

AGENDA
Municipality of South Dundas
EIGHTY-FIRST MEETING of the Fifth Council
Tuesday, Sep 17, 2013 7:00 PM

Page

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

a) Additions, Deletions or Amendments

All matters listed under General Consent, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.

3. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

4. ADOPTION OF MINUTES

a) [Minutes - Eightieth Meeting](#)

3 - 8

5. GENERAL CONSENT

a) [South Dundas Chamber of Commerce - Minutes](#)

9

[Action Recommended](#)

[That Council receive and file for information purposes.](#)

b) [Iroquois Waterfront Committee - Minutes](#)

10

[Action Recommended](#)

[That Council receive and file for information purposes.](#)

c) [Morrisburg Business Improvement Area - Antiquefest 2014](#)

11

[Action Recommended](#)

[That Council approve and refer back to the Administration](#)

- and Planning & Enforcement Departments.
- d) SD & G County Library - Correspondence 12 - 13
Action Recommended
That Council receive and file for information purposes.

 - e) Activity Reports 14 - 20
- Economic Development Officer
- Fire Chief
- Treasurer
- CAO
Action Recommended
That Council receive and file for information purposes.
- 6. DEPUTATIONS/PETITIONS/PRESENTATIONS**
- a) United Way of SD&G - Justin Watkins & Kim Lauzon-Desjardins
 Re: United Way's Activity Update
- 7. COUNCIL/DEPARTMENTAL/COMMITTEE REPORTS**
- 8. CORRESPONDENCE (Action)**
- 9. NOTICES OF MOTIONS**
- 10. UNFINISHED BUSINESS/DISCUSSION ITEMS**
- a) Summary 21
- 11. BY-LAWS**
- a) Property Tax Extension Agreement 22
 - b) Site Plan Control Agreement - Grant Castle Corp. 23
(MacEwen's)
 - c) Confirmatory
- 12. IN CAMERA**
- 13. ADJOURNMENT**

MINUTES**EIGHTIETH MEETING OF THE FIFTH COUNCIL OF
THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS**

The Eightieth Meeting of the Fifth Council of the Corporation of the Municipality of South Dundas was held at the Morrisburg Arena at 7:00 p.m., Tuesday, September 3, 2013.

Present: Mayor Byvelde
Deputy Mayor Locke
Councillors Delegarde, Graham, Mellan
CAO McDonald
Clerk Brunt
Treasurer, Fire Chief, Managers of Public Works and
Planning & Enforcement and Economic Development
Officer

CALL TO ORDER**CONFIRMATION OF AGENDA – Additions, Deletions or Amendments**

Amendment to Report CLK2013-14

Additions: Discussion Items: SD&G Employment Lands; water/sewer rate concerns; exotic animal by-law; By-law for sale of land to SNC

**DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE
THEREOF** – Nil**ADOPTION OF MINUTES**

Resolution No. 10-14-934

Moved by Councillor Mellan

Seconded by Councillor Delegarde

THAT the minutes of the Seventy-Ninth Meeting and the minutes of the Seventy-Ninth In Camera Meeting of the Fifth Council of the Corporation of the Municipality of South Dundas be adopted as circulated.

CARRIED

PUBLIC MEETING

Resolution No. 10-14-935

Moved by Councillor Graham

Seconded by Councillor Mellan

THAT the Public Meeting to consider a zoning by-law amendment be opened at 7:03 p.m.

CARRIED

The Manager of Planning & Enforcement explained that the farmland at Part of Lots 22 and 23, Concession 3 in the former geographic Township of Matilda, at 10855 Irena Road, is currently zoned Agricultural (A) has been subject to a consent application which resulted in the severance of a vacant farm parcel comprising the bulk of the property from a surplus dwelling.

The purpose of this Zoning By-law amendment is to fulfill a condition of approval of the aforementioned consent application wherein no new permanent residential uses are to be allowed on the vacant farm parcel. The Zoning is being changed by rezoning the severed parcel from Agricultural (A) to Agricultural Special Exception 8 (A-8).

Minutes**-2-****September 3, 2013****PUBLIC MEETING (Cont'd)**

Applicant Gary Bouck was present. The Manager of Planning and Enforcement did not receive any verbal or written concerns. Council did not have any concerns with the Amendment.

Resolution No. 10-14-936

Moved by Councillor Mellan

Seconded by Deputy Mayor Locke

THAT the Public Meeting to consider a zoning by-law amendment be closed at 7:05 p.m.

CARRIED

GENERAL CONSENT

Resolution No. 10-14-937

Moved by Councillor Mellan

Seconded by Deputy Mayor Locke

THAT all items listed under the General Consent section of the Agenda be adopted as presented.

CARRIED

1. Williamsburg Community Cemetery Board – Minutes

Action Recommended

That Council receive and file for information purposes.

2. Iroquois Waterfront Committee – Minutes

Action Recommended

That Council receive and file for information purposes.

3. Morrisburg Community Waterfront Advisory/Implementation Committee – Minutes

Action Recommended

That Council receive and file for information purposes.

4. Key Information Report No. PW-01 – Sodium Hypochloride Purchases

Action Recommended

That Council receive and file for information purposes.

5. Key Information Report No. PW-02 – Whispering Winds Residential Waste Collection

Action Recommended

That Council receive and file for information purposes.

6. Key Information Report No. PW-03 – Valumart Paving

Action Recommended

That Council receive and file for information purposes.

7. Activity Reports

- Manager of Recreation & Facilities

- Manager of Public Works

Action Recommended

That Council receive and file for information purposes.

DEPUTATIONS/PETITIONS/PRESENTATIONS

Tim Simpson, CAO and Terry Besner, EDO of the United Counties of Stormont, Dundas and Glengarry updated Council on the various departmental services. EDO Besner gave a status report of the plan priorities that have been set in place.

Minutes**-3-****September 3, 2013****COUNCIL/DEPARTMENTAL/COMMITTEE REPORTS****1. Manager of Public Works****A) Report No. MPW2013-12 – Supply and Delivery of Winter Highway Salt**

Resolution No. 10-14-938

Moved by Deputy Mayor Locke
Seconded by Councillor Mellan

THAT the Council of the Municipality of South Dundas approve Report No. MPW2013-12 to accept the tender from Carghill Ltd. in the amount of \$74.71 and \$74.90 plus applicable taxes for the 2013-2014 and 2014-2015 seasons respectively for the supply and delivery of winter highway salt as per the joint tender with the United Counties of S.D. & G.

CARRIED

B) Report No. MPW2013-13 – 2013 Plow Truck Tender

Resolution No. 10-14-939

Moved by Councillor Delegarde
Seconded by Councillor Mellan

THAT the Council of the Municipality of South Dundas approve Report No. MPW2013-13 to accept the tender from Tallman Truck Centre in the amount of \$164,317.82 plus HST for a single axle plow truck.

CARRIED

C) Report No. MPW2013-14 – DWQMS

Resolution No. 10-14-940

Moved by Councillor Delegarde
Seconded by Councillor Graham

THAT the Council of the Municipality of South Dundas approve Report No. MPW2013-14 to accept the proposal from AMEC in the amount of \$10,000.00 plus applicable taxes for professional services for the technical review and development of a Drinking Water Quality Management System (DWQMS) for South Dundas.

CARRIED

2. Fire Chief**Report No. SDFES2013-06– Purchase of Vehicle**

Resolution No. 10-14-941

Moved by Councillor Mellan
Seconded by Councillor Delegarde

THAT the Council of the Municipality of South Dundas approve Report No. SDFES2013-06 to purchase a 2008 International 7500 cab and chassis with retrofitting in the amount of \$65,500.00 plus HST.

CARRIED

3. Treasurer**A) Report No. TR2013-03 – 2012 Financial Statements and Surplus Allocation**

Resolution No. 10-14-942

Moved by Councillor Delegarde
Seconded by Deputy Mayor Locke

THAT the Council of the Municipality of South Dundas accept the 2012 Financial Statements from Craig Keen Despatie Markell LLP as presented on May 21, 2013;

AND THAT Council authorize the surplus for 2012 of \$623,515.00 be allocated to the South Dundas Municipal Centre project for costs up to December 31, 2012 and that the remaining funds be financed through the working reserve up to the total required of \$750,455.00.

CARRIED

Minutes**-4-****September 3, 2013****COUNCIL/DEPARTMENTAL/COMMITTEE REPORTS (Cont'd)****B) Report No. TR2013-04 – Development of an Asset Management Plan RFP**

Resolution No. 10-14-943

Moved by Councillor Graham

Seconded by Councillor Delegarde

THAT the Council of the Municipality of South Dundas approve Report No. TR2013-04 to accept the Request for Proposal from KPMG in the amount of \$22,000.00 plus applicable taxes for the development of an Asset Management Plan.

CARRIED

4. Clerk**Report No. CLK2013-14 – Printer/Photocopier/Scanner Leasing**

Resolution No. 10-14-944

Moved by Deputy Mayor Locke

Seconded by Councillor Delegarde

THAT the Council of the Municipality of South Dundas accept Report No. CLK2013-14 as amended, to purchase a "four-in-one" colour printer/photocopier/fax/scanner unit for the price of \$7,069.00 plus applicable taxes from Cornwall Business Machines.

CARRIED

5. CAO**Report No. CAO2013-18 – Appointment of Iroquois Community Waterfront Advisory Implementation Committee**

Resolution No, 10-14-945

Moved by Councillor Mellan

Seconded by Councillor Graham

THAT the Council of the Municipality of South Dundas receive Report No. CAO2013-18;

AND THAT the following people be appointed to the Iroquois Community Waterfront Advisory Implementation Committee: Carol Montgomery, Jim Millard, Jim Wilson, Keith Poore, Margaret Lee, and Council representative Deputy Mayor Locke.

CARRIED

CORRESPONDENCE– Nil**NOTICES OF MOTIONS**– Nil**UNFINISHED BUSINESS/DISCUSSION ITEMS**

1. Summary received and clarification on projects discussed.
2. Mayor Byvelds stressed the importance of attending an upcoming meeting to determine the status of the SDG Employment Lands for the Official Plan and the need to define the location of the boundaries in South Dundas. South Dundas does not want to lose the lands that have been designated for these purposes.
3. Councillor Delegarde requested an additional newsletter be sent to the users of the water and sewer utilities to assist in clarifying the rates.
4. Councillor Graham requested that Staff review the need for a by-law to regulate exotic animals.

Minutes**-5-****September 3, 2013****BY-LAWS****1. Zoning By-Law Amendment**

Resolution No. 10-14-946

Moved by Councillor Graham

No. 2013-61

Seconded by Councillor Delegarde

THAT By-Law No. 2013-61, being a by-law to amend Zoning By-Law No. 2010-48, be read and passed in open Council, signed and sealed.
CARRIED

2. Broken Second Municipal Drain Construction

Resolution No. 10-14-947

Moved by Councillor Graham

No. 2013-62

Seconded by Deputy Mayor Locke

THAT By-Law No. 2013-62, being a by-law to enter into an Agreement with Frank Ault Excavating Ltd. for the construction of the Broken Second Municipal Drain, be read and passed in open Council, signed and sealed.

CARRIED

3. Integrity Commissioner Agreement

Resolution No. 10-14-948

Moved by Councillor Mellan

No. 2013-63

Seconded by Councillor Graham

THAT By-Law No. 2013-63, being a by-law to enter into a Professional Services Agreement for the position of Integrity Commissioner with Robert J. Swayze, Barrister & Solicitor, be read and passed in open Council, signed and sealed.

CARRIED

4. Lakeshore Drive Sanitary Sewer & Watermain Replacement

Resolution No. 10-14-949

Moved by Councillor Graham

No. 2013-64

Seconded by Deputy Mayor Locke

THAT By-Law No. 2013-64, being a by-law to enter into an Agreement with Cornwall Gravel Company Ltd. for Lakeshore Drive Sanitary Sewer and Watermain Replacement, be read and passed in open Council, signed and sealed.

CARRIED

5. Purchase of Land Agreement – South Nation Conservation

Resolution No. 10-14-950

Moved by Councillor Mellan

No. 2013-65

Seconded by Councillor Graham

THAT By-Law No. 2013-65, being a by-law to dispose, sell or otherwise alienate certain lands held by the Municipality, be read and passed in open Council, signed and sealed.

CARRIED

6. Confirmatory

Resolution No. 10-14-951

Moved by Councillor Delegarde

No. 2013-66

Seconded by Councillor Graham

THAT By-Law No. 2013-66, being a by-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in open Council, signed and sealed.

CARRIED

IN CAMERA – Nil

Minutes

-6-

September 3, 2013

ADJOURNMENT

Resolution No. 10-14-952

Moved by Councillor Mellan
Seconded by Councillor Delegarde

THAT Council now adjourn to meet again at the call of the Chair.

CARRIED

MAYOR

CLERK

South Dundas Chamber of Commerce**Iroquois Golf Course****Wednesday August 14, 2013**

Present: Dick Kropp, Donnie Bowes, Cam Martel, Bruce Davis, Hanna Rycroft, Marlene Lewis, Joyce Gravelle, Evonne Delegarde, Ben Stewart, Clayton Mockler, Annette Angus, Pauline Pratt, Barbara Scott, Grace McDonough, Carl Matthews-McIntyre, Gerri Fitzsimmons, Leisa Fawcett

Regrets: Ann Barkley; Natalie Brundige; Sue Jarvis; Lori & Stewart Cook; Keith & Linda Robinson; Chuck Barkley; Tim Cassell

1. **Carl McIntyre** (Vice President) called meeting to order at 7:43am.
2. Carl called upon **Kathy Hardy**, (Pro Shop Manager) to speak about the Iroquois Golf Course. She has been in this position for 1 year, and really enjoys her position. Golf Course was built in 1959 and a new Club House was built in 2005. This is the only 18 hole golf course along the St. Lawrence River. The golf course also holds weddings, receptions, and birthday parties. They are going to partner up with crime stoppers and grade six students from Morrisburg and Iroquois. Golf Club volunteers will mentor students, and students will teach mentors how to use and IPAD.
3. Carl asked everyone to introduce themselves.
4. The Fall Frolic Fifties Dance and Live Auction is taking place in Cornwall at the Agora Centre on September 28th 2013.
5. **Leslie Anne Tupper** thanked everyone for giving her the opportunity to work for the Chamber and the experience she achieved while being there. She participated in working with the map, the directory, the antique festival, tubie fest, and the re-enactment.

Guest Speaker: Annette Angus (Owner and Operator of the Terrace Green Bed and Breakfast in Winchester) Annette spoke about the importance of marketing your business and promoting the area. She is in partnership presently with Winchelsea Events for wedding planning.

She spoke about wanting to make North Dundas (Winchester Area) a destination for tourism. She is also working on partnering up with Smokey Ridge, Winchelsea Events, and Terrace Green B&B, for people to come and plant their own vines, stay at Terrace Green B&B, and have a beautiful meal at Winchelsea and wine tasting as well. Partnering up with other businesses can definitely be a great asset to all of the businesses involved. There is a meeting coming up on August 22nd at Winchelsea, and anyone who would like to attend is welcome.

6. Carl spoke about partnering up this year for the antique festival, and everyone did very well.
7. Next meeting will be held at **The Hartford Retirement Residence in Morrisburg on September 11, 2013 at 7:30am.**
8. Meeting was adjourned at 8:22am.

Iroquois Waterfront Committee

Minutes of meeting, 20 August 2013

In attendance:

Carol Montgomery, Jim Millard, Keith Poore, Margaret Lee, Jim Wilson (Chair), Gerry Fitzsimmons (Guest)

Discussion

1. Jim Wilson reported on his meeting with Stephen McDonald
 - a. There was no response to requests for new members for the committee
 - b. The minutes of the July meeting were reviewed, especially items relating to concerns about Iroquois Beach
 - c. Stephen and a councilor (probably Jim Locke) will attend future meetings of the committee
 - d. In order not to conflict with Township Council meetings, future committee meetings will be held on the second or fourth Tuesday of the month
2. Gerry Fitzsimmons explained the objectives and achievements of the Galop Canal restoration initiative, and responded to questions from members of the committee. These questions were related to:
 - a. Contacts at the federal, provincial and municipal level
 - b. Sources of funding and how to access them

Next meeting - The next meeting will be held on Tuesday, 24 September 2013 at 7 p.m. at the Iroquois Community Centre

Open Actions proceeding from Discussion

1. Keith Poore to contact John Ross about meeting with the Committee
2. Keith Poore to setup Facebook account
3. Jim Wilson to contact Evonne Delegarde about bringing immediate beach concerns to Council

August 20, 2013

Township of South Dundas
4296 County Road 31
P.O. Box 160
Williamsburg, Ontario
K0C 2H0

Dear Mayor and Council

The Morrisburg BIA is pleased to let you know that Antiquefest 2013 was a success and we would like thank you for the support we received from the Municipality. It is our intent to proceed with Antiquefest again, on July 19th and 20th 2014.

We will be forming a committee shortly to plan, expand upon and grow this into an annual community event to be hosted in the Morrisburg Shopping Plaza. The location will be chosen in consultation with municipal staff and all protocols and procedures will be followed in accordance with your staff's direction.

We request Council's permission to host the event as described above.

Yours truly,
Bill Ewing

Bill Ewing
Chairperson
Morrisburg BIA



August 20, 2013

Mr. Stephen McDonald, CAO
Mrs. Brenda Brunt, Municipal Clerk
Municipality of South Dundas
34 Ottawa Street,
Morrisburg, ON K0C 1X0

Dear Mr. McDonald and Mrs. Brunt,

I was disillusioned yesterday upon reading the article in the Standard Freeholder about South Dundas's consideration of a small addition to the building at the J. R. Whitteker Park in Williamsburg; 558 square feet, plus existing space to be shared with the Recreation Centre, is not what we stated we needed to operate a Library branch. The implication from the article is also that we can only have the entire space if the Recreation Committee doesn't need it.

First of all, the proposed space is too small and secondly, sharing it would only compound the problem of lack of space and the ability to manage it as a library. The old branch in the former Municipal building was 840 square feet, not including the entranceway or bathrooms, and we were not expected to share library space in that facility with other community groups.

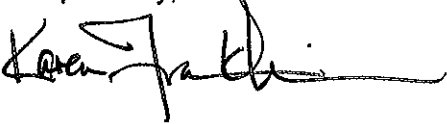
I learned yesterday that the 558 figure represents the area of the current cement slab outside the building. Until very recently this building was referred to as "the canteen", and should the expansion go ahead, the kitchen of that canteen would be in the middle of the facility, effectively blocking access and visibility between the proposed library space and the program area and bathrooms. This is also not conducive to effective public service.

I acknowledge that the building worked well recently for our weekly Summer Reading Club activity sessions, considering the fairly small number of children (and caregivers) that attended. When I went to see it on July 31, I found it acceptable for that activity. I think there is some issue with the bathrooms, as there was an unpleasant odour, even with the doors wide open and a cross-breeze blowing through. However, the existing space is not adequate for Library programs throughout the year, and the bathrooms are rough, at best. Simply put, the building does not adhere to the most basic standards for a public library facility.

I have also been told that your municipality feels that perhaps some sort of community centre is warranted in the village. While a public library is an important asset to any community, it is not the same as a community centre. The library's value to the community, as well as its ability to operate effectively in its intended role are dependent on being designed and constructed with current and future library needs and standards met.

I look forward to continuing to work with municipal officials regarding the possibility of a new library space in Williamsburg. Please ensure that members of South Dundas Council are made aware of this correspondence.

Respectfully,



Karen Franklin
Manager of Library Services
SD&G County Library
106-26 Pitt Street
Cornwall, ON K6J 3P2

C.C. SD&G County Library Board: Bill McGimpsey, Chair; Jeannie Gagnon, Vice-Chair;
Janet Milnes; Barbara Lehtiniemi; James Locke; Eric Duncan; Chris McDonell

Tim Simpson, CAO, United Counties of Stormont, Dundas & Glengarry



Municipality of South Dundas
Economic Development & Tourism Department

Activity Report

TO: Mayor and Members of Council
FROM: Nicole Sullivan, Economic Development Officer
DATE: September 17th, 2013
SUBJECT: Activity Report

The following represents highlights of the activities undertaken since the last update which was submitted for the August 13th, 2013 South Dundas Council meeting.

Work Completed

- Relocation of Office and Visitor Information Centre

Work In Progress

- Corporate Identity Toolkit
- Waste Diversion (Recycling) Advertisements
- Upper Canada Region Resident/Doctor Attraction Pamphlet in partnership with St. Lawrence Medical Clinics
- Hamlet Signage Project
- Signage for the Forward House/Iroquois Visitor Information Centre
- Morrisburg Waterfront Prefeasibility Study and Preliminary Design
- South Dundas Community Welcome Gardens
- Updating Business Section of the Municipal Website
- Upper Canada Region Webpage (in partnership with South Stormont)
- Planning of Fall 2013/Winter 2014 Business Breakfasts
- Continued Addition of Activities & Events to the Online Community Calendar/Facebook

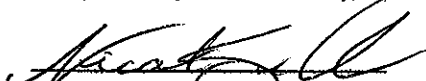
Meetings & Events Attended

- August 14th SLPC Community Partners "Pumpkinferno" Meeting
- August 16th Meeting with local business and SDG CFDC to discuss funding opportunities
- August 19th Health and Safety Committee Workplace Inspections
- August 20th Morrisburg Waterfront Committee Meeting
- August 29th & September 13th Department Head Meeting
- August 30th Meeting with Prospective Investor
- September 3rd Meeting with Chamber of Commerce & Morrisburg BIA re: Pumpkinferno
- September 3rd Council Meeting
- September 4th Regional EDO Meeting with Cornwall & the Counties Tourism
- September 6th Site Visit to Marimac Building
- September 6th Meeting with Create It! Gardens by Design re: final design of Welcome Gardens
- September 9th Focus Group re: Economic Development Strategy for Eastern Ontario
- September 9th Meeting with Prospective Investor
- September 11th & 12th Ontario East Municipal Conference


Project Updates

- Hamlet signs have been received and will all be installed before the start of Pumpkinferno at Upper Canada Village on Friday, October 4th. Caution is being taken to avoid conflicts with the Williamsburg Harvest Festival.
- South Dundas Welcome Gardens will be installed starting on Thursday, September 19th.

Respectfully submitted by,


Nicole Sullivan, EDO

Approved by,


Stephen McDonald, CAO



MONTHLY ACTIVITY SUMMARY Fire & Emergency Services August 2013

FIRE CHIEF

WORK COMPLETED

- Dry hydrants for water supply (Williamsburg)
- Fire Master Plan awarded to Powell & Assoc.
- Annual testing of Fire Apparatus

WORK ONGOING OR TO BE COMPLETED

- Tanker shuttle accreditation (Test Sat. Sept. 14th)
- Stand by-generators for fire stations
- Training facility at Morrisburg works yard (Sea Containers)
- Repair floor drains (Morrisburg)
- Fire Prevention Week
- Retrofit 184 (Williamsburg tanker)

MEETINGS

- August 1st Training Committee
- Aug 7th Min. of Environment
- Aug. 8th Chiefs Meeting
- Aug. 12th Senior Staff
- Aug. 13th Council
- Aug. 19th Health & Safety
- Aug 19th Mutual Aid
- Aug 20th Pre-insp truck chassis (London)
- Aug 20th South Branch Wind Farm
- Aug. 26st Brockville Dispatch
- Aug. 27th Fire Prevention Committee
- Aug. 29th Senior Staff

INSPECTIONS/PUBLIC EDUCATION

- 6 Inspections
- "Smoke Alarm program (Stn 1-6, 30 units)

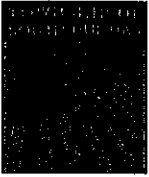
South Dundas Fire & Emergency Services

Staff Activity by ID

Date Between {13/08/2013} And {31/08/2013} and Staff ID = "1001 "

Date	Time	Incident	Type Code	Hours	Hrs Paid	Points
1001 McDonough, Chris						
14/08/2013	16:54:00	13-0008023	R MVC Motor vehicle collision	0.77	0.77	0.00
16/08/2013	13:36:00	13-0008024	O ASSISTPOL Assist Police Department	1.05	1.05	0.00
16/08/2013	21:40:00	13-0004048	F FX Fire At Scene	3.33	3.33	0.00
18/08/2013	15:28:00	13-0006049	R MVC Motor vehicle collision	0.53	0.53	0.00
21/08/2013	04:35:00	13-0004050	R MVC Motor vehicle collision	0.85	0.85	0.00
22/08/2013	12:24:00	13-0004051	O RMT ALRM Remote Alarm	0.30	0.30	0.00
23/08/2013	08:25:00	13-0006050	O RMT ALRM Remote Alarm	0.92	0.92	0.00
31/08/2013	06:00:00	13-0004053	R MVC Motor vehicle collision	0.85	0.85	0.00
Staff Member Totals:				8.60	8.60	0.00
Avg Per Activity:				1.08	1.08	0.00

Types: F=Fire, M=EMS/Medical, R=Rescue, O=Other



MONTHLY ACTIVITY SUMMARY TREASURY September 17, 2013

WORK COMPLETED

- **Infrastructure Ontario Application for financing pertaining to the Iroquois Medical Clinic**
- **Revenue/Expense Report**
- **Moneris and Bank of Montreal Account Amendments**
- **Approval of the 2012 Financial Statements**
- **Selection of Successful Proponent for the Development of an Asset Management Plan**
- **Submission of Claim # 9 to Infrastructure Canada for expenses incurred for the Iroquois WWTP up to July 31, 2013**
- **Water & Sewer Arrears added to Taxes**
- **Water Meter issues relating to readings, inaccurate meter consumptions, billings and issuing of new water meters**

WORK IN PROGRESS

- **FIR/MPMP Reporting for 2012**
- **School Board Reconciliation for September 30, 2013**
- **Development of an Asset Management Plan - KPMG**
- **Tax Collection Policy**
- **Williamsburg Sewer Levy By-Law**
- **Implementation of VadimOpen for Property Tax Module**
- **Implementation of Drainage Module in Vadim**
- **Monitoring Current Extension Agreements**
- **Reserve and Reserve Funds Analysis to determine appropriate balances and establish a capital fund and future landfill closure and post closure reserve**
- **Bank Reconciliations and Transfers for current Bank Accounts at Bank of Montreal & Royal Bank**
- **Review with RSL regarding issues pertaining to the water meters**

MEETINGS

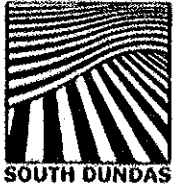
- **August 12 Senior Staff Meeting**
- **August 14 New Municipal Infrastructure Funding Consultation**
- **August 19 Health & Safety Committee Inspections**
- **August 21-28 Office Relocation in Morrisburg**

HIGHLIGHTS

- **Received construction loan advance of \$2,609,238.59 on August 15, 2013 from Infrastructure Ontario pertaining to the South Dundas Municipal Centre.**
- **Payment of 3 current tax sale properties received totalling \$23,900.57.**
- **2013 Supplemental taxes issued totalling \$63,364.39 which includes, Counties, Municipal, and Education.**
- **Final Tax Due Date is September 30, 2013.**

Respectfully submitted by,

Shannon Geraghty, Treasurer



MONTHLY ACTIVITY SUMMARY
CHIEF ADMINISTRATIVE OFFICER

September 17, 2013

MEETINGS:

- August 19th - Jim Wilson, Iroquois Waterfront Implementation Committee
- August 23rd - SDMC Project Status Review
- August 28th - Eastern Engineering, North Williamsburg Rec Building
- August 29th - Sr. Staff
- August 29th - Josee Brizard, SNC
- August 29th - SDMC Construction Progress
- September 3rd - Council
- September 12th - SDMC Construction Progress
- September 13th - Sr. Staff
- September 16th - MIII Capital Program
- September 17th - Council

WORK COMPLETED:

- Job postings
- Relocation of Municipal Offices

WORK IN PROGRESS:

- Iroquois Wastewater Treatment Plant
- SDMC Project
- Iroquois/Morrisburg/Williamsburg Sewer Infrastructure Rehabilitation Project
 - ✓ Lakeshore Drive – sanitary, water, storm
 - ✓ St. Lawrence St., High St., First St. & Second St – sanitary
 - ✓ Iroquois I and I Phase 2 Study
 - ✓ Sanitary Relining
- Research on Street Light Conversion
- Succession Planning
- Williamsburg Library Alternative Delivery
- Campbell Street Extension – Application for Overall Benefit Permit in process
- Transfer of Morrisburg Plaza Unit and Lease with BIA
- Nine Mile Road Culvert – MIII Capital Project

UNFINISHED BUSINESS SUMMARY

SUBJECT MATTER	REFERRED TO	RESPONSE EXPECTED	STATUS
Morrisburg Industrial Park Expansion	ALL STAFF		In Process
Sewer Infrastructure Rehabilitation Project Morrisburg/Williamsburg/Iroquois	CAO/MPW	November 2013	Ongoing
Marine Station Road Ditch	MPE/MPW		Discussions ongoing
Regulatory Signage Policy – Stop & Yield Signs	MPW MPE	2013 2013	October 2013
Iroquois Wastewater Treatment Plant	CAO/MPW	February 2014	In Progress
Morrisburg Plaza Washrooms	CAO	Fall 2013	Agreement with BIA
Williamsburg Library – Alternate Service Delivery	CAO/CLK	Fall 2013	
Iroquois I & I Study	CAO		In Progress
Lakeshore Drive Sewer & Watermain Replacement	CAO		In Progress
Curbing and Sidewalks – County Rd 4 Report and bike path	MPW	September 2013	

Rev. September 17/13

THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS**BY-LAW NO. 2013-67****A BY-LAW to enter into a Tax Arrears Extension Agreement.**

WHEREAS *the Municipal Act, 2001*, Chapter, 25, Section 5 provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS *the Municipal Act 2001, S.O. 2001, Chapter 25, Section 378* authorizes the Municipality to enter into an extension agreement with the property owner, whose land is registered, extending the period of time in which the cancellation price is to be paid.

AND WHEREAS the Extension Agreement may be subject to such terms and conditions relating to payments as are set out in it;

AND WHEREAS the Municipality of South Dundas has registered a Tax Arrears Certificate against the property owner;

AND WHEREAS the Council of the Municipality of South Dundas agrees to permit an extension of the time for payment of Municipal taxes, interest, penalties and legal and administration costs;

NOW THEREFORE the Council of the Corporation of the Municipality of South Dundas enacts as follows:

1. That the Mayor and Treasurer be authorized to execute a Tax Arrears Extension Agreement as per Schedule "A" attached hereto and any other necessary documents with the property owner.
2. That in the event of default on any part of this Agreement, the Treasurer shall be authorized to immediately continue with the Tax Sale process.
3. That this By-law becomes effective as of the date of passing and any other By-law inconsistent to this By-law is hereby repealed.

READ and passed in open Council, signed and sealed this 17th day of September, 2013.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS

BY-LAW NO. 2013-68

A BY-LAW to enter into a Site Plan Control Agreement with Grant Castle Corporation.

WHEREAS the *Municipal Act, 2001*, as amended, provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Municipality of South Dundas is desirous of entering into a Site Plan Control Agreement to construct new development.

NOW THEREFORE the Council of the Corporation of the Municipality of South Dundas enacts as follows:

1. That an Agreement be entered into with Grant Castle Corporation in accordance with as Schedule "A" attached hereto.
2. The Mayor and Clerk are hereby authorized to execute such further documents as are required to effectively carry out the Agreement.
3. That any by-law inconsistent to this by-law is hereby repealed.

READ and passed in open Council, signed and sealed this 17th day of September, 2013.

MAYOR

CLERK