

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 11, 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: Stephen Mann
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 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

Regular Meeting - March 28, 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 March 28, 2017 be adopted as circulated.

CARRIED

5. Delegations

Dundas Federation of Agriculture - Steven Byvelds. President

Re: Potential Agricultural Burn Ban:

President Byvelds addressed Council regarding the potential agricultural burn ban and presented views and possible solutions on behalf of the Dundas Federation of Agriculture for Council consideration. Mayor Duncan advised Council will discuss this issue at the May 9th meeting.

Resolution No. 04

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council acknowledges the presentation provided by Steven Byvelds, President of the Dundas Federation of Agriculture relating to a potential agricultural burn ban in North Dundas.

CARRIED

6. Action Requests

- a) Finance - Following Auditors Presentation.
- b) Economic Development and Communications
- c) Public Works

- i) Lead Hand Position

Resolution No. 05

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT the Council of the Township of North Dundas approve the recommendation of the Director of Public Works to award the position of Public Works Department Lead Hand to Barry Giberson at pay Grade #4 Level #2, effective April 3, 2017.

CARRIED

- d) Waste Management

- i) Groundwater Monitoring

Resolution No. 06

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council authorize and accept the quotation dated March 23, 2017 to extend the contract for Ground Water Monitoring as submitted by Golder Associates for the services at the two Township of North Dundas Landfill Sites, for one year commencing, January 1, 2017 in the amount of \$55,000.00 plus applicable taxes including contingency costs associated with the establishment of an additional background surface water station.

CARRIED

- e) Planning Building and Bylaw Enforcement

- i) By-law Enforcement Employment Contract

Resolution No. 07

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council authorize the Mayor and Chief Administrative Office to enter into a contact of employment with Brent Mattice for Municipal By-law Enforcement Services within the Municipality as per the terms of employment dated April 11, 2017.

CARRIED

f) Recreation and Culture

i) 2017 Summer Staff Hires

Resolution No. 08

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council approve the recommendations of the Director of Recreation & Culture and the Director of Public Works 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 2017 season. (Pay in accordance with the Part Time Salary Wage System plus 4% Vacation Pay)

CARRIED

ii) April 1 Community Grants

Resolution No. 09

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council approve the following recipients to be awarded \$400 Community Grants for the April 1st submission deadline: Mountain Township Agricultural Society.

CARRIED

iii) Telus Ride For Dad

Resolution No. 10

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council authorize the \$40 rental fee of the Joel Steele Community Hall be waived, in support of the Telus Ride For Dad event, which will take place on Saturday, June 3, 2017.

CARRIED

iv) Facility Operator Summer Schedule

Resolution No. 11

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council authorize the Director of Recreation & Culture to commence the summer Facility Operator shift schedule when she deems it appropriate in the month of May.

CARRIED

g) CAO

- i) Canada150 Beautification Grant
Resolution No. 12

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

That Council approve the Canada150 Beautification Grant in celebration of Canada's 150th birthday and approve the related policy #66-2017.

CARRIED

Councillors Armstrong and Thompson agreed to sit on the Review Committee.

- ii) Municipal Access Policy
Resolution No. 13

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

That Policy #67-2017, being a policy to establish procedures for Municipal Office Access that will protect employees and guests, be adopted as presented this 11th day of April, 2017.

CARRIED

h) Clerk

- Art on the Waterfront - Temporary Street Closures
Resolution No. 14

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

That Council authorize the temporary closure of portions of Chesterville Main Street, Water Street and Mill Street on Saturday June 3rd and Sunday June 4th from 7:00 a.m. to 5:00 p.m. to facilitate Art on the Waterfront festivities.

CARRIED

i) Finance

- BDO Canada LLP Annik Blanchard CPA - Presentation of Draft 2016
Financial Statements:

Annik Blanchard presented the draft Financial Statements for the year 2016 to Council for review and comment. Ms. Blanchard reported the Township is in good financial position.

- i) Adoption of Reserves and Reserve Funds Activity 2016
Resolution No. 15

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council approve the activity through the various reserves and reserve funds as detailed in Appendix # 1 attached, for the fiscal year ending December 31 2016.

CARRIED

- ii) Fiscal 2016 Audited Financial Statements
Resolution No. 16

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council receive the 2016 Audited Financial Statements as presented by our audit firm BDO Canada, LLP.

CARRIED

- iii) Budget Amendment
Resolution No. 17

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council approve the budget amendment for the allocation of the 2016 surplus in the amount of \$307,384.79 as detailed in Appendix # 1 attached.

CARRIED

7. Tenders and Quotations - Nil

8. By-laws

- a) Bylaw No. 2017-15 Alternative Voting Method
Resolution No. 18

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT By-law No. 2017-15, being a By-law to approve the use of the Internet/Telephone alternative voting method for the 2018 Municipal Election being held on Monday, October 22, 2018 be read and passed in Open Council this 11th day April, 2017.

CARRIED

- b) Bylaw No. 2017- 01 Officers and Committees Updates
Resolution No. 19

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council authorize and direct that By-law 2017- 01, being a by-law for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations be amended as presented this 11th day of April, 2017.

CARRIED

9. Consent Agenda

Resolution No. 20

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council authorize payment of accounts as per the attached Council Report dated April 6, 2017, Batch 82 to 90 in the amount of \$491,659.01; and THAT all other items listed under the Consent Agenda be approved as recommended.

CARRIED

10. Boards and Committees

County Council:

Mayor Duncan advised a County Tour took place on April 10th.

Rideau Valley Conservation Authority:

Resolution No. 21

Moved by Deputy Mayor Boyce
Seconded Councillor Fraser

THAT Council receive and file the minutes of the Rideau Valley Conservation Board meeting dated February 23, 2017.

CARRIED.

Deputy Mayor Boyce advised he now sits on the South Nation Conservation Communications Committee.

11. Key Information

a) SDG Regional Tourism:

Director of Economic Development & Communications Mann provided information regarding The Cornwall & Counties Tourism Guide, SDG Tourism Grants and SDG Tourism Information Signs. He also updated Council on the upcoming Hill 70 100 Anniversary celebrations taking place in Mountain on August 24, 2017.

b) Mountain Hall Vacant Property:

Director of Recreation & Culture Meerburg provided information relating to the current listing price of the above noted property. Council agreed with the opinion of the Realtor to lower the listing price to \$29,900.00

c) Winchester Ball Diamonds:

Director of Recreation & Culture Meerburg informed Council of a request for an additional portable toilet at the Winchester Ball Diamond. Council agreed to the request.

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. 22

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council proceed in Camera at 8:07 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; Finance Department.

CARRIED

17. Open Session

Resolution No. 23

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council move to Open Session at 8:18 p.m.

CARRIED

Resolution No. 24

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

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

CARRIED

18. Ratification By-law

Resolution No. 25

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT By-law No. 2017-16 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 11th day of April, 2017.

CARRIED

19. Adjournment by Resolution

Resolution No. 26

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council adjourn at 8:19 p.m. to the call of the chair.

CARRIED

Mayor

Clerk

(These minutes were approved as written April 25, 2017)