

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

MINUTES

OCTOBER 6, 2020

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on October 6, 2020 with Mayor Fraser in the Chair. Attendance was recorded at the entrance in accordance with COVID-19 recording procedures.

ROLL CALL: Mayor: Tony Fraser
Deputy Mayor: Allan Armstrong
Councillors: Gary Annable, Tyler Hoy, John Thompson
CAO: Angela Rutley
Treasurer: John Gareau
Economic Development Officer: Stephen Mann
Director of Public Works: Khurram Tunio
Director of Waste Management: Doug Froats
Director of Planning, Building & Enforcement: Calvin Pol
Director of Recreation and Culture: Meaghan Meerburg
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution
Resolution No. 01 Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 7:00 pm.
CARRIED

2. Adoption of Agenda
Resolution No. 02 Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT Council approve the agenda as presented.
CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof – NIL

4. Adoption of Minutes
 - a) Regular Meeting - September 8, 2020
Resolution No. 03 Moved by Councillor Annable
Seconded by Councillor Thompson
THAT the minutes of the regular meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held September 8, 2020 be adopted as presented.
CARRIED

 - b) Special Meeting - September 16, 2020
Resolution No. 04 Moved by Councillor Annable
Seconded by Councillor Thompson
THAT the minutes of the special meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held September 16, 2020 be adopted as presented.
CARRIED

c) Public Meeting - September 22, 2020

Resolution No. 05

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT the minutes of the public meeting, of the Council of the Township of North Dundas, held September 22, 2020 be adopted as presented.

CARRIED

d) Regular Meeting - September 22 2020

Resolution No. 06

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 September 22, 2020 be adopted as presented.

CARRIED

5. Delegations – NIL

6. Closed Session

Resolution No. 07

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT Council proceed in Camera pursuant to Section 239 (2) of The Municipal Act S.O. 2001

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose. Re: LPAT – Official Plan Appeal

CARRIED

In Camera Resolution No. 08

7. Open Session

Resolution No. 09

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council move to Open Session at 7:13pm.

CARRIED

8. Action Requests

a) Finance

i) Safe Restart Agreement Funding

Resolution No. 10

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

WHEREAS the Ontario government has provided emergency assistance funding to municipalities through the Safe Restart Agreement to offset the financial impact due to the COVID-19 pandemic;

AND WHEREAS the Province has specified funding must be used for operating costs and pressures due to COVID-19;

AND WHEREAS due to the nature of the pandemic and the necessity to make physical retrofits to offices to accommodate staff and the public in a safe environment, capital costs will be incurred by municipalities;

AND WHEREAS we have been advised by the Ministry of Finance that COVID-19 related capital expenditures are ineligible for Safe Restart Agreement funding;

THEREFORE BE IT RESOLVED THAT the Council of the Township of North Dundas urges Ontario to allow capital expenditures under the Safe Restart Agreement, and that a copy of this resolution be forwarded to Premier Doug Ford, Jim McDonnell, MPP and the Association of Municipalities of Ontario (AMO).

CARRIED

b) Economic Development and Communications

i) New Municipal Website RFP

Resolution No. 11

Moved by Councillor Annable

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas acknowledge UpanUp as the vendor of choice to complete the redesign of the Township website www.northdundas.com for a price of \$21,780 plus HST.

CARRIED

c) Public Works – NIL

d) Waste Management

i) List of Surplus Equipment

Resolution No. 12

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT the Council of the Township of North Dundas declare the following pieces of equipment to be surplus to the needs of the municipality and authorize the Director of Waste Management to sell the items.

1999 EPCO Horizontal Baler and Phaze Converter

Can Crusher (homemade)

2008 Chevrolet Silverado 1 Ton

1997 Homemade Trailer

2009 International 4300

CARRIED

e) Planning Building and Enforcement

i) Interim Control Bylaw Regarding Cannabis Production

Resolution No. 13

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

WHEREAS Health Canada is responsible for issuing licences and certificates for the growing of cannabis;

AND WHEREAS municipalities can regulate cannabis facilities through Zoning By-laws and Site Plan Control;

AND WHEREAS North Dundas has four older Zoning By-laws which do not adequately address the land use impacts of cannabis cultivation, processing and production;

AND WHEREAS as per Section 38 of the Planning Act, an Interim Control By-law may be in effect for up to one year while a land use planning study is completed;

NOW THEREFORE BE IT RESOLVED THAT Council direct staff to undertake a land use planning report on the impact of cannabis cultivation, processing and production and consider additional options to regulate such uses within the Township within 1 year of the passing the proposed Interim Control By-law;

AND THAT Council direct staff to prepare an Interim Control By-law to prohibit any new or expanded cultivation, processing or production of cannabis in the Township;

AND THAT any prohibition arising from the Interim Control By-law shall not apply to the cultivation of up to 4 plants on any property for personal consumption;

AND THAT any prohibition arising from the Interim Control By-law shall not apply to cannabis cultivation, processing and production on lands zoned Industrial.

CARRIED

ii) Draft Approval Extension - 2379132 Ontario Inc.

Resolution No. 14

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

WHEREAS 2379132 Ontario Inc. submitted a request to extend draft plan approval for a Plan of Subdivision (File 01-ND-S/2014) for Part of Lot 6, Concession 9, Former Township of Mountain (PIN 661000157);

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of North Dundas hereby recommends that the United Counties of Stormont, Dundas and Glengarry extend draft plan approval for Plan of Subdivision No. 01-ND-S/2014 for two years, as recommended by the Township Planning Division.

CARRIED

iii) Budget Amendment - Software Licence

Resolution No. 15

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas approve Budget Amendment #2020-09 in the amount of \$6,816.00 to split the 2019 contract for Building and By-law Enforcement Software over two years.

CARRIED

f) Recreation and Culture

i) Budget Amendment for Morewood Fire Hall Ceiling Repair

Resolution No. 16

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT the Council of the Township of North Dundas approve budget amendment #2020-11 for the repair of the Morewood Fire Hall ceiling for \$10,000 + HST, to be financed from funds leftover from the Morewood Fire Hall roof replacement.

CARRIED

ii) 1 Mill St. Chesterville Lease Agreement

Resolution No. 17

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the attached lease Agreement, with Etcetera Publications (Chesterville), for the office space located in the Chesterville Community Centre, 1 Mill St., Chesterville, for the term of October 16, 2020 until October 31, 2021.

CARRIED

- iii) Arena Advertising
Resolution No. 18
Moved by Councillor Annable
Seconded by Councillor Thompson
THAT the Council of the Township of North Dundas authorize that fees for arena advertising be waived for the term of July 2020-July 2021.
CARRIED
- iv) Budget Amendment for Pool Repairs
Resolution No. 19
Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT the Council of the Township of North Dundas approve budget amendment #2020-10 for the repair of the Winchester Centennial Pool for \$30,500 + HST and for the repair of the Chesterville Public Pool for \$3,500 plus HST, to be financed from the General Working Reserve (2019 budget surplus).
CARRIED
- v) September Community Grants
Resolution No. 20
Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson
THAT Council approve that the Winchester Skating Club and Chesterville & District Historical Society each be awarded a \$400 Community Grant.
CARRIED
- vi) Diversity Dundas Request for Use of the JSCH
Resolution No. 21
Moved by Councillor Annable
Seconded by Councillor Hoy
THAT the Council of the Township of North Dundas receive the letter of request submitted by Diversity Dundas for free use of the Joel Steele Community Hall for group meetings and approve option 3, outlined below.
CARRIED
- vii) Winchester Lions Club Request for Use of the JSCH
Resolution No. 22
Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT the Council of the Township of North Dundas receive the letter of request submitted by the Winchester Lions Club and authorize that the \$140.00 rental fee for the Joel Steele Community Hall be waived, in support of the Winchester Lion's Club Annual North Dundas Christmas Fund Gifts & Food Hamper Program, scheduled for December 15th & 16th, 2020.
CARRIED
- g) Fire – NIL
- h) CAO
- i) COVID19 - Staff Accommodation Policy
Resolution No. 23
Moved by Councillor Annable
Seconded by Councillor Thompson
That Council approve policy #85-2020 a COVID-19 Staff Accommodation Policy.
CARRIED

- ii) Dry Hydrant Agreement
Resolution No. 24

Moved by Councillor Hoy
Seconded by Councillor Annable

That Council authorize the Mayor and CAO to execute an agreement with the Municipality of South Dundas and the United Counties of Stormont, Dundas and Glengarry regarding sharing the cost and joint use and maintenance of the dry hydrant installed within the limits of County Road 16.

CARRIED

- i) Clerk

- i) Chesterville and District Historical Society - Donation Request
Resolution No. 25

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council receive correspondence from the Chesterville and District Historical Society and authorize a donation in the amount of \$1500. to be included in the 2021 municipal budget as requested.

CARRIED

9. Tenders and Quotations

- a) Award of OSIM Bridge & Culverts Inspections
Resolution No. 26

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT the Council of the Township of North Dundas accepts the proposal to complete OSIM Bridge and Culverts Inspections from TSI Inc. as the highest score proponent.

CARRIED

- b) Award of Roads Needs Study
Resolution No. 27

Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas accepts the proposal to complete a Roads Needs Study by D.M. Wills Associates Ltd as the highest score proponent.

CARRIED

- c) Award of Traffic Counts
Resolution No. 28

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT the Council of the Township of North Dundas approves the proposal submitted by D. M. Wills Associates Limited for traffic counts in the amount of \$10,900 plus HST.

CARRIED

- d) Award of Guide Rails Replacements Installation Works
Resolution No. 29

Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas approves the budget amendment 2020-12 and award of the single source contract for Guide Rails Replacements / Installation Works to Peninsula Construction Inc. in the amount of \$399,977.75 plus HST.

CARRIED

e) Bylaw No. 2020-46 Zoning Amendment 12054 County Road 3 Winchester
Resolution No. 30
Moved by Councillor Annable
Seconded by Councillor Thompson
THAT By-law No. 2020-46, being a By-law to amend the former Township of
Winchester Zoning By-law No. 12-93, as amended, be read and passed in Open
Council, signed and sealed this 6th day of October, 2020.
CARRIED

10. Key Information

FIN – 2021 Budget Update – Treasurer Gareau presented the 2021 proposed budget calendar and invited Council to bring forward any items that they would like to see included for consideration in the DRAFT budget and to provide any budget targets or highlights that they would like to set for the draft budget.

ED&C – COVID-19 Business Support Options – Economic Development Officer Mann provided a list of support programs offered to assist businesses through COVID-19.

PWS – Snow Plow Truck Unit #3207 – Director Tunio advised Council this vehicle will not pass the annual inspection required due to rust jacking of the frame and deterioration of the body. He advised Council the following vehicle is available and requested permission to purchase.

Resolution No. 31
Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson
THAT Council authorize the Director of Public Works to the purchase the following:
1 – 2021 Freightliner 114SD chassis from Francis Canada Truck Centre at the price of \$136,750 plus HST, And
1 – Gincor/Viking plow equipment - \$138,795 plus HST
Total Amount \$275,545 plus HST

And that a budget amendment to confirm the financing will be presented at the October 20, 2020 meeting.
CARRIED

PB&E – CRINS-SINRC Report – Director Pol provided key information pertaining to an application for a new communications tower by Xplornet Communications to be located at the south end of Winchester. Council supported the proposed communications tower.

11. Consent Agenda

Resolution No. 32
Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT Council authorize payment of accounts as per the attached Council Reports dated September 01, 2020 to September 15, 2020, Batch 148 to 155 in the amount of \$\$406,369.24
September 16, 2020 to September 30, 2020 Batch 160 in the amount of 2,584,898.97;
Ontario Wildlife Damage Compensation Program – 004749
Property Owner of 10135 McIntyre Rd \$91.80
William Toll \$50.00
And that all other items listed under the Consent Agenda be approved as recommended.
CARRIED

12. Boards and Committees

a) South Nation Conservation - Bill Smirle

Representative Smirle provided a detailed update on the activities and projects currently underway at South Nation. He noted the work at the Chesterville Dam (the largest water/river structure on the south Nation) has been completed.

Mr. Smirle also spoke on behalf of the Morewood Cenotaph Committee, advising to date the committee has raised approximately \$25,000. On behalf of the committee, Mr. Smirle donated three flags which will be placed by the Memorial Painting in the Morewood Community Centre. Council gratefully received the flags.

Resolution No. 33

Moved by Councillor Hoy

Seconded by Councillor Thompson

THAT Council receive and file the South Nation Conservation Authority Update provided by North Dundas Representative, Bill Smirle.

CARRIED.

b) Dundas County Archives

Resolution No. 34

Moved by Councillor Annable

Seconded by Councillor Thompson

That Council receive and file the Dundas County Archives Newsletter Update provided by Archivist, Susan Peters.

CARRIED.

13. Motions and Notices of Motions

Notice of Motion – October 20, 2020 pertaining to Resolution 15 passed September 8th, 2020

Deputy Mayor Armstrong requested Council to reconsider the content of this resolution especially as it pertains to banning through truck traffic on Sandy Row. Council agreed.

Resolution No. 35

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT Council agree to the notice of motion requested by Deputy Mayor Armstrong to reconsider the content of Resolution No. 15 passed at the September 8th regular meeting pertaining to banning of through truck traffic on Bridge Street and Sandy Row.

CARRIED

14. Petitions – NIL

15. Council Comments and Concerns – NIL

16. Unfinished Business – NIL

17. Ratification By-law

Resolution No. 36

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT By-law No. 2020-49 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 6th day of October, 2020.

CARRIED

18. Adjournment by Resolution
Resolution No. 37

Moved by Councillor Annable
Seconded by Councillor Thompson

THAT Council adjourn at 9:20 pm to the call of the chair.
CARRIED

MAYOR

CLERK

These minutes are approved as written October 20, 2020.