

# 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 September 27, 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  
Clerk: Jo-Anne McCaslin

### 1. Call Meeting to Order by Resolution

Resolution No. 01

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

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 Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council approve the agenda as amended. Addition of Policy # 65-2016.

CARRIED

### 3. Disclosure of Pecuniary Interest and General Nature Thereof - Nil

### 4. Adoption of Minutes

#### a) Public Meeting September 13, 2016

Resolution No. 03

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the minutes of the public meeting of Council held September 13, 2016 be adopted as circulated.

CARRIED

#### b) Regular Meeting September 13, 2016

Resolution No. 04

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the minutes of the meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held September 13, 2016 be adopted as circulated.

CARRIED

### 5. Delegations

#### a) WDMH - Chelsea McIntyre - Improved Safety at WDMH

Chelsea McIntyre updated Council on the Hospital Foundation services and the need for financial support from local municipalities and communities for the purchase of 5 new Automated Dispensing Cabinets (ADCs). Automatic Dispensing

Cabinets were developed to help reduce the risk of medication errors. Ms. McIntyre asked Council to consider making a gift of \$40,000 to support the General Equipment Fund. Council will consider this request during the 2017 budget deliberations.

Resolution No. 05

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council acknowledges the presentation provided by Chelsea McIntyre of the Winchester and District Memorial Hospital.

CARRIED

**b) SNC - Michael Jones - Low Water Conditions and Water Conservation**

SNC Representative, Bill Smirle introduced Michael Jones and Danielle McKinnon who provided a presentation on the Ontario Low Water Response Program. The goal of the program is to identify areas of the watershed that are most vulnerable to adverse socio-economic and ecological impacts as a result of shortage of water. The role of the Water Response Team, on-going monitoring techniques and communication/advisory methods were explained.

Resolution No. 06

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council acknowledges the presentation as provided by Michael Jones and Danielle McKinnon of South Nation Conservation regarding Low Water Conditions and Water Conservation.

CARRIED

**c) SDG OPP - Jim Blanchette - Community Engagement & Mobilization**

Provincial Constable Blanchette provided an overview of Ontario's New Mobilization & Engagement Model of Community Policing. He stressed the importance of engaging municipal and community partners to work with OPP Officers in this initiative.

Resolution No. 07

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council acknowledge the presentation as provided by Provincial Constable, Jim Blanchette regarding Community Engagement and Mobilization.

CARRIED

**6. Action Requests**

**a) Finance**

**i) Accounting Assistant - Contract Position**

Resolution No. 08

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council authorize and direct that Johanna Barkley be hired for the contract position of Accounting Assistant effective August 16, 2016, as per the terms outlined in the Offer of Employment dated August 16, 2016.

CARRIED

- ii) Reduction of Taxes Outstanding  
Resolution No. 09

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the tax write-offs, under Section 354 (2) (a) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, totalling \$ 88,764.26 be approved. The amounts are broken down as follows:

Roll # 011-001-65000	\$42,430.40
Roll # 011-001-65002	20,256.66
Roll # 016-000-23000	26,077.20

CARRIED

**b) Economic Development and Communications**

**c) Public Works**

**d) Waste Management**

- i) Call in Landfill Operator  
Resolution No. 10

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council authorize and approve the hiring of Alex Mortimer for the position of Call-in Operator effective September 22, 2016 at the Level 1 rate. (Pay in accordance with Part Time Salary Wage System plus 4%)  
CARRIED

**e) Planning Building and Bylaw Enforcement**

- i) Zoning Amendment Application E. C. Carruthers  
Resolution No. 11

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council hereby accepts the rezoning application from E. Craig Carruthers and directs staff to prepare the public notices, and that the public meeting be held on October 25, 2016.  
CARRIED

**f) Recreation and Culture**

**g) CAO**

- i) Administrative Assistant - Contract Extension  
Resolution No. 12

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

That Council approve the recommendation of the CAO and authorize a six month contract extension for Laurie A Piche-Gibson as per the terms of the offer of employment dated September 22, 2016.  
CARRIED

- ii) Driver Certification Program  
Resolution No. 13

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

That Policy No. 65-2016, being a policy to establish the procedures for Township of North Dundas employees and fire fighters who receive training through the North Dundas Driver Certification Program be adopted as presented this 27th day of September, 2016.  
CARRIED

**h) Clerk**

## **7. Tenders and Quotations – Nil**

## **8. By-laws**

- a) 2016-59 Awarding of Tender for Banking Services  
Action Request Finance  
Resolution No. 14

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT By-law No. 2016-59, being a By-law to authorize a contract with BMO Bank of Montreal to provide banking services and to authorize the Mayor and CAO to sign any agreements that may be required for the necessary range of banking services, be read and passed in Open Council, signed and sealed, this 27th day of September 2016.

CARRIED

## **9. Consent Agenda**

Resolution No. 15

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council authorize payment of accounts as per the attached Council Report dated September 23, 2016, Batch 264 to 273 in the amount of \$1,632,253.02, and THAT all other items listed under the Consent Agenda be approved as recommended.

CARRIED

## **10. Boards and Committees**

County Council: Mayor Duncan updated Council on County Council activities and announced that Jim Bancroft has been nominated to serve as Warden for the 2017 term.

Fire Steering: Commissioner Armstrong confirmed budgeting procedures for North Dundas Fire Stations.

Rideau Valley Conservation Authority approved minutes of May 26, 2016 were circulated to Council.

## **11. Key Information**

- a) Ontario Community Infrastructure Fund - 2017  
Treasurer Gareau presented a key information report regarding the Ontario Community Infrastructure Fund Funding Program as it relates to North Dundas.

- b) Woods Subdivision:  
CAO Rutley conducted a brief discussion regarding the Woods Subdivision. Council has no objections to eliminating one (1) proposed future access and to exploring the possibility of underground storm water storage.

## **12. Motions and Notices of Motions - Nil**

## **13. Petitions - Nil**

## **14. Council Comments and Concerns**

Mayor Duncan noted the 2016 Community Builder Award will be presented to Bob and Sandra Weagant on Tuesday October 11<sup>th</sup> at 7 pm.

Councillor Fraser reminded all in attendance about the Wildlife Awareness presentation, Tuesday, October 18<sup>th</sup> at 7 pm at the Old Town Hall. Philip Duncan from South Nation Conservation will be the guest speaker.

## **15. Unfinished Business - Nil**

**16. Closed Session**

Resolution No. 16

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council proceed in Camera at 8:24 pursuant to Section 239 (2) of *The Municipal Act S.O. 2001*

(b) personal matters about an identifiable individual, including municipal or local board employees – Waste Management

CARRIED

**17. Open Session**

Resolution No. 17

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council move to Open Session at 8:52 pm.

CARRIED

Mayor Duncan advised Council discussed a matter relating to staff levels at the Boyne Road Landfill Site.

Resolution No. 18

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council authorizes Staff to follow through on matters as discussed in Closed Session.

CARRIED

**18. Ratification By-law**

Resolution No. 19

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT By-law No. 2016-60 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 27th day of September, 2016.

CARRIED

**19. Adjournment by Resolution**

Resolution No. 20

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council adjourn at 9:02 pm to the call of the chair.

CARRIED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

These minutes were approved as written October 11, 2016.