



Township of
North Dundas

AGENDA
Special Meeting, May 28, 2018

7:00 pm.

1. Call to order
 2. Approval of Agenda
 3. Declaration of Pecuniary Interest
 4. Action Requests
 - a) CIP Applications
 - b) Amendment to By-law 2018-01 – Officers & Committees
 5. In Camera – personal matters about identifiable individuals – Municipal Employees
 6. Open Session
 7. Other Business
 8. Ratification By-law No. 2018-27
 9. Adjournment
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ACTION REQUEST – Economic Development and Communications	
To:	Mayor and Members of Council
Date of Meeting:	May 28, 2018
Subject:	2018 Community Improvement Plan Application

RECOMMENDATION

That Council approve funding under the Township of North Dundas’ Community Improvement Plan for a Signage and Awning Grant in the amount of \$1,500 for the property located at 3 King Street, Chesterville; And that Council authorize the Mayor and CAO to execute the required agreement.

BACKGROUND:

In December 2017, Council adopted the Township of North Dundas Community Improvement Plan (CIP) and also established a Community Improvement Plan Review Committee.

The Committee is pleased to provide Council with the results of its review of the application:

- Flair with Fabrics, owned by Ruth Liscumb is located at 3 King Street, Chesterville. This property is within the Township of North Dundas’ CIP Boundaries as per Schedule A of the CIP and meets eligibility as per Section 5.5 of the CIP;
- Estimate of work proposed totals \$5,274;
- The Committee proposes that the total amount of \$1,500 be granted towards this project under the Signage and Awning Grant, pending the CIP Committee’s approval of the signage and awning design and colour;

OPTIONS AND DISCUSSION:

1. Approve funding up to the amounts specified on this action request – recommended
2. Do not fund the Application – not recommended

FINANCIAL ANALYSIS:

The amount recommended for funding falls with the 2018 Community Improvement Plan budget.

OTHERS CONSULTED:

Committee members:

- Mr. John Thompson, Councillor
- Mr. Gary Annable, Community Representative
- Ms. Angela Rutley, Township CAO
- Mr. Calvin Pol, Township Director of Planning, Building & Bylaw
- Mr. Stephen Mann, Township Economic Development & Communications Officer

ATTACHMENTS:

There are no attachments.

ACTION REQUEST – Economic Development and Communications	
To:	Mayor and Members of Council
Date of Meeting:	May 28, 2018
Subject:	2018 Community Improvement Plan Application

RECOMMENDATION

That Council approve funding under the Township of North Dundas' Community Improvement Plan Commercial Improvement Loan in the amount of \$12,000.68, for the property located at 515 Main Street, Winchester. \$6,396.32 will be used to pay off the existing \$6,396.32 CIP loan, with up to \$5,604.36 being issued to the applicant upon completion of the new work; And that Council authorize the Mayor and CAO to execute the required agreement.

BACKGROUND:

In December 2017, Council adopted the Township of North Dundas Community Improvement Plan (CIP) and also established a Community Improvement Plan Review Committee.

The Committee is pleased to provide Council with the results of its review of the application:

- Cup of Jo's, owned by Jo-Ann Houle is located at 515 Main Street, Winchester. This property is within the Township of North Dundas' CIP Boundaries as per Schedule A of the CIP and meets eligibility as per Section 5.5 of the CIP;
- Estimate of work proposed totals \$20,432.52;
- The Committee proposes that the total amount of \$12,000.68 be granted towards this project under the Commercial Improvement Loan, pending approval of the parklet application;

OPTIONS AND DISCUSSION:

1. Approve funding up to the amounts specified on this action request – recommended
2. Do not fund the Application – not recommended

FINANCIAL ANALYSIS:

The amount recommended for funding falls with the 2018 Community Improvement Plan budget.

OTHERS CONSULTED:

Committee members:

- Mr. John Thompson, Councillor
- Mr. Gary Annable, Community Representative
- Ms. Angela Rutley, Township CAO
- Mr. Calvin Pol, Township Director of Planning, Building & Bylaw
- Mr. Stephen Mann, Township Economic Development & Communications Officer

ATTACHMENTS: There are no attachments.

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

BY-LAW No. 2018-01

A By-law for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations

WHEREAS it is necessary for the Municipal Council to pass by-laws for the appointment of Municipal Officers, Agents, Staff and Committees of Council as referenced in the *Municipal Act*, S.O. 2001, c.25;

AND WHEREAS it is deemed appropriate for Municipal Council to recognize organizations that support Township of North Dundas recreation activities;

AND THEREFORE the Mayor shall be a member Ex-Officio, of all Committees;

<u>Officers, Agents and Staff</u>	
CHIEF ADMINISTRATIVE OFFICER (CAO) EMERGENCY PLANNING ADMINISTRATIVE OFFICIAL HUMAN RESOURCES MUNICIPAL HEAD RELATING TO OMBUDSMAN ACT	Angela Rutley
TREASURER	John J. Gareau
DEPUTY TREASURER	Johanna Barkley
TAX COLLECTOR	Michelle McDonell
ACCOUNTING SUPERVISOR	Carly Wheeler
CLERK DEPUTY CAO DIVISION REGISTRAR MARRIAGE LICENCE ISSUER CIVIL MARRIAGE OFFICIANT LOTTERY LICENSING OFFICER MUNICIPAL ELECTIONS RETURNING OFFICER COMMUNITY EMERGENCY MANAGEMENT COORDINATOR (Alternate) MUNICIPAL HEAD RELATING TO FREEDOM OF INFORMATION ACT	Jo-Anne McCaslin
DEPUTY CLERK DEPUTY DIVISION REGISTRAR DEPUTY MARRIAGE LICENCE ISSUER DEPUTY LOTTERY LICENSING OFFICER	Judy Peddle
DEPUTY CLERK & EXECUTIVE ASSISTANT	Nancy Johnston
DIRECTOR OF PLANNING, BUILDING & ENFORCEMENT ZONING ADMINISTRATOR	Calvin Pol

PLANNING TECHNICIAN	K. Jamila Sheffield
PROPERTY STANDARDS COMMITTEE SECRETARY COMMITTEE OF ADJUSTMENT SECRETARY	Jessica Manley
CHIEF BUILDING OFFICIAL BUILDING INSPECTOR PROPERTY STANDARDS OFFICER BY-LAW ENFORCEMENT OFFICER	
DEPUTY BUILDING OFFICIAL	Dwane Crawford
BUILDING INSPECTORS	Nicole Lowey Dirk Testerink Donald Lewis Dan Tessier Ronald Symington Hilton Cryderman Harry Hutchinson
MUNICIPAL ENGINEERING CONSULTANTS	CIMA+ Canada Inc. (Primary) exp Services Inc. (Secondary)
DIRECTOR OF PUBLIC WORKS	Daniel Belleau
ASSISTANT MANAGER WATER & SEWER CIVIL MARRIAGE OFFICIANT	MaryLynn Plummer
ROAD PATROL FOREMAN DRAINAGE SUPERINTENDENT TILE DRAINAGE INSPECTOR	John Oswald
DIRECTOR OF RECREATION & CULTURE	Meaghan Meerburg
FACILITIES MANAGER	Les Johnston
RECREATION COORDINATOR	Brandon Cousineau
DIRECTOR OF WASTE MANAGEMENT	Douglas Froats
GARBAGE COLLECTOR	Hume Waste Disposal
ECONOMIC DEVELOPMENT & COMMUNICATIONS OFFICER EMERGENCY INFORMATION OFFICER	Stephen Mann
FIRE COMMISSIONER	Allan Armstrong (pd)

FIRE DEPARTMENT LIAISON	Michael Gruich
FIRE CHIEFS	Michael Gruich Raymond Sherrer Ken Byers Daniel Kelly
DEPUTY FIRE CHIEFS	Dave Lannin Donald Levere Shawn Mattice (Acting) Tony Fraser
BY-LAW ENFORCEMENT OFFICERS (as determined by the Township of Russell)	Roxanne Garland Millie Bourdeau
BY-LAW ENFORCEMENT OFFICERS (North Dundas)	Brent Mattice Wendy Murphy
BY-LAW ENFORCEMENT OFFICERS (for the purpose of issuing parking tickets)	Brent Mattice Wendy Murphy John Oswald Daniel Kelly Barry Giberson
ANIMAL CONTROL BY-LAW ENFORCEMENT OFFICER	Kevin Casselman
LIVESTOCK POUND KEEPER(S)	William Toll (p) Richard Scheepers (p)
LIVESTOCK EVALUATORS	William Toll (p) Richard Scheepers (p)
FENCEVIEWERS	Larry Stewart (p) Martin Schoones (p) Brent Copeland (p)
WEED INSPECTOR (Appointed by County)	Peter Leyenaar
SITE PLAN REVIEW TEAM	Angela Rutley Calvin Pol Doug Froats Dan Belleau Stephen Mann K. Jamila Sheffield (Secretary)
MUNICIPAL SOLICITORS	Ault & Ault Law Office Cunningham Swan Lawyers
MUNICIPAL AUDITORS	BDO Canada LLP

CLOSED MEETING INVESTIGATOR SERVICES	LAS-AMO (Local Authority Services)
INTEGRITY COMMISSIONER	John Simpson Stewart Corbett Law
ART ON THE WATERFRONT COMMITTEE	Council Representative John Thompson (np) (Members as determined by the Committee from time to time)
SD&G ACCESSIBILITY COMMITTEE	North Dundas Representative Al Lummiss (np)
CANADA DAY COMMITTEE	(Members as determined by the Committee from time to time)
CHESTERVILLE CARNIVAL COMMITTEE	Council Representative John Thompson (np) (Members as determined by the Committee from time to time)
CHESTERVILLE AND DISTRICT HISTORICAL SOCIETY	(Members as determined by the Organization from time to time)
COMMITTEE OF ADJUSTMENT	Shirley Coons (p) Robert Riddell (p) Donald Johnston (p) Roger Cole (p) John Havekes (p) Jessica Manley (Secretary)
MUNICIPAL EMERGENCY CONTROL GROUP	(As authorized by and stated in the North Dundas Emergency Plan) Council Representative John Thompson (np)
COMMUNITY EMERGENCY MANAGEMENT CO-ORDINATOR EMERGENCY MANAGEMENT PROGRAM COMMITTEE CHAIR	Daniel Kelly
EMERGENCY MANAGEMENT PROGRAM COMMITTEE	(As authorized by and stated in the North Dundas Emergency Plan)
COMMUNITY IMPROVEMENT PLAN COMMITTEE	Council Representative John Thompson (np) Gerry Boyce (A) (np) Municipal Representative Angela Rutley

	<p>Municipal Representative Calvin Pol Municipal Representative Stephen Mann Community Representative Gary Annable (np)</p>
DAIRYFEST COMMITTEE	<p>Council Representative Tony Fraser (np) (Members as determined by the Committee from time to time)</p>
FIRE CHIEFS STEERING COMMITTEE	<p>Composed of the Fire Commissioner, Fire Chiefs and Deputy Fire Chiefs</p>
MUNICIPAL HERITAGE COMMITTEE	<p>(Members as determined by the Committee from time to time)</p>
NORTH DUNDAS MOVIE COMMITTEE	<p>Aaron Dellah (np) (Members as determined by the Committee from time to time)</p>
PARADE OF LIGHTS COMMITTEE	<p>(Members as determined by the Committee from time to time)</p>
PROPERTY STANDARDS COMMITTEE	<p>Shirley Coons (p) Robert Riddell (p) Donald Johnston (p) Roger Cole (p) John Havekes (p) Jessica Manley (Secretary)</p>
RECREATION COMMUNITY GRANT REVIEW COMMITTEE	<p>Allan Armstrong John Thompson Angela Rutley Meaghan Meerburg</p>
WINCHESTER DOWNTOWN REVITALIZATION COMMITTEE	<p>Council Representative Eric Duncan (np) (Members as determined by the Committee from time to time)</p>
RIDEAU VALLEY CONSERVATION AUTHORITY	<p>Gerry Boyce Representative (np)</p>
SOUTH NATION CONSERVATION AUTHORITY	<p>William Smirle Representative (np)</p>

<p><u>Recreation Associations</u> Marionville Ormond/Harmony/Cloverdale South Mountain Morewood</p>	<p>(Members as determined by the Associations from time to time)</p>
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NOW THEREFORE the Council of the Corporation of the Township of North Dundas enacts as follows:

1. That By-law No. 2017-01 be hereby repealed.
2. That this By-law takes effect on the day of passing.

READ and passed in Open Council, signed and sealed this 13th day of March, 2018.

Updated and amended – May 8, 2018
Updated and amended – May 28, 2018

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

BY-LAW NO. 2018-27

Being a By-law of the Corporation of the Township of North Dundas to adopt, confirm and ratify matters dealt with by resolution.

WHEREAS the *Municipal Act, 2001*, as amended, provides that the powers of the Corporation of the Township of North Dundas, shall be exercised by By-law.

AND WHEREAS in many cases, action which is taken or authorized to be taken by the Township of North Dundas does not lend itself to the passage of an individual By-law;

NOW THEREFORE THE COUNCIL OF THE TOWNSHIP OF NORTH DUNDAS ENACTS AS FOLLOWS;

1. That the actions of the Township of North Dundas, at its meeting held on May 28th, 2018 in respect of each motion, resolution and other action taken by the Township of North Dundas at its meeting are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.

2. That where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Township of North Dundas in the above-mentioned minutes, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and taking of any action authorized therein and thereby or required for the exercise of any powers therein by the Township of North Dundas.

3. That the Mayor and Members of Council of the Township of North Dundas are hereby authorized and directed to do all things necessary to give effect to the said action of the Township of North Dundas to obtain approvals where required and except as otherwise provided, the Mayor or Clerk are hereby directed to execute all documents necessary on behalf of the Township of North Dundas.

READ and passed in Open Council, signed and sealed this 28th day of May, 2018.

MAYOR

CLERK