



**THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS**  
**REGULAR MEETING MINUTES**

**Date:** October 26, 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

**Staff Present:** CAO: Angela Rutley  
Clerk: Jo-Anne McCaslin  
Director of Planning, Building and Enforcement: Calvin Pol  
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 the Council Chambers in the Winchester Village on October 26, 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 Annable

**THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 7:00 PM.**

**Carried**

**2. Adoption of Agenda**

Resolution No. 02

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

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

**Carried**

**3. Disclosure of Pecuniary Interest and Nature Thereof - NIL**

**4. Adoption of Minutes**

- a. October 12, 2021 Regular Meeting

Resolution No. 03

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Hoy

**THAT the minutes of the Regular Meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held October 12th, 2021 be adopted as presented.**

**Carried**

- b. October 18, 2021 Special Meeting

Resolution No. 04

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT the minutes of the Special Meeting of the Council of the Township of North Dundas, held October 18th, 2021 be adopted as presented.**

**Carried**

**5. Delegations - NIL**

**6. Closed Session**

Resolution No. 05

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council proceed in camera at 7:01 PM pursuant to section 239(2) of the *Municipal Act 2001*:**

**(c) a proposed or pending acquisition or disposition of land by the Municipality or local boards; and**

**(d) labour relations or employee negotiations.**

**Carried**

**7. Open Session**

Resolution No. 06

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT Council move to Open Session at 7:41 PM.**

**Carried**

**8. Action Requests**

- a. A/R - Finance - NIL

- b. A/R - Economic Development and Communications - NIL

c. A/R - Public Works

1. Water and Sewer Allocations

Resolution No. 07

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT Council allocates 3 water units and 3 sewer units for an existing commercial/residential building at 29 Main Street, Chesterville, application submitted by Marc Perrault.**

**Carried**

Resolution No. 08

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council allocates 0.47 water units and 0.465 sewer units for an existing one (1) bedroom apartment in a residential unit at 542 Main Street, Winchester, application submitted by Jennifer Delia.**

**Carried**

Resolution No. 09

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

**THAT Council allocates 4.38 water units and 4.398 sewer units for the construction of a six (6) unit apartment comprised of 2 bedroom units, on a vacant lot identified as PIN 661490221, 21 Industrial Drive, Chesterville, application submitted by Madison Mulder Enterprises Inc.**

**Carried**

d. A/R - Waste Management - NIL

e. A/R - Planning Building and Enforcement

1. Budget Amendment 2021- 27

Resolution No. 10

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Annable

**THAT Council approves budget amendment #2021- 27 to allow for \$30,000.00 of funding from the Development Charge Reserve Fund for the preparation of a Development Charge Background Study and By-law.**

**Carried**

2. Draft Plan Approval Extension - Woods Subdivision

Resolution No. 11

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Hoy

**WHEREAS Woods Development and Construction (7985509 Canada Inc.) submitted a request to extend draft plan approval for a Plan of Subdivision (02-ND-S/2014) for Part of Block "P", Registered Plan #34 former Village of Winchester, and Part of Lot 4, Concession 6, former Township of Winchester, now the Township of North Dundas;**

**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. 02-ND-S/2014 for three years, as recommended by the Township Planning Division.**

**Carried**

f. A/R - Recreation and Culture - NIL

g. A/R - Fire - NIL

h. A/R - CAO

1. Interim Duties – Patrol Supervisor and Drainage Superintendent

Resolution No. 12

**Moved By:** Councillor Hoy

**Seconded By:** Councillor Annable

**THAT in recognition of additional tasks and responsibilities that are being assumed in the absence of the Director of Public Works, Council approves an increase in compensation for Patrol Supervisor/Drainage Superintendent Jamie Cheney, from Grade 8 to Grade 9 for the period from October 4, 2021 until the return of the Director of Public Works.**

**Carried**

i. A/R - Clerk

1. 2022 Council Meeting Schedule

Resolution No. 13

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council approve the Regular Council meeting dates as presented.**

**Carried**

9. Tenders and Quotations - NIL

## 10. By-Laws

- a. By-law No.2021-72 Cannabis Interim Control By-law

Resolution No. 14

**Moved By:** Councillor Thompson

**Seconded By:** Deputy Mayor Armstrong

**THAT By-law No. 2021-72, being a By-law to extend Interim Control provisions in By-law No. 2020-52, which prohibits any new or expanded cultivation, processing or production of cannabis within the Township of North Dundas, subject to certain exceptions, be read and passed in Open Council, signed and sealed this 26<sup>th</sup> day of October, 2021.**

**Carried**

- b. By-law No. 2021-76 Infrastructure Ontario Loans

Resolution No. 15

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT By-law No. 2021-76, 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; and to authorize the entering into a rate offer letter agreement pursuant to which the Municipality will issue debentures to OILC, be read and passed in Open Council, signed and sealed this 26<sup>th</sup> day of October, 2021.**

**Carried**

- c. By-law No. 2021-75 Alternate Voting Method

Resolution No. 16

**Moved By:** Councillor Thompson

**Seconded By:** Councillor Annable

**THAT By-law No. 2021-75, being a By-law to approve the use of the Internet/Telephone alternative voting method for the 2022 Municipal Election being held on Monday, October 24, 2022, be read and passed in Open Council this 26<sup>th</sup> day of October, 2021.**

**Carried**

- d. By-law No. 2021-74 FSI Welding

Resolution No. 17

**Moved By:** Councillor Annable

**Seconded By:** Councillor Hoy

**THAT By-law No. 2021-74, being a By-law to authorize the Mayor and Clerk to enter into a Site Plan Control Agreement between the Township of North Dundas and Fortier Stark Industrial Inc., be read and passed in Open Council, signed this 26<sup>th</sup> day of October, 2021.**

**Carried**

## 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

### 1. Remembrance Day

In follow-up to a discussion at the September 14<sup>th</sup> Council meeting relating to finding a way to permit employees to attend a service on Remembrance Day, CAO Rutley presented four possible options for Council to consider. Council authorized the CAO to allow employees who request to leave work to attend a Remembrance Day service, a couple of hours (paid time off) to attend the service, if scheduling permits.

- i. KIR - Clerk - NIL

## 12. Consent Agenda

Resolution No. 18

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Annable

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

**Carried**

- a. Accounts
- b. Monthly Activity Summary
  - 1. MAS - Finance - NIL
  - 2. MAS - Economic Development and Communications - NIL
  - 3. MAS - Public Works - NIL
  - 4. MAS - Waste Management - NIL
  - 5. MAS - Planning Building and Enforcement

Calvin Pol, Director of Planning, Building and Enforcement, reported that a meeting on Thursday, October 28, 2021, for the Official Plan Appeal will be conducted with the Ministry of Municipal Affairs and Housing, their lawyers, and the Ministry of Agriculture, Food and Rural Affairs.

Mr. Pol also reported that an RFP for a new vehicle had been released, but no qualified tenders were submitted. Due to a shortage of a computer chip required for production of vehicles, no

vehicles will be ready for year end, a requirement stated in the RFP. The department will be reissuing the RFP in a few months.

6. MAS - Recreation and Culture - NIL
7. MAS - Fire - NIL
8. MAS - CAO - NIL
9. MAS - Clerk - NIL

### **13. Boards and Committees**

- a. County Council: Mayor Fraser & Deputy Mayor Armstrong

Deputy Mayor Armstrong reported the election of the second ever female warden, Ms. Carma Williams, the current Deputy Mayor of North Glengarry.

Deputy Mayor Armstrong also reported that the County Council is working on a plan for the County Jail in Cornwall. Mayor Fraser added that they are looking for willing partners to support the refurbishment of the jail in a way that will capture the heritage and history of the building.

- b. Canada Day: Mayor Fraser

No report.

- c. Display of Lights: Mayor Fraser

Mayor Fraser reported that the Committee is moving forward in a positive fashion to organize an event.

- d. Fire Steering: Fire Commissioner Armstrong

Deputy Mayor Armstrong reported that the first budget meeting took place on Saturday, October 24, 2021. Members have been successfully meeting the timelines that have been laid out for the budget, and are following procedures properly. The next budget meeting will take place on November 6, 2021.

- e. Art on the Waterfront: Councillor Thompson

No report.

- f. Chesterville & District Historical Society: Councillor Thompson

No report.

- g. Chesterville Carnival: Councillor Thompson

No report.

- h. Dairyfest: Councillor Hoy

No report.

- i. Winchester Downtown Revitalization: Councillor Annable

No report.

### **14. Motions and Notices of Motions - NIL**

### **15. Petitions - NIL**

### **16. Council Comments and Concerns - NIL**

### **17. Miscellaneous/Unfinished Business - NIL**

**18. Ratification By-Law**

Resolution No. 19

**Moved By:** Councillor Thompson

**Seconded By:** Deputy Mayor Armstrong

**THAT By-law No. 2021-77 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 26th day of October, 2021.**

**Carried**

**19. Adjournment**

Resolution No. 20

**Moved By:** Deputy Mayor Armstrong

**Seconded By:** Councillor Thompson

**THAT Council adjourn at 8:30 PM to the call of the Chair.**

**Carried**

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MAYOR

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CLERK