

**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 March 14, 2017 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  
Economic Development & Communications Officer: Stephan Mann  
Director of Public Works: Dan Belleau  
Director of Waste Management: Doug Froats  
Director of Recreation and Culture: Meaghan Meerburg  
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 at 7:00 p.m.

CARRIED

**2. Adoption of Agenda**

Resolution No. 02

Moved by Councillor Thompson

Seconded by Councillor Armstrong

THAT Council approve the agenda as amended. Addition of KIR regarding Sewer Pipeline Agreement with Parmalat.

CARRIED

**3. Disclosure of Pecuniary Interest and General Nature Thereof – Councillor Fraser regarding item 6 (g) (iii) – Fire Station 3 Appointments. Councillor Fraser currently serves as Deputy Chief of Station 3.**

#### 4. Adoption of Minutes

- a) Regular Meeting February 14 2017

Resolution No. 03

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT the minutes of the Regular meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held February 14, 2017 be adopted as circulated.

CARRIED

#### 5. Delegations - Nil

#### 6. Action Requests

- a) Finance

- i) Treasurers Statement of Remuneration Paid to Elected Officials

Resolution No. 04

Moved by Councillor Thompson

Seconded by Councillor Armstrong

THAT Council accept the 2016 Treasurer's Statement of Remuneration Paid to Elected Officials.

CARRIED

- b) Economic Development and Communications - Nil

- c) Public Works

- i) Chesterville Christmas Decorations

Resolution No. 05

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas grant the request of the Chesterville Rotary Club and agree to install six fixtures to accommodate additional Christmas decorations at the locations requested in Chesterville.

CARRIED

- ii) Rubber Tire Excavator

Resolution No. 06

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas authorize the Director of Public Works to negotiate the purchase of a rubber tire excavator from Frank Ault Excavating Ltd.

CARRIED

- iii) Irish Head Line Road

Resolution No. 07

Moved by Councillor Thompson

Seconded by Councillor Armstrong

THAT the Council of the Township of North Dundas approve the Road Condition Review report dated February 28, 2017 from "exp Services Inc." related to Irish Headline Road. Council also approves the transfer of

\$5,000.00 from the Roads and Bridges Reserve fund to Roads Capital (#1-5-3101-8002 to pay for half of the maintenance work recommended in the report, the balance to be paid for by South Dundas. Further, that if the Municipality of South Dundas wishes to complete additional work on Irish Headline, that the additional work be solely at their expense.

CARRIED

iv) Roads Department Lead Hand Job Description

Resolution No. 08

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas approve the revised job description for the position of Roads Department Lead Hand, as attached.

CARRIED

v) Acting Lead Hand

Resolution No. 09

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas authorize the Director of Public Works to appoint Greg Stewart as Acting Lead Hand for the Public Works Department effective March 2, 2017 until a full time candidate is chosen. Pay in accordance with Grade 4, Level 2.

CARRIED

vi) 2016 Annual & Summary Reports North Dundas Drinking Water System

Resolution No. 10

Moved by Councillor Thompson

Seconded by Councillor Armstrong

That the Council of the Township of North Dundas receive and accept the 2016 Summary and Annual Reports of Water Quality Information for the North Dundas Drinking Water Treatment and Distribution System which is provided by Ontario Clean Water Agency in accordance with O. Reg 170/03 Schedule 22.

CARRIED

vii) Winchester Chesterville Unfinanced Water Sewer Projects 2017

Resolution No. 11

Moved by Councillor Thompson

Seconded by Councillor Armstrong

That the Council of the Township of North Dundas - further to Council Resolution #21 dated May 8, 2012 - directs that \$1,210,300.47, the amount of unfinanced capital outlay for the Winchester/Chesterville Feedermain and Pumping Station (Reservoir) and Chesterville Water Meter Project as at February 28, 2017, be financed from the Winchester/Chesterville Capital Levy Reserve Accounts in the amount of \$39,725.82 and the remainder from the Hydro Reserve Account in the amount of \$1,170,574.65.

CARRIED

viii) 2017 Water Sewer Budget  
Resolution No. 12

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

That the Council of the Township of North Dundas approve and adopt the 2017 Water and Sewer Budget as presented by staff March 14, 2017.  
CARRIED

- d) Waste Management - Nil
- e) Planning Building and Bylaw Enforcement - Nil
- f) Recreation and Culture

i) Ice Rental Rates  
Resolution No. 13

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council authorize and approve the 2017/2018 ice rental rates as attached (unchanged from 2016/2017).  
CARRIED

ii) Basketball Nets  
Resolution No. 14

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council authorize and approve the donation by the Morewood Recreation Association to install 2 basketball backboards and nets on the light poles surrounding the Morewood Community Centre outdoor rink.  
CARRIED

g) CAO

i) Revised Social Media Policy 45-2012  
Resolution No. 15

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

That Policy 45-2012, being a policy to establish the guidelines for the use of Social Media Applications, be amended to include the personal use of social media by Township employees, including part-time, contract and volunteer firefighters, in their private capacity as citizens.  
CARRIED

ii) Compensation Review  
Resolution No. 16

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

That Council authorize and approve the hiring of Steven D Potter, HR Consultant to perform a Compensation Review at a cost of \$9,800 + HST.  
CARRIED

Councillor Fraser vacated the Council Chambers.

iii) Winchester Fire Station Acting Positions

Resolution No. 17

Moved by Councillor Thompson

Seconded by Councillor Armstrong

That the following appointments for Fire Station 3 (Winchester) be effective retroactive to February 18, 2017: Acting Fire Chief: Tony Fraser and Acting Deputy Chief: Sandy (William) Johnston. These appointments to be in effect until the return of Chief Dan Kelly or until further notice.

CARRIED

Councillor Fraser returned to Council Chambers.

h) Clerk – Nil

**7. Tenders and Quotations**

a) Dust Suppressant

Resolution No. 18

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas award the 2017 Dust Suppressant Tender to Pollard Highway Product for the total price of \$342.75 per tonne excluding HST.

CARRIED

**8. By-laws – Nil**

**9. Consent Agenda**

Resolution No. 19

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council authorize payment of accounts as per the attached Council Report dated March 14, 2017, Batch 35 to 59 in the amount of \$618,415.50;

And payment regarding Ontario Wildlife Damage Compensation pertaining to a livestock claim at 12270 County Rd 13: Property Owner \$500.00 Valuer \$50.00;

and that all other items listed under the Consent Agenda be approved as recommended.

CARRIED

**10. Boards and Committees**

Rideau Valley Conservation Authority

Resolution No. 20

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council receive and file the minutes of the Rideau Valley Conservation Board meeting dated January 26, 2017.

CARRIED.

## County Council

Mayor Duncan provided feedback on County Road winter clearing operations as discussed with County Engineer deHaan and noted the County Road Tour will take place in April.

### **11. Key Information**

- a) Finance – Allocation of 2016 Surplus – Treasurer Gareau provided an Annual Report for Council detailing the annual surplus (deficit) for the year by department and provided recommendations for the allocation of the surplus. Council provided allotments of cash to the following departments: Fire Services, Recreation, By-law Enforcement and Public Works. Council also earmarked funds for Canada 150 projects. A budget amendment will be brought to a future meeting.
- b) Economic Development & Communications – Local Business Expo – Director Mann provided information pertaining to the upcoming Local Business Expo scheduled for May 13, 2017 at the Joel Steele Community Centre.
- c) Public Works – Sodium Notification – Director Belleau advised sodium notifications will be mailed with the April water and sewer bills to all persons using the North Dundas Drinking Water System.
- d) Recreation & Culture – Flower Pots – Director Meerburg advised the Morewood Recreation Committee would like to sell flower pots to village residents and businesses in an effort to enhance the downtown core. Council is supportive of this initiative.
- e) Recreation & Culture – Herbicide Control – Director Meerburg advised a tender call will be issued for the position of Horticulture and Herbicide Control Worker.
- f) Recreation & Culture – Reciprocal Agreement – Director Meerburg reviewed the terms of the reciprocal agreement with the Upper Canada District School Board.
- g) Recreation & Culture – 100 Club Park Hill – Director Meerburg provided a list of rules which will be posted at 100 Club Park Hill.
- h) CAO (Fire) – Burn Permits – CAO Rutley and Fire Commissioner Armstrong provided key information relating to burn permits in North Dundas. The Fire Steering Committee has recommended that a fee of \$15.00 be established for burn permits. They have also requested that the Township no longer issue supplemental burn permits. The Steering Committee also recommended that agricultural burning be banned from May 1 to October 31. Council agreed that a \$15.00 fee be charged for burn permits and that supplemental burn permits will no longer be issued. Consideration will be given to the recommended burn ban.

i) CAO – Sewer Pipeline Agreement – Parmalat – CAO Rutley provided an update regarding discussions with Parmalat and recommended that a two year agreement be negotiated to allow Parmalat’s use of the Winchester Sewer Discharge Pipeline from the lagoons.

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

**13. Petitions - Nil**

**14. Council Comments and Concerns**

Councillor Fraser commented about the traffic light located at the intersection of 43 & 31 near BMR, and the storm sewer grates on Main Street.

Councillor Fraser complimented Director Meerburg and Staff on the décor enhancements currently underway in the Joel Steele Community Hall.

**15. Unfinished Business - Nil**

**16. Closed Session**

Resolution No. 21

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council proceed in Camera at 8:53 p.m. 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 – Specifically municipal employees PWS & Administration.

CARRIED

**17. Open Session**

Resolution No. 22

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council move to Open Session at 9:22 p.m.

CARRIED

Resolution No. 23

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

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

CARRIED

**18. Ratification By-law**

Resolution No. 24

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT By-law No. 2017-09 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 14th day of March, 2017.

CARRIED

**19. Adjournment by Resolution**

Resolution No. 25

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council adjourn at 9:23 p.m. to the call of the chair.

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**(These minutes were approved as written March 28, 2017.)**