

THE CORPORATION OF THE TOWNSHIP OF NORTH DUNDAS

MINUTES

DECEMBER 11, 2018

A meeting of the Council of the Corporation of the Township of North Dundas was held in Council Chambers in Winchester Village on December 11, 2018 with Mayor Fraser in the Chair.

ROLL CALL: Mayor: Tony Fraser
Deputy Mayor: Allan Armstrong
Councillors: Gary Annable, Tyler Hoy, John Thompson
CAO: Angela Rutley
Treasurer: John Gareau
Director of Public Works: Dan Belleau
Assistant Water & Sewer Manager: Mary Lynn Plummer
Acting Director of Recreation and Culture: Brandon Cousineau
Fire Services Liaison Office: Mike Gruich
Director of Waste Management: Doug Froats
Director of Planning: Calvin Pol
Clerk: Jo-Anne McCaslin

1. Call Meeting to Order by Resolution

Resolution No. 01 Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT the meeting of the Council of the Corporation of the Township of North Dundas be hereby called to order at 7:29 p.m.
CARRIED

2. Adoption of Agenda

Resolution No. 02 Moved by Councillor Hoy
Seconded by Deputy Mayor Armstrong
THAT Council approve the agenda as presented.
CARRIED

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

4. Adoption of Minutes

a) Regular Minutes October 9 2018
Resolution No. 03 Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy
THAT the minutes of the meeting of the Council of the Township of North Dundas, held October 9th, 2018 be adopted as circulated.
CARRIED

5. Delegations – NIL

6. Action Requests

a) Finance – NIL

b) Economic Development and Communications

i) Iron Forge Signage Grant CIP

Resolution No. 04

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT Council approve funding under the Township of North Dundas' Community Improvement Plan for a Signage Grant in the amount of \$1,500 for the property located at 500 Main St, Winchester; And that Council authorize the Mayor and CAO to execute the required agreement.

CARRIED

ii) Heritage Health Spa Facade Signage Grant CIP

Resolution No. 05

Moved by Councillor Hoy

Seconded by Deputy Mayor Armstrong

THAT Council approve funding under the Township of North Dundas' Community Improvement Plan for a Facade Grant in the amount of \$1,377.50 and a Signage Grant in the amount of \$1,273.50 for the property located at 503 St. Lawrence St, Winchester; And, that Council authorize the Mayor and CAO to execute the required agreement.

CARRIED

c) Public Works

i) Surplus Equipment

Resolution No. 6

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas declare the following pieces of equipment to be surplus to the needs of the municipality and authorize the Director of Public Works to sell the items:

2004 Chevrolet Silverado half ton (deferred)

2005 Chevrolet Silverado half ton (deferred)

1994 Ford 9000 Water Truck

1996 GMC Extended cab 4x4

1995 Freightliner FL80 Pump

CARRIED

ii) Seasonal and On Call Operators

Resolution No. 07

Moved by Councillor Hoy

Seconded by Deputy Mayor Armstrong

THAT the Council of the Township of North Dundas approve the recommendation of the Director of Public Works to hire Tyler Wheeler for the seasonal position of Laborer/Equipment Operator for the period beginning November 2018 and ending April 2019 as per the terms of the letter of offer dated November 19, 2018; and That Council accept the following on-call and alternate on-call part-time operators:
On-Call Operators: Raymond Sherrer and Basil Pemberton,
Alternate On-Call Operators: Stewart Wheeler (Snow Plow) and Daniel Buckle (Sidewalk Machine).

CARRIED

iii) By-Law 14-2011 County Rd 3 Schedule A Amendment

Resolution No. 08

Moved by Deputy Mayor Armstrong

Seconded by Councillor Hoy

THAT the Council of the Township of North Dundas authorize and direct that Schedule "A" of By-Law 14-2011 be amended to include 2019 rates as attached.

CARRIED

- ii) Additional 2018 - 2019 Winter Staff Hires
 Resolution No. 14
 Moved by Councillor Hoy
 Seconded by Deputy Mayor Armstrong
 That Council approve the recommendation of the Acting Director of Recreation & Culture and authorize the hiring of the following individuals (as per the attached list) to work for the Recreation & Culture Department as Arena Attendants and/or Call-In Facility operators for the 2018/2019 ice season. (Pay in accordance with the Part-Time Salary Wage System).
 CARRIED
- iii) Five Month Facility Operator Contract
 Resolution No. 15
 Moved by Deputy Mayor Armstrong
 Seconded by Councillor Hoy
 That Council approve the recommendation of the hiring committee and hire Jenna Warren as a Facilities Operator with the Recreation & Culture Department for a five-month contract starting November 12, 2018 as per the letter of employment dated November 5th, 2018.
 CARRIED
- iv) Community Grants
 Resolution No. 16
 Moved by Councillor Annable
 Seconded by Councillor Thompson
 That Council approve that the Chesterville & District Agricultural Society and Hallville Recreation Committee be awarded a \$400 Community Grant for the November 23rd submission deadline.
 CARRIED
- v) Reciprocal Agreement with the UCDSB
 Resolution No. 17
 Moved by Councillor Thompson
 Seconded by Councillor Annable
 That Council authorize and approve the Upper Canada District School Board to have 85 hours of free, non-prime time ice use and that any hours of use beyond the 85 hours, be billed to the Upper Canada District School Board according to the minor sports rate in effect at the time of the booking.
 CARRIED
- vi) Winchester Hawks Bar Request
 Resolution No. 18
 Moved by Councillor Annable
 Seconded by Councillor Thompson
 That Council approve the request from the Winchester Hawks to allow profit sharing between the Township of North Dundas and the Winchester Hawks during Hawks games.
 CARRIED
- g) Fire
- i) Winchester Fire Deputy Chief Appointment
 Resolution No. 19
 Moved by Councillor Thompson
 Seconded by Councillor Annable
 THAT Council accept the recommendation of the Fire Department and appoint Sandy Johnston as Deputy Fire Chief for North Dundas Fire Station 3, Winchester.
 CARRIED

h) CAO

i) Rogers Communications Inc. Lease Agreement

Resolution No. 20

Moved by Councillor Annable

Seconded by Councillor Thompson

That the Council of the Township the North Dundas accept the 5-year rental agreement dated February 1, 2018 with Rogers Communications Inc.

CARRIED

ii) Rev. Policy 69-2017 Council Health Spending Account

Resolution No. 21

Moved by Councillor Thompson

Seconded by Councillor Annable

That Policy #69-2017, being a policy to establish a Council Health Spending Account to reimburse Council members for medical and dental costs, be approved as amended.

CARRIED

i) Clerk

i) 2018 Municipal Elections Accessibility Report

Resolution No. 22

Moved by Councillor Annable

Seconded by Councillor Thompson

That Council receive and adopt the Accessibility Report for the 2018 Municipal Election.

CARRIED

7. Tenders and Quotations

a) Dawley Drive Sign

Resolution No. 23

Moved by Councillor Thompson

Seconded by Councillor Annable

THAT Council award the tender of the Design, Production and Installation of a Commercial Business Sign to be installed on Dawley Drive to Shane Signs for an amount of \$19,600 plus HST.

CARRIED

8. By-Laws

a) By-Law No. 2018-55 Water Use By-Law

Resolution No. 24

Moved by Councillor Annable

Seconded by Councillor Thompson

THAT By-Law No. 2018-55, being a by-law to regulate the time, manner, extent and nature of the supply of water in the Township of North Dundas, be read and passed in Open Council signed and sealed this 11th day of December, 2018.

CARRIED

b) By-Law No. 2018-56 Tile Drainage Debenture

Resolution No. 25

Moved by Councillor Thompson

Seconded by Councillor Annable

THAT By-Law No. 2018-56, being a by-law to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act be read and passed in Open Council this 11th day of December, 2018.

CARRIED

- c) **By-Law No. 2018-57 Zoning Amendment - Racine**
 Resolution No. 26 Moved by Councillor Annable
 Seconded by Councillor Thompson
 That By-Law No. 2018-57, being a by-law to amend the former Village of Winchester Zoning By-law No. 25-96, as amended, be read and passed in Open Council, signed and sealed this 11th day of December, 2018.
DEFERRED
 Note:
 The Township Planner will contact the owners of the subject property to obtain further planning justification for the proposed rezoning.
- d) **By-law No. 2018-58 Zoning Amendment - Steele**
 Resolution No. 27 Moved by Councillor Thompson
 Seconded by Councillor Annable
 That By-Law No. 2018-58, being a by-law to amend the former Village of Winchester Zoning By-law No. 25-96, as amended, be read and passed in Open Council, signed and sealed this 11th day of December, 2018.
CARRIED
- e) **By-Law No. 2018-59 Site Plan Control Repeal**
 Resolution No. 28 Moved by Councillor Annable
 Seconded by Councillor Thompson
 That By-Law No. 2018-59, being a by-law to repeal Site Plan Control Agreement By-law No. 5-96, be read and passed in Open Council, signed and sealed this 11th day of December, 2018.
CARRIED
- f) **By-Law No.2018-60 Water Sewer Rate By-Law**
 Resolution No. 29 Moved by Councillor Thompson
 Seconded by Councillor Annable
 That By-Law No. 2018-60, being a by-law for fixing rates for the supply of Water/Sewer Services be read a first and second time in Open Council this 11th day of December, 2018.
CARRIED

9. Consent Agenda

Resolution No. 30 Moved by Councillor Annable
 Seconded by Councillor Thompson
 THAT Council authorize payment of accounts as per the attached Council Report dated:

October 15, 2018, Batch 179 to 185 in the amount of \$440,980.64
 October 31, 2018, Batch 186 to 194 in the amount of \$2,895,224.62
 November 14, 2018, Batch 195 to 201 in the amount of, \$441,298.83
 December 5, 2018, Batch 202 to 216 in the amount of \$105,360.51

Ontario Wildlife Damage Compensation Program payments (as per the attached listing); 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 the process and status of the Township's 2019 budget including a proposed budget increase of 4% over last year (2.5% CPI + 1.5% growth factor for the Municipality).
- (b) Public Works - Director Belleau provided an update on the Class Environmental Assessment of the Winchester lagoon. A draft Phase II is being reviewed and the Township is preparing for a Public Information Meeting.
- (c) Public Works - Director Belleau discussed requests from consumers for relief for high water bills and sought Council's guidance on how to approach such requests.
- (d) Planning, Building and Enforcement - Director Pol discussed the Administrative Monetary Penalty System (AMPS). This program was developed by the Province to reduce the number of matters dealt with by Provincial Courts and allows municipalities to establish a system of administrative penalties to assist in promoting compliance with its by-laws.
- (e) Planning, Building and Enforcement - Director Pol discussed the development of a new comprehensive zoning by-law required under Section 26 (9) of the Planning Act including timelines and requirements for public consultation. A preliminary review of the new by-law will be presented to Council in January 2019.
- (f) Planning, Building and Enforcement - Director Pol discussed modifications to the Fox Fire Ridge Subdivision and proposed that the Township complete the road and pave the remaining two sections of Silver Fox Crescent and take over the maintenance of these sections. Amendments would include recovery of any costs. Above to be discussed with Legal Counsel.
- (g) Planning, Building and Enforcement - Director Pol discussed the implications of approving/not approving the establishment of retail outlets for cannabis in North Dundas.
- (h) Clerk – Municipal Clerk Jo-Anne McCaslin discussed the 2018 North Dundas Emergency Management Training and Exercise held on October 26, 2018. An After Action Report and amended by-law were presented to Council. These documents will form part of the year-end reporting requirements to the Office of the Fire Marshal and Emergency Management.
- (i) Clerk – Municipal Clerk Jo-Anne McCaslin presented proposed dates for the 2019 Council meetings.
- (j) Clerk – Municipal Clerk Jo-Anne McCaslin discussed the Officers & Committees By-law, a fluid documents that requires updating from time-to-time. A new by-law will be presented to Council on January 15th, 2019 that will reflect the updates discussed.

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. 31 Moved by Councillor Thompson
Seconded by Councillor Annable

THAT Council proceed in Camera at 9:45 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;
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality of local board, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations.

CARRIED

Open Session

Resolution No. 32 Moved by Councillor Annable
Seconded by Councillor Thompson

THAT Council move to Open Session at 10:47 pm.

CARRIED

Resolution No. 33 Moved by Councillor Thompson
Seconded by Councillor Annable

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

CARRIED

Resolution No. 34 Moved by Deputy Mayor Armstrong
Seconded by Councillor Hoy

THAT Council approve a special purposes salary bonus of \$4,185 for Calvin Pol for 2018.

CARRIED

17. Ratification By-law

Resolution No. 35 Moved by Councillor Annable
Seconded by Councillor Thompson

THAT By-law No. 2018-61 to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed this 11th day of December, 2018.

CARRIED

18. Adjournment by Resolution

Resolution No. 36 Moved by Councillor Thompson
Seconded by Councillor Annable

THAT Council adjourn to the call of the chair at 10:58 pm.

CARRIED

MAYOR

CLERK

(These minutes were approved as written January 15, 2019)