

# 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 October 9, 2018 with Mayor Duncan in the Chair.

ROLL CALL: Mayor: Eric Duncan  
Deputy Mayor: Gerry Boyce (arrived late)  
Councillors: Allan Armstrong, Tony Fraser, John Thompson  
CAO: Angela Rutley  
Treasurer: John Gareau  
Economic Development Officer: Stephen Mann  
Director of Public Works: Dan Belleau  
Director of Waste Management: Doug Froats - absent  
Director of Planning: Calvin Pol  
Director of Recreation and Culture: Meaghan Meerburg  
Fire Liaison: 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 Armstrong  
Seconded by Councillor Thompson

THAT Council approve the agenda as amended. Deferral of Item 7 (a) to December 11<sup>th</sup> meeting.

CARRIED

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

4. Adoption of Minutes

a) Regular Meeting September 11 2018

Resolution No. 03

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT the minutes of the meeting, of the Council of the Township of North Dundas, held September 11th, 2018 be adopted as circulated.

CARRIED

5. Delegation: South Nation Conservation Representatives:

Bill Smirle provided detailed information relating to Forest Cover initiatives instituted by South Nation. John Mesman advised the Oschmann Forest would be the new home of SNC's annual Maple Syrup Education Program. Mr. Mesman also asked Council to support SNC's application to the National Disaster Mitigation Program recently announced by Public Safety Canada noting this application will provide essential funding for improvements at the Chesterville Dam.

Resolution No. 04

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council acknowledges the presentation provided by South Nation Representatives, Bill Smirle, John Mesman and Taylor Campbell.  
CARRIED

6. Action Requests

- a) Finance - NIL
- b) Economic Development and Communications - NIL
- c) Public Works - NIL
- d) Waste Management
  - i) Waste Management Lead Hand

Resolution No. 05

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

That Council approve the Waste Management Lead Hand Job Description submitted by the Director of Waste Management.  
CARRIED

e) Planning Building and By-law Enforcement

- i) Accept Zoning Amendment Application Steele

Resolution No. 06

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

That Council hereby accepts the rezoning application from Marie Steele and directs staff to prepare the public notices, and that the public meeting be held on December 11, 2018.  
CARRIED

- ii) Accept Zoning Amendment Application Racine

Resolution No. 07

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

That Council hereby accepts the rezoning application from Allan Racine and directs staff to prepare the public notices, and that the public meeting be held on December 11, 2018.  
CARRIED

- iii) Draft Approval Extension 2379132 Ontario Inc.

Resolution No. 08

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

WHEREAS 2379132 Ontario Inc. submitted a request to extend draft plan approval for a Plan of Subdivision (File 01-ND-S/2014) for Part of Lot 6, Concession 9, former Township of Mountain (PIN 661000157);

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of North Dundas hereby recommends that the United Counties of Stormont, Dundas and Glengarry extend draft plan approval for Plan of Subdivision No. 01-ND-S/2014 for two years, as recommended by the Township Planning Department.

CARRIED

- iv) Draft Approval Extension Ian Drew Enterprises Ltd.

Resolution No. 09

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

WHEREAS Ian Drew Enterprises Ltd. submitted a request to extend draft plan approval for a Plan of Subdivision (File 03-ND-S/2014) for Part of Lot 7, Concession 9, former Township of Mountain (PIN 661010846);

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of North Dundas hereby recommends that the United Counties of Stormont, Dundas and Glengarry extend draft plan approval for Plan of Subdivision No. 03-ND-S/2014 for one year, as recommended by the Township Planning Department.

CARRIED

- v) DRAPE aerial photos 2019 Letter of Support  
Resolution No. 10

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

That Council authorize the Director of Planning, Building and By-law Enforcement to submit the Letter of Intent to Commit Funding for the Digital Raster Acquisition Project East (DRAPE) 2019.

CARRIED

- f) Recreation and Culture

- i) Oschmann Forest  
Resolution No. 11

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

THAT Council receive the letter from South Nation Conservation, dated September 24, 2018, and authorize the Director of Recreation & Culture to provide letters of support to South Nation Conservation for future funding applications, as approved by Council on a project by project basis.

CARRIED

- ii) Acting Recreation Coordinator  
Resolution No. 12

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council acknowledges that the CAO is accepting the recommendation of the Recreation Coordinator Hiring Committee and approves the hiring of Lee Bowers as Acting Recreation Coordinator for an approximately 6-month maternity leave replacement.

CARRIED

- iii) Main Street Revitalization Initiative  
Resolution No. 13

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council approve the attached budget amendment No. 2018-09 for the transfer of \$17,100 from the Main Street Revitalization Initiative Reserve Fund, into Recreation Grant Program - Donations & Grants Capital.

CARRIED

- iv) Chesterville Arena Liquor Licence  
Resolution No. 14

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 Liquor Licence Management Agreement, for the North Dundas Rockets to operate under the Township of North Dundas Liquor Licence in the Chesterville Arena.

CARRIED

- g) Fire – NIL

h) CAO

- i) SNC Funding Application Chesterville Dam  
Resolution No. 15

Moved by Councillor Thompson  
Seconded by Councillor Armstrong

That the Council of the Township of North Dundas supports South Nation Conservation's (SNC) application to the National Disaster Mitigation Program (NDMP), recently announced by Public Safety Canada. The application will provide essential funding for improvements identified at the Chesterville Dam. This will ensure reliable operation of the Dam; safeguarding area residents from potential flooding by maintaining consistent and predictable water levels.

CARRIED

- ii) Mobile Phone Usage and Administration Policy  
Resolution No. 16

Moved by Councillor Fraser  
Seconded by Councillor Thompson

That Council adopt Policy #62-2015, a policy governing mobile phone usage and administration, as revised effective December 1, 2018.

CARRIED

- i) Clerk - NIL

7. Tenders and Quotations

- b) Dawley Drive Commercial Sign – Deferred

Roof Replacement 636 St. Lawrence St. Winchester  
Resolution No. 17

Moved by Councillor Thompson  
Seconded by Councillor Fraser

THAT Council receive the Tender Opening summary for replacement of the flat roof of the Township of North Dundas Municipal Office Building, 636 St. Lawrence St., Winchester, as attached, and accept the recommendation of the Director of Recreation & Culture and authorize that Sialic Contractors Ltd. be awarded the project, for the stipulated price of \$490,058 excluding HST.

CARRIED

8. By-laws

- a) By-law No. 2018-01 Officers and Committees Update  
Resolution No. 18

Moved by Councillor Fraser  
Seconded by Councillor Thompson

THAT By-law No. 2018-01, being a By-law for the Appointment of Officers, Agents, Staff, Committees of Council and Recreation Associations be amended as presented this 9th day of October, 2018.

CARRIED

- b) By-law No. 2018-50 Municipal Law Enforcement Officer Appointment  
Resolution No. 19

Moved by Councillor Thompson  
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 P.S. (Scott) Sabourin as listed in By-law No. 2018-50, being a By-law to appoint P.S. (Scott) Sabourin as a Property Standards Officer, and a Municipal Law Enforcement Officer and that this By-law be read and passed in Open Council, signed and sealed this 9th day of October, 2018.

CARRIED

- c) By-law No. 2018-51 Site Plan Control Byers  
Resolution No. 20

Moved by Councillor Thompson  
Seconded by Councillor Fraser

That By-law No. 2018-51, 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 Edsel Byers, be read and passed in Open Council, signed and sealed this 9th day of October, 2018.

CARRIED

- By-law No. 2018-52 Site Plan Control 12 Unit Apartment  
Resolution No. 21

Moved by Councillor Thompson  
Seconded by Councillor Fraser

That By-law No. 2018-52, 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 10979970 Canada Inc., be read and passed in Open Council, signed and sealed this 9th day of October, 2018.

CARRIED

- d) By-law No. 2018-53 Site Plan Control Mercier Mill Services  
Resolution No. 22

Moved by Councillor Fraser  
Seconded by Councillor Armstrong

That By-law No. 2018-53, 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 Mercier Mill Services be read and passed in Open Council, signed and sealed this 9th day of October, 2018.

CARRIED

## 9. Consent Agenda

- Resolution No. 23

Moved by Councillor Fraser  
Seconded by Councillor Armstrong

THAT Council authorize payment of accounts as per the attached Council Report dated September 14<sup>th</sup>, 2018, Batch 165 to 173 in the amount of \$437,654.17 and September 28<sup>th</sup>, 2018 in the amount of \$1,311,670.73; and

Ontario Wildlife Damage Compensation Program claim #002339-1 in the amount of \$505.60 to property owners located at 6830 Belmeade Rd.; 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) Economic Development and Communications – Economic Development Officer Mann discussed the Local Business Expo and asked for Council's input as to whether the Expo should be an annual event with the next Expo being held in 2019, or whether it should be held every two years.

- b) Public Works – Director Belleau provided an update on various construction activities including a widened shoulder on County Rd. 3/Main St. West to County Rd. 31 to be used for pedestrians.

Resolution No. 24

Moved by Councillor Armstrong  
Seconded by Councillor Thompson

THAT Council approve “NO PARKING” on County Rd. 3/North Side Main Street West at Village limits to Country Rd. 31 Bank Street.

CARRIED

- c) Public Works – Director Belleau discussed the Municipal 511 and 511 Responder Apps.
- d) Water Management Services – Director Froats discussed the cost of annual land use permits versus obtaining an easement for the parcel of lands that are required for the Environment Compliance approval at the Boyne Road Landfill.
- e) Recreation and Culture – Director Meerburg proposed that the Winchester Hawks be allowed to operate a bar upstairs at the Joel Steele arena under the Township’s licence during their home games on a trial basis for 8 weeks. If they wish to continue beyond the trial period, an agreement will be proposed to Council.
- f) Clerk – Clerk McCaslin provided a report from Archivist Susan Peters on the progress and development of the Dundas County Archive.

12. Motions and Notices of Motions - NIL

13. Petitions - NIL

14. Council Comments and Concerns:

- a) Council agreed due to the upcoming municipal election to cancel the November 13<sup>th</sup> Council meeting.
- b) Deputy Mayor Boyce asked what can be done about the chlorination count in water. CAO Angela Rutley replied that the levels are safe and that the issue of a strong smell is a function of the contact time. If you access water at a point that is closer to where the chlorine is added to the water, you may have a higher, albeit still safe level of chlorine in the water, which results in a stronger odour.
- c) Councillor Armstrong thanked Mayor Duncan for his leadership and service to the Township of North Dundas. Mayor Duncan reiterated his passion and love for the job; and thanked fellow Council members and Staff for their support during the years.

15. Unfinished Business – NIL

16. Closed Session – NIL

17. Open Session – NIL

18. Ratification By-law

Resolution No. 25

Moved by Councillor Armstrong

Seconded by Councillor Fraser

THAT By-law No. 2018-54 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 9th day of October, 2018.

CARRIED

19. Adjournment by Resolution

Resolution No. 26

Moved by Councillor Fraser

Seconded by Councillor Armstrong

THAT Council adjourn to the call of the chair at 8:20 p.m.

CARRIED

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Mayor

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Clerk

(These minutes were approved as written December 11, 2018)