

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 September 11, 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 Public Works: Dan Belleau
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
Fire Services Liaison Officer: Mike Gruich
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 as amended. Addition: Manager of Municipal Enforcement Services.

CARRIED

The Clerk explained that we are now in the "Lame Duck" (the Restricted Acts) period which restricts Council's ability to appoint or hire personnel. She noted By-law 2018-15 delegates Council's authority to the CAO to take action where necessary on certain restrictions. Further the resolutions relating to the hiring of employees have been amended to reflect this delegated authority as per the By-law. The CAO will report to Council on any actions taken under the restrictions listed in Section 275 (3) of the Municipal Act, between Nomination Day and the commencement of the Council term.

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

4. Adoption of Minutes

a) Public Meeting August 8, 2018

Resolution No. 03

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT the minutes of the public meeting of the Council of the Township of North Dundas, held August 8, 2018 be adopted as circulated (CIP Revisions.)

CARRIED

b) Regular Meeting August 8, 2018

Resolution No. 04

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT the minutes of the regular meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held August 8th, 2018 be adopted as circulated.

CARRIED

c) Special Meeting September 5, 2018

Resolution No. 05

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT the minutes of the Special Meeting, including the In Camera minutes, of the Council of the Township of North Dundas, held September 5, 2018 be adopted as circulated.

CARRIED

5. Delegations

a) South Nation Conservation - Bill Smirle

Vice Chair Smirle advised Council of the many activities and projects currently underway at South Nation Conservation since his last report presented in April.

Resolution No. 06

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by South Nation Conservation Board of Directors, Vice Chair, Bill Smirle this 11th day of September, 2018.

CARRIED

6. Action Requests

a) Finance - NIL

b) Economic Development and Communications - NIL

c) Public Works- NIL

d) Waste Management - NIL

e) Planning Building and Bylaw Enforcement

i) Manager of Municipal Enforcement Services

Resolution No. 07

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council acknowledges By-law No. 2018-15, being a By-law to Delegate Council's Authority for Restricted Acts after Nomination Day, and that the CAO is accepting the recommendation of the Hiring Committee and approves the hiring of P. S. (Scott) Sabourin as Manager of Municipal Enforcement Services in the Planning, Building and Enforcement Department, as per the offer of employment dated September 7, 2018.

CARRIED

f) Recreation and Culture

i) September 1 Community Grants

Resolution No. 07

Moved by Councillor Armstrong
Seconded by Councillor Thompson

THAT Council approve that the Morewood Recreation Association be awarded a \$400 Community Grant for the September 1st submission deadline.

CARRIED

ii) 2018/2019 Winter Staff Hires

Resolution No. 09

Moved by Councillor Thompson
Seconded by Councillor Armstrong

THAT Council acknowledges By-law No. 2018-15, being a By-law to Delegate Council's Authority for Restricted Acts after Nomination Day, and that the CAO is accepting the recommendation of the Director of Recreation & Culture and authorizes the hiring of the following individuals (as per the attached list) to work for the Recreation & Culture Department as Rink Attendants and/or Call-In Facility Operators for the 2018/2019 ice season. (Pay in accordance with the Part Time Salary Wage System plus 4% Vacation Pay)

CARRIED

- iii) Chesterville Arena Lobby Dressing Room Expansion
Resolution No. 10

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT the Council of the Township of North Dundas approve the proposed design for the expansion of the Chesterville Arena lobby and authorize staff to proceed to tender.

CARRIED

- g) Fire – NIL

- h) CAO

- i) Acting Director of Recreation & Culture
Resolution No. 11

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council acknowledges By-law No. 2018-15, being a By-law to Delegate Council's Authority for Restricted Acts after Nomination Day, and that the CAO is accepting the recommendation of the hiring committee and is approving the hiring of Brandon Cousineau as Acting Director of Recreation & Culture, for a term to cover a maternity leave replacement, as detailed in the offer of employment dated September 10th, 2018.

CARRIED

- ii) Office Lease with Guy Lauzon MP
Resolution No. 12

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

That Council approve the lease dated the 1st day of August, 2018 with the Office of Guy Lauzon, MP for Stormont, Dundas and South Glengarry for space at 636 St. Lawrence Street for a one year period.

CARRIED

- iii) Salary Grid Revisions
Resolution No. 13

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

That Schedule "A" of By-Law 2016-33, being a by-law to set remuneration for all full-time employees, be amended as attached, effective September 23, 2018.

CARRIED

- i) Clerk – NIL

7. Tenders and Quotations – NIL

8. By-laws

- a) Bylaw No. 201846 Compliance Audit Committee
Resolution No. 14

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

THAT Council acknowledges By-law No. 2018-15, being a By-law to Delegate Council's Authority for Restricted Acts after Nomination Day, and that the CAO is accepting By-law No. 2018-46, being a By-law to adopt the Terms of Reference and appoint members to the Compliance Audit Committee for the term of December 1, 2018 to November 14, 2022, be read and passed in Open Council, signed and sealed this 11th day of September, 2018.

CARRIED

b) Bylaw No. 201848 Chief Building Official Appointment

Resolution No. 15

Moved by Deputy Mayor Boyce

Seconded by Councillor Fraser

THAT Council acknowledges By-law No. 2018-15, being a By-law to Delegate Council's Authority for Restricted Acts after Nomination Day, and that the CAO is accepting the appointment of Jacob Forget as listed in By-law No. 2018-48 being a By-law to appoint Jacob Forget as Chief Building Official, a Building Inspector, a Property Standards Officer, and a Municipal Law Enforcement Officer be read and passed in Open Council, signed and sealed this 11th day of September, 2018.

CARRIED

9. Consent Agenda

Resolution No. 16

Moved by Councillor Fraser

Seconded by Deputy Mayor Boyce

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

August 15, 2018, Batch 148 to 157 in the amount of \$434,499.17 and; August 31, 2018, Batch 158 to 164 in the amount of \$2,574,540.35; and,

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

CARRIED

10. Boards and Committees – NIL

11. Key Information

- a) Finance – Director Gareau discussed a proposed timeline for submission of the 2019 budget that was circulated to all department heads. Given the lame duck status of the current council, the timeline has had to be modified slightly from previous years to allow input from the new council.
- b) Public Works – Director Belleau discussed the proposed cost for a controlled pedestrian crossing to be installed at the intersection of Wintonia Drive and St. Lawrence St. (County Rd. 38). This item will be included in the 2019 draft budget.
- c) Public Works – Director Belleau provided an update on the construction work on County Rd. 3 from County Rd. 31 easterly to the Town limit. A paved shoulder was added on the north side for pedestrian use and street lights will be added when Bell and Hydro complete the necessary changes to their infrastructure.
- d) Planning, Building and Enforcement – Director Pol provided an update on Cannabis Retail Sales in Ontario including next steps and Cannabis legalization concerns for Municipalities.
- e) Recreation & Culture – Director Meerburg provided a summary of the “*Meet Me on Main Street*” event series which ran from July 4 to August 1st. Five breweries and one vineyard participated. The Township sold t-shirts and hosted a bar selling cider, caesars and coolers. Attendance for the five events was roughly 2,850 people and the resultant profit was \$1,6787.95.
- f) Recreation & Culture – Director Meerburg discussed a request from the Winchester Hawks to consider a request for bridge financing, if needed, for the expansion of dressing room #3.

12. Motions and Notices of Motions - NIL

13. Petitions – NIL

14. Council Comments and Concerns

Mayor Duncan suggested the incoming Council consider a civic number replacement program and recommended a fund to facilitate this program be included in the 2019 budget.

15. Unfinished Business – NIL

16. Ratification By-law

Resolution No. 17

Moved by Deputy Mayor Boyce
Seconded by Councillor Fraser

THAT By-law No. 2018-49 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 11th day of September, 2018.

CARRIED

17. Adjournment by Resolution

Resolution No. 18

Moved by Councillor Fraser
Seconded by Deputy Mayor Boyce

THAT Council adjourn to the call of the chair at 7:55 p.m.

CARRIED

Mayor

Clerk

(These minutes were approved as circulated, October 9, 2018)