



Township of South Dundas

4296 County Road 31/Bank Street, PO Box 160, Williamsburg ON K0C 2H0
Tel: 613-535-2673 Fax: 613-535-2099 email: mail@southdundas.com

AGENDA

**SIXTY-NINTH MEETING
of the Fifth Council
for Tuesday, April 16, 2013**

Page

CALL TO ORDER

CONFIRMATION OF AGENDA

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.

DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

ADOPTION OF MINUTES

1

GENERAL CONSENT

1. **10th Annual "Casey @ Bat" Fastball Tournament – Use of Facilities**
Action Recommended
That Council approve and refer back to the Recreation & Facilities Department to proceed with request. 5
2. **Tile Drainage Loan Application (89-2013) – Report No. PE2013-06**
Action Recommended
That Council approve and refer back to the Planning & Enforcement Department to proceed with request. 6
3. **Activity Reports**
 - Economic Development Officer
 - Fire Chief
 - Treasurer
 - CAOAction Recommended
That Council receive and file for information purposes. 8

DEPUTATIONS/PETITIONS/PRESENTATIONS**COUNCIL/DEPARTMENTAL/COMMITTEE REPORTS**

1. **Economic Development Officer – Report No. EDT2013-04**
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2. **Manager of Planning & Enforcement – Report No. PE2013-07**
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3. **Clerk – Report No. CLK2013-08**
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CORRESPONDENCE (Action)**NOTICES OF MOTIONS****UNFINISHED BUSINESS/DISCUSSION ITEMS**

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BY-LAWS

1. Docksyde Extension Agreement 22
2. Iroquois Beach Agreement 23
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4. Amend By-Law No. 2006-41- Water & Sewer Rates 25
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6. Confirmatory

IN CAMERA**ADJOURNMENT**

MINUTES

SIXTY-SEVENTH MEETING OF THE FIFTH COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

The Sixty-Seventh Meeting of the Fifth Council of the Corporation of the Township of South Dundas was held in the Council Chambers at 1:30 p.m., Tuesday, March 26, 2013.

Present: Mayor Byvelds
Deputy Mayor Locke
Councillors Delegarde, Graham, Mellan
CAO McDonald
Clerk Brunt
Treasurer

The main intent of this special meeting was to review sewer and water rates.

CALL TO ORDER

DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE
THEREOF – Nil

REVIEW OF SEWER AND WATER RATES

Council reviewed and approved the rates as presented by Staff. A by-law will be presented to Council at a future meeting.

ADJOURNMENT

Resolution No. 10-14-797

Moved by Councillor Mellan
Seconded by Councillor Delegarde

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

CARRIED

MAYOR

CLERK

MINUTES

SIXTY-EIGHTH MEETING OF THE FIFTH COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

The Sixty-Eighth Meeting of the Fifth Council of the Corporation of the Township of South Dundas was held in the Council Chambers at 7:00 p.m., Tuesday, April 2, 2013.

Present: Mayor Byvelds
Deputy Mayor Locke
Councillors Delegarde, Graham, Mellan
Clerk Brunt
Treasurer and Economic Development Officer

Also Present: Troy Brownell & Chris Eamon, Caneau Water & Sewage
Operations Inc.

Regrets: CAO McDonald

CALL TO ORDER

CONFIRMATION OF AGENDA – Additions, Deletions or Amendments

Additions: Morrisburg BIA Update

DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF – Nil

ADOPTION OF MINUTES

Resolution No. 10-14-798

Moved by Deputy Mayor Locke
Seconded by Councillor Delegarde

THAT the minutes of the Sixty-Sixth meeting of the Fifth Council of the Corporation of the Township of South Dundas be adopted as circulated.

CARRIED

GENERAL CONSENT

Resolution No. 10-14-799

Moved by Councillor Delegarde
Seconded by Deputy Mayor Locke

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

CARRIED

1. Golden Gears Car Club – Use of Facility/Township Land Request

Action Recommended

That Council approve and refer back to Public Works and Recreation & Facilities Departments to proceed with requests.

2. Water/Wastewater Monthly Report – Update

Action Recommended

That Council receive and file for information purposes.

3. Activity Reports

- Recreation Program Coordinator
- Manager of Recreation & Facilities
- Manager of Planning & Enforcement
- Clerk

Action Recommended

That Council receive and file for information purposes.

DEPUTATIONS/PETITIONS/PRESENTATIONS**1. United Counties of S.D. & G.**

United Counties of S.D. & G. CAO Simpson introduced the County Economic Development Officer, Terry Besner. Ms. Besner provided Council with the Action Plan Overview for the Counties' Economic Development Program.

2. Rideau St. Lawrence Utilities

Director, John Allison, presented the 2012 Annual Report of the operations of Rideau St. Lawrence Utilities.

3. County Library in Williamsburg

Pam Rodrigue spoke on behalf of the concerned citizens group to "save the Williamsburg Library". The group is requesting Council's support to find a location to house a library for the residents of Williamsburg or an alternative service. Council will work with the group and the Library Board to seek alternatives.

COUNCIL/DEPARTMENTAL/COMMITTEE REPORTS**1. Economic Development Officer****Report No. EDT2013-03 – Hamlet/Parks/Facilities Sign Design**

Resolution No. 10-14-800

Moved by Deputy Mayor Locke

Seconded by Councillor Graham

THAT the Council of the Township of South Dundas accept Report No. EDT2013-03 to approve the Integrated Signage Program Design as presented by T.D. Graham & Associates.

DEFEATED

2. Manager of Public Works**Water/Wastewater Annual Report**

Resolution No. 10-14-801

Moved by Councillor Delegarde

Seconded by Deputy Mayor Locke

THAT the Council of the Township of South Dundas accept the 2012 Summary Reports for the South Dundas Regional Water Treatment Plant from Caneau Water & Sewage Operations Inc. dated March 27, 2013.

CARRIED

3. Fire Chief**Report No. SDFES2013-01 – Thermal Imaging Camera**

Resolution No. 10-14-802

Moved by Councillor Mellan

Seconded by Councillor Delegarde

THAT the Council of the Township of South Dundas accept Report No. SDFES2013-01 to approve the single source purchase of a Drager UCF 7000 Thermal Imaging Camera from Municipal Equipment in the amount of \$9,650.00 plus HST.

CARRIED

4. Clerk**A) Report No. CLK2013-05 – Docksyde Canteen**

Resolution No. 10-14-803

Moved by Deputy Mayor Locke

Seconded by Councillor Mellan

THAT the Council of the Township of South Dundas accept Report No. CLK2013-05 to authorize an extension Agreement of one year to the Morrisburg & District Lions Club to operate the Docksyde Canteen.

CARRIED

COUNCIL/DEPARTMENTAL/COMMITTEE REPORTS (Cont'd)**B) Report No. CLK2013-06 – Iroquois Beach Canteen**

Resolution No. 10-14-804

Moved by Councillor Mellan

Seconded by Councillor Graham

THAT the Council of the Township of South Dundas accept Report No. CLK2013-06 to authorize a one year Agreement for the operation of the Iroquois Beach Canteen with Andrea Brennan.

CARRIED

C) Report No. CLK2013-07 – Realtor Agreement Extension

Resolution No. 10-14-805

Moved by Deputy Mayor Locke

Seconded by Councillor Mellan

THAT the Council of the Township of South Dundas accept Report No. CLK2013-07 to not authorize an extension Agreement with MinCom Island City Realty Inc. Brokerage;

AND THAT Staff be authorized to sell the remaining five surplus properties upon Council approval.

CARRIED

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

1. Summary received and clarification on projects discussed.
2. Councillor Graham provided an update from the Morrisburg BIA. The request to partner with the operation and maintenance of public washrooms in the Morrisburg Plaza has been denied by the group. A follow up letter will be forthcoming to Council.

BY-LAWS**1. Tax Rate**

Resolution No. 10-14-806

Moved by Councillor Graham

No. 2013-28

Seconded by Deputy Mayor Locke

THAT By-Law No. 2013-28, being a by-law to set the 2013 tax rates and levies, be read and passed in open Council, signed and sealed.

CARRIED

2. Confirmatory

Resolution No. 10-14-807

Moved by Councillor Delegarde

No. 2013-29

Seconded by Councillor Graham

THAT By-Law No. 2013-29, 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**ADJOURNMENT**

Resolution No. 10-14-808

Moved by Councillor Graham

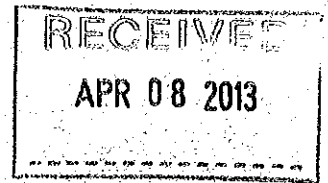
Seconded by Councillor Mellan

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

CARRIED

MAYOR

CLERK



APR 8/13

DEAR COUNCIL,

I AM LOOKING TO HOLD OUR
10TH ANNUAL "CASEY @ BAT" FAST BALL
TOURNAMENT ON MAY 24, 25, 26.

I AM REQUESTING THE USE OF
THE NORTH SIDE OF THE RECREATION
BUILDING AT J.C. WHITTEKER PARK,
AND AN EXCEPTION TO APPENDIX "A"
OF THE MUNICIPAL ALCOHOL POLICY.

THANK YOU,

LYLE SCHEU



Township of South Dundas
Planning & Enforcement Department Report

Report # PE2013-06

To: Mayor and Members of Council
From: Donald JW Lewis
Date: April 16 2013
Subject: Tile Drainage Loan Application
Pt Lots 25 & 26 , Concession 02 (Williamsburg)

Purpose:

That Municipal Council accept the aforementioned Tile Drainage Loan application (# 89-2013)

Background:

The undersigned has received a Tile Drainage Application from a landowner as per the Agricultural Tile Drainage Installation Act.

Current & Future Budget Implications :

Proponent incurs all costs.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Donald JW Lewis", written over a horizontal line.

Donald JW Lewis
Manager, Planning & Enforcement

Reviewed by,

A handwritten signature in black ink, appearing to be "Stephen McDonald", written over a horizontal line.

Stephen McDonald
CAO

APPLICATION FOR LOAN

TO: The Council of TOWNSHIP of SOUTH DUNDAS

DETAILS OF OWNERSHIP

Owner's name [REDACTED]	Telephone [REDACTED]
Address [REDACTED]	Postal Code [REDACTED]

DESCRIPTION OF LAND TO BE DRAINED

Lot number <u>PART 26</u>	Concession number <u>2</u>
If portion of lot, specify:	

DESCRIPTION OF DRAINAGE SYSTEM

Number of hectares to be drained <u>25 ACRES.</u>	Approximate number of metres of material
--	--

ESTIMATED COST OF DRAINAGE SYSTEM

Material	\$
Other	
Inspection fees	
TOTAL COST	\$ <u>25,000</u>

AMOUNT OF LOAN REQUESTED

(Amount of loan requested must be a multiple of \$100, not exceeding 75% of the total cost)

\$ <u>25,000.00.</u>

Anticipated date of commencement	Anticipated date of completion
----------------------------------	--------------------------------

In making this application for a loan, I understand and agree to the following:

- (a) the granting or refusal of the application is in the discretion of council whose decision is final;
- (b) I will be advised in writing of council's decision regarding the application;
- (c) should the application be granted, an inspector of drainage appointed by council will report to council to the effect that the work has been satisfactorily completed before any funds are advanced by way of loan;
- (d) it is also a condition of the making of the loan that all work must be carried out in accordance with the *Agricultural Tile Drainage Installation Act*;
- (e) Council shall levy and collect for the term of ten years over and above all other rates upon the land, in respect of which the loan is made, a special equal annual rate sufficient to discharge the principal and interest of the loan; and
- (f) the *Tile Drainage Act* sets out procedural matters concerning apportionment of a loan when part of the land is sold, discharge of the indebtedness upon repayment of the loan at any time and all other matters which pertain to this application for a loan.

APRIL 10 / 2013
Date

APRIL 10 / 2013.
Date

[REDACTED]
Signature of owner

[REDACTED]
Signature of owner

Personal information contained on this form, collected pursuant to the *Tile Drainage Act* will be used for the purposes of that Act. Questions should be directed to the Freedom of Information and Privacy Coordinator at the institution conducting the procedures under that Act.



Township of South Dundas
Economic Development & Tourism Department

Activity Report

TO: Mayor and Members of Council
FROM: Nicole Sullivan, Economic Development Officer
DATE: April 16, 2013
SUBJECT: Activity Report

The following represents highlights of the activities undertaken since the last update which was submitted for the March 19th, 2013 South Dundas Council meeting.

Work Completed

- Planning & Coordination of "Tradeshow Training", a Business Information Session
- Lions Club Finger Dock Proposal Report


Work In Progress

- Request for Proposals for the Pre-feasibility and Preliminary Design of the Morrisburg Waterfront
- Hiring of Summer Visitor Centre Ambassadors
- Cornwall Living Advertisement (to be part of a larger SDG Section)
- Upper Canada Region Webpage (in partnership with South Stormont)
- Hamlet & 401 Signage Project
- Update of the Business Section of the Township Website to Include New Investment Attraction Materials
- Reorganization of the "What to Do" Portion of the "Visit" Section on the Township Website
- Continued Addition of Activities & Events to the Online Community Calendar/Facebook

Meetings & Events Attended

- March 15th Meeting with Sandra Whitworth re: St. Lawrence Acoustic Stage
- March 19th Regional EDO Meeting
- March 21st Tradeshow Training
- April 2nd & 16th South Dundas Council Meeting
- April 9th Meeting with Aura Escapes
- April 11th Morrisburg Waterfront Committee Meeting
- April 11th Department Head Meeting
- April 15th & 16th Joint Health & Safety Training- Level 1

Respectfully submitted by,


Nicole Sullivan, EDO

Approved by,


Stephen McDonald, CAO



**MONTHLY ACTIVITY SUMMARY
Fire & Emergency Services
March 17th to April 13th 2013**

FIRE CHIEF

WORK COMPLETED

- Rapid Intervention Training

WORK ONGOING OR TO BE COMPLETED

- Tanker shuttle accreditation
- Preparation for Trade show
- Repairs to Marine Rescue
- RFP for Fire Master Plan

MEETINGS

- March 23rd Canadian Coast Guard meeting
- March 26th GIS meeting
- March 27th Fire Prevention Meeting
- April 2nd Office of The Fire Marshal meeting
- April 3rd EMS meeting
- April 4th Training meeting
- April 10th Dispatch, Brockville meeting

SEMINARS

INSPECTIONS/PUBLIC EDUCATION

- 17 Inspections
- 25 smoke alarm insp.

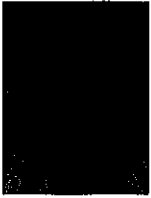
South Dundas Fire & Emergency Services

Staff Activity by ID

Date Between {17/03/2013} And {13/04/2013} and
Staff ID = "1001"

Date	Time	Incident	Type Code	Hours	Hrs Paid	Points
1001	McDonough, Chris					
31/03/2013	08:06:00	13-0006015	F FX Fire At Scene	1.32	1.32	0.00
Staff Member Totals:				1.32	1.32	0.00
Avg Per Activity:				1.32	1.32	0.00

-9-



MONTHLY ACTIVITY SUMMARY
TREASURY
April 16, 2013

WORK COMPLETED

- 2013 Operating and Capital Budget under By-Law # 2013-24
- 2013 School Board Levy Reconciliation – Due March 30, 2013
- 2012 Federal Gas Tax Reporting and Audit Statement
- 2013 Interim Tax Bills – Due March 28, 2013
- Submission of Claim # 7 to Infrastructure Canada for expenses incurred for the Iroquois WWTP up to March 31, 2013
- Submission of Claim # 3 under the South Dundas Sewer Infrastructure Rehabilitation Project
- WSIB Reconciliation for 2012
- Asset Management Contribution Agreement – Reviewed and Signed
- Donation Receipts Re. South Dundas Community Playground Committee and South Dundas Animal Shelter
- Tax Arrears Cancellation Certificates
- Rideau St. Lawrence Utilities extension pertaining to the billing, reading, and collecting of water and sewer
- Water Meter issues relating to readings, inaccurate meter consumptions, billings and issuing of new water meters

WORK IN PROGRESS

- 2012 Year-End Final Audit – Craig Keen Despatie Markell
- Tax Sale for Public Tender (5 Properties)
- Waste Diversion Ontario Annual Reporting for 2012
- Development of an Asset Management Plan – Request for Proposal
- Water & Sewer Rates Implementation for 2013 for Morrisburg & Iroquois
- Williamsburg Sewer Levy
- Implementation of VadimOpen for Property Tax Module
- Implementation of Drainage Module in Vadim
- Monitoring Current Extension Agreements
- Tax Sale Registration on properties with eligibility
- Review/Update of Capital Asset Inventory Schedules for 2012
- 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 and Royal Bank
- Review with RSL regarding issues pertaining to the water meters

MEETINGS

- **March 1** **Pre-Budget Meeting**
- **March 4** **2013 Operational and Capital Budget Meeting**
- **March 11** **2013 Operational and Capital Budget Meeting**
- **March 13** **Senior Staff Meeting**
- **March 26** **GIS System Meeting**
- **March 27** **Senior Staff Meeting**

HIGHLIGHTS

- 1. Sale of Land for Tax Arrears by Public Tender due April 11, 2013 for 5 eligible properties.**
- 2. Sale of Land for Tax Arrears by Public Tender due April 24, 2013 for 1 eligible property cancelled on April 5, 2013.**
- 3. Municipal Infrastructure Investment Initiative Funding for Asset Management received \$23,998 on March 28.**

MONTHLY ACTIVITY SUMMARY
CHIEF ADMINISTRATIVE OFFICER

April 16, 2013

MEETINGS:

- Mar 21st - County CAO's
- Mar 27th - Senior Staff
- Mar 28th - MCI Construction Progress
- Apr 5th - Broadway Crescent Sanitary Sewers
- Apr 10th - Iroquois WWTP Project Liaison, Construction Progress, Morrisburg/
Iroquois/Williamsburg Sewer Rehabilitation Meetings
- Apr 11th - Senior Staff
- Apr 11th - MCI Construction Progress
- Apr 16th - Council

WORK COMPLETED:

- Recruitment of Supervisor Water and Wastewater

WORK IN PROGRESS:

- Iroquois Wastewater Treatment Plant
 - Contractor has requested a four month extension (Feb 6/14) to the substantial completion date which is currently being reviewed by the Engineer.
 - Change orders approved to date are within the approved contingency allowance of \$528,000.
- MCI Project
 - Anticipated completion date of existing school renovations is mid-June, addition late August/early September, existing Clinic renovations December.
 - Change orders totalling \$5,922.23 approved to date out of contingency allowance of \$100,000.
- Iroquois/Morrisburg/Williamsburg Sewer Infrastructure Rehabilitation Project
 - Sewer preparation for relining (flushing and cleaning) has started with Iroquois 70% complete and Morrisburg 30% complete.
 - Relining to commence May 6th.
- Iroquois Medical Clinic
- Research on Street Light Conversion
- Succession Planning
- Staffing Complement Review

EDT 2013-04

To: Mayor and Members of Council

From: Nicole Sullivan, Economic Development Officer

Date: April 16, 2013

Subject: Morrisburg & District Lions Club Finger Dock Proposal

Recommendation:

That the Council of the Township of South Dundas approve the Morrisburg & Lions Club Finger Dock Proposal subject to the conditions outlined herein.

Background:

The Morrisburg & District Lions Club initially approved the purchase of a finger docking system in May of 2011. Since then, *the Report and Preliminary Concept Plan for the Morrisburg Waterfront* has been presented and the vision for the waterfront included additional docking space.

The Morrisburg & District Lions Club "Proposed New Docking Facilities" was received and supported by the Morrisburg Community Waterfront Committee at their February 21, 2013 meeting. It was then presented to Council and referred back to staff for a full report.

The main component of the floating dock system would be three 6'x20' docks linked together to form a 60' long dock running parallel to the shoreline. The main section of the dock would be connected to the shore with a gangway and secured to a pre-existing cement pier located east of the dock and Lions Memorial Pavilion.

Discussion:

i. Alignment with Morrisburg Waterfront Development Concept: The current concept plan calls for additional dockage. The proposed location and configuration will be confirmed with the firm retained to work with the Morrisburg Community Waterfront Committee to complete the pre-feasibility study and preliminary design.

ii. Outstanding Permits: Per the initial proposal submitted, the Morrisburg & District Lions Club will work with the Morrisburg Waterfront Committee and staff to finalize permits from Ontario Power Generation and South Nation Conservation Authority. No building permits are required from the Township for this project.

iii. Purchase of the Finger Docks: Through the Morrisburg Community Waterfront Committee, the Lions Club also enquired about the possibility of purchasing the finger docks through the Township to benefit from HST exemptions. Given that the docks will be located on Township property, the Township would be prepared to offer this option. However, the purchase would be subject to the Township's procurement policy whereby the Lions Club would be required to justify and receive Council's approval to sole source the project, or complete a tendering process.

iv. Insurance: The Township's current Municipal Liability does provide Marina Liability. In order for the proposed project to be covered under that liability insurance, the Township would simply need to add the value of the finger docks to the policy. This would be done at no additional cost to the Township.

The Township would also require a certificate of insurance from the supplier/contractor who installs the system confirming Commercial General Liability. The certificate should add the Township and the Lions Club as an additional Insured. In addition, any agreement in place with the supplier /contractor is to be reviewed by the Township's Insurance provider prior to execution.

v. Installation, Removal & Storage:

The initial installation of the docks would be completed by the company supplying the docks but the Township has the capacity to remove and reinstall the docks from that point forward. It is estimated that removal/reinstallation would require roughly half a day's work from a team of four staff. Removal would take place in late October/early November with reinstallation at the same time as the beaches in May.

Due to the weight of the finger docks, they would be stored for the winter at the west end of the boat launch parking lot. This will not block the second entrance to the parking lot and would still allow ample space for winter parking.

The option of storing the finger docks in the alcove of the main dock was also considered. However, given that the underside of the dock is open, flowing ice would still be able to pass through and damage the finger docks.

vi. Ongoing Maintenance:

Given the materials of the proposed docks, it is anticipated that these would be maintenance free. The product carries a 15 year limited warranty and is expected to have as long if not longer of a life span.

Current and Future Budget Implications:

There are no anticipated budget implications for 4-5 years. After that point, there may be a need for minor repairs (hinge replacements, etc). A more precise assessment will be made upon receipt of the docks but \$1,500/year should be ample budget to cover any expenses.

Public Consultation:

Public consultation was completed as part of the development process for the *Report and Preliminary Concept Plan for the Morrisburg Waterfront* with the resulting recommendations/vision including additional docking facilities.

Respectfully submitted,

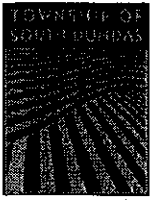
Reviewed by,



Nicole Sullivan, EDO



Stephen McDonald, CAO



Township of South Dundas
Planning & Enforcement Department Report

Report # PE2013-07

To: Mayor and Members of Council
From: Donald JW Lewis
Date: April 16 2013
Subject: Rooftop Solar Projects FIT Program
Blanket Resolution

Recommendation:

That Municipal Council pass a resolution to support the construction and operation of Rooftop Solar Projects within the Municipality. This resolution's sole purpose is to enable the participants in the FIT Program to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of Municipal approval in relation to the Application or Projects or any other purpose.

Background:

The Feed-in-Tariff (FIT) Program was developed by the Ontario Power Authority (OPA) , as part of the Green Energy and Economy Act (2009) , for the Province of Ontario to encourage and provide greater use of renewable energy resources for electricity generating projects in Ontario.

As part of the OPA's FIT Program rules , supporting a project will qualify an applicant for two priority points as per the FIT application process.

Although the Act removes all Planning Act authorities relating to renewable energy projects ,other enforceable legislation such as the Ontario Building Code Act remain applicable law and require individuals to obtain building permits.

The intent of adopting a "blanket resolution " for rooftop solar operations is to provide an equitable opportunity for solar power developers and alleviate the need for reoccurring and time-consuming requests to Council and staff for support.

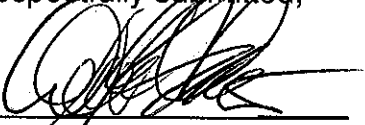
The Provincial Policy Statement (PPS) , Section 1.8 states that Planning authorities shall support energy efficiency and improved air quality through land use and development patterns which promote design and orientation which maximize the use of alternative or renewable energy, such as solar and wind energy , and the mitigating effects of vegetation.

Section 1.82 of the PPS also states that increased energy supply should be promoted by providing opportunities for energy generation facilities to accommodate current and projected needs and the use of renewable energy systems and alternative energy systems , where feasible.

Current & Future Budget Implications :

Nil

Respectfully submitted,



Donald JW Lewis
Manager, Planning & Enforcement

Reviewed by,



Stephen McDonald
CAO

PRESCRIBED FORM/TEMPLATE: MUNICIPAL COUNCIL BLANKET SUPPORT RESOLUTION

Section 6.1(d)(i) of the FIT Rules, Version 2.1

OPARP/I-FIT-014/4

Capitalized terms not defined herein have the meanings ascribed thereto in the FIT Rules, Version 2.1.

Resolution NO: _____

Date: _____

WHEREAS the Province's FIT Program encourages the construction and operation of

_____ e.g. rooftop solar, ground mount solar, bioenergy, on-shore wind _____ generation projects (the "Projects");

AND WHEREAS one or more Projects may be constructed and operated in _____ insert the name of the Local Municipality _____;

AND WHEREAS, pursuant to the rules governing the FIT Program (the "FIT Rules"), Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in these Applicants being offered a FIT Contract prior to other persons applying for FIT Contracts;

NOW THEREFORE BE IT RESOLVED THAT:

Council of the _____ insert the name of the Local Municipality _____ supports the
construction and operation of the Projects anywhere in _____ insert the name of the Local Municipality _____.

This resolution's sole purpose is to enable the participants in the FIT Program to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Projects or any other purpose.

This resolution shall expire twelve (12) months after its adoption by Council.

(Note: signature lines for councillors or other representatives, as appropriate.)

FIT reference number: _____
(Note: Must be inserted by Applicant to complete Application)

Township of South Dundas
Administration Department Report

Report # CLK 2013-08

To: Mayor & Council
From: Brenda Brunt, Clerk
Date: April 16, 2013
Subject: Computer Leasing

Recommendations:

THAT Council approve a 3 year computer lease with DELL Financial Services totalling \$ 392.97 per month plus applicable taxes for 4 laptop computers and 6 desktop computers.

Background

The Township's Leasing Policy 1-12 indicates that Council must approve all leases; a material lease must be approved by by-law and a non-material lease by resolution. A non-material lease is a lease for which the annual payment will be less than \$20,000.00. This lease with DELL would cost \$ 4715.64 per year, therefore requiring approval by resolution only.

The Township has had a replacement plan for our computers based on the useful life and original purchase date since 2008. We have been replacing a portion of our computers annually by leasing. This is the sixth year of the program to replace leased computers and it has worked well to date.

The total number of computers currently in use and leased is 18 desktops and 13 laptops and five servers throughout the various Departments. As part of the program this year we will buyout a certain number of computers and use them in places like the campsite and marina that would not use them year round or on a daily basis.

Leasing is being proposed as it will spread payments over the useful life and avoid large cost spikes when purchasing; leasing includes software and hardware; leasing provides the opportunity to replace at end of term reducing obsolescence; option to return items will eliminate disposal issues; etc. Leasing also eliminates most of our technician costs. Our technical issues for the most part are because of software issues which are not covered as part of the warranty.

The Wastewater Treatment Plant has the only computers that aren't leased. This matter is being resolved this year as they will be five years old. We haven't had any problems with them so we will replace them over the next three years. The "new" Manager of Public Works will be added to the program this year.

Discussion/Options

1. Lease the computers – a 3 year lease can be obtained for the computers which also provide the opportunity to upgrade the hardware at the end of the lease term. Leasing would permit budgeting as an equal cost every year. This option is recommended.
2. Purchase the computers outright. This is a capital expenditure that has not been budgeted for in 2013 therefore is not recommended.

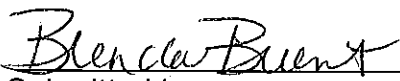
Current & Future Budget Implication

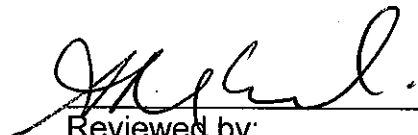
Quotations were requested from 3 companies and are summarized below:

<u>Laptops</u>	Dell	CDW (Lenovo)	JTec (Lenovo)
Purchase Price	14,403.88 + taxes	18,878.65 + taxes	16,694.46 + taxes
Monthly lease payments for 36 months	392.97 + taxes	469.00 + taxes	404.47+ taxes

The Township IT contractor has reviewed these submissions and recommends that we lease all computers from DELL. The requested hardware and software specifications requested were the same. The systems will be received with Windows 8 PRO. All warranties are identical; they either work with our IT person over the phone or send out a technician. The outside technicians only work on hardware issues so they would never work on our mainframe system.

An inquiry was made pertaining to the financing of the lease through the Bank of Montreal which only offer leasing over \$50,000.00. The rates from the three companies is less than 1%.


 Submitted by:
 Brenda M. Brunt, Clerk


 Reviewed by:
 J. Stephen McDonald, CAO

UNFINISHED BUSINESS SUMMARY

SUBJECT MATTER	REFERRED TO	RESPONSE EXPECTED	STATUS
Boundary Roads	MPW		Discussions ongoing
Morrisburg Industrial Park Expansion	ALL STAFF		Business plan in Progress
Sewer Infrastructure Rehabilitation Project Morrisburg/Williamsburg/Iroquois	CAO/MPW		In Process
Marine Station Road Ditch	MPE/MPW		Discussions ongoing
Regulatory Signage Policy – Stop & Yield Signs	MPW MPE	2013 2013	April
Iroquois Wastewater Treatment Plant	CAO/MPW	September 2013	In Progress
Washrooms at Morrisburg Plaza	CAO/MRF	April 2013	Meet with BIA
Staffing Complement Review	CAO	June 2013	
Former MCI Building	CAO	Fall 2013	Renovations in process
Former St. Cecilia's School	CAO	Fall 2013	Renovations in process

Rev. April 16/13

THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

BY-LAW NO. 2013-30

A BY-LAW of the Corporation of the Township of South Dundas to enter into a Lease Extension Agreement with the Morrisburg & District Lion's Club.

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 *Municipal Act, 2001*, authorizes a municipality to enter into an agreement to provide facilities under a lease agreement.

AND WHEREAS the Council of the Township of South Dundas deems it expedient to extend the lease agreement with the Morrisburg & District Lion's Club to allow operation of the Docksyde Canteen at the Morrisburg Waterfront Park.

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

1. That the existing Agreement, as attached as Schedule A, with the Morrisburg & District Lion's Club to allow the Docksyde Canteen to operate at the Morrisburg Waterfront Park property be extended to October 31, 2013.
2. That all the terms and conditions of the Agreement shall remain the same.

READ and passed in open Council, signed and sealed this 16th day of April, 2013.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

BY-LAW NO. 2013-31

A BY-LAW to enter into an Agreement with Andrea Brennan to operate the Iroquois Beach Canteen.

WHEREAS *the Municipal Act 2001, S.O. 2001, Chapter 25, Section 9* gives the municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS *the Municipal Act 2001, S.O. 2001, Chapter 25, Section 5(3)* authorizes a municipality to pass by-laws to exercise its municipal powers;

AND WHEREAS the Council of the Township of South Dundas deems it necessary and appropriate to enter into an Agreement with Andrea Brennan for the purpose of operating a canteen at the Iroquois Beach.

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

1. That an Agreement be entered into with Andrea Brennan for the purpose of operating a canteen for the 2013 season.
2. That the Mayor and Clerk are hereby authorized to execute the Agreement attached as Schedule "A" to this by-law.
3. That any by-law inconsistent to this by-law is hereby repealed.

READ and passed in open Council, signed and sealed this 16th day April, 2013.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

BY-LAW NO. 2013-32

A BY-LAW to adopt an Occupational Health & Safety Policy.

WHEREAS *the Municipal Act, 2001, S.O. 2001, Chapter 25*, as amended, states that a municipality and a local board shall adopt policies with respect to certain matters;

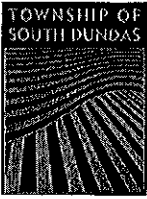
NOW THEREFORE the Council of the Corporation of the Township of South Dundas hereby enacts as follows:

1. THAT Policy No. 3-12, an Occupational Health & Safety Policy, attached as Schedule "A" to this by-law is hereby approved.
2. THAT the Policy in Schedule "A" shall be effective on the date of passing.

READ and passed in open Council, signed and sealed this 16th day of April, 2013.

MAYOR

CLERK



Township of South Dundas
Treasury Department Report

Explanatory Note

To: Mayor and Members of Council
From: Shannon Geraghty, Treasurer
Date: April 16, 2013
Subject: Explanatory Note for By-Law 2013-33 & 2013-34

Purpose:

A By-Law is required to adopt Water and Sewer rates for Morrisburg and Iroquois, which is scheduled to be effective on June 1, 2013 as discussed during the 2013 budget deliberations.

Background:

During discussions on March 26, 2013 Council agreed to amend the water & sewer rates for Morrisburg and Iroquois based on several factors; deficit of current operations, consumption, and the anticipated increase in 2014 for the Iroquois Wastewater Treatment Plant.

The flat rate (\$21.99) represents the minimum level of revenue required to pay for fixed costs, such as equipment maintenance, insurance, and building costs. The metered rate (\$0.65) represents the revenue to cover variable costs such as fuel and chemicals.

The intent of the \$0.75 Water Treatment Plant Capital Levy is to cover the principal and interest payments through Ontario Infrastructure Projects Corporation (OIPC) over a 20 year debenture term. The current rate of \$0.50 which was changed in 2009 due to additional federal funds cannot be sustained due to low consumption levels, and therefore amending the rate back to \$0.75 is the recommended practice.

The last increase by the Township with the rates occurred on January 1, 2009 which saw the Township move from a declining block rate structure to a uniform consumption rate.

In future budget deliberations, Council and Staff will review the current water and sewer rates to ensure that it remains financially stable and adjust as necessary.

Respectfully submitted,

Shannon Geraghty
Treasurer

Reviewed by,

Stephen McDonald
CAO

THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

BY-LAW NO. 2013-33

A BY-LAW to amend By-Law No. 2006-41 to enact rules and regulations to inspect, install, repair, replace or alter water meters and related appurtenances, including the penalties for offences.

WHEREAS the Corporation of the Township of South Dundas regulates the supply and use of water and sewer;

AND WHEREAS it is deemed necessary to review the set fees and amend accordingly;

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

1. That Schedule "A" to By-Law No. 2008-96 is hereby repealed in its entirety.
2. And that Schedule "A" attached hereto and forming part of this By-law is hereby adopted.
3. That By-Law No. 2011-13 be repealed in its entirety.
4. All other terms and conditions of By-Law No.'s 2006-41 and 2008-96 shall remain in effect.

READ and passed in open Council, signed and sealed this 16th day of April, 2013.

MAYOR

CLERK

Schedule "A"
to By-Law No. 2013-33

Schedule of Fees

Water Rates, Sewer Surcharge Rates and Miscellaneous Charges

Water Fixed/Flat Rate

Residential	\$ 21.99
Industrial, Commercial, Institutional	\$ 21.99
Multi-Residential	\$ 21.99

Water Metered/Consumption Rate

Residential	\$0.65 per m ³
Industrial, Commercial, Institutional	\$0.65 per m ³
Multi-Residential	\$0.65 per m ³

Sewer Use Surcharge

For all Sewer users - Morrisburg	100% of the Water Rate
For all Sewer Users - Iroquois	125% of the Water Rate

Where there is municipal sewer use and no municipal water use or where the sewer use is disproportional to the water use; the municipality may establish a special rate.

Minimum sewer surcharge will be equal to 100% of the minimal water rate for Morrisburg and 125% for Iroquois.

Disconnect/Connect Charges

The disconnect/connect of water and sewer lines will be performed by the Township of South Dundas and/or its agents.

Disconnect Fee	\$ 75.00
Disconnect Fee after hours	\$100.00
Connect Fee	\$ 75.00
Connect Fee after hours	\$100.00

Temporary disconnect/connect for repairs to property owner system within 48 hours:

During working hours	\$ 50.00
After working hours	\$ 75.00

Request for disconnect/reconnect must be received in writing by property owner. During reconnect there must be someone present in the building.

Disputed Meter Testing

Deposit	\$100.00 per meter
Charge	Actual cost plus expenses

Schedule "A" (Continued)

Miscellaneous Uses

The following rates for miscellaneous water uses, including swimming pools and construction, etc.:

Metered source \$3.00 per m³

Fire Line Charges

Annual Fire line charges are applicable where units have installed a fire suppression system that utilizes the municipal water supply as follows:

50 mm (2")	\$ 250.00 per year
75 mm (3")	\$ 300.00 per year
100 mm (4")	\$ 500.00 per year
150 mm (6")	\$ 750.00 per year
200 mm (8")	\$1,000.00 per year
250 mm (10")	\$1,250.00 per year
300 mm (12")	\$1,500.00 per year

Water Services and Taps

Water Services	
All sizes	Cost plus 15%

Water Meters

Supply of water meter	\$ 200.00 plus applicable taxes
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Deposits shall be paid to Rideau St. Lawrence

Residential Tenants	\$200.00
Commercial Tenants	\$200.00

The deposit will be retained by RSL until such time that the service is terminated by the tenant and the account is paid in full.

THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS

BY-LAW NO. 2013-34

A BY-LAW to amend By-Law No. 2007-57 to establish a capital levy charge for the benefit of current and future users of the South Dundas Water Treatment Plant ("SDWTP").

WHEREAS the Corporation of the Township of South Dundas has imposed a fee for capital costs related to sewage or water services;

AND WHEREAS it is deemed necessary to review those fees and amend accordingly;

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

1. That By-Law No. 2013-25 be repealed its entirety.
2. That Schedule "B" of By-law No. 2007-57 be repealed in its entirety.
3. That Schedule "A" attached hereto and forming part of this By-law is hereby adopted.
4. All other terms and conditions of By-Law No. 2007-57 shall remain in effect.

READ and passed in open Council, signed and sealed this 16th day of April, 2013.

MAYOR

CLERK

Schedule "B"
to By-Law No. 2013-34

Upfront Charge/service connection	\$3,000.00
Consumption Charge/User (no minimum charge)	.75/m ³