

AGENDA
Township of North Dundas
636 St. Lawrence Street Winchester ON
Tuesday, May 25, 2021 7:00 PM
Meeting will be streamed live on YouTube

Page

1. Call Meeting to Order by Resolution

2. Adoption of Agenda

a) Additions, Deletions or Amendments

All matters listed under Consent Agenda, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

a) [May 12, 2021 Regular Meeting Minutes](#)

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5. Delegations

6. Closed Session

7. Open Session

8. Action Requests

a) **Finance**

b) **Economic Development and Communications**

c) **Public Works**

d) **Waste Management**

e) **Planning Building and Enforcement**

i. [Accept Zoning Amendment Application Martin Reichert](#)

12 - 13

ii. [Accept Zoning Amendment Application Falcon Homes](#)

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f) Recreation and Culture	
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ii. Budget Amendment for Repair of Sox Field Fence	18 - 20
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i. Revised Part-Time Wage Schedule	29 - 30
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i) Clerk	
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10. By-laws	
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b) Recreation and Culture - Municipal Pools Update	33 - 34
12. Consent Agenda	
a) Department Activity Update Action Recommended: That Council receive and file.	35 - 38
b) United Counties of SDG City of Brantford Resolution - Prohibition on Golfing & Outdoor Activities Action Recommended: That Council support SDG Resolution No. 2021-109.	39 - 40
c) Township of Elizabethtown-Kitley Resolution - Waive Annual Emergency Exercise	41

Action Recommended:
That Council support Elizabethtown-Kitley Resolution No. 052-21

- d) Ministry of the Solicitor General 42
Office of the Fire Marshal and Emergency Management
2020 Compliance Letter
Action Recommended:
That Council receive and file.

13. Boards and Committees

- a) County Council: Mayor Fraser & Deputy Mayor Armstrong
- b) Canada Day: Mayor Fraser
- c) Display of Lights: Mayor Fraser
- d) Fire Chiefs Steering: Deputy Mayor Armstrong
- e) Art on the Waterfront: Councillor Thompson
- f) Dairyfest: Councillor Hoy
- g) Winchester Downtown Revitalization: Councillor Annable

14. Motions and Notices of Motions

15. Petitions

16. Council Comments and Concerns

17. Unfinished Business

18. Ratification By-law

- a) By-law No. 2021-39 43

19. Adjournment by Resolution

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS
MINUTES
MAY 12, 2021

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on May 12, 2021 with Mayor Fraser in the Chair. The meeting was held virtually and broadcast on the Township's YouTube channel.

ROLL CALL: Mayor: Tony Fraser
Deputy Mayor: Allan Armstrong
Councillors: Gary Annable, Tyler Hoy, John Thompson
CAO: Angela Rutley
Treasurer: John Gareau
Economic Development & Communications 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
Deputy Clerk: Nancy Johnston
Clerk: Jo-Anne McCaslin

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 6:30 pm.
CARRIED

2. Adoption of Agenda
Resolution No. 02 Moved by Councillor Annable
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 April 27 2021

Resolution No. 03

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT the minutes of the Regular Meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held April 27th, 2021 be adopted as presented.

CARRIED

5. Delegations

a) Regional Waste Management Study DFA Infrastructure International Inc. Derek Ali President. Video power point presentation.

Mr. Ali advised the purpose of the Regional Waste Management Study is to identify opportunities for potential collaboration among the Local Municipalities including the possibility for SDG and/or Cornwall to be possibility involved, to improve efficiencies and overall service delivery of all local municipalities. Mr. Ali reviewed local waste management practices in SDG, discussed challenges and issues relating to landfill sites and presented considerations for potential collaboration and working together options.

He asked Council provide a written response to four questions to enable the Committee to proceed to the next phase of the study:

1. Which waste management collaboration opportunities interest your Municipality the most?
2. What information does your Council need to be able to decide whether to support regional and/or inter-municipal collaboration efforts.
3. Does your Council have any input or preference regarding who should lead the coordination of collaboration efforts going forward (e.g., a specific municipality, a group of municipalities SDG, a joint committee or board)?
4. Does your municipality have any other unique items or issues that need to be considered with the analysis of collaboration opportunities?

Mayor Fraser and Deputy Mayor Armstrong reiterated that the goal of this process was to explore best practices and potential collaboration possibilities within SDG. It was not the goal of the study to create a regional waste management program. Mr. Ali was thanked for his very informative presentation.

Resolution No. 04

Moved by Deputy Mayor Armstrong

Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by Derek Ali, President DFA International Inc.re: SDG Regional Waste Management.

CARRIED

6. Closed Session – NIL

7. Open Session – NIL

8. Action Requests

a) Finance – NIL

b) Economic Development and Communications – NIL

c) Public Works

i) Water and Sewer Allocation - 31 Main Street
Resolution No. 05

Moved by Councillor Hoy
Seconded by Councillor Annable

THAT Council allocates 1 water unit and 1 sewer unit as per By-Law 2020-23 to the vacant property located at 29/31 Main Street in Chesterville, submitted by Charbel Bouroufail.

CARRIED

ii) 2021 Summer Staff Hires
Resolution No. 06

Moved by Councillor Annable
Seconded by Councillor Thompson

THAT Council approves the job description for the engineering/maintenance student position dated May 12, 2021; AND THAT Council approves the recommendation of the summer student hiring committee and authorizes the hiring of 2021 Public Works Summer Hires for the 2021 season.

CARRIED

iii) Interim Duties Patrol Foreman
Resolution No. 07

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council approve compensation for the Road Lead Hand/Subforeman, Barry Giberson, at Level 8 Grade 1 for the period of February 15, 2021 to March 23, 2021 in recognition of additional tasks that were being completed during this time period.

CARRIED

d) Waste Management

i) Part Time Truck Driver Labourer
Resolution No. 08

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT Council approve the recommendation of the Director of Waste Management and authorize the hiring of Jed Murphy for the Part Time Truck Driver/Labourer position in the Waste Management Department effective May 10th as per the offer of employment.

CARRIED

e) Planning Building and Enforcement

- i) Accept Zoning Amendment Application Johndin Farms Inc.

Resolution No. 09

Moved by Councillor Hoy

Seconded by Councillor Thompson

THAT Council hereby accept the rezoning application as complete from Mr. W. DeJong on behalf of Johndin Farms Inc. and direct that the public meeting be held on June 9, 2021 at 6:30 pm.

CARRIED

- ii) Executive Assistant and Deputy Clerk Job Description

Resolution No. 10

Moved by Deputy Mayor Armstrong

Seconded by Councillor Annable

THAT Council approve the updated job description for the position of Executive Assistant and Deputy Clerk for the Planning, Building and Enforcement Department effective May 12, 2021.

CARRIED

f) Recreation and Culture

- i) 2021 Recreation & Culture Summer Staff Hires

Resolution No. 11

Moved by Councillor Thompson

Seconded by Councillor Hoy

THAT Council approves the recommendation of the summer student hiring committees and authorizes the hiring of the 2021 Recreation & Culture Summer Hires; AND THAT Council authorizes the new position of Maintenance/Parks Labourer/Shift Supervisor and the associated job description dated May 12, 2021.

CARRIED

- ii) Lease Agreement 5 William St. Chesterville

Resolution No. 12

Moved by Councillor Annable

Seconded by Deputy Mayor Armstrong

THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease agreement, with Ms. Ashley Small, for the Chesterville Park Pavilion Building, for the term of September 1, 2021 until August 31, 2022.

CARRIED

- iii) Lease Agreement Chesterville & District Arena Canteen

Resolution No. 13

Moved by Councillor Hoy

Seconded by Councillor Annable

THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease agreement, with Mr. Bill Leclair, for the Chesterville & District Arena canteen space

CARRIED

g) Fire – NIL

h) CAO

i) Updated Parttime Wage Schedule
Resolution No. 14

Moved by Councillor Annable
Seconded by Councillor Hoy

THAT Council approve the Part-Time Wage Schedule dated May 12, 2021 and authorize that this schedule is to remain in effect until further notice.

CARRIED

ii) Senior Municipal Services Assistant
Resolution No. 15

Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson

THAT Council accepts the job description for the position of Senior Municipal Services Assistant dated May 6, 2021.

CARRIED

i) Clerk – NIL

9. Tenders and Quotations

a) Sidewalk Construction
PW-2021-03
Resolution No. 16

Moved by Deputy Mayor Armstrong
Seconded by Councillor Annable

THAT the Council approve the award of the PW-2021-03 Quotation for Sidewalk Construction to Ottawa D-Squared Construction Limited in the amount of \$123,517.50 plus HST.

CARRIED

b) Asphalt Paving of Various Roads
PW-2021-01
Resolution No. 17

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT the Council approve the award of the PW-2021-01 Tender for Asphalt Paving of Various Roads to A. L. Blair in the amount of \$2,932,853.69 plus HST.

CARRIED

- c) Supply of Granular A for Construction & Maintenance of Gravel Roads
PW-2021-02
Resolution No. 18
Moved by Councillor Thompson
Seconded by Councillor Annable
THAT the Council approve the award of the PW-2021-02 Tender for Supply of Granular A for Construction and Maintenance of Gravel Roads to A. L. Blair in the amount of \$205,370 plus HST.
CARRIED

- d) Roof Replacements Mountain Memorial Park Tender
RC-2021-02
Resolution No. 19
Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong
THAT Council award the tender for the roof replacements in the Mountain Memorial Park, located at 10480 Clark Rd., Mountain, to J&M Contracting Corp., for the stipulated price of \$12,500 excluding HST.
CARRIED

- e) Supply & Delivery of Fire Inspection & Maintenance Services 2021-2023
RC-2021-05
Resolution No. 20
Moved by Councillor Hoy
Seconded by Councillor Annable
THAT Council award the tender for the supply & delivery of fire inspections & maintenance services for the years 2021-2023, to Douglas Fire Safety Systems Ltd. for the annual price of \$3,045 + HST.
CARRIED

- f) Supply & Delivery of Regular Maintenance Contracts 2021-2023
Resolution No. 21
Moved by Councillor Annable
Seconded by Councillor Hoy
THAT Council award the supply & delivery of various regular maintenance contracts, for the period of May 12th, 2021 to March 31st, 2023, as per the listing below: (Listing included in Action Request.)
CARRIED

10. By-laws

- a) By-law No. 2021-34 Adoption of 2021 Tax Rates and Establishment of Due Dates
Resolution No. 22
Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson
THAT By-law No. 2021-34 being a By-law to Adopt the 2021 Tax Rates and to establish the due dates thereof, be read and passed in Open Council, signed and sealed this 12th day of May 2021.
CARRIED

- b) By-law No. 2021-35 Being a By-law to amend By-law No. 2018-43
Resolution No. 23
Moved by Councillor Thompson
Seconded by Councillor Annable
THAT By-law No. 2021-35, being a By-law to amend By-Law 2018-43 be read and passed in Open Council signed and sealed this 12th day of May 2021.
CARRIED
- c) By-law No. 2021-36 To Repeal By-law No. 2021-10
Resolution No. 24
Moved by Deputy Mayor Armstrong
Seconded by Councillor Thompson
THAT By-law No. 2021-36, being a By-law to repeal By-law No. 2021-10, be read and passed in Open Council, signed and sealed this 12th day of May, 2021.
CARRIED
- d) By-law No. 2021-01 Officers & Committees Update
Resolution No. 25
Moved by Councillor Hoy
Seconded by Councillor Annable
THAT By-law No. 2021-01, being a By-law for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations be amended as presented this 12th day of May, 2021.
CARRIED

11. Key Information

Economic Development & Communications – New Township Website – Officer Mann advised the new Township Website is expected to launch in mid May. The new website will include a popular resource section, revised main menu, enhanced search tools, a subscribe for email updates feature and a consistent design throughout the site that is accessibly compliant.

Waste Management – May 15th HHW Cancellation – Director Froats advised due to COVID-19 restrictions; the Household Hazardous Waste Day scheduled for May 15th has been cancelled. Director Froats stated it would be impossible for staff and patrons to comply with the restrictions currently imposed.

Recreation & Culture – \$2 Million in Funding for the Hallville Community Park – Director Meerburg advised the Township has received funding approval on our application to the “Investing in Canada Infrastructure Program – Community, Culture and Recreation Stream”. The funding will be used to develop the Hallville Community Park over the coming 6 years. She noted the Investing in Canada Infrastructure Program is a cost-shared, application-based infrastructure funding opportunity. Contributions to the Township of North Dundas project include \$1,091,477 from the Federal Government, \$909,473 from the Provincial Government and \$727,742 from the Township of North Dundas.

12. Consent Agenda
Resolution No. 26

Moved by Councillor Thompson
Seconded by Deputy Mayor Armstrong

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

April 7, 2021 to April 16, 2021 Batch 46 to 51 in the amount of \$266,786.85

April 17, 2021 to April 30, 2021 Batch 52 to 60 in the amount of \$410,812.98

AND that all other items listed under the Consent Agenda section of the Agenda be approved as recommended.

CARRIED

13. Boards and Committees – NIL

14. Motions and Notices of Motions – NIL

15. Petitions – NIL

16. Council Comments and Concerns

Mayor Fraser advised the next regular Council meeting will be held Tuesday, May 25th at 7:00 pm. He also noted the June 8th meeting has been changed to June 9th. There will be a public meeting to consider a zoning by-law amendment at 6:30 pm that evening.

17. Unfinished Business – NIL

18. Ratification By-law
Resolution No. 27

Moved by Councillor Thompson
Seconded by Councillor Annable

THAT By-law No. 2021-37 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 12th day of May, 2021.

CARRIED

19. Adjournment by Resolution
Resolution No. 28

Moved by Councillor Thompson
Seconded by Councillor Hoy

THAT Council adjourn at 8:20 pm to the call of the Chair.

CARRIED

MAYOR

CLERK



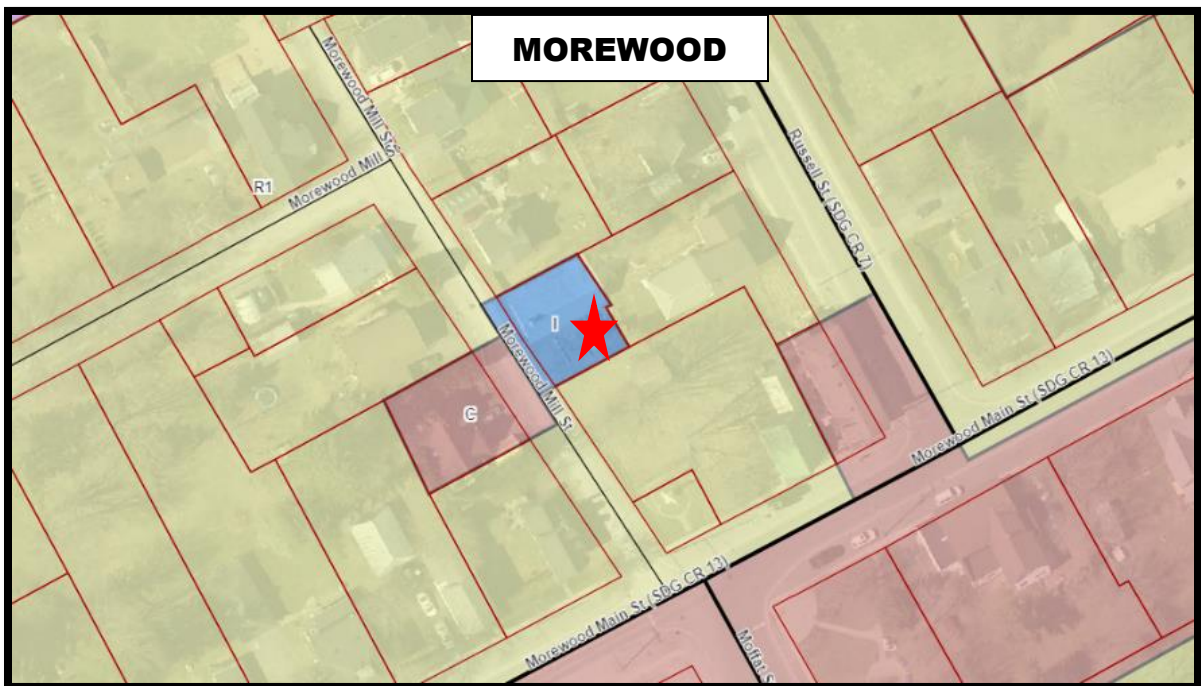
ACTION REQUEST – Planning Building and Enforcement	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Accept Zoning Amendment Application Martin Reichert

RECOMMENDATION:

THAT Council hereby accepts the rezoning application as complete from Martin Reichert and direct that the public meeting be held on June 22, 2021 at 6:30 pm.

BACKGROUND:

The Township of North Dundas received a site-specific application from Mr. M. Reichert to amend the zoning of 2 Morewood Mill Street, Morewood. The intent is to amend the former Township of Winchester Zoning By-law No. 12-93 to allow for a woodworking and cabinetry operation within the existing building.



The building (formerly a Church) is current zoned Institutional (I). Mr. Reichert has been using the building for woodworking purposes and is now requesting a zoning amendment to recognize the existing use.

The proposed amendment would rezone the property to Light Industrial (ML). An exception zone could be created that limits the specific use to what he is currently doing on the property. Mr. Reichert's proposed woodworking shop is not a full-time operation, and is instead a passion project that has no employees and operates on a small scale. Given the small scale of the operation, it is anticipated that there will be limited negative impact on existing neighbours. Some of these impacts can be mitigated through site plan control.

OPTIONS AND DISCUSSION:

- 1. Adopt the Resolution as Presented** – recommended.
- 2. Do Nothing** – not recommended. The proponent can take the amendment to the Local Planning Appeal Tribunal (LPAT) for Council's failure to proceed (applicant must wait 150 days – Section 34(11) of the Planning Act).
- 3. Refuse the Request** – not recommended. The proponent can take the amendment to LPAT immediately.

FINANCIAL ANALYSIS:

No impact.

OTHERS CONSULTED:

CBO
Applicant

ATTACHMENTS:

None.

PREPARED BY:



**Calvin Pol, BES, MCIP, RPP
Director of Planning, Building &
Enforcement**

REVIEWED & APPROVED BY:



**Angela Rutley, BBA
CAO**



ACTION REQUEST – Planning Building and Enforcement	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Accept Zoning Amendment Application Falcon Homes

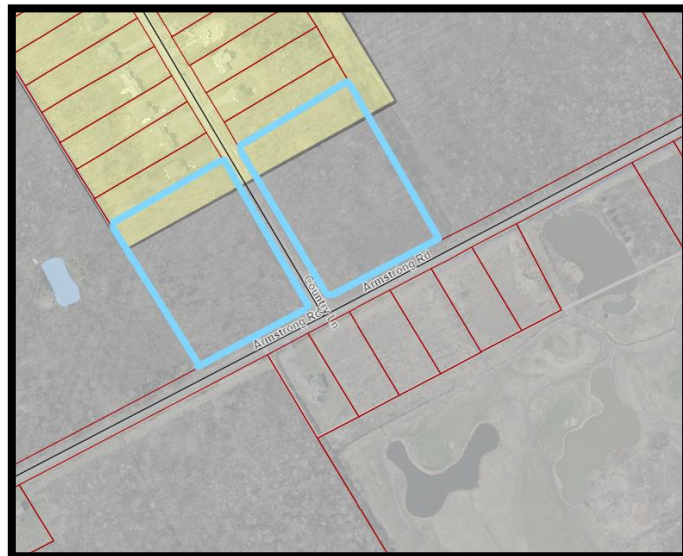
RECOMMENDATION:

THAT Council hereby accepts the rezoning application as complete from Marc Brisson on behalf of Falcon Home Construction and direct that the public meeting be held on June 22, 2021 at 6:30 pm.

BACKGROUND:

The Township of North Dundas received a site-specific application from Marc Brisson, to amend the former Township of Mountain Zoning By-law No. 79-6 to rezone to blocks within Plan of Subdivision 8M-10 from Rural (RU) to an Estate Residential - Exception 3 (ER-3) zone to allow the development of the two remaining blocks for residential dwelling units.

The property to which these applications apply are Blocks 22 and 23 on Plan 8M-10 in Harmony. The Blocks are located on Country Lane and will allow the continuation of the residential development in that area as per the approved plan of subdivision. The applicant will be applying for Part Lot Control to split the two blocks into separate lots for sale and the construction of residential units.



The applicant is applying to rezone the two blocks from Rural (RU) to an Estate Residential - Exception Three (ER-3) zone to match the zoning of the subdivision lots to the north.

OPTIONS AND DISCUSSION:

- 1. Adopt the Resolution as Presented – recommended.**

2. **Do Nothing** – not recommended. The proponent can take the amendment to the Local Planning Appeal Tribunal (LPAT) for Council’s failure to proceed (applicant must wait 150 days – Section 34(11) of the Planning Act).
3. **Refuse the Request** – not recommended. The proponent can take the amendment to the Local Planning Appeal Tribunal immediately.

FINANCIAL ANALYSIS:

None at this time, increased tax assessment in the future once development is complete.

OTHERS CONSULTED:

CBO
Applicant

ATTACHMENTS:

None

PREPARED BY:



**Calvin Pol, BES, MCIP, RPP
Director of Planning, Building &
Enforcement**

REVIEWED & APPROVED BY:



**Angela Rutley, BBA
CAO**



ACTION REQUEST – Recreation and Culture	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Naming of the New Pavilion in the Rick Cauvier Memorial Park

RECOMMENDATION:

THAT Council accepts the donation from the Mountain & District Lions Club of 1 park bench, 2 picnic tables, a sign and flowers, for the newly constructed pavilion in the Rick Cauvier Memorial Park; AND THAT Council authorize and approve the pavilion to be named the “Lions Club Pavilion”; AND THAT Council authorize staff to work with the Mountain & District Lions Club to design and erect new signage stating such, at 10543 South Mountain Main St.

BACKGROUND:

The Mountain & District Lions Club would like to donate a park bench, 2 picnic tables, a sign, and flowers to the newly constructed pavilion that is situated in the Rick Cauvier Memorial Park in South Mountain. The bench and picnic tables will be fabricated locally and will be identical to the other black, steel ones that are located throughout the municipality. The Lions would like to complete this project, this summer.

The Recreation & Culture Department has been working closely with a Lion member to provide information and support for this proposed community project. Departmental team members will be moving the park bench that is located in front of the former Scotia Bank in South Mountain, to the new pavilion and will also be supplying a new steel garbage receptacle. Additionally, the department will provide transportation for the new fixtures, as well as placement and fastening.

The Mountain & District Lions Club are seeking Council’s acceptance of these donations, as well as approval for the pavilion to be named the “Lions Club Pavilion”. Should Council approve, the Lions will design and purchase a sign, which will be approved by the Director of Recreation & Culture and will be hung on the gable end of the pavilion. The proposed sign will be similar to the one on the Lions Club Pavilion in the Winchester, 100 Club Park.

OPTIONS AND DISCUSSION:

1. **Accept the donation of furnishings and flowers from the Mountain & District Lions Club. Authorize and approved the pavilion to be named the “Lions Club Pavilion” and authorize staff to work with the Mountain & District Lions Club to design and erect new signage stating such, at 10543 South Mountain Main St. – recommended.**
2. **Do not accept the donation. Do not authorize and approve the pavilion to be named the “Lions Club Pavilion” – not recommended.**

FINANCIAL ANALYSIS:

The Mountain & District Lions Club will be paying for the proposed furnishings and flowers through funds previously raised by the Club. The Recreation & Culture Department will be providing assistance for transportation, labour, and minor incidentals, the expenses for which were included in the 2021 departmental budget as regular operating costs.

PREPARED BY:



Meaghan Meerburg
Director of Recreation

REVIEWED & APPROVED BY:



Angela Rutley, BBA
CAO



ACTION REQUEST – Recreation and Culture	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Budget Amendment for Repair of Sox Field Fence

RECOMMENDATION:

THAT the Council of the Township of North Dundas approve budget amendment #2021-04 for additional fence repair costs of up to \$4,500 to Sox Field, to be funded using remaining funds from the roof replacements in the Mountain Memorial Park.

BACKGROUND:

Budgetary pricing was provided for repairs to our municipally-owned ball diamond fences, for Council consideration in the 2020 Recreation & Culture Dept. budget. The repairs and upheld local pricing was approved during the 2021 budget process.

Unfortunately, the condition of the Sox Field fence has declined and the fence now requires an increased scope of repairs, at an increased cost of \$4,500.

Fence repairs have been completed to the ball diamond in Chesterville, as well as to Morgan Field in Winchester. The black, corrugated plastic piping was also ordered and installed on the fencing for these 2 sports fields, as well as for the ball diamond in South Mountain. Upon approval of the requested budget amendment, the Sox Field fence repairs will be completed and the corrugated plastic piping will be ordered and installed.

OPTIONS AND DISCUSSION:

- 1. Finance the \$4,500 in additional fence repair costs for Sox Field, from the surplus from the roof replacements in the Mountain Memorial Park – recommended.**

- 2. Do not authorize for the fence repairs to Sox Field to proceed in 2021 – not recommended.**

FINANCIAL ANALYSIS:

\$9,130 was included in the 2021 budget, for fence repairs for Sox Field and Morgan Field in Winchester. The price for the Sox Field fence repairs (not including corrugated plastic piping) has increased from \$3,300 to \$8,400, for a total of

\$5,100 in additional costs. \$600 of the \$5,100 overage was covered by underspending on the Morgan Field fence repairs, leaving \$4,500 to be financed.

Budget amendment # 2021-04 is attached with financing to be from the surplus from the roof replacements in the Mountain Memorial Park.

ATTACHMENTS:

Budget Amendment #2021-04

PREPARED BY:



Meaghan Meerburg
Director of Recreation

REVIEWED & APPROVED BY:



Angela Rutley, BBA
CAO

APPENDIX #1

Township of North Dundas
Addendum to Budget Resolution - May 25, 2021

Budget Amendment - 2021-04 - Recreation

Project	Account No.	2021 Original Budget	Revised Budget	Budget Amend- ment
Costs				
Winchester Park - Ball Diamond Repairs - Additional Repairs for Sox Field	1-5-7270-8000	9,130	13,630	4,500
		\$ 9,130	\$ 13,630	\$ 4,500
Financing				
Savings from Mountain Memorial Park Roof Replacement	1-5-7240-8000	\$ 33,500	29,000	(4,500)
		\$ 33,500	\$ 29,000	\$ (4,500)



ACTION REQUEST – Recreation and Culture	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Budget Amendment for Park Signs

RECOMMENDATION:

THAT the Council of the Township of North Dundas approved budget amendment #2021-03; AND THAT Council authorize the Director of Recreation & Culture to purchase new park signs & misc. materials for the Veteran’s View Park and Rick Cauvier Memorial Park, at a cost of up to \$1,500.

BACKGROUND:

During the April 13th & April 27th Council meetings, Council directed staff to erect new signage in the Veteran’s View Park in Morewood and the Rick Cauvier Memorial Park in South Mountain.

Our standard park signs are 4’ x 8’. The Rick Cauvier Memorial Park signs will be these dimensions. The Veteran’s View Park sign has been designed to be 2.5’ x 5’, in order to be a more suitable size for the park. The new signs have been designed and are attached for Council’s review.

Upon approval of the requested budget amendment, the signs will be ordered immediately and installed once completed.

OPTIONS AND DISCUSSION:

- 1. Finance the purchase of new park signs & misc. materials for the Veteran’s View Park and Rick Cauvier Memorial Park, at a cost of up to \$1,500, financing to be from the surplus from the roof replacements in the Mountain Memorial Park – recommended.**
- 2. Leave the purchases unfinanced for 2021, to be financed in 2022 – not recommended.**

FINANCIAL ANALYSIS:

No funds were allocated during the 2021 budget process, for the purchase of these new park signs and related miscellaneous supplies.

Budget amendment # 2021-03 is attached with financing to be from the surplus from the roof replacements in the Mountain Memorial Park.

ATTACHMENTS:

APPENDIX #1- Draft sign designs
Budget Amendment #2021-03

PREPARED BY:



Meaghan Meerburg
Director of Recreation

REVIEWED & APPROVED BY:



Angela Rutley, BBA
CAO



APPENDIX #1

**Township of North Dundas
Addendum to Budget Resolution - May 25, 2021**

Budget Amendment - 2021-03 - Recreation Services

Project	Account No.	2021 Original Budget	Revised Budget	Budget Amend- ment
Costs				
Morewood Park Capital - Park Sign	1-5-7215-8000	-	470	470
South Mountain Park Capital - Park Sign	1-5-7260-8000	-	1,030	1,030
		\$ -	\$ 1,500	\$ 1,500
Financing				
Savings from Mountain Memorial Park Roof Replacement	1-5-7240-8000	35,000	33,500	(1,500)
		\$ 35,000	\$ 33,500	\$ (1,500)



ACTION REQUEST – Fire	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Driver Training Policy

RECOMMENDATION:

THAT Council approve Policy #65-2016, a Driver Certification Program Training Policy, as amended and presented this 25th day of May, 2021.

BACKGROUND:

The policy presented this evening has been circulated to the Fire Steering Committee and subsequently updated to include: clarifications relating to training agreements, costs and deposit fees. It also specifies Firefighter Training recommendations to ensure that there are an adequate number of firefighters per station possessing their DZ licence and the process to review potential candidates recommended for training.

OPTIONS AND DISCUSSION:

1. **Approve the Driver Training Policy as attached – recommended.**
2. **Do not approve the amended Driver Training Policy – not recommended.**

FINANCIAL ANALYSIS:

Training costs have been included in the 2021 Fire budget.

OTHERS CONSULTED:

Fire Steering Committee

ATTACHMENTS:

Policy # 65-2016

REVIEWED & APPROVED BY:

**Jo-Anne McCaslin, CMO
Municipal Clerk**

POLICY MANUAL	Policy No. 65-2016
Township of North Dundas	Date: September 27, 2016 Revision Effective: May 25, 2021
Subject: Driver Certification Program - Training	

PURPOSE:

To establish a policy for Township of North Dundas employees including firefighters who receive training through the North Dundas Driver Certification Program.

1. Approval

Only employees, including firefighters, who require a DZ licence in performance of their duties for the Township, and who are recommended by their Department Head and approved by the CAO, are eligible to receive training through the North Dundas Driver Certification Program.

2. Agreement

Prior to commencement of training, the trainee shall sign a training agreement with the Township of North Dundas that acknowledges and agrees to the terms contained in this Policy.

3. Deposit

a. Before training begins, a training cost estimate must be received from the trainer and a copy of the estimate, accompanied by a deposit in that amount, must be given to the Township of North Dundas by the trainee. Payment of the deposit will be accepted by cash, cheque or debit. Credit cards will not be accepted.

i. Where applicable, the Township of North Dundas may authorize a reduction in the deposit required from the driver trainee as provided for by Section 4 of this Policy.

b. When training is complete and the associated invoice is received by the Township, an invoice will be sent to the person who received the training. Any difference in cost, from the deposit that was received, will either be charged or refunded to the individual.

4. Firefighter Training Recommendations

In an effort to ensure that there are an adequate number of firefighters who have their DZ licenses and are therefore able to operate the fire trucks, Fire Chiefs or Deputy Chiefs can recommend to the CAO that the Township cover up to \$1,000 of costs incurred, including training, for specific firefighters from their station to obtain their DZ license.

a. The number of recommendations from a Fire Chief or Deputy Chief will be no more than two (2) firefighters per station, per year.

- i. In the event that one station has, in the opinion of the area Fire Chief and Deputy Chief, a sufficient number of volunteers possessing their DZ license, they may forfeit one (1) or both of their allotted recommendations for the year to be used by another station that can demonstrate a need for more than two (2) new trainees in the same year, as approved by the Fire Steering Committee, in conjunction with the CAO.
- b. The Fire Steering Committee will review and discuss all potential drivers for approval prior to the recommendation being submitted to the CAO. The criteria reviewed shall include:
 - i. the firefighter’s years of service (minimum one (1) year required);
 - ii. the firefighter’s attendance record to emergency calls; and
 - iii. any other information or details pertaining to the firefighter’s performance on the department that may be deemed relevant.
- c. Despite subsection 4.b.i., should a Fire Chief or Deputy Chief wish to recommend a firefighter for training who has yet to serve with the Department for a full year, they can obtain the training following the process provided for in section 3 of this Policy, and be reimbursed (up to \$1,000) at a later date, following the passing of their one (1) year anniversary with the North Dundas Fire Service.
- d. Should a firefighter be approved for training under this section, they will be responsible for paying any amount over \$1,000 as listed in the training cost estimate obtained under section 3.a. of this Policy. Section 3.b. will continue to apply.
- e. Should a person resign from their position with the North Dundas Fire Service within three (3) years of the completion of their training through the Township Driver Certification Program they will be responsible for the full training costs, prorated as follows:

$$\frac{\text{TOTAL AMOUNT PAID BY THE TOWNSHIP}}{36 \text{ months}} \times (36 - \text{the number of months since training ended prior to resignation})$$

Any outstanding payment owed to the firefighter from the Township will applied to the amount owing determined by the calculation above, and the remaining balance will be invoiced to the person and payable within thirty (30) days.

- f. A firefighter will be responsible for the full training costs despite recommendation from the Fire Steering Committee should they:
 - i. fail to successfully complete the training program; and/or
 - ii. resign from their position with the North Dundas Fire Service prior to their completion of the training program.

5. Transition

To transition from the previous “reimbursement” program under the original Driver Certification Program Training Policy to the new training fee coverage process, any drivers currently being reimbursed in equal payments over five (5) years will be paid the outstanding amount in full. Any firefighters reimbursed under this section are subject to section 4.e. of this Policy.

Approved by Council

Date: _____

Resolution No.: _____



ACTION REQUEST – CAO	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Revised Part-Time Wage Schedule

RECOMMENDATION:

THAT Council approve the Part-Time Wage Schedule dated May 25, 2021 and authorize that this schedule is to remain in effect until further notice.

BACKGROUND:

The Part-Time Wage Schedule has been updated twice in the last couple of months, but the Deputy Treasurer recently brought it to my attention that the hourly rate for part-time services of a Trapper is out of date and was not updated when it was changed some time ago. Also, the per call rate for a Livestock Valuer has not been included in the schedule in the past, but it should be included. Both of these issues have been rectified in the revised version that is attached.

OPTIONS AND DISCUSSION:

1. **Approve the Part-Time Wage Schedule.** Recommended.
2. **Do not approve the revised schedule.** Not Recommended. We are not able to attract Trappers at the previously approved wage.

FINANCIAL ANALYSIS:

There is no impact on the budget.

OTHERS CONSULTED:

Deputy Treasurer

ATTACHMENTS:

Part-Time Wage Schedule

PREPARED BY:

**Angela Rutley, BBA
CAO**

Part-Time Wages – Hourly

Effective: May 26, 2021

Position Title	Term 1	Returning 2nd Term	Returning 3rd term
Outdoor Pool Coordinator	\$18.38	\$18.75	\$19.12
Head Lifeguard	\$17.36	\$17.70	\$18.06
Lifeguard/Swim Instructor	\$16.34	\$16.66	\$17.00
Junior Administrative Assistant	\$14.29	\$14.58	\$14.88
Accounting Assistant	\$18.38	\$18.75	\$19.12
Accounting Clerk	\$21.66	\$22.08	\$22.52
Maintenance/Parks Labourer/Shift Supervisor	\$16.34	\$16.66	\$17.00
Maintenance/Engineering Student	\$16.34	\$16.66	\$17.00

Position Title	Hourly Rate
Casual/Part-Time Lifeguard	\$15.32
Maintenance/Parks Labourer	\$14.29
Arena Attendant	\$14.29
Bartender	\$12.46
Crossing Guard	\$18.00
Trapper	\$20.00
Municipal Services Assistant	\$16.00
Senior Municipal Services Assistant	\$19.00

Position Title	Per Call Rate
Livestock Valuer	\$50.00

Position Title	Grade	Compensation Category
Casual/Part-Time Facility Operator	2	Full-Time Facilities Operator
Casual/Part-Time Operator/Labourer	2	Full-Time Operator/Labourer
Casual/Part-Time Truck Driver/Labourer	2	Full-Time Truck Driver/Labourer
Casual/Part-Time Labourer	1	Full-Time Roads Labourer
Part-Time Administrative Services Assistant	2	Full-Time Administrative Assistant/Receptionist



ACTION REQUEST – CAO	
To:	Mayor and Members of Council
Date of Meeting:	May 25, 2021
Subject:	Senior Municipal Services Assistant

RECOMMENDATION:

THAT Council accepts the recommendation of the hiring committee and approves the hiring of Justine Plummer as Senior Municipal Services Assistant as per the offer of employment dated May 12, 2021.

BACKGROUND:

Justine Plummer just finished an approximately six-month contract as Municipal Services Assistant and is willing to take on additional tasks in the new role. We offered her a 5-month contract in this position. She is already assisting with phone reception and will be assisting with front counter reception during employee vacations and absences, as well as other duties.

OPTIONS AND DISCUSSION:

1. **Approve the hiring** - recommended.
2. **Do not approve the hiring** - not recommended. We would need to re-advertise the position to find a new candidate.

FINANCIAL ANALYSIS:

There are funds in the 2021 budget for this position.

OTHERS CONSULTED:

Clerk/Deputy CAO
Deputy Clerk

PREPARED BY:

**Angela Rutley, BBA
CAO**



KEY INFORMATION REPORT

Recreation and Culture

May 25, 2021

SUBJECT: Joel Steele Community Centre COVID-19 Vaccination Clinic Update

The EOHU facilitated COVID-19 vaccination clinics, which are hosted in the Joel Steele Community Centre, on the slab, have been operating exceptionally well.

Diesel fueled heating units were sourced, coordinated, and operated by the Recreation & Culture Department for all but one clinic to date. The EOHU paid for the rentals.

3 volunteer fire fighters have been recruited to aid at the clinics each week. The use of the Winchester Fire Service squad truck was a recent addition, which has a speaker system that is used to announce intake times to patrons waiting in their vehicles.

A Facilities Operator has been provided for regular cleaning, sanitizing, and garbage collection throughout the event, as well as to accommodate any needs that may arise. The Facility Operator wears a high visibility shirt for easy identification and our walkie-talkies are offered to organizers each week, in order to provide opportunity for timely and seamless communication.

2 vaccination clinics are scheduled to take place during the remainder of May and 4 clinics have been booked for the month of June. More dates are anticipated to be requested.



KEY INFORMATION REPORT

Recreation and Culture

May 25, 2021

SUBJECT: Municipal Pools Update

Throughout the Stay-At Home order, our Recreation & Culture Department team has worked hard to complete required repairs and maintenance to our 2 municipal pools, in preparation for these facilities to open mid-June.

9 full-time lifeguards, 2 Head Lifeguards, and the Pool Coordinator were hired this year, for a total of 12 pool staff instead of our typical staff of 13. This was due to a shortage in applicants. Since the time that these positions were approved, 3 of the lifeguards have found employment elsewhere, but have offered to be on our spare list. Of the remaining 9 full-time staff members, including the Pool Coordinator, only 2 are fully certified to lifeguard and teach swim lessons. One of these 2 fully certified staff members is the Pool Coordinator, who is typically occupied with organizing pool staffing, registrations and activities, as opposed being on deck to lifeguard and instruct. Only 2 of the current 7 spare lifeguards are fully certified. All of the other full-time & spare staff require either full certification or recertification, before the pools open for the season.

Due to the Stay-At-Home order, there are no (re)certification courses scheduled. The City of Cornwall is planning to host a course once the order is lifted and will advise municipalities in SD&G once the course is scheduled; however, there is no guarantee that our pool staff will be able to register.

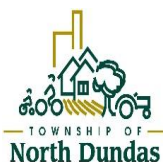
If/when the province allows public pools to reopen, the official opening date will be dependent upon whether we still have an adequate number of full-time pool staff in our employment and whether we can get them certified to lifeguard in an expedient manner.

In order to offer pool services this summer, the Recreation & Culture Department will need to look at reducing pool operating hours and potentially need to work with a smaller pool staff team to operate both pools (as opposed to staff being designated to a specific pool for the season), on an opposite operating schedule. Maintenance/Parks Labourers could be used to aid with pool opening and/or closing procedures in order to ensure that certified pool staff are used primarily for pool supervision, which will maximize the open hours.

A pool operating plan was drafted for this summer, using the proposal that was presented to Council last year, as a base. Staff were planning to implement further changes to the plan in order to operate the municipal pools for the entire season, in accordance with Red Zone rules and restrictions; however, on Tuesday, May 18th, Global News announced that when the province transitions out of the Stay-At-Home order, into reopening, the colour coded framework will not be used. As of

the date that this Key Information Report was drafted, there was no indication of what the new framework would be.

Staff will await further updates from the province and Eastern Ontario Health Unit, regarding if, when, and how our municipal pools will be able to open; unless Council wishes to provide staff with direction not to open the pools.



DEPARTMENT ACTIVITY UPDATES

Recreation and Culture

May 25, 2021

- The Inkerman Rockets display case was moved to the Old Town Hall upper lobby.
- Municipal pools are being prepared to reopen.
- Fence repairs have been completed to the ball diamond in Chesterville, as well as to Morgan Field in Winchester. The black, corrugated plastic piping was also ordered and installed on the fencing for these 2 sports fields, as well as for the ball diamond in South Mountain.
- Locates were ordered for various project locations.
- New lights were installed at the rear of the Chesterville & District Arena, on the North-East & North West sides. The new fixtures will provide lights for the rear emergency exit and for the door to the Olympia room. Due to COVID-19 rules & regulations, arena spectators must come in the arena's main entrance and leave through the rear emergency exit. Additional lighting was required on that exterior section of the facility, in order to ensure safe egress.
- Light posts were repainted in the Morewood Veteran's View Park.
- Communication with and coordination of, numerous contractors for various facility maintenance projects.
- Welding repairs were completed in the Chesterville & District Arena according to engineer design specifications. The required masonry repairs are scheduled for the second week of June.
- A tender was advertised for concrete repairs to the Morewood Fire Hall.
- The Recreation Coordinator was contacted by an organizer from Elections Ontario. The provincial election has booked the following:

Joel Steele Community Hall:	June 2 nd , 2022, regular voting polls
Morewood Community Hall:	June 2 nd , 2022, regular voting polls
Council Chambers:	May 21 st -27 th , 2022, advance polls
	June 2 nd , 2022, regular voting polls
- The sign face and backlighting on the Morewood Fire Hall have been replaced.
- Numerous references were called for various tenders.

- Interviews were conducted for over 30 summer student positions.
- The City of Ottawa, as well as South Stormont, were contacted in an effort to find out how they hosted their virtual public consultations. This information will aid in the planning of the public consultation for the Hallville Park Development.
- Our application for the Canada Summer Jobs Grant was approved, thanks to the efforts of our Recreation Coordinator. The Recreation Coordinator is working with representatives to plan student start dates and ensure that all required documentation is filled out by our summer students, and submitted.
- The auditors had several questions; the answers for which were sourced and provided.
- A representative from the Winchester United Church reached out to advise that the church council declined to host the Festival of Small Halls this year, but look forward to hosting it in 2022. The Festival of Small Halls representative was informed that if the provincial guidelines allow for a concert to be held this Fall, the Township would be pleased to host the event.
- We recently switched monitoring companies for the Joel Steele Community Centre fire panel; installed a float on the side of the elevator pit to monitor high water levels; reprogrammed the existing control panel to add a high-water communicator to the new monitoring station; canceled the VOIP phone line (which is often unreliable for security panels), and replaced it with a cellular communicator; which provides a more reliable connection. The transition is now saving us \$252/year and is providing better and additional services.
- One compressor at each arena was rebuilt, as per approval in the 2021 budget.
- New insurance templates & instructions were drafted for bodily injury, as well as for incident/accidents for property or automobile loss/damage. Copies were made and put in enclosed clipboards, with pens, and were put in each of our Recreation & Culture Department vehicles.
- The materials required to install and paint board & batten around the new maintenance shed and on the pavilion gable ends in the Rick Cauvier Memorial Park, were purchased. The work will be scheduled once the soffit has been installed by one of our local contractors.
- The Recreation & Culture Department has recently taken over trimming the grass around the Dawley Drive sign, at the entrance to the Winchester Business Park.

- The Chesterville waterfront docks were repaired.
- The parking lot lines at the Winchester OPP/Fire/Library/Medical Clinic building, were repainted.
- New signs were designed, ordered, and installed at for 2 municipal tennis courts. The signs outline the new COVID-19 rules for the facilities.
- The repair work for both pools, that commenced last year, was recently completed.
- The South Nation Conservation Authority (SNCA) has installed our Chesterville docks. They will be postponing the installation of any portable washroom facilities that are on SNCA maintained properties, until after the Stay-at-Home Order is lifted. The Oschmann Forest continues to remain open and maintained. The gates at Cass Bridge and Oak Valley were opened recently.
- Red & white flowers were ordered locally for the Veteran's View Park. These flowers will match the flowers that the Morewood Recreation Association ordered for their planters. Flowers were also ordered for the administration building gardens, as well as for the 2 raised planters in front of 547 St. Lawrence St. in Winchester.
- Additional support & assistance was requested from our By-Law Enforcement Officer, to help monitor public parks during the Stay-At-Home order.
- Stay-At-Home rules/restrictions were reviewed and department team members made the appropriate changes to our properties in order to comply (i.e. remove or restrict use of picnic tables, close tennis courts and ball diamonds). A Facebook post was created to let the public know what recreation amenities are open and which ones are closed.
- Ice request forms for the upcoming season, were sent out to all previous contracted user groups. The requests were due back on May 21st and are currently under review.
- All summer sports field/slab request forms have been accepted and entered into our recreation booking software. The only field time that has not been requested & entered, is for Seaway Serge minor baseball and for the North Dundas United Soccer Club. Registration numbers will determine how much field time they will require. Given the uncertainty with COVID-19 and the current restrictions, this is still very difficult for these groups to navigate. Seaway Surge baseball registration is currently open with no closing date scheduled, as the season start date is still undetermined at this time. Registration is open on Facebook for the North Dundas United Soccer Club (NDUSC). With the current restrictions, the

NDUSC cannot play soccer, however, they need registration numbers in order to know how many teams they will be able to field if the restrictions are lifted for this upcoming summer. The NDUSC has made it clear they will not be playing if we are in Red zone.

- Art on the Waterfront organizers, in partnership with the Chesterville Fair Board, have reached out to inquire about hosting drive-in movies or concerts on the Chesterville fairgrounds. They were seeking guidance & advise about the rules and guidelines that were in place for the South Mountain drive-in events last year.
- The North Dundas tree seedling pick-up was hosted by South Nation Conservation on Thursday, May 13th, in the parking lot of the Joel Steele Community Centre.



United Counties of
Stormont, Dundas & Glengarry

RESOLUTION

MOVED BY Councillor MacDonald

RESOLUTION NO 2021-109

SECONDED BY Councillor Warden

DATE May 17, 2021

THAT the Council of the United Counties of Stormont, Dundas and Glengarry support the resolution from the City of Brantford regarding the reopening of golf and other outdoor activities and that this resolution of support be sent to the Premier of Ontario, MPP Jim McDonnell, and SDG municipalities.

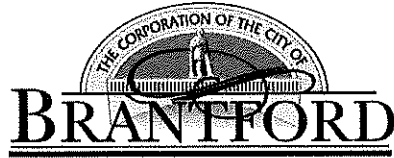
CARRIED

DEFEATED

DEFERRED

Frank Prevost
WARDEN

Recorded Vote:	
Councillor Armstrong	_____
Councillor Byvelds	_____
Councillor Fraser	_____
Councillor Gardner	_____
Councillor Landry	_____
Councillor MacDonald	_____
Councillor McGillis	_____
Councillor Prevost	_____
Councillor Smith	_____
Councillor Warden	_____
Councillor Wert	_____
Councillor Williams	_____



April 30, 2021

Hon. Doug Ford, Premier
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

Dear Premier Ford,

Please be advised that at the Brantford City Council Meeting held April 27, 2021, the following resolution was adopted:

Request - Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities

WHEREAS COVID-19 restrictions have had significant impacts; and

WHEREAS many forms of socializing, recreation and sport have been curtailed; and

WHEREAS the game of golf can be enjoyed while maintaining proper social distancing;

THEREFORE BE IT RESOLVED THAT The Corporation of The City of Brantford recommends:

- A. THAT The Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities which can be enjoyed while maintaining proper social distancing; and
- B. THAT the City Clerk BE DIRECTED to forward a copy of this resolution to the Premier of Ontario; Will Bouma, MPP, Brantford-Brant, the Association of Municipalities of Ontario, Ontario Big City Mayors; and the list of other Municipalities in Ontario.

Yours truly,

Tanya Daniels
City Clerk
tdaniels@brantford.ca

cc MPP Will Bouma, Brantford-Brant
Association of Municipalities of Ontario (AMO)
Ontario Big City Mayors
All Ontario Municipalities

CITY CLERK'S OFFICE City Hall, 100 Wellington Square, Brantford, ON N3T 2M2 P.O Box 818, Brantford, ON N3T 5R7
Phone: (519) 759-4150 Fax: (519) 759-7840 www.brantford.ca

CORPORATION OF THE TOWNSHIP OF ELIZABETHTOWN-KITLEY

February 22, 2021 Session

RES. NO. 052-21

Moved by

R. Smith

Seconded by

S. Pettejohn

Report A-21-14

That Report A-21-14 be received;

And that the Township of Elizabethtown-Kitley request that the Association of Municipalities Ontario advocate for the cancellation of the emergency exercise as a compulsory requirement of the Emergency Management and Civil Protection Act for 2021;

And that a formal request to waive the annual emergency exercise for the year 2021 be given directly to the Ministry of the Solicitor General.

- Carried
 Lost
 Tabled



Brant Burrow, Mayor

I, Alison Merkley, Deputy Clerk
Corporation of the Township of Elizabethtown-Kitley
in the County of Leeds, do hereby certify that
the foregoing is a true copy of
RESOLUTION 052-21
passed by the council of the said Corporation
the 22nd day of FEBRUARY 2021
Alison Merkley

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



March 30, 2021

Your Worship Anthony Fraser
Township of North Dundas
P.O. Box 489, 636 St. Lawrence Street
Winchester, ON K0C2K0

Dear Mayor:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

Emergency Management Ontario (EMO) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and have determined that your municipality was compliant with the EMCPA in 2020.

The safety of all our citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. We congratulate you on your municipality's efforts in achieving compliance in 2020. I look forward to continuing to work with you to support your continued compliance on an ongoing basis.

If you have any questions or concerns about this letter, please contact our Emergency Management Field Officer assigned to your Sector; their contact information is below.

Name: MaiaFoster

Email: Maia.Foster@ontario.ca

Phone: 437-219-1713

Sincerely,

Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management

cc: Daniel Kelly - CEMC
Maia Foster - Field Officer - Capital Sector

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

BY-LAW No. 2021-39

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 Meeting held on May 12th, 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 May 25th, 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 Local Planning Appeal 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 25th day of May, 2021.

MAYOR

CLERK