

# THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

## MINUTES

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on April 13, 2016 with Mayor Duncan in the Chair.

ROLL CALL: Mayor: Eric Duncan  
Deputy Mayor: Gerry Boyce  
Councillors: Allan Armstrong, Tony Fraser, John Thompson  
CAO: Angela Rutley  
Treasurer: John Gareau  
Director of Public Works: Dan Belleau  
Director of Waste Management: Doug Froats  
Director of Recreation and Culture: Meaghan Meerburg  
Economic Development Officer: Anne Leduc  
Director of Planning: Calvin Pol  
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution

Resolution No. 01

Moved by Councillor 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.

CARRIED

2. Adoption of Agenda

Resolution No. 02

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council approve the agenda as amended.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof – Councillor Thompson declared a conflict regarding Agenda Item 6 iv) Morewood Community Centre.

4. Adoption of Minutes

Resolution No. 03

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT the minutes of the In Camera meetings, of Council held March 8, March 14 and March 22, 2016 be adopted as circulated.

CARRIED

Resolution No. 04

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT the minutes of the special meeting of the Council of the Township of North Dundas, held March 14, 2016 be adopted as circulated.

CARRIED

Resolution No. 05

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT the minutes of the public meeting of the Council of the Township of North Dundas, held March 22, 2016 be adopted as circulated.

CARRIED

Resolution No. 06

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT the minutes of the regular meeting of the Council of the Township of North Dundas, held March 22, 2016 be adopted as circulated.

CARRIED

5. Delegations

Presentation of 2015 Financial Statements by BDO Canada LLP

Annik Blanchard, CPA, CA. presented the Township of North Dundas Financial Statements for the year 2015 to Council for review and comment. Ms. Blanchard reported the Township is in good financial position. The financial statements will be available for viewing on the municipal website.

6. Action Requests

a) Finance

Resolution No. 07

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council adopt the 2015 Audited Financial Statements as presented by our audit firm BDO Canada, LLP.

CARRIED

Resolution No. 08

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council approve the activity through the various reserves and reserve funds as detailed in Appendix # 1 attached, for the fiscal year ending December 31, 2015.

CARRIED

Council agreed to discuss the Morewood Hall Tender while Ken Byers was in attendance. Councillor Thompson vacated the Council Chamber.

Councillor Armstrong thanked Ken Byers for coordinating the Morewood Community Centre project and expressed gratitude to local contractors and community volunteers for embracing this project.

Resolution No. 09

Moved by Councillor Armstrong  
Seconded by Councillor Fraser

THAT Council authorize and approve the following contract awards at the prices listed, for renovations to the Morewood Community Centre:

- Neal's Heating, Cooling & Refrigeration – Replacement of 2 new roof top HVAC units and piping: \$22,782;
- Cedarview Builders Supply Ltd. and Lannins Home Hardware – 3 new exterior doors, Paint, Ceiling tiles, Roofing Materials including tin, strapping, vents and underlayment: \$13,500;
- Toitures Brisson Roofing Inc – Replace flat roof: \$40,200;
- Winchester Flooring – Replace Main Hall Flooring: \$13,420;
- Thompson Electric Ltd. – Replacement of Interior Lighting: \$5,848.

CARRIED

Councillor Thompson returned to Council Chambers.

b) Economic Development and Communications

Mayor Duncan welcomed Anne Leduc to the Township of North Dundas.

c) Public Works

Resolution No. 10

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas approve the recommendation from the Director of Public Works that the 2016 road construction consist of Armstrong Rd, Merkley Rd and Harmony Rd.

CARRIED

Resolution No. 11

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT the Council of the Township of North Dundas grant the request to St Daniels Council # 11725 (Knights of Columbus) for the temporary closure of Church St in South Mountain on May 7th, 2016 from 7am to 5pm.

CARRIED

d) Waste Management

Resolution No. 12

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council authorize and direct that Walmsley Environmental Consulting (WEC) be retained to assist the Township in preparation and evaluation of a

Request for Proposal (RFP) to undertake an Environmental Assessment to address the Boyne Road Landfill overfill at a cost not to exceed \$27,500 excluding HST as per the letters dated April 4 and 6, 2016.

CARRIED

Resolution No. 13

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council authorize and direct that Ryan Byers be hired for the position of Truck Driver/Labourer with the Waste Management Department effective April 11, 2016, as per the terms outlined in the Offer of Employment dated April 11, 2016.

CARRIED

e) Planning Building and Bylaw Enforcement

i) Resolution No. 14

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council has determined that no further notice need be given regarding the changes to By-law No. 2016-23, as per Section 34(17) of the Planning Act, R.S.O., 1990.

CARRIED

ii) Resolution No. 15

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

WHEREAS Section 15 of Development Charges By-law No. 5-2012 authorized Council to adjust the charge annually for inflation;  
AND WHEREAS the Development Charges have not been adjusted for inflation since April 14, 2015;  
NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of North Dundas hereby adjusted the development charges for inflation, in accordance with the "Construction Price Statistics" index as published by Statistics Canada, attached hereto as "Appendix A", effective April 14, 2016.

CARRIED

iii) Resolution No. 16

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Building Permit Fees be waived for Monica Fife for the installation of a relocated home onto a new foundation on her property located at 10840 Cameron Road (Roll#0511-011-003-47000). The performance deposit shall still apply.

CARRIED

f) Recreation and Culture

Resolution No. 17

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council authorize the hiring of the following individuals (as per the attached list) to work for the Township of North Dundas as summer students for the 2016 season. (Pay in accordance with the Part Time Salary Wage System plus 4% Vacation Pay)

CARRIED

Resolution No. 18

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council approve the following recipients to be awarded \$400 Community Grants for the April 1st submission deadline:

The Chesterville and District Historical Society  
Knights of Columbus, St. Daniel's Council – South Mountain  
Under One Youth Network

CARRIED

Resolution No. 19

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council authorize the Chesterville Kayak Club to install and maintain a portable lavatory unit, adjacent to the gazebo in Veteran's Memorial Park, located at Lot 18, Concession 4, Township of North Dundas from April until November, 2016.

CARRIED

Resolution No. 20

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council authorize a free Public Swim at the Winchester Centennial Pool, on June 24, 2016, from 4:00-5:00 pm, in conjunction with the Under One Youth Network's Rock the County event.

CARRIED

Resolution No. 21

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas adopt Ice Allocation Policy #63-2016.

CARRIED

g) CAO

Resolution No. 22

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council authorize and direct that Anne Leduc be hired for the position of Economic Development and Communications Officer effective April 11, 2016, as per the terms outlined in the Offer of Employment dated March 15, 2016.

CARRIED

h) Clerks Department - Nil

7. Tenders and Quotations

Resolution No. 23

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas accept the tender from Smith Construction (Miller Group) for Surface Treatment at their price of \$206,750.00 plus HST.

CARRIED

Resolution No. 24

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas accept the Tender for two (2) four (4) wheel drive, extended cab, Half Ton Trucks from Surgenor Chevrolet Buick at the price of \$71,528.00 plus HST, the Township's share of the tender. And that the attached budget amendment be approved.

CARRIED

Resolution No. 25

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council receive the attached tender opening summary for replacing the lighting in the Joel Steele Arena and the Chesterville Arena and authorize that Devries Electric Inc. be awarded the project, which includes lighting retrofits and related electrical work, for the stipulated price of \$56,384 excluding HST.

CARRIED

8. By-laws

Resolution No. 26

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT By-law 2016-23, being a By-law to amend the former Village of Winchester By-law No. 25-96, as amended, be read and passed in Open Council, signed and sealed this 13th day of April, 2016

CARRIED

Resolution No. 27

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

That By-law 2016-29 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 Sobeys Capital Incorporated and the United Counties of Stormont, Dundas and Glengarry be read and passed in Open Council, signed and sealed this 13th day of April, 2016.  
CARRIED

Resolution No. 28

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

That By-law No. 2016-30, being a by-law to enter into an agreement of purchase and sale with Neal Bartholomew for the acquisition of the lands described as 415 Main Street, geographic Village of Winchester, be read and passed in open Council signed and sealed this 13th day of April, 2016.  
CARRIED

9. Consent Agenda

Resolution No. 29

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council authorize the payment of accounts as per the attached Council Report dated April 11, 2016, Batch 64-80 in the amount of \$3,146,662.72; and THAT all items listed under the Consent Agenda section of the Agenda be approved as recommended.  
CARRIED

10. Boards and Committees

Fire Services – Councillor Armstrong read a letter from Mary Fawcett expressing thanks to the North Dundas Fire Service (Winchester Station) regarding a recent fire call.

11. Key Information

Key Information Reports were presented on the following topics:

a) Finance – Analysis of Surplus by Department – Treasurer Gareau provided a Summary of Surplus (Deficit) by Department for the fiscal year 2015 for Council review and comment. Recommendations from Staff will be forthcoming at a subsequent meeting.

b) Public Works - 2016 Water and Sewer Draft Budget – Director Belleau provided an overview of the 1st draft of the W&S budget and requested feedback from Council prior to May 10th.

c) Planning, Building and Enforcement – York Street Parking – Director Pol advised Winchester Public School is in the process of considering a daycare addition on the south side of the existing building. The UCDSB has asked if Council would consider some on-street parking at the south end of York Street (currently a no parking zone

from 7 am to 7 pm.) Mayor Duncan suggested a traffic management study of the area be commissioned.

d) Recreation and Culture – Review of Diamond, Soccer Field and Slab Rental Rates – Director Meerburg provided statistical information for Council to review. Council was asked to give direction and provide feedback on any requested changes and/or approvals. Director Meerburg was asked to prepare two action reports outlining proposed rates for 1) local minor sport groups and 2) adult groups and non-local minor sports groups.

e) Recreation and Culture – North Dundas Hall Rental Rates - Council reviewed the current rental rate chart applicable to North Dundas facilities. Council agreed to revisit the hall rental rates at a subsequent meeting of Council.

f) Clerk – Bill 8 and the Public Sector and MPP Accountability and Transparency Act, 2014 – Clerk McCaslin provided a report noting four areas that the municipality will need to address to ensure compliance with the legislation.

12. Motions and Notices of Motions - Nil

13. Petitions - Nil

14. Council Comments and Concerns - Nil

15. Unfinished Business - Nil

16. Closed Session

Resolution No. 30

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council proceed in Camera at 9:25 pm pursuant to Section 239 (2) of The Municipal Act S.O. 2001

(c) a proposed or pending acquisition or disposition of land by the municipality or local board – Ormond Park

CARRIED

Open Session

Resolution No. 31

Moved by Deputy Mayor Boyce



THAT Council move to Open Session at 9:54 pm.  
CARRIED

Seconded by Councillor Fraser

Resolution No 32

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council now rise and reconvene without reporting.  
CARRIED

17. Ratification By-law  
Resolution No. 33

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT By-law No. 2016-31 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 13th day of April, 2016.  
CARRIED

18. Adjournment by Resolution  
Resolution No. 34

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council adjourn at 9:55 pm to the call of the chair.  
CARRIED

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Mayor

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Clerk

These minutes were approved as written, May 10, 2016.