

# 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 January 9, 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  
 Director of Ec Dev & Communications: 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  
 Deputy Treasurer: Johanna Barkley

### 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 6:30 pm.

CARRIED

### 2. Adoption of Agenda

Resolution No. 02

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council approve the agenda as amended. Departmental Reports from Public Works, Recreation & Culture, Fire and Finance were provided to Council.

CARRIED

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

### 4. Adoption of Minutes

a) Regular Meeting - December 12 2017

Resolution No. 03

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT the minutes of the meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held December 12, 2017 be adopted as circulated.

CARRIED

### 5. Delegations - nil

### 6. Action Requests

a) Finance - nil

b) Economic Development and Communications

i) CIP Application - 12024 Dawley Drive Winchester

Resolution No. 04

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

That Council approve funding under the Township of North Dundas' Community Improvement Plan for a property located at 12024 Dawley Drive, Winchester as follows: Facade Grant \$1,650, as well as a Commercial

Improvement Loan for \$13,910.70; And that Council authorize the Mayor and CAO to execute the required agreement.

CARRIED

c) Public Works – listed after Draft Budget discussion

d) Waste Management – nil

e) Planning Building and Bylaw Enforcement

i) Complete Zoning Application Buma  
Resolution No. 05

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council hereby accepts the rezoning application from Simon and Lise Burna and directs staff to prepare the public notices, and that the public meeting be held on February 13, 2018 at 6:30 pm.

CARRIED

f) Recreation and Culture

i) Telus Ride For Dad  
Resolution No. 06

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT Council authorize that all applicable rental fees for the Joel Steele Community Centre, Winchester Centennial Pool, and 100 Club Park facilities, for the Telus Ride for Dad event be waived, for the purposes of event pre-planning/preparation and for the Friday and Saturday of the event.

CARRIED

ii) Dundas Agricultural Community Group Lease Agreement

Resolution No. 07

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas authorize and approve the lease agreement, dated December 18th, 2017, with the Dundas Agricultural Community Group, for space in the Nelson LaPrade Centre, located at 9 William Street in Chesterville.

CARRIED

iii) Lease Agreement - 5 William St. Chesterville

Resolution No. 08

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas execute the lease agreement, dated January 29, 2018, with Ashley Small, for the Chesterville Park Pavilion Building, for the term of February 5th, 2018 until August 31st, 2018.

CARRIED

iv) Not-For-Profit Facility Rental Rates

Resolution No. 09

Moved by Deputy Mayor Boyce  
Seconded by Councillor Fraser

THAT Council authorize and agree to provide the Chesterville Rotary with 2 free rentals of the Nelson LaPrade Centre per month and provide the Chesterville Lions Club with continued use of the basement space in the Nelson LaPrade free of charge; and continue charging all other non-for-profit groups in accordance with the current rental rates.

CARRIED

v) Marionville Citizens Committee:

Resolution No. 10

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas award the Marionville Citizens Committee with \$1000 in the 2018 Recreation & Culture budget.  
CARRIED

g) Fire

i) Surplus Fire Equipment

Resolution No. 11

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas accept the list of surplus fire equipment and authorize the Fire Steering Committee to donate the equipment.

CARRIED

h) CAO

i) Staffing Resources

Resolution No. 12

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

That Council approve the following new or changed positions and the associated job description and salary grade:

Manager of Enforcement and Emergency Management – Grade 9

Administrative Assistant for Planning, Building & Enforcement and Fire Departments – Grade 2

Deputy Clerk/Executive Assistant to CAO and Clerk – Grade 5

Administrative Assistant/Receptionist – Grade 2

CARRIED

i) Clerk

i) 2017 Accessibility Plan

Resolution No. 13

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas approve the Accessibility Plan update and the Integrated Accessibility Standard Plan update for 2017.

CARRIED

7. **Tenders and Quotations** – nil

8. **By-laws**

a) By-law No 2017-53 2018 Sewer Rate Bylaw 3rd & Final Reading

Resolution No. 14

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT By-Law 2017-53, being a By-law for fixing rates for the Supply of Water/Sewer Services be read a third and final time in Open Council, signed and sealed this 9th day of January, 2018.

CARRIED

*Note: During the Public Meeting, the Council of the Township of North Dundas heard comments in favour of the two site-specific zoning amendments. Council considered the three (3) zoning amendments and made no further comments.*

b) By-law No. 2018-02 Housekeeping Bylaw Amendment

Resolution No. 15

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

That By-law No. 2017-02, being a By-law to amend the Former Township of Mountain Zoning By-law No. 79-6, the Former Township of Winchester Zoning By-law No. 12-93, the Former Village of Chesterville Zoning By-law No. 04-95, and the Former Village of Winchester Zoning By-law No. 25-96, as amended, be read and passed in Open Council, signed and sealed this 9th day of January, 2018.

CARRIED

- c) By-law No. 2018-03 Zoning Amendment Walker  
Resolution No. 16  
Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce  
That By-law No. 2018-03, being a By-law to amend the former Township of Mountain Zoning By-law No. 79-6, as amended, be read and passed in Open Council, signed and sealed this 9th day of January, 2018.  
CARRIED

- d) By-law No. 2018-04 Zoning Amendment - Pomainville  
Resolution No. 17  
Moved by Councillor Armstrong  
Seconded by Councillor Thompson  
That By-law No. 2018-04, 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 9th day of January, 2018.  
CARRIED

- e) By-law No. 2018-05 Junior Bylaw Enforcement Employment Contract  
Resolution No. 18  
Moved by Councillor Thompson  
Seconded by Councillor Armstrong  
That Council authorize the Mayor and Chief Administrative Officer to enter into a new updated contract of employment with Wendy Murphy for Municipal By-law Enforcement Services within the Municipality as per the terms of the offer of employment dated January 10, 2018.  
CARRIED

- f) By-law No. 2018-06 Borrowing BMO  
Resolution No. 19  
Moved by Councillor Armstrong  
Seconded by Councillor Thompson  
THAT By-law No. 2018-06 being a By-Law Respecting the Borrowing of Money by the Corporation (with the Bank of Montreal) be read and passed in Open Council, signed and sealed this 9th day of January 2018.  
CARRIED

- g) By-law No. 2018-07 Interim Tax Levy  
Resolution No. 20  
Moved by Councillor Thompson  
Seconded by Councillor Armstrong  
THAT By-law No. 2018-07 being a By-law to Provide for an Interim Tax Levy Applicable to the Year 2018 and to Establish the due date thereof, be read and passed in Open Council, signed and sealed this 9th day of January 2018.  
CARRIED

9. **Consent Agenda**  
Resolution No. 21  
Moved by Councillor Armstrong  
Seconded by Councillor Thompson  
THAT Council authorize payment of accounts as per the attached Council Reports dated December 18, 2017, Batch 319 to 329 in the amount of \$1,256,818.91 and December 22, 2017, Batch 330 to 330 in the amount of \$120,575.33; and  
THAT Council authorize payment of \$280.00 re: OWDCP-001414-1 to the property owner located at 6830 Belmeade Rd & \$50.00 to Valuer Bill Toll and  
THAT all other items listed under the Consent Agenda section of the Agenda be approved as recommended.  
CARRIED

10. **Boards and Committees** - nil

**11. Key Information****a) Recreation & Culture – Hallville Parkland**

Director Meerburg advised a landscape and architectural firm is currently working on two draft conceptual designs which when finalized will be presented to the Township's Site Plan Team for review and recommendations before presentation to local residents.

**b) Fire Services - Medical Tiered Response**

Fire Commissioner Armstrong advised that discussions regarding medical tiered response (Fire Departments assisting Paramedic Services with certain medical calls) have been ongoing amongst Fire Chiefs & Staff from SDG, Cornwall Fire Services and SDG Paramedic Services to revise and renew the tiered response agreements between SDG municipalities and EMS. He noted that North Dundas Fire Service has never had an agreement with EMS. He further advised discussions will continue at the NDFS Steering Committee meeting in January. The NDFS will then make a recommendation to Council with respect to the level of service, if any, that the fire service should provide for medical calls. Commissioner Armstrong suggested EMS Acting Chief Wayne Markell attend an upcoming Council meeting.

**c) 2018 Draft Budget Updates and Second Draft Discussion:**

Treasurer Gareau presented a detailed analysis of changes to the First Draft Budget presented December 12, 2017, noting the revised 2017 Taxation Levy adjusted for growth is now \$5,961,110.00. Following a review and discussion, Council provided a list of revisions and amendments to arrive at a tax levy of \$6,099,789.00.

Treasurer Gareau will incorporate the requested revisions into the final budget for presentation to Council on February 13, 2018.

Resolution No. 22

Moved by Councillor Fraser  
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas grant the request to the Chesterville Rotary Club for the wiring of 3 Hydro poles on Main St. North and one on South St to accommodate 4 extra Christmas Decorations.

CARRIED

**12. Motions and Notices of Motions - nil****13. Petitions - nil****14. Council Comments and Concerns**

Mayor Duncan advised that the next meeting of Council is scheduled for February 13, 2018 and that it is Council's intention to pass the 2018 Municipal Budget during that regular meeting.

**15. Unfinished Business - nil****16. Closed Session – nil****17. Open Session****18. Ratification By-law**

Resolution No. 23

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT By-law No. 2018-08 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 9th day of January, 2018.

CARRIED

**19. Adjournment by Resolution**

Resolution No. 24

Moved by Councillor Armstrong

Seconded by Councillor Thompson

THAT Council adjourn at 8:44 pm to the call of the chair

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**(These minutes were approved as written February 13, 2018.)**