

**TOWNSHIP OF NORTH DUNDAS  
REGULAR MEETING OF COUNCIL**

**June 10, 2014**

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A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on Tuesday, June 10, 2014 with Mayor Duncan in the Chair.

**ROLL CALL:**

Eric Duncan	Mayor	Present
Gerry Boyce	Deputy Mayor	Present
Allan Armstrong	Councillor	Present
Tony Fraser	Councillor	Present
John Thompson	Councillor	Present

Staff members present included CAO, Angela Rutley; Treasurer, John Gareau; Director of Planning, Building and By-law Enforcement, Calvin Pol; Director of Recreation and Culture, Meaghan Meerburg; Director of Public Works, Dan Belleau; Director of Economic Development and Communications, Rob Hunter and Director of Waste Management, Doug Froats. Clerk, Jo-Anne McCaslin recorded the minutes.

Darcy Beckstead and Andrew Shannon of BDO Canada LLP were present to address Council. Matt Uhrig from the Winchester Press was present.

- 1) **CALL TO ORDER/OPENING REMARKS:**  
**RES#01-June 10**  
Moved by Allan Armstrong and seconded by John Thompson that the Regular Meeting of Council be called to order at 7:00 p.m.  
**CARRIED.**
- 2) **APPROVAL OF THE AGENDA:**  
**RES#02-June 10**  
Moved by John Thompson and seconded by Allan Armstrong that Council accept the agenda as amended to include the addition of By-law 42-2014.  
**CARRIED.**
- 3) **APPROVAL OF MINUTES:**  
**RES#03-June 10**  
Moved by Gerry Boyce and seconded by Tony Fraser that the minutes of the regular meeting of Council dated May 28, 2014 be adopted as presented.  
**CARRIED.**
- 4) **BUSINESS ARISING FROM THE MINUTES:** *-Nil*
- 5) **DECLARATION OF PECUNIARY INTEREST:** *-Nil*
- 6) **NOTICE OF MOTION:** *-Nil*
- 7) **MOTIONS:** *-Nil*

8) **DELEGATIONS/PRESENTATIONS:**

Darcy Beckstead and Andrew Shannon of BDO Canada presented the Township of North Dundas Financial Statements for the year 2013 to Council for review and comment. Mr. Shannon reported the Township is in good financial position. The financial statements will be available for viewing on the municipal website.

**RES#4-June 10**

**Moved by Allan Armstrong and seconded by John Thompson that Council adopt the 2013 Consolidated Financial Statements as prepared by BDO Canada LLP, dated June 10, 2014  
CARRIED.**

9) **AUTHORIZATION OF ACCOUNTS:**

**RES#05-June 10**

**Moved by John Thompson and seconded by Allan Armstrong that Council authorize the payment of accounts as per the attached Council Report dated June 4, 2014 Batch 123 to 134 in the amount of \$271,075.35  
CARRIED.**

10) **DEPARTMENTS/COMMITTEES:**

**A) FINANCE DEPARTMENT:**

**RES#06-June 10**

***i) Report:***

**Moved by Allan Armstrong and seconded by John Thompson that Council receive and review the Finance Department Report dated June 10<sup>th</sup>, 2014.  
CARRIED.**

**RES#07-June 10**

***ii) 2013 Surplus & Deficit:***

**Moved by John Thompson and seconded by Allan Armstrong Whereas on May 28, 2014, Treasurer Gareau provided a detailed breakdown of the 2013 surplus and deficit by department for the Township of North Dundas; and Whereas the total budget vs. actual revealed a deficit of (\$170,841.00) for the year; And Whereas Mr. Gareau provided four options for financing Net Deficit for the fiscal year ending December 31, 2013; Now Therefore be it Resolved that Council agreed to finance Net Deficit in accordance with Option B (as attached) Drawdown of Winter Maintenance Stabilization Reserve, Public Works Department \$75,000. Balance from General Working Funds Reserves \$95,841 for a total of \$170,841.00.  
CARRIED.**

**RES#08-June 10**

***Budget Amendment:***

**Moved by Allan Armstrong and seconded by John Thompson that Council authorize and approve a budget amendment for the Waste Management Department attached as Appendix #1.  
CARRIED.**

**B) PUBLIC WORKS DEPARTMENT:**

**RES#09-June 10**

***i) Report:***

**Moved by John Thompson and seconded by Allan Armstrong that Council receive and review the Public Works Department Report dated June 10<sup>th</sup>, 2014 and further grant the Director of Public Works permission to hire a**

**Part-Time Water Truck Operator and Labourer (June 23-Sept 12)  
CARRIED.**

**RES#10-June 10**

*ii) Surface Treatment Tenders:*

Moved by Allan Armstrong and seconded by John Thompson that the following tenders for Surface Treatment (at various locations within the Township of North Dundas) be received and noted:

COMPANY	PRICE
DUNCOR	\$138,585.50 PLUS HST
GREENWOOD PAVING	\$169,898.60 PLUS HST
SMITHS CONSTRUCTION	\$152,560.30 PLUS HST

And that the tender submitted by DUNCOR be accepted.

**CARRIED.**

**C) ECONOMIC DEVELOPMENT & COMMUNICATIONS DEPARTMENT:**

**RES#11-June 10**

*i) Report:*

Moved by John Thompson and seconded by Allan Armstrong that Council receive and review the Economic Development & Communication Department Report dated June 10<sup>th</sup>, 2014.

**CARRIED.**

**D) PLANNING, BUILDING AND ENFORCEMENT DEPARTMENTS:**

**RES#12-June 10**

*i) Report:*

Moved by Allan Armstrong and seconded by John Thompson that Council receive and review the Planning, Building & Enforcement Department Report dated June 10, 2014.

**CARRIED.**

**RES#13-June 10**

*ii) Junior Planner:*

Moved by John Thompson and seconded by Allan Armstrong That Council authorize the hiring of Josh Berry as Junior Planner (Contract Position) in the Planning, Building and Enforcement Department effective June 16<sup>th</sup>, 2014 and the agreed salary as per the terms outlined in the letter of offer dated June 2, 2014.

**CARRIED.**

**E) RECREATION & CULTURE DEPARTMENT:**

**RES#14-June 10**

*i) Report:*

Moved by Allan Armstrong and seconded by John Thompson that Council receive and review the Recreation & Culture Department Report dated June 10<sup>th</sup>, 2014

**CARRIED.**

**RES#15-June 10**

*ii) Lead Hand Job Description:*

Moved by Gerry Boyce and seconded by Tony Fraser That Council authorize and approve the job description for Recreation and Culture Lead Hand as presented June 10, 2014 and further authorize the Director of Recreation & Culture to temporarily promote a current full time facility operator to fill this position to September 30, 2014

**CARRIED.**

**RES#16-June 10**

*iii) Thompson Park:*

Moved by Tony Fraser and seconded by Gerry Boyce That Council authorize and direct the Thompson Subdivision Park be officially named "*Thompson Park*"

**CARRIED.**

**RES#17-June 10**

*iv) Morewood Community Hall:*

Moved by Tony Fraser and seconded by Gerry Boyce Whereas the Morewood Community Hall was booked for an event on Saturday May 31<sup>st</sup>, 2014, and Whereas plumbing issues occurred causing an adverse effect during the function; and Whereas it was not possible to have the situation rectified in a timely manner that evening; Now Therefore be it Resolved that Council agree to reimburse the customer/renter the full rental cost.

**CARRIED.**

**RES#18-June 10**

*v) Inkerman Public School Bell:*

Moved by Tony Fraser and seconded by Gerry Boyce that Council authorize and direct that the Inkerman School Bell be re-located to the Inkerman Outdoor Rink Facility and that the Director of Recreation and Culture update Council with specific details and installation dates.

**CARRIED.**

**RES#19-June 10**

*vi) Winfest Summer Barbeque:*

Moved by Gerry Boyce and seconded by Tony Fraser that Council authorize and approve delivery, use and pick-up of the following items for the Winfest Summer Barbeque and Jam to be held at Winchelsea Events on July 12, 2014:

**20 Tables**

**150 Chairs**

**Garbage cans**

**One Dumpster**

**CARRIED.**

*vii) Proposed North Dundas Facility Rental Rates:*

The Director of Recreation and Culture asked Council to consider the proposed grid presented on May 13<sup>th</sup> regarding suggested increases to hall and facility rental rates.

Council agreed there needs to be more conversation regarding usage and rental patterns of our facilities before approving any increases to hall and facility rental rates. This matter will be discussed at the July 8<sup>th</sup> meeting.

**F) WASTE MANAGEMENT DEPARTMENT:**

**RES#20-June 10**

*i) Report:*

Moved by Gerry Boyce and seconded by Tony Fraser that Council receive and review the Waste Management Department Report dated June 10, 2014; and that Council authorize and approve the hiring of Matthew Richards as a Part-Time Labourer for the Waste Management Department effective June 10, 2014 at the rate of \$18.00 per hour plus 4% vacation pay.

**CARRIED.**

**G) ADMINISTRATION DEPARTMENT:**

**RES#21-June 10**

*i) Report:*

Moved by Gerry Boyce and seconded by Tony Fraser that Council receive and review the Administration Department Report dated June 10, 2014;  
**CARRIED.**

**RES#22-June 10**

*ii) Lease Extension Agreement:*

Moved by Gerry Boyce and seconded by Tony Fraser that Council authorize and direct the Mayor and CAO to enter into a Lease Extension Agreement with HER MAJESTY THE QUEEN in right of Ontario represented by the Minister of Infrastructure. Premises known as 547 St. Lawrence Street, Winchester.  
**CARRIED.**

*iii) Policy 38-2012:*

**RES#23- June 10**

Moved by Gerry Boyce and seconded by Tony Fraser that Policy 38-2012, being a policy to Support Employee Training and Development adopted March 26, 2012, be amended as presented June 10, 2014.  
**CARRIED.**

**H) FIRE SERVICES:**

**RES#24-June 10**

*i) Report:*

Moved by Tony Fraser and seconded by Gerry Boyce that Council receive and review the North Dundas Fire Services report detailing activities between May 7/14 and May June 5/14 as presented June 10, 2014.  
**CARRIED.**

**11) CONSIDERATION OF BY-LAWS:**

**RES#25-June 10**

*a) By-law- 42-2014:*

Moved by Gerry Boyce and seconded by Tony Fraser that By-law 42-2014, Being a By-law of the Township of North Dundas to Recover Costs Associated with the Winchester Sanitary Sewer System Capacity Study be read and passed in Open Council signed and sealed this 10<sup>th</sup> day of June, 2014.

**RES#26-June 10**

*b) By-law 41-2014:*

Moved by Tony Fraser and seconded by Gerry Boyce that By-law 41-2014, being a By-law to confirm the Proceeding of Council be read and passed in Open Council, signed and sealed this 10th day of June, 2014.  
**CARRIED.**

**12) OLD BUSINESS: - Nil**

**13) NEW BUSINESS: - Nil**

**14) CORRESPONDENCE/COMMUNICATIONS: - Nil**

**15) COUNCIL CONCERNS/COMMENTS: - Nil**

**16) PUBLIC NOTICE:**

*a) The next regular meeting of Council will be held June 24<sup>th</sup>, 2014.*

- 17) **IN CAMERA:**  
**RES#27-June 10**  
Moved by Gerry Boyce and seconded by Tony Fraser that Council proceed in Camera at 8:25 p.m. pursuant to Section 239 (2) (c) of the *Municipal Act S.O. 2001*, a proposed or pending acquisition or disposition of land by the municipality or local board and Section 239 (2) (e) of the *Municipal Act S.O. 2001*, litigation or potential, including matters before administrative tribunals, affecting the municipality or local board.  
**CARRIED.**
- 18) **OPEN SESSION:**  
**RES#28-June 10**  
Moved by Tony Fraser and seconded by Gerry Boyce that Council move to Open Session at 8:32 p.m.  
**CARRIED.**
- RES#29-June 10**  
Moved by Tony Fraser and seconded by Gerry Boyce that Council authorizes Staff to follow through on matters as discussed in closed session.
- 19) **OTHER BUSINESS:** - *Nil*
- 20) **ADJOURNMENT:**  
**RES#30-June 10**  
Moved by Tony Fraser and seconded by Gerry Boyce that Council now adjourn at 8:35 p.m. to meet again at the call of the chair.  
**CARRIED.**

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Eric Duncan, MAYOR

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Jo-Anne McCaslin, CLERK