

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 June 5, 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 and Communications Officer: Stephen Mann
Director of Public Works: Dan Belleau
Director of Waste Management: Doug Froats
Director of Recreation and Culture: Meaghan Meerburg
PBE Administrative Assistant: Jessica Manley
Fire Liaison: Mike Gruich
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution

Resolution No. 01

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

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

Mayor Duncan expressed heartfelt sympathy to the family of Greg Trizisky and asked all those in attendance to observe a minute of silence in memory of Greg.

2. Adoption of Agenda

Resolution No. 02

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council approve the agenda as presented.

CARRIED

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

4. Adoption of Minutes

a) Regular Meeting - May 8 2018

Resolution No. 03

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT the minutes of the Regular Meeting, of the Council of the Township of North Dundas, held May 8, 2018 be adopted as circulated.

CARRIED

b) Special Meeting - May 28 2018

Resolution No. 04

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the minutes of the Special Meeting, including the In Camera Meeting of the Council of the Township of North Dundas, held May 28, 2018 be adopted as circulated.

CARRIED

5. Delegations - Nil

6. Action Requests

a) Finance

- i) Resolution re Vesting of Property
Resolution No. 05

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the property identified as Roll No. 0511-011-000-63400-0000; PIN 66109-0187(LT); Part Lot 19 Concession 1 Mountain, be vested in the name of the Township of North Dundas.

CARRIED

- ii) O. Reg. 28409 Excluded Expense Report
Resolution No. 06

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council adopt the attached 2018 Excluded Expenses Report, dated June 5th, 2018, regarding additional financial disclosure requirements for the 2018 budget year pursuant to Ontario Regulation 284/09.

CARRIED

b) Economic Development and Communications

- i) Public Relations Budget Amendment
Resolution No. 07

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council approve the budget amendment for the purchase of motorcycle kickstand coasters for the "Ride for Dad" for the amount of \$1,500.00, as detailed in Appendix #1 attached.

CARRIED

c) Public Works

- i) Full Time Employee
Resolution No. 08

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas authorize the Director of Public Works to hire Dave Kirk for the position of full-time Laborer/Equipment Operator. Pay in accordance with Township Salary Wage System - Grade 2, Level 1.

CARRIED

- ii) 2018 Summer Staff Hire
Resolution No. 09

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council approve the recommendation of the Director of Public Works and authorize the hiring of Daniel Buckle as Maintenance/Parks Labourer for the 2018 summer season. (Pay in accordance with the Part-Time Salary Wage plus 4% Vacation Pay.)

CARRIED

d) Waste Management

- i) Security System
Resolution No. 10

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council approve the budget amendment in the amount of \$1,000 for the purchase of a security system as detailed in Appendix #1 attached.

CARRIED

e) Planning Building and Bylaw Enforcement

- i) Accept Zoning Amendment Application for an Apartment Building
Resolution No. 11
Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council hereby accepts the rezoning application from ZanderPlan Inc. and directs staff to prepare the public notices, and that the public meeting be held on July 10, 2018.

CARRIED

- ii) Accept Application Expanded Gas Station
Resolution No. 12
Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council hereby accepts the rezoning application from Larry Duchscher and directs staff to prepare the public notices, and that the public meeting be held on July 10, 2018.

CARRIED

- iii) Chief Building Official Job Description
Resolution No. 13
Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the Council of North Dundas hereby accepts the revised updated job description dated June 1, 2018 for the position of chief Building Officer.

CARRIED

f) Recreation and Culture

- i) Ride For Dad Request
Resolution No. 14
Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas grant the request from the local Ride For Dad Committee, to donate any bar profits generated from the Ride For Dad closing ceremonies, hosted at the Joel Steele Community Centre on Saturday, June 2nd, 2018, to Ride For Dad.

CARRIED

- ii) Lease Agreement Chesterville & District Arena Canteen
Resolution No. 15
Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease agreement, dated May 28, 2018, with Mr. Bill Leclair, for the Chesterville & District Arena canteen space.

CARRIED

g) Fire

- iii) Budget Amendment Spring Hill Tower Repeater
Resolution No. 16
Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT Council authorize and approve the proposed budget amendment 2018-07 for the purchase and installation of a Motorola repeater for the Spring Hill radio tower in the amount of \$5,900.00, as detailed in Appendix #1 attached.

CARRIED

- iv) Budget Amendment OFS Backup Radio Upgrade
Resolution No. 17
Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council authorize and approve the proposed budget amendment 2018-06 for the installation and maintenance of back-up radio capabilities in the amount of \$6,200.00, as detailed in Appendix #1 attached.

CARRIED

h) CAO

i) Clerk

7. Tenders and Quotations

- a) Lease Agreement Joel Steele Arena Canteen
Resolution No. 18

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT the Council of the Township of North Dundas authorize the Mayor and CAO to execute the lease agreement, dated May 29, 2018, with Mr. Graham Ball, from Triple B – Ball's Burger Barn, for the Joel Steele Community Centre canteen space.

CARRIED

- b) Nelson LaPrade Centre External Improvements
Resolution No. 19

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council receive the Tender Opening summary for replacing the vinyl siding & conducting external improvements on the Nelson LaPrade Centre and authorize that JH Carpentry Ltd. be awarded the project at the stipulated price of \$35,447 excluding HST.

CARRIED

- c) Old Town Hall Roof Repair
Resolution No. 20

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council receive the Tender Opening summary for repair/replacement of the flat roofs on the Old Town Hall (Winchester Cultural Centre) and authorize that Amherst Roofing & Sheet Metal Ltd. be awarded Item 1 at the stipulated price of \$74,465 excluding HST.

CARRIED

8. By-laws

- a) Bylaw No. 2018-28, Tax Exemption Veterans Service Clubs
Resolution No. 21

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT By-Law No. 2018-28, being a By-law to provide a municipal tax exemption of 100% on premises occupied by Veterans' Service Clubs in the Township of North Dundas, be read and passed in Open Council, signed and sealed this 5th day of June 2018.

CARRIED

- b) Bylaw No. 2018-29, 2018 Municipal Election Advance Voting Period & Reduced Hours of Voting
Resolution No. 22

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT By-Law No. 2018-29, being a By-law to establish advanced votes and reduced hours of voting in institutions and retirement homes for the 2018 Municipal Elections, be read and passed in Open Council, signed and sealed this 5th day of June 2018.

CARRIED

- c) Bylaw No. 2018-30, 512 Winchester Main Street Site Plan Agreement
Resolution No. 23

Moved by Councillor Armstrong
Seconded by Councillor Thompson

That By-law No. 2018-30 being a By-law to authorize the Mayor and Clerk to enter into a Site Plan Control Agreement between the Township of North Dundas and

EASAB Holdings Ltd. and 2202600 Ontario Inc., be read and passed in Open Council, signed and sealed this 5th day of June, 2018.
CARRIED

9. Consent Agenda

Resolution No. 24

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council authorize payment of accounts as per the attached Council Report dated May 15, 2018, Batch 75 to 84 in the amount of \$424,128.75 and May 31, 2018, Batch 85 to 103 in the amount of \$2,517,488.01; and,

THAT all other items listed under the Consent Agenda be approved as recommended.
CARRIED

10. Boards and Committees

a) WDRC

Resolution No. 25

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council receive the minutes of the Winchester Downtown Revitalization Committee dated March 5, 2018.

CARRIED

b) RVCA

Resolution No. 26

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council receive the minutes of the Rideau Valley Conservation Authority dated April 26, 2018.

CARRIED

c) County Council

Mayor Duncan provided highlights of the SDG County Council meeting held May 22nd. (SDG Council News attached.)

11. Key Information Requests:

a) Economic Development & Communications - Fall Winter Resource Guide:

Director Mann presented three (3) publication options for Council to consider for fall/winter resource guide. Council agreed on Option 2 to seek a partnership with the Winchester Press to publish the fall/winter resource guide with the content theme similar to the spring/summer resource guide.

b) Public Works – 2018 Drainage Maintenance:

Director Belleau provided a list of municipal drains scheduled for maintenance in the fall of 2018.

c) Recreation and Culture – Meet Me on Main Street:

Director Meerburg provided key information regarding the “Meet me on Main Street: celebrations and confirmed a list of bands and breweries for each event, date and location. There will be no fundraising or other promotional activities at the Meet me on Main Street series.

d) Recreation and Culture – Chesterville Park Pavilion Building:

Director Meerburg provided three options for Council to consider regarding the building going forward. Council selected option “A” – continue to rent the building for commercial and business incubation purposes and for not more than three (3) years.

- e) Recreation and Culture – Winchester Hawks Dressing Room Expansion:
Director Meerburg discussed a proposal submitted by the Winchester Hawks Hockey Club to renovate a section of The Joel Steel Community Centre to create a larger dressing room. Given the number of options and the time required to assess same, it was decided that this project would be an item for the 2019 budget.

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. 27

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council proceed in Camera at 8:26 p.m. pursuant to Section 239 (2) (b) of the Municipal Act, 2001, S.O., c 25 Personal matters about an identifiable individual, including municipal or local board employees - Specifically Municipal Employees.
CARRIED

17. Open Session

a) Resolution No. 28

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council move to Open Session at 9:55 pm.
CARRIED

b) Resolution No. 29

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council directs the CAO to proceed with notifying staff of the recommended changes to the classification levels and salary rates as contained in the chart presented to Council on June 5th, as amended. Further, following an internal appeal period, the CAO will report back to Council for approval of a final salary schedule with an implementation effective date to be confirmed.
CARRIED.

18. Ratification By-law

Resolution No. 30

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT By-law No. 2018-31 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 5th day of June, 2018.
CARRIED

19. Adjournment by Resolution

Resolution No. 31

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council adjourn to the call of the chair.
CARRIED

Mayor

Clerk

(These minutes were approved as written July 10, 2018)