

# 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 28, 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  
Director of Public Works: Dan Belleau  
Director of Planning, Building & By-law Enforcement: 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 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.

CARRIED

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

### 4. Adoption of Minutes

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 March 14, 2017 be adopted as circulated.

CARRIED

## 5. Delegations

- a) The Official Plan Five-Year Review SDG Director of Transportation & Planning Services, Ben deHaan and SDG Manager of Planning, Alison McDonald.  
Ben deHaan stressed the importance of the Official Plan as it serves as a guide for future development, growth and resource conservation throughout the United Counties. Ms. McDonald continued with an overview of the Official Plan addressing key issues affecting the Counties and lower tier municipalities. The United Counties of SDG will be hosting six open houses to provide information to SDG residents. An Open House will be held at the Township of North Dundas on Thursday, April 20<sup>th</sup> at 6:00 p.m.

Resolution No. 04

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by SDG Manager of Planning, Alison McDonald.

CARRIED

## 6. Action Requests

- a) Finance  
b) Economic Development and Communications  
c) Public Works

- i) Winchester Canada 150 Banners and Canadian Flags

Owen Shortt and Vince Zandbelt from the WDRC were present for the discussion and provided a sample of the Canada 150 Banner for Council review.

Resolution No. 05

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas grant the request to the Winchester Downtown Revitalization Committee to install 12, Canada 150 Banners and 21, Canadian Flag Banners on existing Hydro Poles and Bell Canada Poles.

CARRIED

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

- i) Contract Extension Administrative Assistants

Resolution No. 06

Moved by Councillor Armstrong

Seconded by Councillor Thompson

That Council authorize the extension of the employment contracts for Chelsea de Haan and Laurie Piche-Gibson for a period of one year as per the terms of the offers of employment dated March 23, 2017.

CARRIED

h) Clerk

i) Supplemental Burn Permission  
Resolution No. 07

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council concur with the recommendation provided by the North Dundas Fire Steering Committee and therefore authorize and direct that effective March 29, 2017, Supplemental Burn Permission Permits will no longer be issued.

CARRIED

## 7. Tenders and Quotations

### 8. By-laws

a) Bylaw No. 2017-10 SNC - Septic Management Contract  
Resolution No. 08

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

That By-law No. 2017-10, being a By-law to authorize the execution of an agreement with South Nation River Conservation Authority for sewage system management services be read and passed in Open Council, signed and sealed this 28th day of March, 2017.

CARRIED

b) Bylaw No. 2017-11 To Establish a Public Notice Policy  
Resolution No. 09

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

That By-law No. 2017-11, being a By-law to adopt a Public Notice Policy be read and passed in Open Council, signed and sealed this 28th day of March, 2017.

CARRIED

c) Bylaw No. 2017-12 To Establish Fees and Charges  
Resolution No. 10

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT By-law No. 2017-12, being a by-law to establish fees for certain licences, permits, certificates and various services be read and passed in Open Council, signed and sealed this 28th day of March 2017.

CARRIED

### 9. Boards and Committees

Chesterville and District Historical Society:  
Resolution No. 11

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council receive and file the 2016 Annual Report submitted by the Chesterville and District Historical Society.

CARRIED.

Winchester Downtown Revitalization Committee:

Resolution No 12

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council receive and file the minutes of the Winchester Downtown Revitalization Committee dated March 9, 2017.

CARRIED.

County Council:

Mayor Duncan provided an update of the County Council meeting held March 20 and advised the Counties have partnered with Escape Manor to host escape rooms at the historic Cornwall jail.

#### **10. Consent Agenda**

Resolution No. 13

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council authorize payment of accounts as per the attached Council Report dated March 23, 2017, Batch 60 to 81 in the amount of \$3,090,554.62; and THAT all other items listed under the Consent Agenda be approved as recommended.

CARRIED

#### **11. Key Information**

##### County Official Plan – Review of MMA and County Comments on the First Draft

Director Pol presented Township Staff review of MMA and County Comments on the first draft as they relate to the Township of North Dundas.

##### Minimum Distance Formulae - Revised March 1, 2017

Director Pol presented key information relating to revisions to the Minimum Distance Separation Formulae. Director Pol advised staff have reviewed the various documents and changes and feel that most of the proposed changes are not urgent, noting changes will be incorporated in the new Comprehensive Zoning By-law.

##### Streetside Patio or Parklet Options

Director Pol presented information on a pilot parklet project conducted by the City of Ottawa and asked Council if they would be interested in partnering with a local business in a pilot project in Winchester and/or Chesterville. Staff will follow-up with a report back to Council.

#### **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. 14

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council proceed in Camera pursuant to Section 239 (2) of The Municipal Act S.O. 2001 at 8:50 p.m.

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

CARRIED

**17. Open Session**

Resolution No. 15

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council move to Open Session at 9:11 p.m.

CARRIED

Resolution No. 16

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council authorizes Staff to follow through on matters as discussed in Closed Session relating to personal matters about identifiable individuals (PWS and PB&E Depts.)

CARRIED

**18. Ratification By-law**

Resolution No. 17

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT By-law No. 2017-13 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 28th day of March, 2017.

CARRIED

**19. Adjournment by Resolution**

Resolution No. 18

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council adjourn at 9:12 p.m. to the call of the chair.

CARRIED

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Mayor

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Clerk

**(These minutes were approved as written April 11, 2017.)**