



THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

REGULAR MEETING MINUTES

Date: October 12, 2021, 7:00 pm
Location: 636 St. Lawrence St. Winchester, ON

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

Council Absent: Michelle Dorie

Staff Present: CAO: Angela Rutley
Clerk: Jo-Anne McCaslin
Treasurer: John Gareau
Director of Recreation and Culture: Meaghan Meerburg
Economic Development & Communications: Stephen Mann
Director of Waste Management: Doug Froats
Administrative Assistant: Emily Beach
Communications Officer: Jennifer Westendorp

Others: Chesterville Record: Joe Morin

1. **Call Meeting to Order by Resolution**

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on October 12, 2021 with Mayor Fraser in the Chair.

The meeting was held virtually and broadcast on the Township's YouTube channel.

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 7:00 PM.

Carried

2. **Adoption of Agenda**

Resolution No. 02

Moved By: Councillor Hoy

Seconded By: Councillor Annable

THAT Council approve the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest and Nature Thereof

4. Adoption of Minutes

Resolution No. 03

Moved By: Councillor Thompson

Seconded By: Deputy Mayor Armstrong

THAT the minutes of the Regular Meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held September 28, 2021 be adopted as presented.

Carried

5. Delegations - NIL

6. Closed Session

Resolution No. 04

Moved By: Councillor Annable

Seconded By: Councillor Hoy

THAT Council proceed in Camera at 7:02 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

Carried

7. Open Session

Resolution No. 05

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT Council move to Open Session at 7:39 PM.

Carried

Amendment:

Resolution No. 06

Moved By: Councillor Hoy

Seconded By: Councillor Annable

THAT Council authorizes Staff to follow through as directed on matters pertaining to an identifiable individual as discussed in Closed Session.

Carried

8. Action Requests

a. A/R - Finance

1. RFP AM2021-01 North Dundas Building Assessment – Priorities 2 and 3

Resolution No. 07

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Annable

THAT Council award Priorities 2 & 3 in RFP# AM2021-01 for the North Dundas Building Condition Assessment, to Roth IAMS Ltd., for the stipulated price of \$55,452.50 excluding HST, or approximately \$56,500 taxes/rebate included; AND THAT Council approve Budget Amendment #2021-24 to leave an amount of \$56,500 in project costs unfinanced in 2021, to be financed in 2022.

Carried

b. A/R - Economic Development and Communications

1. Watters Financial CIP

Resolution No. 08

Moved By: Councillor Thompson

Seconded By: Councillor Hoy

THAT Council approve funding under the Township of North Dundas' Community Improvement Plan for a Facade Grant in the amount of \$1,749.44 for the property located at 498 Main Street, Winchester; And that Council authorize the Mayor and CAO to execute the required agreement.

Carried

2. Illume Physiotherapy CIP

Resolution No. 09

Moved By: Councillor Annable

Seconded By: Councillor Thompson

THAT Council approve funding under the Township of North Dundas' Community Improvement Plan for a Signage Grant in the amount of \$375 for the property located at 512 Main Street, Winchester; AND that Council authorize the Mayor and CAO to execute the required agreement.

Carried

3. Flora Physiotherapy CIP

Resolution No. 10

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT Council approve funding under the Township of North Dundas' Community Improvement Plan, for a Signage Grant in the amount of \$388.20 for the property located at 512 Main Street, Winchester; AND THAT Council authorize the Mayor and CAO to execute the required agreement.

Carried

c. A/R - Public Works

1. Budget Amendment 2021-23

Resolution No. 11

Moved By: Councillor Annable

Seconded By: Councillor Hoy

THAT Council approves budget amendment #2021-23 to allow for \$453,000.00 of funding for the J. L. Richards Engineering Services to be funded in the 2022 water and wastewater budget.

Carried

d. A/R - Waste Management

1. Waste Management staffing and Level of Service

Resolution No. 12

Moved By: Councillor Thompson

Seconded By: Deputy Mayor Armstrong

THAT Council approve the recommendation of the Director of Waste Management to replace the part-time Truck Driver/Laborer position with a full-time Truck Driver/Laborer position.

Carried

e. A/R - Planning Building and Enforcement - NIL

f. A/R - Recreation and Culture

1. September Community Grants

Resolution No. 13

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT Council approve that the Winchester branches of the Ontario Early Yeats Centre and the Boys & Girls Club each be awarded a \$400 Community Grant.

Carried

2. Winchester Lions Club Request for Free Use of the Joel Steele Community Hall

Resolution No. 14

Moved By: Councillor Annable

Seconded By: Councillor Hoy

THAT Council 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 14th & 15th, 2021.

Carried

3. 2021-2022 Winter Staff Hires

Resolution No. 15

Moved By: Councillor Hoy

Seconded By: Councillor Thompson

THAT Council approve the recommendation of the hiring committee to hire 7 additional 2021/2022 winter staff hires for Rink Attendants and Call-In Facility Operators.

Carried

g. A/R - Fire - NIL

h. A/R - CAO

1. Director of Corporate Services/Clerk

Resolution No. 16

Moved By: Councillor Thompson

Seconded By: Councillor Hoy

THAT Council approve the promotion of Nancy Johnston to the position of Director of Corporate Services/Clerk effective November 15, 2021 as per the terms of the employment agreement dated September 24, 2021.

Carried

2. Ault Way Street Signs

Resolution No. 17

Moved By: Councillor Annable

Seconded By: Deputy Mayor Armstrong

THAT Council approves the cantilevered sign design for new street signs on the portion of Winchester Main Street that will also be known as Ault Way, and approves budget amendment #2021-22 to increase the budget for Ault Family Legacy Project by \$10,000 to be split equally between the Township and Lactalis.

Carried

i. A/R - Clerk - NIL

9. Tenders and Quotations

a. Tender No. RC2021-09 Replacement of the Old Town Hall Theatre HVAC

Resolution No. 18

Moved By: Councillor Annable

Seconded By: Councillor Hoy

THAT Council approve the award of Tender No. RC2021-09 for the replacement of the Old Town Hall Theatre HVAC system, to ATEL Air, for the stipulated price of \$47,000 + HST.

Carried

10. By-Laws

- a. By-law No. 2021-71 COVID-19 Vaccination Policy

Resolution No. 19

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT By-law 2021-71, being a by-law to adopt a COVID-19 Vaccination Policy for the Township of North Dundas be read and passed in Open Council, signed and sealed this 12th day of October, 2021.

Deferred

11. Key Information

- a. KIR - Finance - NIL
- b. KIR - Economic Development and Communications - NIL
- c. KIR - Public Works - NIL
- d. KIR - Waste Management - NIL
- e. KIR - Planning Building and Enforcement - NIL
- f. KIR - Recreation and Culture - NIL
- g. KIR - Fire - NIL
- h. KIR - CAO - NIL
- i. KIR - Clerk - NIL

12. Consent Agenda

- a. Accounts

Resolution No. 20

Moved By: Councillor Annable

Seconded By: Councillor Thompson

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

September 1, 2021 to September 15, 2021 Batch 132 to 140 in the amount of \$554,866.20.

AND

September 16, 2021 to September 30, 2021 Batch 141 to 147 in the amount of \$2,309,871.60.

Carried

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

13. Boards and Committees - NIL

Mayor Fraser advised the Parade of Lights Committee are working on an event for December. Details to follow.

14. Motions and Notices of Motions

15. Petitions

16. Council Comments and Concerns

17. Miscellaneous/Unfinished Business

18. Ratification By-Law

Resolution No. 21

Moved By: Councillor Hoy

Seconded By: Councillor Annable

THAT By-law No. 2021-70 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 12th day of October, 2021.

Carried

19. Adjournment

Resolution No. 22

Moved By: Deputy Mayor Armstrong

Seconded By: Councillor Thompson

THAT Council adjourn at 8:11PM to the call of the Chair.

Carried

MAYOR

CLERK