

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 10, 2018 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 Officer: Stephen Mann
Director of Public Works: Dan Belleau
Director of Waste Management: Doug Froats
Director of Planning, Building & Enforcement: Calvin Pol
Director of Recreation and Culture: Meaghan Meerburg
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution

Resolution No. 01

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 6:30 pm.

CARRIED

2. Adoption of Agenda

Resolution No. 02

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council approve the order or the agenda as amended.

Amendment: Closed Session to follow Disclosure of Pecuniary Interest

Deletion: AR R&C item F(i) Community Grants

CARRIED

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

16. Closed Session

Resolution No. 03

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council proceed in Camera at 6:32 pm pursuant to Section 239 (2) (f) of *The Municipal Act S.O. 2001* for the purpose of receiving advice that is subject to solicitor-client privilege, including communications necessary for that purpose; specifically relating to property located at 10593 South Mountain Main Street, and questions pertaining to road maintenance standards.

CARRIED

17. Open Session

Resolution No. 04

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council move to Open Session at 8:05 pm.

CARRIED

Resolution No. 05

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council authorizes Staff to follow through on matters as discussed in Closed Session relating to 10593 South Mountain Main Street.

CARRIED

Mayor Duncan then turned the meeting over to Director of Planning, Calvin Pol to commence the public meeting. Director Pol explained the purpose of the public meeting was to correct a minor technical error found in the former Township of Winchester Zoning By-law No. 12-93.

4. Adoption of Minutes

Regular Meeting March 13, 2018
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 13, 2018 be adopted as circulated.

CARRIED

5. Delegations

a) Morewood Cenotaph - Bill Smirle

Bill Smirle advised that Carol Thompson/Goddard, a former resident of the Morewood area (where she and her six brothers were born and lived during their early years) has been very impressed with our Cenotaph, has researched its origins, wanted to "give-back" to the Morewood area, so she spoke with artist Gord Coulthart (who was also a former resident – born and raised in the Morewood area and now living in Ottawa) about painting a picture of the Cenotaph. Carol successfully fund-raised for the project and now has had the painting completed, ready for presentation and display.

Furthermore, after receiving permission to display the picture, the Cenotaph Committee and Carol would like to have a special evening to recognize the artist and receive the painting at a ceremony at the MRA - by the end of this month. Mayor Duncan acknowledged and thanked Carol for this undertaking.

Resolution No. 07

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council authorize and approve that a painting of the Morewood Cenotaph be displayed in the Morewood Community Hall.

CARRIED

b) SNCA Update - Bill Smirle

SNCA Vice-Chair Smirle provided an informative report highlighting achievements and on-going activities of the South Nation Conservation Authority.

Resolution No. 08

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by SNCA Representative, Bill Smirle.

CARRIED

6. Action Requests

a) Finance

i) Allocation of 2017 Year End Surplus

Resolution No. 09

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council approve the transfer of the 2017 surplus in the amount of \$404,853.30 (as detailed in the attached Appendix #1) in accordance with Option 1 below.

CARRIED

b) Economic Development and Communications

c) Public Works

i) Contract Laborer Equipment Operator

Resolution No. 10

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT the Council of the Township of North Dundas authorize the Director of Public Works to post the position of contract Laborer/Equipment Operator, as a full time position in accordance with the Salary Wage System - Grade 2 Level 1. And further, authorize the extension of the contract position currently occupied by Dave Kirk, until the full time position is filled.

CARRIED

- d) Waste Management
- e) Planning Building and Bylaw Enforcement
 - i) Administrative Assistant

Resolution No. 11

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council accept the recommendation of the hiring committee and approve the hiring of Jessica Manley as Administrative Assistant in the Planning, Building and Enforcement Department as per the offer of employment dated March 27, 2018.

CARRIED

- f) Recreation and Culture
 - i) April 1 Community Grants - deleted

- ii) 2018 Summer Staff Hires

Resolution No. 12

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council approve the recommendations of the Director of Recreation & Culture, the Director of Public Works and the Director of Waste Management, and authorize the hiring of the following individuals (as per the attached list) to work for the Township of North Dundas as summer employees for the 2018 season. (Pay in accordance with the 2018 Part-Time Wages – Hourly wage system plus 4% Vacation Pay)

CARRIED

- iii) Rockets Game 4 Ice

Resolution No. 13

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT the Council of the Township of North Dundas charge the Rockets for the additional staff wages of \$105.51, incurred on the Friday, March 30th, the Good Friday Statutory Holiday, due to the arena staying open as per the Rockets request.

CARRIED

- g) Fire
- h) CAO

- i) Deputy Clerk & Executive Assistant

Resolution No. 14

Moved by Councillor Armstrong
Seconded by Councillor Thompson

That Council accept the recommendation of the hiring committee and approve the hiring of Nancy Johnston as Deputy Clerk & Executive Assistant to the CAO and Clerk as per the offer of employment dated March 13, 2018.

CARRIED

- ii) Administrative Assistant

Resolution No. 15

Moved by Councillor Thompson
Seconded by Councillor Armstrong

That Council accept the recommendation of the hiring committee and approve the hiring of Laurie Piche-Gibson as Administrative Assistant in the Administration Department as per the offer of employment dated April 4, 2018.

CARRIED

iii) Fire Department Liaison

Resolution No. 16

Moved by Councillor Thompson
Seconded by Councillor Armstrong

That Council approve the job description for the new part-time position of Fire Department Liaison and also accept the Fire Steering Committee's recommendation that the position be offered to Chief Mike Gruich.

CARRIED

iv) Mutual Assistance Agreement

Resolution No. 17

Moved by Councillor Armstrong
Seconded by Councillor Thompson

That the Township of North Dundas continue with the Mutual Assistance Agreement with the United Counties of SDG, the City of Cornwall, the Townships of North and South Stormont, the Municipality of South Dundas and the Townships of North and South Glengarry.

CARRIED

i) Clerk

i) Dairyfest - Amendment to Temporary Road Closure

Resolution No. 18

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council seek permission from the United Counties of SDG to close an additional portion of Winchester Main Street (County Road 3) as per the attached map, to facilitate Dairyfest Celebrations.

CARRIED

ii) Ride for Dad Temporary Road Closure

Resolution No. 19

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council seek permission from the United Counties of SDG to temporarily close a portion of Winchester Main Street (County Rd 3) from Bailey Street to Howard Street from noon to 4 pm on Saturday, June 2nd, 2018, to facilitate the Ride For Dad event.

CARRIED

iii) 2018 Municipal Election Accessibility Plan

Resolution No. 20

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas approve the 2018 Municipal Election Accessibility Plan as presented April 10th, 2018.

CARRIED

7. Tenders and Quotations

a) Gravel Tender for Maintenance Construction and Winter Grit

Resolution No. 21

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas accept the tender from A.L Blair Construction for Construction and Maintenance Gravel and Winter Grit at their price of \$388,603.61 including HST. Products to be delivered on site.

CARRIED

b) Pulverizing Tender

Resolution No. 22

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas accept the tender from Greenwood Paving for Pulverizing (on various Township roads) at their price of \$19,881.78 H.S.T included.

CARRIED

- c) Surface Treatment Tender 2018
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 Duncor Enterprises Inc. for surface treatment (on various Township roads) at their price of \$337,700.00 excluding H.S.T.

CARRIED

- d) Tender for Hot Mix Asphalt
Resolution No. 24

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas accept the tender from Blair Asphalt Products for Hot Mix Asphalt at their total bid price of \$133,644.05 H.S.T excluded.

CARRIED

- e) Roadside Chemical Spaying
Resolution No. 25

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas accept the joint tender from Wagar & Corput Weed Control Inc for chemical treatment on Township roads at the total price of \$4,779.00 plus Chemicals and H.S.T. And That the Director of Public Works be authorized to sign all necessary documents to give effect to the contact.

CARRIED

- f) Slip In Water Tank
Resolution No. 26

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas accept the tender submitted from RMES Cobourg for the bid price of \$31,502.14 including H.S.T AND that the 1994 water truck be declared surplus and sold via auction.

CARRIED

- g) Ground Water Monitoring Tender
Resolution No. 27

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council authorize and accept the quotation submitted from Golder Associates, dated March 8, 2018, to extend the contract for Ground Water Monitoring services at the two Township of North Dundas Landfill Sites, for one year commencing January 1, 2018, in the amount of \$61,000.00 plus applicable taxes (price includes contingency costs associated with the establishment of an additional background surface water station).

CARRIED

8. By-laws

- a) Bylaw No. 2018-18 Zoning Bylaw Correction
Resolution No. 28

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

That By-law No. 2018-18, being a By-law to amend the former Township of Winchester Zoning By-law No. 12-93, as amended, be read and passed in Open Council, signed and sealed this 10th day of April, 2018.

CARRIED

9. Consent Agenda

- Resolution No. 29

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council authorize payment of accounts as per the attached Council Report dated:

March 14, 2018, Batch 42 to 51 in the amount of \$344,958.24;
March 27, 2018, Batch 52 to 56 in the amount of \$2,320,981.92;
Ontario Wildlife Damage Compensation Program Claim 001686-1 in the amount of \$1,611.00 – Property Owner 13354 Thompson Road; and
THAT all other items listed under the Consent Agenda be approved as recommended.
CARRIED

10. Boards and Committees

a) Chesterville and District Historical Society 2017 Annual Report:

Resolution No. 30

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council receive the Chesterville and District Historical Society Annual Report as circulated.

CARRIED

b) County Council

Mayor Duncan provided an update from the March 19th Council meeting. He noted the position of IT Director for the Counties has been filled and commented about upcoming road and bridge projects scheduled on County Roads within the Township of North Dundas.

11. Key Information

a) Economic Development and Communications – Local Business Expo:

Director Mann provided advised the Local Business Expo is being held Saturday, April 28th at the Joel Steele Community Centre from 9am-4pm. He advised the Township is partnering with the North Dundas Chamber of Commerce to prepare and host the event. The NorthDundas.com Expo page has served well to show guests a running list of vendors that will be in attendance and acted as a conduit for all vendor registrations. The downstairs will be divided into four sections, those being retail, home and garden, services and wedding. The upstairs will have a mix for direct sales vendors and traditional businesses that would be downstairs but for limited booth space. There will also be a demonstration stage downstairs for product showcases and entertainment.

b) Planning, Building and Enforcement – Parklets & Streetside Patios

Director Pol provided a list of common municipal standards relating to the placement and size of streetside patios and then asked Council to provide direction relating to discretionary standards and areas such as placement, operation and design of streetside patios/ parklets in the Township. Council suggested to start out with restaurants and food establishments. A policy will be presented to Council in May.

c) Recreation and Culture – Chesterville Arena Dressing Rooms

Director Meerburg advised in 2017, the Recreation & Culture Dept. budgeted to replace the dressing room doors in the Chesterville Arena due to age and condition. The new doors were purchased in 2017 and additional funds were budgeted in 2018 to install the doors. The replacement of the lobby and change room flooring was also included in the 2018 budget, as was repair of the lobby heating. These capital projects are ready to initiate; however, they have been put on hold until the after any permitted modifications are completed to the lobby. For this reason, permission was sought as to which of the following options Council agreed to proceed with or whether the current dressing room status was to be maintained. Four options were presented. Council agreed with Option 3 which gave permission to the North Dundas Rockets to build a new Rockets dressing room at their cost. Council also gave direction to Staff to expand the lobby change rooms at the Township's expense of up to \$25,000.

d) Recreation and Culture – Liquor Sales Licence for the Chesterville Arena

Director Meerburg advised as per *Ontario's Liquor License Act*, anyone who wishes to serve alcohol outside of a residence, private place or a licensed establishment,

must first obtain a Special Occasion Permit (SOP). The Jr. C Rockets hockey team is requesting that the Township apply for a permanent Sale Permit for the Chesterville & District Arena. This would mean that the permit would be under the Township's name and that the Township would be held liable for sales and actions taking place under the license. The Rockets agree to reimburse the Township for the cost of the 4-year license option, which is \$1,355. The Rockets would then operate their bar under the Township license. Council authorized Staff to proceed with the application for the permanent Sale Permit for the Chesterville and District Arena.

12. Motions and Notices of Motions - Nil

13. Petitions – Nil

14. Council Comments and Concerns

Mayor Duncan advised he will send a letter to the Alcohol and Gaming Commission of Ontario expressing concern about increased fees for Special Occasion Permits. He expressed sympathy on behalf of the Township to the Humboldt Broncos Community and to the family of Jonathan Pitre.

15. Unfinished Business – Nil

18. Ratification By-law

Resolution No. 31

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT By-law No. 2018-19 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 10th day of April, 2018.
CARRIED

19. Adjournment by Resolution

Resolution No. 32

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council adjourn at 10:00 pm to the call of the chair.
CARRIED

Mayor

Clerk

(These minutes were approved as read May 8th, 2018)