757

Average market rent for a one bedroom - .929

Average market rent for a two bedroom – 1.061

Average market rent for a three bedroom – 1.287

Average market rent for a four bedroom – 2.344

By multiplying these ratios by the 2018 average shelter costs of South Dundas we have produced an average market rent for South Dundas:

**Bachelor - \$926.00**

**One bedroom - \$1137.00**

**Two bedroom - \$1299.00**

**Three bedroom - \$1575.00**

**Four bedroom - \$2869.00**

After applying an 80% affordability threshold (which is what City of Cornwall uses to establish affordable rents) we have established affordable rents for South Dundas are:

**Bachelor - \$741.00**

**One bedroom - \$910.00**

**Two bedroom - \$1039.00**

**Three bedroom - \$1260.00**

**Four bedroom - \$2295.00**

## North Dundas

Most recent census figure (gathered in 2015) on average shelter cost of rent which includes all rentals in North Dundas - **\$840.00**

Using the consumer price index for Ontario (for June 16, 2021, the CPI is 1.426) Resulting in an average shelter cost of **\$1198.00** in North Dundas.

Ratio of how much rents by bedroom types differ off the average rents in Eastern Ontario using Canadian Mortgage and Housing Corporation's annual market survey (in 2018 CMHC determined the average market rent in Eastern Ontario was \$1114.

Average market rent for a bachelor - .757

Average market rent for a one bedroom - .929

Average market rent for a two bedroom – 1.061

Average market rent for a three bedroom – 1.287

Average market rent for a four bedroom – 2.344

By multiplying these ratios by the 2018 average shelter costs of North Dundas we have produced an average market rent for North Dundas:

**Bachelor - \$907.00**

**One bedroom - \$1113.00**

**Two bedroom - \$ 1271.00**

**Three bedroom - \$1542.00**

**Four bedroom - \$2808.00**

After applying an 80% affordability threshold (which is what City of Cornwall uses to establish affordable rents) we have established affordable rents for North Dundas are:

**Bachelor - \$726.00**

**One bedroom - \$890.00**

**Two bedroom - \$1017.00**

**Three bedroom - \$1234.00**

**Four bedroom - \$2246.00**

## APPENDIX D: DELEGATIONS AND PRESENTATIONS

May 10, 2021: Fiona Carr, Ontario Early ON Centre

May 14, 2021: Stephane Fortin, Canadian Mental Health Association

May 19, 2021: Debbie Boardman, Community Living Dundas County

June 23, 2021: Leigh Taggart, Habitat for Humanity Cornwall and the Counties

June 23, 2021: Mario Bissonnette, City of Cornwall Housing

July 21, 2021: Caroline Rooney, Care For – Winchester

July 21, 2021: Tracy Crowder, JW MacIntosh Community Support Services

June 23, 2021: Meaghan Hartley, Naomi's Family Resource Centre

August 4, 2021: Amy Martin, Director of Planning and Development, Municipality of North Grenville

August 10, 2021: Peter Young, MCIP RPP, Director of Planning Services, SDG Counties

August 16, 2021: Nicole Lowery, Chief Building Official, Municipality of South Dundas

August 16, 2021: Tara FairBairn, Building and Planning Technician, Municipality of South Dundas

August 19, 2021: Calvin Pol, Director of Planning, Building and By-law Enforcement, Township of North Dundas

## APPENDIX E: LIST OF FIGURES

Figure 1 – Median incomes in Dundas County

Figure 2 – Vacancy Rates in South Dundas

Figure 3 – Percentage of Affordable Homes sold in North Dundas, 2020-2021

Figure 4 – Percentage of Affordable Homes sold in South Dundas, 2020-2021

Figure 5 – Median Individual Income in North Dundas and South Dundas

Figure 6 - Current Population of Housing Supports in South Dundas

Figure 7 – Current Population of Housing Supports in North Dundas

Figure 8 – Balancing act for Dundas County Food Bank clients: Paying for housing or paying for food?

Figure 9 – Single Individual – % of income spent on housing

Figure 10 – Families - % of income spent on housing

Figure 11 – The Housing Continuum

Figure 12 – Community Housing and Homelessness 10-year plan for Cornwall, Stormont, Dundas and Glengarry, 4 community visions

Figure 13 – SDG Counties, Projected Total Population Growth, 2016-2036

Figure 14 – SDG Counties, Projected Housing Unit Growth, 2016-2036

Figure 15 – SDG Counties, Projected Employment Growth, 2016-2036

Figure 16 – Share of spending by program type

## APPENDIX F: SOURCES OF DATA

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November 23, 2021

To: North Dundas Council Members

From: Bill Smirle

Re: South Nation Conservation Authority Update

Mayor Tony Fraser;	Deputy Mayor Al Armstrong;
Councilors: Gary Annable;	Tyler Hoy; John Thompson
CAO: Angela Coleman	Deputy CAO/Clerk: Jo-Anne McCaslin
	Information for: Nancy Johnston

Sirs and Madames:

I am pleased to bring you this update from my Meetings at the South Nation Conservation Authority.

As well, I have oral comments in a few other areas that I believe will be of interest to you and with your permission, I will at the end of my SNCA Report, give you very brief updates on: The Dundas Manor Project; The Morewood Cenotaph.

**SNCA Report:**

- 1) Two day “Fish Camps” were scheduled with four in English and one in French, although students can be accommodated at all. Staff has adapted all procedures to follow the strict health rules necessitated by Covid:
  - Cass Bridge Conservation Area, Winchester (July 07 & 08);
  - High Falls CA, Casselman (July 14 & 15);
  - Jessup’s Falls CA, Plantagenet (July 21 & 22
  - High Falls CA, Casselman (August 04 & 05)
  - Cass Bridge CA, Winchester (August 11 & 12)

***All were conducted safely with 80 young people participating***

- 2) I reported that at the May Meeting of the SNCA Board three key actions developed by the Conservation Ontario Governance Accountability and Transparency Initiative were endorsed. All of these are progressing well: i) Update Administrative Bylaws; ii) report proactivity on Priorities; iii) promote/demonstrate results; As well, staff will assist Conservation Ontario to identify additional improvements and best management practices. The first release of Ministry release of Regulations has been received and it is being carefully reviewed.
- 3) There are several standing committees and I sit on all - representing the Executive on most of them. **Communications, Fish & Wildlife, Forestry and Clean Water, JOHS (Health and Safety)** as well as **Low Water and Leitrim Wetlands**. Also there is an **Executive Meeting and a Council Meeting** each month and other Special Meetings such as **“the Healing Place”** where I spoke as the Representative for the Authority.
- 4) 2022 is the 75<sup>th</sup> Anniversary for SNCA and many activities are being planned. Each of you should watch for and consider entering the 75 km challenge!
- 5) Note that over a quarter million trees were planted in our watershed this spring) and it appears we will have more than that planted in the spring of 2022.
- 6) I would recommend that you consider reviewing these four Reports posted on the SNCA website from the Agenda of the June 2021 Meeting. They are: i) **“Update: Conservation Authority Programmes: Current SNCA Partnerships”** (pages 44-46); ii) **Update: Programme and Service Agreements”** (pages 47-49); iii) **“Update; Requirement for Community Advisory Boards”** (page 50); iv) **Update on the Minister of Municipal Affairs and Housing’s use of Minister Zoning Orders under the *Planning Act*”**. (page 51) I believe that you will find them of interest and will note that our Authority is – and has been - following the new Ministry guidelines.
- 7) One area for you to keep in mind is the appointment of the North Dundas Representative to SNCA Council in the Fall of 2022 or early in 2023.
- 8) Permits issued and Planning Activity have exceeded those of similar months in recent years. *(Our November Report indicates 37 sewage permits issued -7 in N.D.; Planning Activity Applications – 45, and 2 in N.D.;*

*Technical Reviews – 11; Permits issued – 16, to North Dundas – 1 and to Winchester -3; Complaints dealt with during this period – 24, with 0 to N.D.*

- 9) SNCA Continues to add more property to its holdings through gifts and purchases or combinations of these. Most are forested, partial wetlands with a few grassland areas for “at risk species”.

FYI we just recently had a grant for about \$800,000.00 that is being used now and retroactively over the past two years for land purchases and associated work.

- 10) The 2022 budget discussions are planned for the November 18<sup>th</sup> meeting. This year we will deal with it a bit differently so that more input can be received from Municipalities.

The SNCA Staff will present the Budget to Board Members who will receive, discuss, suggest, file and then we will send it to all Municipalities for review and comment. All information received will be considered and the Budget will then be reviewed and approved at the January 2022 Meeting.

I will have more information for you at your meeting on the 23<sup>rd</sup>.

- 11) It has been a busy few months!

Thanks for the opportunity to present.

If you have questions or comments, I will be pleased to answer them at the meeting or forward the answers to you.

Feel free to contact me. (H - 613 448 1636; C - 613 806 3169) or by e-mail.

Respectively submitted,

Bill Smirle



## **ACTION REQUEST**

Waste Management Services

---

**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: Golder- Change of Service**

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### **RECOMMENDATION:**

**THAT Council approve the Change in Scope of Services for continuing the Boyne Road Landfill Environmental Assessment at a cost of \$70,100; AND THAT Council authorizes the Director of Waste Management to sign the Change Order.**

### **BACKGROUND:**

With a change in the Scope of Services due to the additional requests/changes submitted by the Ministry of Environment, Conservation and Parks to complete the Boyne Road Landfill Environmental Assessment there is also a cost associated with these changes.

### **OPTIONS AND DISCUSSION:**

- 1. Approve the recommendation submitted by Golder - recommended.**
- 2. Do not approve the recommendation - not recommended.**

### **FINANCIAL ANALYSIS:**

A portion of the costs created by the Scope changes will be incorporated into the 2021 budget replacing items which are not required due to the Ministry changes. The 2021 budget will not be affected. Additional charges will be included in the 2022 budget.

### **OTHERS CONSULTED:**

**CAO**

### **ATTACHMENTS:**

Change Order #3 (North Dundas EA)

**CHANGE ORDER # 03**

Client Name	Project Name	Contract Date	Golder Project No.
Township of North Dundas	Long Term Waste Management Plan EA	Sept. 20, 2016	1648253

**CHANGE IN SCOPE OF SERVICES**

As discussed via email on October 7, 2021, Golder proposes a scope change to account for the following activities:

-Project Management (\$9,500): Additional project management budget requested for continuing the EA Study a longer duration than originally anticipated.

-EA Technical Studies (\$54,600): This primarily includes health and safety requirements for remaining field work and tasks related to additional requests/changes made by the MECP, including 1) redesign of the three expansion designs as a result of the diversion study requested by the MECP; 2) additional fees as a result of changes in how the MECP requires evaluation of roadside noise from projects; 3) additional disbursements and fees for the collection and analysis of PFAS samples as requested by the MECP; 4) completing the traffic study requested by the MECP that wasn't included in the original proposal.

-EASR (\$6,000): Additional time to allow the EA team to add the study information noted in the above "EA Technical Studies"

The total cost to complete these additional activities is \$70,100.00.

**CHANGE IN AGREEMENT COST (\$CAD)**

Original Agreement Cost:	687,899.00
Change in Agreement Cost due to Change Order # 01	52,000.00
Change in Agreement Cost due to Change Order # 02	7,000.00
Change in Agreement Cost due to Change Order # 03	70,100.00
Current Agreement Cost:	816,999.00

**CHANGE IN AGREEMENT TIME**

Original Completion Date:	May 19, 2021
Current Completion Date (as adjusted by previous Change Orders):	June 18, 2022
Change in Agreement time (calendar days) due to this Change Order:	N/A
New Completion Date due to this Change Order:	June 18, 2022

The work covered by this Change Order shall be performed under the same terms and conditions as those included in the original Agreement. All other terms and conditions of said Agreement, as it may have been modified, shall be and remain the same.

The foregoing modification of said Agreement is hereby accepted.

**GOLDER ASSOCIATES LTD.**

Township of North Dundas

Authorized Signatory

Name: Trish Edmond, M.E.Sc., P.Eng.

Title: Principal

Date:

Authorized Signatory

Name:

Title:

Date:



## **ACTION REQUEST**

Planning, Building & Enforcement

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: Work expenses to comply with Property Standards Order**

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### **RECOMMENDATION:**

**THAT Council hereby authorizes the Director of Planning, Building and Enforcement to engage the By-law Division to clean up 10605 South Mountain Main Street, South Mountain, Ontario (PIN# 661070168) as per Section 29(3) of the Property Standards By-law No. 20-2012; AND THAT the Director obtain quotes for work, and that the lowest quote be granted the contract under Section (VI) Emergency Method of Policy 15-2007, as amended.**

### **BACKGROUND:**

The By-law Division received a written complaint on September 7, 2021 with regards to a destroyed building located at 10605 South Mountain Main Street, South Mountain (King's Pizza) that wasn't cleaned up after it was severely damaged by fire.

A Property Standards Order was issued on October 1, 2021 requiring the owner to remove all damaged and burnt materials from the premises before October 25, 2021.



The owner did not appeal the Order, nor comply with the requirements set forth in the Order within the allocated timeframe.

Under Section 29(3) of Property Standards By-law No. 20-2012, the Director of Planning, Building and Enforcement is required to obtain Council approval before commencing clean-up work, where such work is estimated to exceed \$20,000 to comply with the Order. Three local demolition companies have been contacted for quotes. Preliminary estimates for clean-up are projected to be between \$35,000 to \$45,000. Once all of the quotes are received, the lowest quote will be awarded the contract.

Policy 15-2007, as amended, requires the formal tendering of any contract exceeding \$10,000.00, and requires that the tender be advertised in the Winchester Press and Chesterville Record. Given extended delays required by the policy (drafting a tender, preparing notices, advertising, giving time for submissions, Council awarding the tender), the current state of the property and that there is a shared well on the property (*health and safety*); its visible location on a Main Street in the Township (*public interest*), and with the onset of winter (*when time is a constraining factor*); staff are recommending Council use the Emergency Method outlined in Section (VI) of Policy 15-2007, as amended:

#### **VI) EMERGENCY METHOD:**

This method of purchasing may be used when **the circumstances warrant immediate action or when time is a constraining factor**, or when **health and safety** and **public interest** are in jeopardy. The Department Head shall immediately file a report with the CAO or Clerk or Council outlining the circumstances leading to the emergency acquisition. Prior to the purchase, every effort shall be made to notify and receive the verbal approval of the CAO.



**OPTIONS AND DISCUSSION:**

1. **Approve the recommendation** - recommended.
2. **Do not approve the recommendation** - not recommended.

**FINANCIAL ANALYSIS:**

None. Cost associated with the demolition and clean-up of the property will be collected in the same manner as taxes.

**OTHERS CONSULTED:**

Director of Planning, Building & Enforcement  
By-law Enforcement Officer Hubble  
Three Demolition Companies  
Ontario Fire Marshalls Office  
North Dundas Fire Department

**ATTACHEMENTS:**

None

**Jointly Prepared By:**

Jacob Forget  
Chief Building Official & Supervisor of By-law

Calvin Pol  
Director of Planning, Building and  
Enforcement



## **ACTION REQUEST**

Planning, Building & Enforcement

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: MTAS – Consent Fee Reduction Request**

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### **RECOMMENDATION:**

**THAT Council accept the request from the Mountain Township Agricultural Society (MTAS) to reduce the total Township Consent Review Fees for Files B-131-21, B-132-21, B-133-21 and B-134-21 from a total of \$2,520.00 to \$630.00, and that the MTAS be advised accordingly.**

### **BACKGROUND:**

On August 4, 2021, the Township of North Dundas received four (4) lot addition consent applications from the United Counties for the Mountain Township Agricultural Society (MTAS) (Severance File No: B-131-21, B-132-21, B-133-21 & B-134-21 - see image on next page). The purpose for the severances is to add small parcels of land that are cut off by the municipal drain to the abutting residential lots. According to the applicant: *“These lot additions represent 4 nearly identical applications to clean up a strip of land not usable or accessible by normal agricultural equipment. Hay cannot be taken off this strip and it can only be maintained by way of a bush hog. The proposed lot additions will clean up the natural lot lines to coincide with the existing ditch in the concession. It will also allow the abutting homeowners to maintain the lands in an aesthetically appealing manner year-round.”*

The four applications have identical fees of \$630.00 per application for a total fee of \$2,520.00. There are economies of scale that are realized by the Township (almost identical applications, one site visit, identical comments and conditions, etc.) which Council can consider in its decision. All four (4) applications are taking land from the same property and are in close proximity to each other.

On November 5, 2021, the MTAS requested a reduction in the application fees to \$630.00 (the equivalent of one lot addition) under Section 69(2) of the Planning Act, which states:

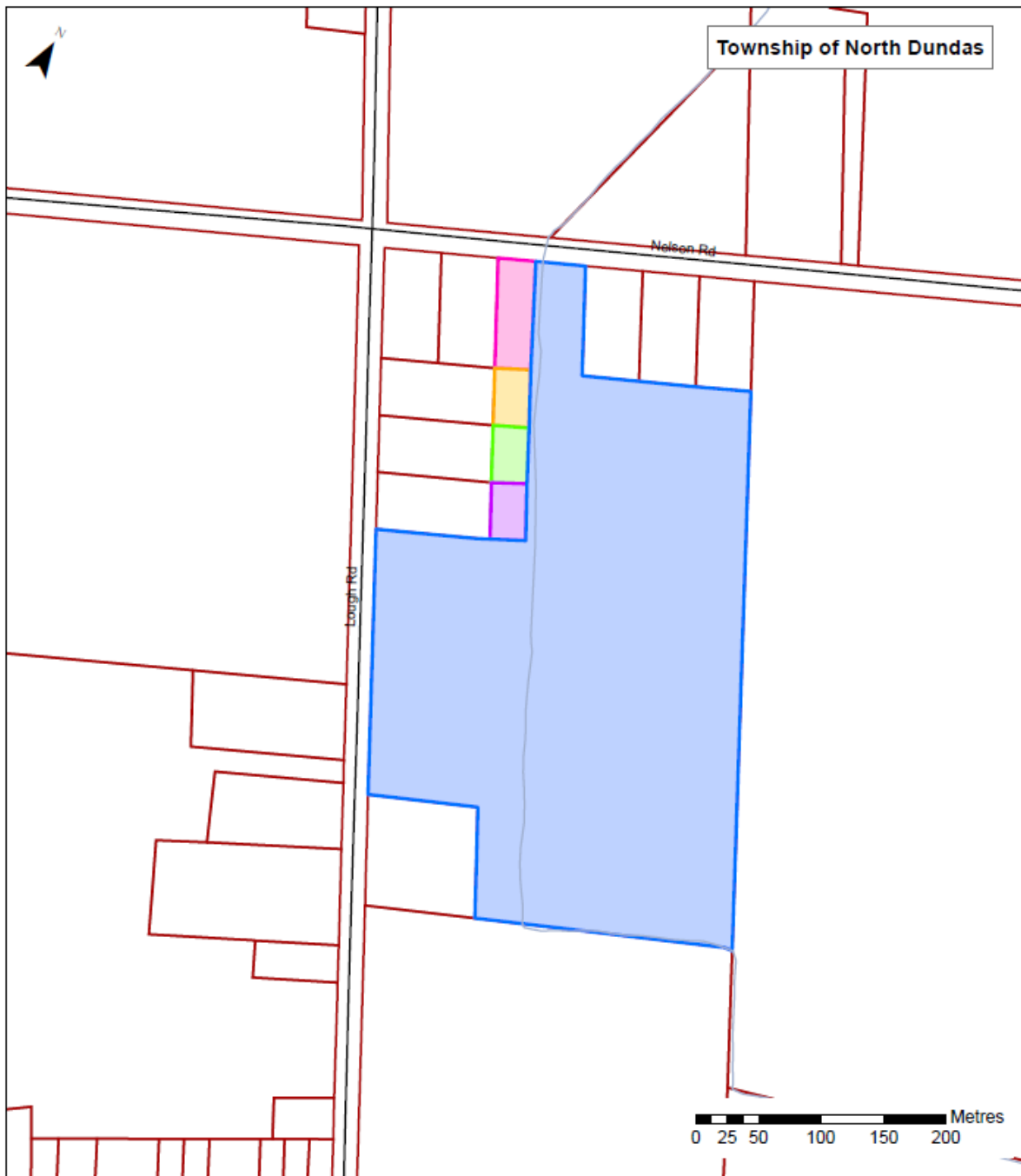
“The council of a municipality in processing an application may reduce the amount of or waive the requirement for the payment of a fee in respect of the application where the council is satisfied that it would be unreasonable to require payment in accordance with the tariff”.







Within the MTAS letter, they state:

*“MTAS is a small non-profit organization which strives to promote agricultural awareness and education to the community. The board, comprising mainly of volunteers, within the community, works hard to offer an annual fair and the financial success of this event and the Society as a whole is largely dependent on our luck with the weather. This project was*

*undertaken to offer simplicity to the lot lines and not as an income generating endeavour.*

*We are asking that instead of the fee of \$630.00 per file, totaling \$2,520.00, that MTAS would pay \$630.00 for the four files collectively. We represent that the files are nearly identical in nature and while there is work involved to complete these, that they would be relatively similar. Any assistance in the above that you can provide MTAS would be greatly appreciated."*



Application Number: B-131-21, B-132-21, B-133-21 & B-134-21					
	B-131-21 ~ 0.67 acres		B-132-21 ~ 0.35 acres		
	B-134-21 ~ 0.35 acres		Retained ~ 3.06 acres		



**ANALYSIS:**

The Township of North Dundas has expenses and staff time related to severances. As there are four almost identical applications on the same property, there are economies of scale and cost savings (one site visit - not four visits, identical conditions, etc.). These total cost savings are estimated to be around \$1,500.00 - \$1,600.00.

**OPTIONS AND DISCUSSION:**

1. **Approve the recommendation** - recommended. Based on the four joint applications, the applicant will receive a reduction in the application fees.
2. **Do not approve the recommendation** - not recommended. The applicant will not obtain a reduction in the fees for each lot addition based on multiple applications.
3. **Do nothing** – not recommended. Same as above

**FINANCIAL ANALYSIS:**

Savings are incurred with the four simultaneous applications, so granting partial relief from full payment would not cause a significant impact financially for the Township.

**OTHERS CONSULTED:**

United Counties of SDG

**ATTACHMENTS:**

n/a



Mountain Township Agricultural Society  
P.O. Box 114  
South Mountain, Ontario  
K0E 1W0

[www.southmountainfair.ca](http://www.southmountainfair.ca)

Township of North Dundas  
636 St. Lawrence Street  
P.O. Box 489  
Winchester, ON  
K0C 2K0

Attention: Calvin Pol, Director of Planning

Dear Mr. Pol

RE: Mountain Township Agricultural Society Lot Addition Severances  
Lot 8 Concession 2, Mountain  
Severance File No.: B-131-21, B-132-21, B-133-21 & B-134-21

We have received the Township's comments and the County Decisions for the above noted files.

We write to request a reduction in fees for the above noted strip lot additions. We recognize that a tremendous amount of work goes into properly administering consent files. These lot additions represent 4 nearly identical applications to clean up a strip of land not usable or accessible by normal agricultural equipment. Hay cannot be taken off this strip and it can only be maintained by way of a bush hog. The proposed lot additions will clean up the natural lot lines to coincide with the existing ditch in the concession. It will also allow the abutting homeowners to maintain the lands in an aesthetically appealing manner year-round.

MTAS is a small non-profit organization which strives to promote agricultural awareness and education to the community. The board, comprising mainly of volunteers, within the community, works hard to offer an annual fair and the financial success of this event and the Society as a whole is largely dependent on our luck with the weather.

This project was undertaken to offer simplicity to the lot lines and not as a income generating endeavour.

We are asking that instead of the fee of \$630.00 per file, totaling \$2,520.00, that MTAS would pay \$630.00 for the four files collectively. We represent that the files are nearly identical in nature and while there is work involved to complete these, that they would be relatively similar.

Any assistance in the above that you can provide MTAS would be greatly appreciated.

Thank you in advance for your consideration of this request.

Sincerely,

Chloe Preston  
MTAS 1<sup>st</sup> Vice President/Fair Chair  
613-889-7190



## **ACTION REQUEST**

Planning, Building & Enforcement

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: Junior Planner Position**

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### **RECOMMENDATION:**

**THAT Council accept the recommendation of the hiring committee and approve the hiring of Danielle Ward as Junior Planner and temporary Drainage Superintendent in the Planning, Building and Enforcement Department as per the offer of employment dated November 11, 2021.**

### **BACKGROUND:**

The position of Junior Planner for the Planning, Building and Enforcement Department was approved by Council at the August 18, 2021 meeting of Council. This position was advertised with a closing date of October 3, 2021. A total of 17 applications were received and the hiring committee conducted interviews with seven candidates.

As a result of the interviews and reference checks conducted, the hiring committee recommends that Danielle Ward be hired for the position. Danielle Ward has both a Bachelor degree and a Master's degree. She brings 11 years of municipal experience. The Letter of Engagement has been signed with a starting date of November 10, 2021.

### **OPTIONS AND DISCUSSION:**

- 1. Approve the recommendation** - recommended.
- 2. Do not approve the recommendation** - not recommended.

### **FINANCIAL ANALYSIS:**

The salary for this position was included in the 2021 budget

### **OTHERS CONSULTED:**

Clerk  
CAO  
Chief Building Official  
References  
Hiring Committee  
United Counties Director of Planning Services



## **ACTION REQUEST**

Clerk/Deputy CAO

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: Surplus Equipment**

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### **RECOMMENDATION:**

**THAT Council declare the 1995 Freightliner Pumper to be surplus to the needs of the municipality and authorize that it be advertised on the Township's Website via sealed bids with a minimum bid of \$10,000.**

### **BACKGROUND:**

Our Shop Foreman has advised that this piece of equipment has been removed from the Station 2 fleet as it is no longer fit for service due to fire body deficiencies. A 2020 Freightliner Pumper was added to the Station 2 fleet in March 2021.

### **OPTIONS AND DISCUSSION:**

- 1. Approve the recommendation** - recommended.
- 2. Do not approve the recommendation** - not recommended.

### **FINANCIAL ANALYSIS:**

Revenue will be applied to the purchase of the new 2020 pumper.

### **OTHERS CONSULTED:**

Dave Sheldrick, Shop Foreman

### **ATTACHMENTS:**

N/A



## **ACTION REQUEST – TENDER**

Public Works

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: Tender No. PW 2021 – 08 Roof Replacement – 5 Industrial Drive, Chesterville, ON**

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### **RECOMMENDATION:**

**THAT Council approve the award of Tender No. PW 2021-08 for the replacement of the roof at 5 Industrial Drive, Chesterville, ON to J & M Contracting Corp. in the amount of \$47,700.00 excluding HST; AND THAT Council authorizes the Director of Recreation and Culture to sign the contract.**

### **BACKGROUND:**

The shingle roof on the building at 5 Industrial Drive which is currently occupied by the Ontario Clean Water Agency (OCWA) is in need of repair. The roof is currently leaking and covered with a tarp. OCWA received three quotes for repairs. However, given the amount of the quotes, we are required to go to tender as per the Township's existing purchasing policy.

A tender to replace the current asphalt shingle roof with a metal roofing system was issued on October 29, 2021. The building is approximately 37,150 sq. ft. Five bids were received and evaluated with the point structure outlined in the tender. J & M Contracting Corp. received the highest score.

### **OPTIONS AND DISCUSSION:**

- 1. Approve the award** - recommended.
- 2. Do not approve the award** - not recommended. The roof is currently leaking and is covered with a tarp.

### **FINANCIAL ANALYSIS:**

A budget of \$50,000 is included in the water and sewer budget for this repair. Thus, there is no financial impact.

### **OTHERS CONSULTED:**

OCWA  
CAO  
Director of Recreation and Culture

### **ATTACHMENTS:**

Tender Contract



## **CONTRACT AGREEMENT**

### **TENDER NO. PW 2021-08**

\_\_\_\_\_  
**PROJECT:**

Roof Replacement – 5 Industrial Drive  
Chesterville, Ontario

\_\_\_\_\_  
**OWNER:**

The Corporation of the Township of  
North Dundas

\_\_\_\_\_  
**CONTRACTOR:**

J & M Contracting Corp.

**AGREEMENT**

THIS AGREEMENT, made in duplicate this 17th day of November A.D., 2021,

**BETWEEN**

**J & M CONTRACTING CORP.**

of Morrisburg, in the Municipality of South  
Dundas, in the Province of Ontario,  
hereinafter called the "Contractor"

OF THE FIRST PART

**AND**

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

hereinafter called the "Owner",

OF THE SECOND PART

WITNESSETH that the party of the first part, for and in consideration of the payment or payments specified in the TENDER for this work, hereby agrees to furnish all necessary machinery, tools, equipment, supplies, labour and other means of construction, and to the satisfaction of the Owner, to do all the work as described hereafter, furnish all the materials, except as herein otherwise specified, and to complete such works in strict accordance with the plans, specifications and TENDER therefore, all of which are to be read and form part of this present Agreement as fully and completely, to all intents and purposes, as though all the stipulations hereof have been embodied herein.

**DESCRIPTION OF THE WORK AND LIST OF DOCUMENTS:**

Contract No. PW 2021-08 Roof Replacement – 5 Industrial Drive, Chesterville, Ontario in the Township of North Dundas, as outlined in the following documents:

TENDER and ADDENDUMS issued for above contract.

TENDER CLOSING: 2:00:00 p.m., local time, on Friday, November 12<sup>th</sup>, 2021.

The Contractor agrees to provide proof of valid related licenses, certifications and insurance, prior to commencing any work for the Owner. These licenses/certifications must remain valid for the duration of the contract period.

IN CONSIDERATION WHEREOF, the Owner agrees to pay to the Contractor for all work done, the stipulated sum or sums submitted in the TENDER.

This Agreement shall ensure to the benefit of and be binding upon the heirs, executors, administrators, and assigns of the Contractor, and on the successors of the Owner.

IN WITNESS WHEREOF, the Contractor and the Owner have hereunto signed their names on the day first above written.

SIGNED by the Contractor  
in the presence of:

**J & M CONTRACTING CORP.**

:  
:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

:  
:

\_\_\_\_\_  
Witness Name (please print clearly)

\_\_\_\_\_  
Name & Position *(Please print clearly)*

SIGNED by the Owner  
in the presence of:

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

:  
:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

:  
:

\_\_\_\_\_  
Witness Name (please print clearly)

\_\_\_\_\_  
Meaghan Meerburg  
Director of Recreation & Culture



## **ACTION REQUEST – BY-LAW**

Waste Management Services

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: By-law No. 2021-84 Lease Agreement - Breteler**

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### **RECOMMENDATION:**

**THAT By-law No. 2021-84 being a By-law to authorize the Mayor and Clerk to enter into a lease agreement with Eric and Mariet Breteler be read and passed in Open Council signed and sealed the 23<sup>rd</sup> day of November, 2021.**

### **BACKGROUND:**

A parcel of property (approximately 10 acres) situated south of the Boyne Road Landfill site (as described in the attached agreement) is currently being utilized by Mr. and Mrs. Breteler for the purpose of growing crops. Terms relating to compensation for the use of the land and potential liability issues are outlined in the lease agreement.

### **OPTIONS AND DISCUSSION:**

- 1. Approve the recommendation** - recommended.
- 2. Do not approve the recommendation** - not recommended.

### **FINANCIAL ANALYSIS:**

This revenue is included in the Annual Budget

### **OTHERS CONSULTED:**

Clerk

### **ATTACHMENTS:**

By-law 2021-84 (including lease agreement)

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

**BY-LAW NO. 2021-84**

***Being a By-law of the Township of North Dundas to Authorize the Mayor and CAO to enter into a Lease Agreement with Eric and Mariet Breteler.***

**WHEREAS** Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that the powers of the Corporation of the Township of North Dundas shall be exercised by by-law;

**AND WHEREAS** the Township of North Dundas wish to enter into a lease agreement with Eric and Mariet Breteler.

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

- 1.0** That the Township of North Dundas enter into a Lease Agreement with Eric and Mariet Breteler for lands described as RP 8R5197 Part 7, Geographic Township of Winchester, County of Dundas, as per the terms of the Lease Agreement shown as Schedule “A” attached hereto and forming part of this by-law;
- 2.0** And that the Mayor and Clerk are hereby authorized to execute any other documents necessary to complete the Lease Agreement.

**READ and passed in Open Council, signed and sealed this 23<sup>rd</sup> day of November, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

THIS LEASE made as of this 23rd day of November, 2021

BETWEEN:

**Breteler, Eric**  
**Breteler, Mariet**  
(12934 Boyne Rd, R.R.#3 Chesterville, ON K0C 1H0  
hereinafter called "the Tenant")

-and-

**TOWNSHIP OF NORTH DUNDAS**  
(636 St. Lawrence Street Winchester, ON K0C 2K0  
hereinafter called "the Landlord")

RECITALS:

1. The Landlord is the current owner of the lands at Part Lot 8, Concession 6, P 8R3142 Parts 1 and 2; RP 8R4441 Part 1; RP 8R5197 Part 7, Geographic Township of Winchester, County of Dundas.
2. The Tenant wishes to farm the parcel of land identified ass RP 8R5197 Part 7 which is referred to herein as "the Property". See Appendix 1.
3. The Landlord has agreed to lease the Property to the Tenant for farm purposes.
4. The parties acknowledge that the Property is considered a contamination attenuation zone for the Landlord's adjacent landfill site.

NOW THEREFORE in consideration of the mutual promises and covenants contained in this Lease, the Landlord and the Lessee agree as follows:

**ARTICLE 1**

**LEASE, PREMISES, TERM AND RENT**

**1.1 Property**

The Landlord hereby leases the Property to the Tenant for the term set out below.

**1.2 Term**

The Lease shall be in effect until such time as either of the parties effected provide written notice of termination of the Lease, pursuant to the terms set out below.

### 1.3 Rent

Approximately 10 acres at \$130/acre.

Annual rent of \$1,300.00 + HST.

### 1.4 Tenant's Covenants

The Tenant covenants with the Landlord as follows:

- a) *Utilities* – none are installed but if installed by the Tenant, then the Tenant shall pay all;
- b) *Repairs* – the Tenant shall maintain and keep the Property in such good order and condition as they would be kept by a reasonably careful farmer and promptly make all needed repairs and replacements as shall be reasonably necessary;
- c) *Improvements* – the Tenant shall farm the Property in accordance with good farming and conservation practices;
- d) *Farm Public liability insurance* – to carry a standard farm public liability insurance in such amounts as shall from time to time be reasonable and to pay the premiums for this insurance;
- e) *Environmental* – the Tenant shall comply with all laws, by-laws and regulation, including but not limited to, the *Environmental Protection Act R.S.O. 1990, c. E-19, Nutrient Management Act, 2002, S.O. 2002, c.4* and *Farm and Food Production and Protection Act 1998, S.O. 1998 c.1*. The Tenant shall apply organic manure, chemical fertilizer, chemicals such as herbicide or pesticide in accordance with all laws, by-laws and regulations. Any spill (as defined in the *Environmental Protection Act*) of any hazardous substance (as defined in the *Environmental Protection Act*) shall be re-mediated according to all laws, by-laws and regulations; and,
- f) *Indemnity* – the Tenant shall indemnify and save harmless the Landlord from any and all claims, actions and suits for damages which may be caused or arise directly or indirectly out of the operations carried on by the Tenant on the Property.

### 1.5 Landlord's Covenants

- a) *Quiet Enjoyment* – the Landlord hereby covenants with the Tenant for quiet enjoyment; and
- b) *Taxes* – to pay all property taxes.

## **ARTICLE 2**

### **USE OF PREMISES**

#### 2.1 Use Limited to Agriculture

The Tenant shall use the Property for farming crop production. No buildings shall be constructed or installed.

### **ARTICLE 3**

#### **TERMINATION**

- 3.1 The Landlord may terminate this Lease at any time. The Landlord shall make such termination effective at an anniversary of this Lease and provide 90 days written notice.
- 3.2 The Tenant may terminate this Lease at any time by providing 90 days written notice by delivering said written notice to the Landlord.

### **ARTICLE 4**

#### **GENERAL**

4.1 Waiver

No waiver of any of the covenants, agreements or obligations herein contained by either of the parties hereto shall be construed as a waiver of any succeeding breach thereof or of any other covenant, agreement or obligation contained in this Lease, and no delay or omission on the part of either party hereto to exercise any right acquired through the default of the other shall be construed as a waiver of or shall impair such right.

4.2 Severability of Clauses

The invalidity or unenforceability of any term of this Lease does not affect the validity or enforceability of any other term. Any invalid term will be treated as severed from the remaining terms.

4.3 Assignment and Subletting

The Tenant may not assign this Lease or sublet the Property without prior written consent of the Landlord which may be arbitrarily withheld.

4.4 No Notice to be Registered on Title

The Tenant shall not register this Lease or notice of same on title to the Property.

4.5 Address for Service

For the purposes of this Lease, the Landlord's address for service of written notice shall be as follows:

Township of North Dundas  
636 St. Lawrence Street  
Winchester, Ontario  
K0C 2K0

For the purposes of this Lease, the Tenant’s address for service of written notice shall be as follows:

Breteler, Eric  
Breteler, Mariet  
12934 Boyne Rd, R.R. #3  
Chesterville, Ontario  
K0C 1H0

IN WITNESS WHEREOF the parties have executed this Lease.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2021 by the parties to the contract.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Eric Breteler

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Mariet Breteler

The Corporation of the Township of North Dundas

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Tony Fraser, Mayor

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Jo-Anne McCaslin, Clerk

“We have the authority to bind the Township”



## **ACTION REQUEST – BY-LAW**

Clerk/Deputy CAO

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: By-law No. 2021-85 - To Amend Road Naming By-law 42-2003**

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### **RECOMMENDATION:**

**THAT By-law No. 2021-85 being a By-law to amend By-law 42-2003, being a By-law to name all streets and roads in the Township of North Dundas and to Establish and Implement a Comprehensive Municipal Road Inventory and Numbering System in Compliance with the Official Street Guide for Bell Canada “911” Enhancement System, be read and passed in Open Council, signed and sealed this 23<sup>rd</sup> day of November, 2021.**

### **BACKGROUND:**

This By-law is presented in follow-up to a key information report presented August 17<sup>th</sup> by CAO Rutley whereby Council approved changing the name of Wincrest Industrial Avenue to Wincrest Avenue and to officially open approximately 300.8 meters of the road allowance running eastward directly across from Gypsy Lane and name this portion as Davidson Lane.

Notice of the proposed road name changes have been advertised in Chesterville Record and on the Municipal Website.

### **OPTIONS AND DISCUSSION:**

- 1. Approve the recommendation - recommended.**
- 2. Do not approve the recommendation - not recommended.**

### **FINANCIAL ANALYSIS:**

Purchase of two new street signs approximately (\$200.)

### **OTHERS CONSULTED:**

### **ATTACHMENTS:**

By-law 2021-85

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

**BY- LAW NO. 2021-85**

***Being a By-law to amend By-law 42-2003, being a By-law to name all streets and roads in the Township of North Dundas and to establish and implement a comprehensive municipal road inventory and numbering system in compliance with the official street guide for Bell Canada 911 Enhancement System and to officially open a portion of road allowance.***

**WHEREAS** the *Municipal Act, 2001*, c. 25, s. 5 (1) provides that the powers of a municipal corporation are to be exercised by its council;

**AND WHEREAS** the *Municipal Act, 2001*, c. 25 s. 5 (3) provides that the powers of every council are to be exercised by by-law;

**AND WHEREAS** pursuant to Section 31 (4) of the *Municipal Act, 2001*, the Township has the authority to dedicate a road for public use as the owner thereof;

**AND WHEREAS** pursuant to Section 48 of the *Municipal Act, 2001*, the Township has the authority to name its roads;

**AND WHEREAS** the Township has ownership of a Road Allowance between Concessions 5 and 6 of the former Township of Winchester and between Blocks 10 and 11 Plan 34 of the former Village of Winchester;

**AND WHEREAS** it is now expedient to officially declare as open and name a portion of road allowance extending 300.8 metres eastward from St. Lawrence Street, directly across from Gypsy Lane as Davidson Lane;

**AND WHEREAS** Council is desirous to rename Wincrest Industrial Avenue to Wincrest Avenue;

**AND WHEREAS** appropriate notice of the proposed road changes was advertised in the Chesterville Record and on the Township of North Dundas Municipal Website;

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

- 1.0** That the portion of road allowance between Concessions 5 and 6 of the former Township of Winchester and between Blocks 10 and 11, Plan 34 of the former Village of Winchester that extends 300.8 meters eastward from St. Lawrence Street, directly across from Gypsy Lane be and is hereby declared an open public highway which shall be named Davidson Lane.
- 2.0** That Wincrest Industrial Avenue be renamed Wincrest Avenue.
- 3.0** That this By-law shall come into force on the day of passing.

**READ and passed in Open Council, signed and sealed this 23<sup>rd</sup> day of November, 2021.**

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MAYOR

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CLERK



## **ACTION REQUEST – BY-LAW**

Recreation & Culture

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: By-law No. 2021-87 ICIP Community, Culture and Recreation**

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### **RECOMMENDATION:**

**THAT By-law No. 2021-87, being a By-law to Authorize a Transfer Payment Agreement under the Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream, be read and passed in Open Council this 23<sup>rd</sup> day of November, 2021; AND THAT the Mayor and Clerk be authorized to execute this Agreement.**

### **BACKGROUND:**

In 2019, staff completed an application for project funding under the ICIP: Community, Culture and Recreation Stream. We were successful in receiving funding approval for \$2,728,691.25 to assist with the development of the new Hallville park, located at 1650 County Road 1, in Hallville. The Federal funding for this grant is 40.00% of the total project cost, the Provincial funding consists of 33.33% of the total project cost, and the Township will be covering the remaining 26.67%.

The project scope that was approved for funding is:

1. Road widening, two crosswalks and traffic delineators for pedestrian access to the park.
2. Replacement of the municipal culvert for road widening.
3. Development of the land, including drainage, elevation of low-lying areas, electricity, drilled well, plumbing (rink house with washrooms), paved parking and pathways, rink house, outdoor rink, play structure, picnic tables, pavilion, new trees, and other amenities.

The Transfer Payment Agreement (TPA) is a standard practice for government grants. It provides the necessary documents to be signed, which bind all parties during the term of the project. The TPA requires an accompanying by-law.

### **OPTIONS AND DISCUSSION:**

1. **Approve By-law No. 2021-87 and authorize the Mayor and Clerk to execute the Transfer Payment Agreement** - recommended.

2. **Do not approve the recommendation, therefore declining the \$2,000,949.29 in government funding** - not recommended.

**FINANCIAL ANALYSIS:**

The completion date for the Hallville park development project is 2027. The \$727,741.96 of the project costs that are to be covered by the Township, will be accounted for in the Recreation and Culture Department's annual budgets over the next six years.

**OTHERS CONSULTED:**

Deputy Clerk

**ATTACHMENTS:**

Draft By-law No. 2021-87

# THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

## BY-LAW NO. 2021-87

***Being a By-law of the Township of North Dundas to Authorize a Transfer Payment Agreement under the Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream.***

**WHEREAS** Section 5(1) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that the powers of the Corporation of the Township of North Dundas shall be exercised by by-law;

**1.0 AND WHEREAS** the Township of North Dundas wishes to enter into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Infrastructure to receive funding under the Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream.

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

**2.0** That the Township of North Dundas enter into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Infrastructure to receive funding under the Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream.

**3.0** That the Mayor and Clerk are hereby authorized to execute any documents necessary to complete the Transfer Payment Agreement.

**4.0** Any other by-laws inconsistent with this by-law are hereby repealed.

**READ and passed in Open Council, signed and sealed this 23<sup>rd</sup> day of November, 2021.**

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MAYOR

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CLERK



## **ACTION REQUEST – BY-LAW**

Clerk/Deputy CAO

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**To: Mayor and Members of Council**

**Date of Meeting: November 23, 2021**

**Subject: By-law No. 2021-86 Tile Drainage Debenture**

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**RECOMMENDATION:**

**THAT By-law No. 2021-86, being a by-law to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act be read and passed in Open Council this 23rd day of November 2021.**

**BACKGROUND:**

Tile drainage is a common land practice in Ontario supported by the Province through the Tile Loan Program, authorized by the *Tile Drainage Act*. This program provides loans to property owners to help finance tile drain projects. All tile loans have a 10-year term and repayments are made annually. Landowners are eligible for a tile loan of up to 75% of the value of the work to a maximum of \$50,000 per property per year. The province sets the program interest rate; presently it is at 6%.

**OPTIONS AND DISCUSSION:**

- 1. Approve the recommendation** - recommended.
- 2. Do not approve the recommendation** - not recommended.

**FINANCIAL ANALYSIS:**

The Township collects the loan repayments from the owner on the final annual tax bill and remits to OMAFRA. Should there be a payment default, it is treated in the same manner as unpaid taxes.

**OTHERS CONSULTED:**

Drainage Superintendent  
Drainage Inspector

**ATTACHMENTS:**

By-law No. 2021-86

# **RATING BY-LAW**

*Tile Drainage Act, R.S.O. 1990, c. T.8, s.8*

THE CORPORATION OF THE  
Township of North Dundas

BY-LAW NUMBER 2021-86

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of \$20,100.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2021-Nov-23  
yyyy/mm/dd

Second Reading 2021-Nov-23  
yyyy/mm/dd

Provisionally adopted this 23 day of November, 2021

Tony Fraser  
Name of Head of Council Signature

Nancy Johnston  
Name of Clerk Signature

Third Reading 2021-Nov-23  
Enacted this 23 day of November, 2021

Tony Fraser  
Name of Head of Council Signature Corporate Seal

Nancy Johnston  
Name of Clerk Signature

I, Nancy Johnston, clerk of the Corporation of the Township  
of North Dundas certify that the above by-law was  
duly passed by the council of the Corporation and is a true copy thereof.

Nancy Johnston  
Name of Clerk Signature Corporate Seal



## DEPARTMENT ACTIVITY UPDATES

Public Works

September 14, 2021

Public Works department performed tasks in four key areas as follows:

### **Administration:**

1. Conducted site visits for operational and road construction activities.
2. Prepared sidewalk design on Clark Rd. and performed construction inspection.
3. Worked with the contractor to find efficiencies for cost savings, etc.
4. Meeting with property owners to review their concerns with regard to ditching, road condition, trees, truck traffic, etc.
5. Worked with the City of Ottawa to develop cost sharing arrangement and project scope for Marionville culvert replacement.
6. Worked on developing scope of work for replacement of guiderails for pricing.
7. Reviewed Sandy Row and Wincrest design plans.
8. Applied for funding grant for ICIP Green Intake two for a new water well.
9. Continue to work on plans to install additional signages on roads.
10. Continue to streamline public works.
11. Implemented extensive training plan for staff in 2021 to ensure operators are considered as competent according to ministry's definition.
12. Worked with Township lawyer and insurance on various legal and theft issues.
13. Continue to close off E-11s.
14. Continue to approve invoices.
15. Reviewed and scored building condition assessment proposals.
16. Continue to work on process to install pedestrian crossings.
17. Reviewed and issued ten new entrance permits.
18. Developed municipal consent approach and continue to issue clearance to utilities for municipal road cuts.

### **Transportation:**

#### **Roads Operations:**

1. Work on E11s and replace damaged mail boxes as required.
2. Completed pulverizing of Clarence Street.
3. Repaired Belmeade Rd. shoulder after huge rain washed out a huge section.
4. Completion of new catch basins on Clarke Rd.
5. Completion of new asphalt Clarke Rd.
6. One cross culvert changed on Loughlin Ridge Rd.

7. Two cross culverts changed on Cameron Rd.
8. Completion of asphalt on Loughlin Ridge Rd.
9. Completion of asphalt on Cameron Rd.
10. Cutting and cleanup of at least ten damaged/dead trees throughout the whole Township.
11. Completed training courses for: Book 7 for all staff and Working at Heights for six staff, and Chipper Operation for four staff.
12. Continuing with our on-going road patrols as stated per Minimum Maintenance Standards.
13. Continuing with sending locates for new signs to be installed where necessary.
14. Watering Clarence Street once a day to keep dust down.
15. Hot mix patching has been completed on dead end section of Belmeade Rd., Forward Rd., Nesbitt Rd., VanCamp Rd., Limerick Rd., River Rd., 50% completed on Development Rd.
16. Replaced damaged boards and posts on Bailey Ave.
17. Turned parts of Forward Rd. from tar & chip to gravel.
18. Regraded Hollister Rd., Baker Rd., Steen Rd., Lillico Rd., Riddell Rd., Fawcett Rd., Church Rd., Clarke Rd., Rae Rd., and added calcium.
19. Excavator grinding has been completed on Boundary Rd. from Loughlin Ridge Rd. to French Settlement Rd.
20. Whipper snipping has come to end with all signs and guiderails completed at least once.
21. All roads have had two mower passes, except north east quadrant. Poison parsnip has been addressed (where safe to do so) with the exception of Harmony Rd., Merkley Rd., Jennings Rd., Armstrong Rd., Spruce Dr., Rodney Ln., Ormond Rd., Liscumb Rd., North Wing Rd., South Wing Rd., Thompson Rd., Lafleur Rd., Dagenais Rd., Carruthers Rd., Kyle Rd., McLaughlin Rd., Coulthart Rd., Crump Rd., Thibault Ct.
22. Replaced/Installed 72 signs on various roads. All failed signs from 2021 survey have been completed, except few that require locates.
23. Anticipated road closure for Nesbitt Road from September 21 to September 24 – detour plan pending.
24. Anticipated road closure for Nation Valley Road from September 27 to October 8 – detour plan pending.

**Fleet:**

1. Annual Inspections completed – 3206, R3 and TR3.
2. Mechanical Fitness Inspections completed – 3203, 3253, 3254, 3210, 2100, 3216.
3. Mechanical Fitness Inspection of 3208 not completed.
4. Annual Inspection of Forklift completed.
5. 3242 – begin winter prep.
6. 3224 – A/C belt – blown hydraulic hose replace – replace left hand inner door handle.
7. 3217 – inspect for cause of brake pressure warning light – sensor failure – parts ordered.

8. 3213-2060 – remove fence wire and replace damaged PTO shaft – 2<sup>nd</sup> PTO shaft replacement – install slip clutch at mower gear box.
9. 3213-2070 – hydraulic leak at loader valve.
10. 3216 – oil and filter.
11. 3272 – excessive engine blow by and noise – out of service.
12. 3253 – right side frame repair @ Rush Truck Center.
13. 3254 – blower motor.
14. 3206 – swing blade reassemble.
15. 3274 – decals install.
16. 3210 – batteries replace – replace broken steer axle U bolts – oil and filter– replace seized ABS modulator valve and R front brake chamber - dump box sill repairs @ Dundas Machine (rotten).
17. 3211 – fuel line recall at Freightliner.
18. T1 – inspect for driveline noise – repair suspension air leak.
19. R3 – replace leaking water pump.
20. S4 – replace battery.
21. T3 – air leak repair near air drier – replace siren driver.
22. T2 – replace leaking p/s reservoir.
23. P1 – Battleshield – monitor repairs.
24. P3 – Battleshield - pump panel gauge.
25. P2 – back in service following warranty brake issues.
26. 7747 – engine seized.
27. 7763 – R brake light – inspect for rear bumper damage.
28. 7745 – aerator – replace damaged spoons.
29. 7759 – mower deck inspect and blades replace.
30. 2100 – oil and filter - rear brakes replace.
31. 44 – hydraulic leak in left hopper – unseized tailgate locks.
32. 45 – unseized tailgate locks – R hopper hose bracket repair.
33. 252B – replace left drive motor and main hydraulic pump.

#### **Water and Wastewater:**

1. Prepared and issued RFP for hiring of consultant to undertake detailed design of various water and sewer projects.
2. Reviewed fees proposal and recommended the award of tender preparation of Chesterville overhead tank to OCWA.
3. Reviewed and recommended award of water allocations to various applicants.
4. Worked on by-law on enforcement of use of fire hydrants including at private property.
5. Continue to review and address brown water issues in Chesterville.
6. Continue to review and discuss with J. L. Richards with regard to water and wastewater capacity constraints.
7. Continue to work on water class environmental assessment study.
8. Various operation and maintenance activities by OCWA.



## DEPARTMENT ACTIVITY UPDATES

Public Works

October 31, 2021

Public Works department performed tasks in two key areas as follows:

### **Administration:**

1. Conducted site visits for operational and road construction activities.
2. Meeting with property owners to review their concerns with regard to ditching, road condition, trees, truck traffic, etc.
3. Working on 2022 budget items.
4. Set up 2021 Fall Municipal Drainage work.
5. Continue to look at new/amended By-Laws to streamline Roads Department.
6. Continue to work on plans to install additional signages on roads.
7. Continue to streamline public works.
8. Working on a training plan for staff in 2021 to ensure operators are considered as competent according to ministry's definition.
9. Continue to close off E-11s.
10. Continue to approve invoices.
11. Continue to create SOP's.
12. Reviewed and issued 5 new entrance permits.
13. Developed municipal consent approach and continue to issue clearance to utilities for municipal road cuts.
14. Receiving engineer plans for Wincrest Ave. and Sandy Row Rd.
15. Interview and hire new part-time winter plowing employees.
16. Work with office staff to send out a bridge inspection RFP.

### **Transportation:**

#### **Roads Operations:**

1. Completed training courses for: TJ Mahoney Maintenance Road School for myself and 2 other employees.
2. Continuing with our on-going road patrols as stated per Minimum Maintenance Standards.
3. Continuing with sending locates for new signs to be installed where necessary.
4. Hot mix patching has been completed on Kemptville Boundary Rd., Chesterville village, Development Rd., Winchester village.
5. Grading of all our gravel roads has begun and will continue until freeze up.
6. Excavator grinding has stopped and ditching has begun. Completed approx.. 1.5 km of ditch cleanout on Webb Rd., Connaught Rd.

7. 2021 mowing season has concluded.
8. Replaced/Installed 20 signs on various roads. All failed signs from 2021 survey have been completed.
9. Constructing a temporary crossing over South Castor Municipal Drain for farmer access to field.
10. Conducted all employee training for new sidewalk machine.
11. Monitor repairs to all Guiderails throughout the Township
12. Extending and signing driveways for “turn-arounds” this winter.

# THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

## BY-LAW No. 2021-88

*Being a By-law of the Corporation of the Township of North Dundas to adopt, confirm and ratify matters dealt with by resolution.*

**WHEREAS** the *Municipal Act, 2001*, as amended, provides that the powers of the Corporation of the Township of North Dundas, shall be exercised by By-law.

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by the Township of North Dundas does not lend itself to the passage of an individual By-law;

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

- 1.0** That the Minutes of the Regular and In Camera Meetings held on November 9<sup>th</sup>, 2021 of the Council of the Township of North Dundas, be hereby adopted.
- 2.0** That the actions of the Township of North Dundas at the Regular Meeting held on November 23<sup>rd</sup>, 2021 in respect of each motion, resolution and other action taken by the Township of North Dundas at its meeting are, except where the prior approval of the Ontario Land Tribunal or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
- 3.0** That where no individual By-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Township of North Dundas in the above-mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein and thereby or required for the exercise of any powers therein by the Township of North Dundas.
- 4.0** That the Mayor and Members of Council of the Township of North Dundas are hereby authorized and directed to do all things necessary to give effect to the said action of the Township of North Dundas to obtain approvals where required and except as otherwise provided, the Mayor, or in the absence of the Mayor the alternate Head of Council, and the Municipal Clerk, or in the absence of the Municipal Clerk, the Deputy Clerk, are hereby directed to execute all documents necessary on behalf of the Township of North Dundas.

**READ and passed in Open Council, signed and sealed this 23<sup>rd</sup> day of November, 2021.**

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MAYOR

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CLERK