

AGENDA
Municipality of South Dundas
One Hundred Fifth Meeting of the Sixth Council
34 Ottawa Street Morrisburg ON
Tuesday, April 17, 2018 6:00 PM

Page

- 1. CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
 - a) Additions, Deletions or Amendments
All matters listed under Consent Agenda, 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 MINTES** 3-12
 - a) April 3, 2018
- 5. GENERAL CONSENT**
 - a) Iroquois Export Bi-Directional Modification Project – TransCanada Pipelines 13-18
Action Recommended:
That Council receive and file for information
 - b) Morrisburg Waterfront Advisory Committee Minutes 19-20
Action Recommended:
That Council receive and file for information
 - c) Project Status Updates – Fire and Emergency Services, Administration, Public Works, Recreation and Treasury 21-23
Action Recommended:
That Council receive and file for information
- 6. PUBLIC MEETING**

7. DEPUTATIONS PETITIONS PRESENTATIONS

8. COUNCIL DEPARTMENTAL COMMITTEE REPORTS

- a) Public Works Report WW2018-01 -
Purchase of Single Turner Valve Maintenance Trailer 24-26
- b) Communication & Tourism Report ADM2018-01 –
FCM Municipal Asset Management Program Application 27-28

9. CORRESPONDENCE

10. NOTICES OF MOTIONS

11. UNFINISHED BUSINESS DISCUSSIONS ITEMS

- a) Council Representatives
County Council – Mayor or Deputy Mayor
Cemetery Board – Councillor Mellan
Iroquois & District Business Group – Deputy Mayor Locke
Galop Canal Iroquois Landing Marina – Deputy Mayor Locke
Morrisburg B.I.A. – Councillor Ewing
Provincial Offences – Councillor Mellan
South Dundas Chamber of Commerce – Councillor St. Pierre
South Nation Conservation Authority – Councillor Mellan
Rideau St. Lawrence Utilities Director – Councillor Ewing
Morrisburg Waterfront Committee – Councillor St. Pierre
Iroquois Waterfront Committee – Mayor Delegarde
South Branch Committee Fund – Deputy Mayor Locke
- b) Forward House Directives
- c) Landfill Directives 29

12. BY-LAWS

- a) 31 - Fees and Charges Amendment 30-32
- b) 32 – Chamber Agreement 33-36
- c) 33 – Confirmatory 37-38

13. IN CAMERA

14. ADJOURNMENT



MINUTES

ONE HUNDRED FOURTH MEETING OF THE SIXTH COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS

The One Hundred Fourth Meeting of the Sixth Council of the Corporation of the Municipality of South Dundas was held in the Council Chambers at 6:00 p.m., April 3, 2018.

Present: Mayor Delegarde
Deputy Mayor Locke
Councillors St. Pierre, Ewing, Mellan
Chief Administrative Officer/Treasurer Geraghty
Director of Corporate Services/Clerk Brunt
Acting Deputy Treasurer, Director of Planning and Enforcement
and Director of Transportation

CALL TO ORDER

CONFIRMATION OF AGENDA - Additions, Deletions, and Amendments

Addition: Committee Report RF2018-01 – Iroquois Campground Building and Forward House

DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF - Nil

ADOPTION OF MINUTES

Resolution No. 14-18-1055

Moved by Deputy Mayor Locke
Seconded by Councillor Ewing

THAT the minutes of the One Hundred Second Special Meeting and the minutes of the One Hundred Second In Camera Meeting and the minutes of the One Hundred Third Regular Meeting of the Municipality of South Dundas be adopted as circulated.

CARRIED

GENERAL CONSENT

Resolution No. 14-18-1056

Moved by Councillor Ewing

Seconded by Deputy Mayor Locke

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

CARRIED

- 1. AMO – Speech from the Throne Delivered Today in the Legislature** – Ontario Lieutenant Governor Elizabeth Dowdeswell outlined the governments future priorities.
Action Recommended
That Council receive and file for information
- 2. United Shoreline Ontario** – Understanding what influences Lake Ontario water levels and future flooding along the shoreline.
Action Recommended
That Council receive and file for information
- 3. Forward House Petition** – Letter and petition to save the Forward House.
Action Recommended
That Council receive and file for information
- 4. Iroquois Landing Marina Committee Meeting Minutes** – Meeting held on February 27, 2018
Action Recommended
That Council receive and file for information
- 5. Project Status Updates** – Recreation and Public Works
Action Recommended
That Council receive and file for information
- 6. Communications Coordinator Key Information Report** – Grant Application – FCC AgriSpirit Fund
Action Recommended
That Council receive and file for information
- 7. Recreation and Facilities Key Information Report** – South Branch Community Fund Meeting
Action Recommended
That Council receive and file for information

GENERAL CONSENT (Cont'd)

- 8. Treasury Department Key Information Report – 2017 Arena Project Summary**
Action Recommended
That Council receive and file for information

- 9. Treasury Department Key Information Report – 2017 OPP Window Installation Project Summary**
Action Recommended
That Council receive and file for information

- 10. Administration Department Key Information Report – South Branch Community Fund Committee Status**
Action Recommended
That Council receive and file for information

PUBLIC MEETING

Resolution No. 14-18-1057

Moved by Councillor Ewing

Seconded by Deputy Mayor Locke

THAT the Public Meeting to consider three Zoning By-law amendments be opened at 6:03 p.m.

CARRIED

1. 12599 Garlough Rd

The Director of Planning & Enforcement explained that the land at Lot 26, Concession 6, of the former Township of Williamsburg, known municipally as 12599 Garlough Road was subject to a consent application which resulted in the severance of a surplus dwelling lot from a vacant farm parcel comprising the bulk of the property.

This Zoning By-law amendment is needed 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 amendment is also needed to recognize that both the surplus dwelling property which is currently used for bee keeping, and the vacant farm parcel do not meet the minimum lot area for an Agricultural use. The surplus dwelling property also has insufficient frontage for an agricultural use.

PUBLIC MEETING (Cont'd)

The zoning is being changed by rezoning the retained parcel from Agricultural Special Exception 28 (A-28) to Agricultural Special Exception 57 (A-57) and the severed parcel from Agricultural Special Exception 28 (A-28) to Agricultural Special Exception 58 (A-58).

This Zoning By-law Amendment is not related to any Minor Variance, Official Plan Amendment or Plan of Subdivision.

The Director of Planning & Enforcement received no verbal or written concerns. The applicant was not present, and Council did not have any concerns or objections.

2. 11532 Henderson Rd

The Director of Planning & Enforcement explained that the land at West Part Lot 8, Concession 6, of the former Township of Matilda, known municipally as 11532 Henderson Road was subject to a consent application which resulted in the severance of a surplus dwelling lot from a vacant farm parcel comprising the bulk of the property.

This Zoning By-law Amendment is needed 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 amendment is also needed to recognize that the vacant farm parcel does not meet the minimum required lot area or frontage for an agricultural use. The zoning is being changed by rezoning the retained parcel from Agricultural (A) to Agricultural Special Exception 59 (A-59).

This Zoning By-law Amendment is not related to any Minor Variance, Official Plan Amendment or Plan of Subdivision.

These lands are designated in the Stormont, Dundas and Glengarry Official Plan as Agriculture Resource

The Director of Planning & Enforcement received no verbal or written concerns. The applicant was not present, and Council did not have any concerns or objections.

PUBLIC MEETING (Cont'd)

3. 4300 Whittaker Rd

The Director of Planning & Enforcement explained that the purpose of this Zoning By-law Amendment is to rezone the land at Part Lot 25, Concession 5, of the former Township of Williamsburg, known municipally as 4300 Whittaker Road from General Commercial (GC) to Residential Hamlet (RH). This amendment is needed to remove the commercial uses from the permitted uses and permit the uses in the RH zone.

This Zoning By-Law Amendment is not related to any Minor Variance, Official Plan Amendment or Plan of Subdivision.

The Director of Planning & Enforcement received no verbal or written concerns. The applicant was not present, and Council did not have any concerns or objections.

Resolution No. 14-18-1058

Moved by Deputy Mayor Locke
Seconded by Councillor Ewing

THAT the Public Meeting to consider three Zoning By-law amendments be closed at 6:07 P.M.

CARRIED

DEPUTATIONS PETITIONS PRESENTATIONS

Breckyn Fowler, Resource Coordinator for Habitat for Humanity Cornwall and The Counties announced the location for the next Home Build Project. The next partner family has been selected for a home in Williamsburg. Habitat for Humanity recently secured a building lot on Locke Lane and in the coming weeks will begin the process of applying for building permits, etc. A request for the waiving of any permit fees will follow in writing to Council.

COUNCIL DEPARTMENTAL COMMITTEE REPORTS

1. REQUEST FOR AMENDMENT

Recreation Report RF2018-01 - Iroquois Campground Building and Forward House

Resolution No. 14-18-1059

Moved by Councillor St. Pierre

Seconded by Councillor Ewing

THAT the Council of the Municipality of South Dundas amend Resolution 14-18-998 to accept Report RF2018-01 that was previously adopted on February 6, 2018.

CARRIED

Recreation Report RF2018-01 – Iroquois Campground Building and Forward House

Resolution No. 14-18-1060

Moved by Councillor Mellan

Seconded by Councillor St. Pierre

THAT the Council of the Municipality of South Dundas accept Report RF2018-01 to approve Option 1 regarding the Iroquois Campground building and Forward House.

DEFEATED

Recreation Report RF2018-04 - Demolition of Forward House

Resolution No. 14-18-1061

Moved by Councillor Ewing

Seconded by Deputy Mayor Locke

THAT the Council of the Municipality of South Dundas approve Report RF2018-04 to receive the Designated Substance Review for the Forward House and direct Staff to proceed with Option 3.

CARRIED

A recorded vote was requested.

Mayor Delegarde	Nay
Deputy Mayor Locke	Nay
Councillor St. Pierre	Yea
Councillor Ewing	Yea
Councillor Mellan	Yea

COUNCIL DEPARTMENTAL COMMITTEE REPORTS (Cont'd)

8. Public Works Report TS2018-09 - Surface Treatment

Resolution No. 14-18-1068

Moved by Councillor St. Pierre

Seconded by Councillor Mellan

That the Council of the Municipality of South Dundas approve Report TS2018-09 to accept the tender from Smiths Construction Company in the amount of \$339,846.00 plus HST for the supply of Surface Treatment (Single and Double Surfacing).

CARRIED

9. Treasury Report TR2018-04 - Charity Tax Rebate Write Off

Resolution No. 14-18-1069

Moved by Councillor Mellan

Seconded by Councillor St. Pierre

THAT the Council of the Municipality of South Dundas approve Report TR2018-04 and accept the write-off of the municipal portion of the charity tax rebate for CMHA- Champlain East in the amount of \$270.63 pursuant to United Counties By-Law No. 4734.

CARRIED

CORRESPONDENCE - Nil

UNFINISHED BUSINESS DISCUSSION ITEMS

1. Council representatives provided updates on Committee activities.

BY-LAWS

Resolution No. 14-18-1070

Moved by Councillor Mellan

Seconded by Councillor St. Pierre

THAT By-Law No. 2018-26, being a By-law to further authorize and delegate the authority to provide marriage solemnization services, be read and passed in open Council, signed and sealed.

CARRIED

Resolution No. 14-18-1071

Moved by Councillor St. Pierre

Seconded by Councillor Mellan

THAT By-Law No. 2018-27, being a By-law to amend By-Law No.2010-48, be read and passed in open Council, signed and sealed.

CARRIED

BY-LAWS (Cont'd)

Resolution No. 14-18-1072

Moved by Councillor St. Pierre

Seconded by Councillor Mellan

THAT By-Law No. 2018-28, being a By-law to amend By-law No.2010-48, be read and passed in open Council, signed and sealed.

CARRIED

Resolution No. 14-18-1073

Moved by Councillor Mellan

Seconded by Councillor St. Pierre

THAT By-Law No. 2018-29, being a By-law to amend By-law No.2010-48, be read and passed in open Council, signed and sealed.

CARRIED

Resolution No. 14-18-1074

Moved by Councillor Mellan

Seconded by Councillor St. Pierre

THAT By-Law No. 2018-30, 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. 14-18-1075

Moved by Councillor St. Pierre

Seconded by Councillor Mellan

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

CARRIED

MAYOR

CLERK

April 10, 2018

TransCanada PipeLines Limited
200 Bay Street, 24th Floor South Tower
Toronto, Ontario, Canada M5J 2J1
tel 416.869.2123
email sara_beasley@transcanada.com
web www.transcanada.com

Re: Iroquois Export Bi-Directional Modification Project

We are writing to update you on the Iroquois Export Bi-Directional Modification Project. In November 2017, TransCanada received approval from the National Energy Board (NEB) to undertake modifications to the existing Iroquois Export Meter Station. The Iroquois Export Meter Station is co-located within the Iroquois Compressor Station site, located on 11235 Zeron Road, approximately five kilometres northeast of Iroquois, Ontario, in the Township of South Dundas. The Project will enable TransCanada to start importing natural gas into Canada, while continuing to export natural gas to meet the supply need of the US market.

The Board Order for the Iroquois Project which was circulated to you on December 6, 2017, contained administrative errors within the Schedule A attachments. The administrative errors involved limited spacing within the tables, which resulted in only partial content being visible. For your records, the enclosed Order and Schedule A attachments contain the full description content as the spacing within the tables have been adjusted accordingly.

The work associated with the modifications commenced the week of March 19, 2018 and will be ongoing between the hours of 7:00 a.m. and 5:00 p.m. Monday to Saturday. There is also the potential for some work on Sundays. We expect the Project to be complete before the end of May. An increase in traffic near the Project site is anticipated. At its peak, approximately 35 construction staff will be onsite. TransCanada will work within the local noise by-laws and will continue to engage our neighbours throughout the Project.

Please contact Sara Beasley, Senior Advisor, Public Affairs at 416.869.2123 or sara_beasley@transcanada.com with questions regarding the Project.

We will continue to keep you advised of any key project updates.

Sincerely,



Ryan Clarke
Project Manager
TransCanada



ORDER XG-T211-026-2017

IN THE MATTER OF the *National Energy Board Act* (NEB Act) and the regulations made thereunder; and

IN THE MATTER OF an application made by TransCanada PipeLines Limited (TransCanada), pursuant to section 58 of the NEB Act, dated 17 February 2017, filed with the National Energy Board (Board) under File OF-Fac-Gas-T211-2017-01 01.

BEFORE the Board on 23 November 2017.

WHEREAS the Board received an application from TransCanada, pursuant to section 58 of the NEB Act, dated 17 February 2017 to construct and operate the Iroquois Export Bi-Directional Modification Project (Project);

AND WHEREAS the application, as applied for by TransCanada, includes exemption requests from the provisions of paragraph 30(1)(a) and section 31 of the NEB Act in respect of the Project;

AND WHEREAS the information about the Project is set out in Schedule A, attached to and forming part of this Order;

AND WHEREAS the Board held a public hearing pursuant to Hearing Order GHW-001-2017 to facilitate participation and to obtain additional information;

AND WHEREAS the Board has had regard to all considerations that are directly related to the Project and relevant, including environmental matters, pursuant to Part III of the NEB Act;

AND WHEREAS the Board has examined the application and subsequent filings, as well as all submissions from the Algonquins of Ontario, and considers it to be in the public interest to grant the following relief;

IT IS ORDERED that, pursuant to section 58 of the NEB Act, the applied-for Project, as specified in Schedule A, is exempt from the provisions of paragraph 30(1)(a), and section 31 of the NEB Act, the effect of which is to approve the Project subject to the following conditions:

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Canada

1. TransCanada shall comply with all of the conditions contained in this Order unless the Board otherwise directs.
2. Subject to Condition 4, TransCanada shall cause the approved Project to be designed, located, constructed, installed, and operated in accordance with the specifications, standards, commitments made and other information referred to in its Application or in its related submissions.
3. TransCanada shall implement or cause to be implemented all of the policies, practices, programs, mitigation measures, recommendations, procedures and its commitments for the protection of the environment included in or referred to in its Application or in its related submissions.
4. TransCanada shall file with the Board all technical specification updates for the meter station listed in the Application concurrently with its Leave to Open application. Technical specification updates are limited to difference in pipe length, diameter, and/or pipe grade material that do not impact any other information provided in the Application.
5. TransCanada shall file with the Board, at least 7 days prior to construction, an Environmental Protection Plan (EPP) for the Project. The EPP shall describe the environmental protection procedures and measures to avoid or minimize potential effects during the physical construction and reclamation phases of the Project. The plan shall include, but not be limited to:
 - a) environmental protection procedures, and mitigation and monitoring commitments set out in TransCanada's Application or as otherwise agreed to in its related submissions;
 - b) mitigation measures for planned construction activities, including handling, testing and disposal of waste materials;
 - c) procedures for spill prevention, response and reporting during the construction activities;
 - d) any conditions, comments or recommendations contained in the archaeological and heritage resource clearances and authorizations from Ontario Ministry of Tourism, Culture and Sport, as well as a comprehensive Heritage Resource Discovery Contingency Plan; and
 - e) a comprehensive Traditional Land Use Discovery Contingency Response Plan.

XG-T211-026-2017

6. TransCanada shall file with the Board, at least 7 days prior to construction:
 - a) confirmation that TransCanada has obtained all of the required archaeological and heritage resource clearances and authorizations from Ontario Ministry of Tourism, Culture and Sport;
 - b) a description of how TransCanada will meet conditions and respond to comments and recommendations contained in the clearances and authorizations referred to in a); and
 - c) a description of how TransCanada has incorporated additional mitigation measures as applicable into its EPP as a result of conditions or recommendations referred to in paragraph b).

7. TransCanada shall file with the Board, no more than 120 days after commencement of construction activities, a report summarizing TransCanada's consultation activities with all potentially affected Aboriginal groups identified by TransCanada and the Board. This report must include, but may not be limited to:
 - a) a summary of the concern(s) raised by the Aboriginal group(s);
 - b) a description of how TransCanada has addressed or will address the concerns raised;
 - c) a description of any outstanding concerns; and
 - d) a description of how TransCanada intends to address any outstanding concerns, or an explanation of why no further steps will be taken.

8. Within 30 days of the date that the approved Project is placed in service, TransCanada shall file with the Board a confirmation that the approved Project was completed and constructed in compliance with all applicable conditions in this Order. If compliance with any of these conditions cannot be confirmed, TransCanada shall file with the Board details as to why compliance cannot be confirmed. The filing required by this condition shall include a statement confirming that the signatory to the filing is the accountable officer of TransCanada, appointed as Accountable Officer pursuant to s. 6.2 of the *National Energy Board Onshore Pipeline Regulations*.

9. Unless the Board otherwise directs prior to 23 November 2018, this Order shall expire on 23 November 2018 unless construction of the Project has commenced by that date.

NATIONAL ENERGY BOARD

Original signed by L. George for
Sheri Young
Secretary of the Board

XG-T211-026-2017

SCHEDULE A
National Energy Board Order XG-T211-026-2017

TransCanada PipeLines Limited Application
dated 17 February 2017
assessed pursuant to section 58 of the *National Energy Board Act*

Iroquois Export Bi-Directional Modification Project
File OF-Fac-Gas0T211-2017-01 01

Pipeline Specifications – Iroquois Export Bi-Directional Modification (yard piping)

Project Type	New construction	
Location (endpoints)	Iroquois, Ontario GPS coordinates: 44.887791, -75.294638	
Outside Diameter	NPS 12	NPS 8
Approximate Length	120 m	5 m
Wall Thickness	12.7 mm	8.2 mm
Pipe Material	Carbon steel	
Pipe Material Standard	CSA Z245.1 CATII	
Pipe Grade	Grade 359	
External Coating Type	<ul style="list-style-type: none"> • Fusion-bond epoxy for straight pipe supplied as full joints • 100% solid epoxy for below-ground assemblies • Epoxy primer with polyurethane top coat or zinc-rich epoxy primer and a polysiloxane top coat for above-ground assemblies 	
Maximum Operating Pressure	<ul style="list-style-type: none"> • 9930 kPa from discharge side of MLV 1401-1 to the control valve • 6895 kPa downstream of the control valve 	
Product	Non-sour natural gas	

SCHEDULE A (continued)
National Energy Board Order XG-T211-026-2017

Facilities Specifications – Iroquois Export Bi-Directional Modification

Project Type	New construction
Facility Type	Metering station
Location	Iroquois, Ontario GPS coordinates: 44.887791, -75.294638
Description	<ul style="list-style-type: none"> • Meter type: NPS 12 bi-directional ultrasonic meter • Meter run: NPS 12, wall thickness 12.7 mm, CAT II, Grade 359 • The minimum station design flow will be approximately 330 10³ m³/d and the maximum station design flow will be approximately 1501 10³ m³/d
Maximum Operating Pressure	<ul style="list-style-type: none"> • 9930 kPa for the station inlet • 6450 kPa for the station outlet
Product	Non-sour natural gas



**MORRISBURG WATERFRONT ADVISORY COMMITTEE
MEETING MINUTES
Wednesday, December 20, 2017
Boardroom**

In attendance: Councillor Marc St. Pierre, Bert Marcellus, Keith Robinson, Maggie Harvey, Steve Coligan. Regrets: Evonne Delegarde, Carmelo Scaini. Absent: Lynden Casselman

1. Approval of Agenda

MOVED BY: Keith Robinson

SECONDED BY: Steve Coligan **CARRIED**

2. Approval of the Minutes for October 11, 2017

MOVED BY: Keith Robinson

SECONDED BY: Bert Marcellus

CARRIED

3. Approval of the Minutes, November 17 2017 Planning Session

Keith brought forward the concern that in order to move the Docksyde as indicated in the planning report, two large maples may need to be taken down. This bears further discussion. In addition, he noted that the canteen can't be moved until early fall, after the season closing, as it will require re hook-ups to water and hydro. The work should be planned in conjunction with parking lot expansions.

It was noted that measurements and sketches will be required for a number of the improvements, as well as the identification of tress that may need to be removed or relocated to allow for parking lot upgrades and movement of buildings.

Maggie agreed to create a work chart of the planned alterations and to bring that back to the Committee and to staff so that timelines and budgets can be created. It was noted that this plan would require a five year roll out given the amount of improvements identified.

MOTION TO ADOPT THE PLANNING SESSION MINUTES AND TO FORWARD TO COUNCIL FOR INFORMATION

MOVED BY: Steve Coligan

SECONDED BY: Bert Marcellus

CARRIED

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4. New Business

a. 2018 Improvements

Councillor St. Pierre requested that a letter be created seeking in-kind assistance with heavy equipment and aggregate needs to do the alterations to the amphitheatre. Maggie agreed to write this letter. Marc noted we should now be planning on a spring 2019 reopening. No digging will begin until after a June 2018 wedding function.

It was suggested that we look to add an Osprey nest in order to keep the geese population down.

We are still waiting on the go ahead from the Department of Fisheries and Oceans to clean and expand the public beach. It is expected the Committee will hear shortly.

b. 2019 and Beyond Improvements

It is estimated that the Committee will need to raise another \$75,000 to begin the new phase of improvements contained in the planning session report. The following items were identified for community contributions:

- Additional lighting of pathways
- Landscaping plans and materials to beautify walking paths
- Lookout piers (at least 2) – benches, railings, pavers, landscaping
- Amphitheatre canopy
- Refurbishing walking paths – adopt a section of the walking path and received a dedicated marker along the path
- Adopt a garden

5. Adjournment

Move to adjourn at 8:15 pm

MOVED BY: Keith Robinson

SECONDED BY: Steve Coligan

PROJECT STATUS UPDATE

Fire & Emergency Services

Training

Agreement with Team Industrial for confined space and high angle rescue. This type of rescue was recommended in the Master Fire Plan for our local farming community. This agreement has no stand by fees and is user pay.

Capital Purchases

The new air bag system that was approved in our 2018 budget has been ordered from A J Stone in Toronto, this new system is fully compatible to the new system in Iroquois

Firefighter Replacement

Seven new firefighters have been hired and started April 1, 2018.

- Johnny Testerink – Iroquois
- Christopher Goupil, James Vaughan, Julenea Barnhardt, Anthony Lemaire, Christopher Marchand – Morrisburg
- Rylee Keeler – Williamsburg

Mandatory Certification

Report on the public consultation on the government's plan for mandatory certification of the firefighters in the province. Through the public consultation the government had 442 responses on this subject. Since then grandfathering has been reopened for anyone that was missed or declined in 2015. We have seven members we feel should have had grandfathering in 2015 and have processed their applications and are preparing to submit them to the Fire Marshal Office for approval.

Administration

Elections

- Staff continue to work with Intelivote Systems to ensure all systems are operating effectively
- Advertising has begun for Nominations, Voter Lookup as well as other medias to engage all ages
- Candidate Information Night was successful
- Procedure Manual continues to be updated

Meeting Agenda Software

- Tender was drafted and sent to five companies with only one response received
- Demonstration with other municipalities in SDG will take place mid-April

Administration Cont'd

IT

- Continuing problems with open Wifi and Vadim disconnection
- Working with Counties to resolve

Integrity Commissioner

- Agreement with Robert Swayze ends in July 2018
- Working with the Counties to share the person they hire

Archives

- Working on documentation for governance and terms of reference for the Committee
- Working with consultant to have a timeline in place for moving documents, etc.
- Working on agreements for rental of a location

Public Works

New 6x4 Tandem Plow Truck Tender

A tender for the purchase of a new Plow Truck has been put out in the papers and our website.

The new purchase will replace unit #60
#60 will become our spare Plow Truck

Equipment and Granular Tender

This tender was sent out in the local papers as well as our website for Hourly Equipment Rates to the Municipality and Pricing on Granular Materials (FOB) using our own trucks.

Recreation and Facilities

Tender

Grass Cutting Tender for 2018/19/20 opened on Wednesday, April 11 and will close at Noon on Thursday, April 26, 2018.

Request for Proposal

The Iroquois Campground Building RFP will open on Wednesday, April 18 and will close at Noon on Thursday, May 3, 2018.

Facility Operator

Advertising for the hiring of a Facility Operator will begin on Wednesday, April 18 and will close at end of day Wednesday, May 9, 2018.

Treasury

Ontario Trillium Foundation

The Municipality of South Dundas was selected for a Compliance Audit under the Ontario Trillium Foundation for the \$315, 000 received for the renovations to the Morrisburg Arena in 2017. The focus of the audit was to confirm that the grant was being implemented in accordance with the amount and purpose of the grant, approved on December 1, 2016 for "Delivering improved infrastructure with an upgrade to the ice pad at the Morrisburg arena for continued long-term use. Fostering more active lifestyles, this initiative is helping infrastructure for unstructured and structured physical activities and have an impact on the lives of 10,500 people in the community." The supporting documentation has been provided and reviewed and received notice on March 12, 2018 that the Municipality of South Dundas has satisfied all requirements and the file is closed.

South Branch Bridge Rehabilitation

HP Engineering has provided a draft copy of the tender for the rehabilitation of the South Branch Bridge which was approved by Council in the 2018 Budget. Staff are currently reviewing the documents and is expected to be issued by the end of April 2018. It is anticipated that a report will be brought forward to Council on June 5, 2018 to award the project.

2017 Year-End Audit

Jamie Pollock and his team from Craig Keen Despatie Markell were completing the final review as part of the audit process for 2017 during the week of April 9, 2018. It is expected that over the next month, staff will be working with the auditors to bring forward 2017 Financial Statements to Council for approval in early June 2018



MUNICIPALITY OF SOUTH DUNDAS

Public Works Department Report WW2018-01

To: Mayor & Council

From: Shannon Geraghty, Chief Administrative Officer/Treasurer
Denis Villeneuve, Supervisor of Water & Wastewater

Date: April 17, 2018

Subject: Purchase of Single Turner Valve Maintenance Trailer

Recommendation:

THAT the Council of the Municipality of South Dundas accept Report WW2018-01 for the purchase of a Single Turner Valve Maintenance Trailer to WACHS Canada Ltd. in the amount of \$81,750.00 plus HST.

Background:

The Municipality identified the need for this equipment through the 2015 Budget in which funds have been allocated in the previous fiscal years for the purchase. As brought forward to Council in the 2018 budget the rationale and benefit for the equipment purchase are the following;

- This valve exerciser will work a valve and free up any tuberculation (rust), which enables the valve to fully close. Currently, we have numerous valves that are extremely stiff and either will not close or require an unsafe amount of force to close.
- Being able to close a valve is critical for two reasons: 1) it allows us to completely depressurize a main break, making it safer for our crew to complete this repair 2) during a main break repair less residents will have to go without water as we will be able to isolate smaller portions of the distribution system
- This device will also allow the worker to operate the valves more safely and efficiently. As mentioned above, some valves require excessive force to operate, thus putting the worker at risk for injury. This exerciser operates a valve hands free, applying just the necessary amount of torque for complete closure.

- This exerciser is also equipped with a vac machine along with a water line for cleaning any debris inside the valve casing.
- This unit comes with a GPS location device. With this feature will be able to store the exact location of the valve making it much easier to find valves that are buried.
- This device has a program to identify the size of the valve is and when the last time serviced.
- There is an option to add hot water on this machine for \$7,700, which would help thaw frozen water lines and frozen valve casings. This will be brought forward to Council in the 2019 Budget.

Discussion/Options:

Staff is recommending the purchase of a valve exercising/vacuum trailer which was approved in the 2018 budget and serves a dual-purpose. The valve exercising machine will enhance productivity of our valve exercising program. Exercising valves is part of the required maintenance to ensure valves do not seize and function properly, this avoids need for replacement. The machine is also a self-contained vacuum which will allow crews to vacuum curb stops, provide support during water breaks. We currently bring in an outside contractor to do this work which exceeds \$30,000.

In accordance with the procurement policy staff obtained 3 prices from WACHS Canada Ltd., Wamco Waterworks Northern, and Saunders Equipment Ltd. which ranged from \$81,750 to \$84,950. (***See attached***)

In 2016, South Stormont purchased the same type of equipment and through discussions with staff see a value in acquiring this type of machine for the longevity of our valves and to reduce operational costs.

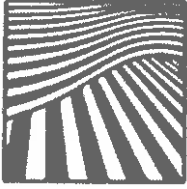
Current & Future Budget Implication:

The need for this type of equipment was identified in the 2015 budget with funds being allocated annually towards the purchase in 2018. The reserve currently has \$85,000 earmarked for this purchase under the Water & Wastewater Department.

VMTLX VALVE MAINTENANCE TRAILER

VMTLX Valve Maintenance Trailer

CONTRACTOR	EQUIPMENT	SUBTOTAL	HST	TOTAL	HST REBATE	COST TO MUNICIPALITY
WACHS CANADA LTD	LX (Gas) - VMT	81,750.00	10,627.50	92,377.50	9,188.64	83,188.86
	TOTAL	\$ 81,750.00	\$ 10,627.50	\$ 92,377.50	\$ 9,188.64	\$ 83,188.86
Wamco Waterworks Norther div. of EMCO Corporation	LX (Gas) - VMT	83,400.00	10,842.00	94,242.00	9,374.10	84,867.90
	TOTAL	\$ 83,400.00	\$ 10,842.00	\$ 94,242.00	\$ 9,374.10	\$ 84,867.90
Saunders Equipment Ltd.	LX (Gas) - VMT	84,950.00	11,043.50	95,993.50	9,548.32	86,445.18
	TOTAL	\$ 84,950.00	\$ 11,043.50	\$ 95,993.50	\$ 9,548.32	\$ 86,445.18



MUNICIPALITY OF SOUTH DUNDAS

Administration Department
Report ADM2018-01

To: Mayor & Council

From: Katherine Wells, Communications & Tourism Coordinator

Date: April 17, 2018

Subject: FCM Municipal Asset Management Program Funding

Recommendation:

THAT the Council of the Municipality of South Dundas authorize and support an application under the FCM Municipal Asset Management Program for a Road Needs Study and Asset Management Software.

Background:

FCM's Municipal Asset Management Program provides funding for projects that will help Canadian cities and communities of all sizes enhance their asset management practices. The goal of the program is to help municipalities make informed investment decisions for infrastructure assets, such as roads, buildings, water supply and sanitation systems, in order to deliver value for money while best serving citizens' needs.

Discussion/Options:

A road needs study must be completed every 4 years.

Completing these two projects will help the Municipality be compliant with the new municipal asset management planning regulation (O. Reg. 588/2017) under the *Infrastructure for Jobs and Prosperity Act, 2015*.

Additionally, a resolution from Council is required to submit an application.

Current & Future Budget Implication:

FCM's Municipal Asset Management Program can provide up to 80% of total eligible costs, to a maximum of \$50,000. Projects must be completed within 11 months from funding approval notice.

The total estimated project cost for the Road Needs Study is \$53,388. The total estimated project cost for the Asset Management Software is \$50,000. This results in an estimated project total of \$103,388.

The Municipality is applying for the maximum eligible funding of \$50,000, or 48.4% of total project costs.

The Municipality has budgeted \$30,000 as part of 2018 Capital Projects. The remainder of the cost (\$23,388) would come from the 2018 working reserves if the project is approved.

South Dundas Waste Management Options and Pricing Table 1.0

Item	Price (Per Item)	Option A Current situation	Option B Operating two landfills as is, No expansion, no transfer station(s), Remain Compliant, Need (Yes/No/Maybe)	Option C Temporarily putting the Williamsburg landfill into a dormant state and one transfer station immediately and future, no expansion, Need (Yes/No/Maybe)	Option D Operating two landfills with two transfer stations immediately and after closure, with no expansion, Need (Yes/No/Maybe)	Option E Operating two landfills, with two transfer stations in the future upon landfill closures, with no expansion Need (Yes/No/Maybe)	Option F Temporarily putting the Williamsburg landfill into a dormant state and one transfer station, with expansion (Yes/No/Maybe)
Packer	\$90,000	No	No	No	No	No	No
Dozer	\$115,000	No	No	No	No	No	No
Loader	\$80,000	No	Maybe	No	No	No	No
Grinder	\$50,000 to \$300,000	No	No	No	Maybe	Maybe	Maybe
Scale	\$40,000	No	No	Maybe	Maybe	Maybe	Maybe
Blns	\$4,000	No	No	No	No	No	No
Staffing	\$8,203, \$49,952 or \$83,678	No	No	No	No	No	No
Storage Containers	\$4,000	No	Maybe	Maybe	Maybe	Maybe	Maybe
Posti-Shell	\$34,000	No	No	Maybe	No	No	Maybe
Compost wood and brush	More info Req'd	No	No	No	No	No	No
GPS Equipment	\$25,000 to \$50,000	No	No	Maybe	No	No	Maybe
Greenhouse	More Info Req'd	No	No	No	No	No	No
Pollinator Garden	More info Req'd	No	No	Maybe	Maybe	Maybe	Maybe
Gatehouses Landfill	\$10,000	No	No	Maybe	Maybe	Maybe	Maybe
Electricity Williamsburg	More info Req'd	No	No	No	Maybe	Maybe	Maybe
Hauling Truck	\$70,000	No	No	No	Maybe	Maybe	No
Replacement 1/4 ton truck	\$20,000	No	Maybe	No	Maybe	Maybe	No
Additional Consulting Fees	\$100,000	No	No	No	Maybe	Maybe	No
Rational:	Year						
Yearly Budget	2018	\$792,144	\$975,822	\$1,040,418	\$1,310,096	\$975,822	\$1,040,418
	2019	\$807,987	\$893,338	\$806,226	\$918,098	\$893,338	\$806,226
	2020	\$824,147	\$911,205	\$822,351	\$936,460	\$911,205	\$822,351
	2021	\$840,630	\$929,429	\$838,798	\$955,189	\$929,429	\$838,798
	Closure or Closures, Expansion: Depending on Options, landfill closures and expansions would occur at separate times	\$3,667,214	\$3,306,403	\$3,315,997	\$3,372,997	\$3,782,997	\$3,315,997
	Total cost in the next 4 years including closure(s), expansion, revenue, transfer station(s)	\$6,932,121	\$7,016,198	\$6,829,790	\$7,492,840	\$7,492,192	\$6,829,790
	1 year after Closure	\$1,287,600	\$1,287,600	\$1,166,740	\$1,285,418	\$1,285,418	\$792,076
	5 years after Closure	\$1,416,360	\$1,416,360	\$1,283,414	\$1,413,960	\$1,413,960	\$871,284
	10 year cost after closure (total combined)	\$16,996,325	\$16,996,325	\$15,400,968	\$16,967,518	\$16,967,518	\$10,455,403
Outcome	N/A	(@ the 1 year post closure) Includes curbside pick up and disposal only, No transfer stations, Potential compliance issues with weekly cover and compost facilities, taxpayers will have to find alternate method to get rid of waste, takes regulatory compost changes potentially occurring in 2022 extra (169,021 to 284,160 increase after year 4), no income from tipping fees or compost	(@ the 1 year post closure) includes curbside pick up and disposal only, No transfer stations, taxpayers will have to find alternate method to get rid of waste, takes regulatory compost changes potentially occurring in 2022 extra (169,021 to 284,160 increase after year 4), no income from tipping fees or compost	(@ the 1 year post closure) Includes curbside pick up and disposal, one transfer station operational after closure, takes regulatory compost changes potentially occurring in 2022 extra (169,021 to 284,160 increase after year 4), income from tipping fees, this would come with operation savings because we aren't operating two landfills, it would also postpone closure costs in Williamsburg, includes approximately 35% landfill airspace savings	(@ the 1 year post closure) Includes curbside pick up and disposal, two transfer stations operational after closure, takes regulatory compost changes potentially occurring in 2022 extra (169,021 to 284,160 increase after year 4), income from tipping fees, includes approximately 20% landfill airspace savings	(@ the 1 year post closure) Includes curbside pick up and disposal, two transfer stations operational after closure, takes regulatory compost changes potentially occurring in 2022 extra (169,021 to 284,160 increase after year 4), income from tipping fees, No landfill Savings	(@ the 1 year post closure) Includes curbside pick up and disposal, one transfer station operational after closure, takes regulatory compost changes potentially occurring in 2022 extra (169,021 to 284,160 increase after year 4), income from tipping fees, this would come with operations savings because we aren't operating two landfills, it would also postpone closure costs in Williamsburg, includes approximately 35% landfill airspace savings, saves third party disposal fees. Landfill is operating efficiently with equipment, (Best service and economical alternative) Could include compost facility and other combined savings



MUNICIPALITY OF SOUTH DUNDAS

Administration Department Explanatory Note

To: Mayor & Council
From: Brenda M. Brunt, Clerk
Date: April 17, 2018
Subject: 31- Fees and Charges Amendment

Recommendation:

THAT By-Law No. 2018-31, being a By-law to amend By-law No. 2018-07 to establish fees and charges to be collected, be read and passed in open Council, signed and sealed.

Background:

Staff have reviewed the Fees & Charges schedules and have suggested some changes.

THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS

BY-LAW NO. 2018-31

A BY-LAW to amend By-law No. 2018-07 to establish fees and charges to be collected.

WHEREAS the Council of the Municipality of South Dundas has set a schedule of fees and charges;

AND WHEREAS it is deemed necessary to review that schedule and amend the fees and charges accordingly;

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

1. That the amendments to the Schedule of Fees and Charges for various Municipal services as set out in Schedule "A" attached hereto and forming part of this By-law is hereby adopted.
2. And That all other provisions of By-law No. 2018-07 shall remain in effect.
3. And That this By-law shall come into force and effect on the date of passing.

READ and passed in open Council, signed and sealed this 17th day of April, 2018.

MAYOR

CLERK

SCHEDULE "A"

To By-Law No. 2018-31

DEPARTMENT	FEE	PROPOSED
ADMINISTRATION		
Investigator Application Fee	\$125.00	Delete – Regulation has changed
Lottery – Raffle License	2% of total prize value/box or minimum \$35.00	Delete /box or minimum \$35.00 (doesn't apply)
TREASURY		
NSF cheques & returned preauthorized payments	\$40.00/account	\$40.00/transaction
Tax Account Printouts – Real Estate/Lawyers/Public, etc. Verbal/written/fax/in person	\$10.00/year/account	\$10.00/transaction
LANDFILL		
Additional Bags	Over 4 bags	\$1.25/bag over 4 bags
PARKS/RECREATION/FACILITIES		
Iroquois Campground – seasonal with 15 amp electrical	\$1494.00	\$1836.00
Iroquois Campground – seasonal with 30 amp electrical	\$1660.20	\$2031.84



MUNICIPALITY OF SOUTH DUNDAS

Administration Department Explanatory Note

To: Mayor & Council

From: Katherine Wells, Communications & Tourism Coordinator

Date: April 17, 2018

Subject: 32 – South Dundas Chamber of Commerce Agreement

Recommendation:

THAT By-Law No. 2017-32, being a By-law to execute an Agreement with the South Dundas Chamber of Commerce for Visitor Information Services, be read and passed in open Council, signed and sealed.

Background:

This By-law is required to formalize the agreement that was authorized and approved at the previous Council Meeting for Visitor Information Services to be provided by the South Dundas Chamber of Commerce. Services will be provide in Iroquois and Morrisburg between May and October for the 2018 season. This is the third year for the Chamber to offer this service for the Municipality.

THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS

BY-LAW NO. 2018-32

A BY-LAW to enter into an Agreement with the South Dundas Chamber of Commerce for Visitor Information Services.

WHEREAS *the Municipal Act, 2001*, as amended, provides that the powers of the municipality shall be exercised by By-law;

AND WHEREAS the Municipality of South Dundas desires to execute an Agreement with the South Dundas Chamber of Commerce for visitor information services;

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

1. That an Agreement be executed with the South Dundas Chamber of Commerce in accordance with Schedule "A" attached to this By-law.
2. That the Mayor and Clerk are hereby authorized to execute all documents as required to effectively carry out this Agreement.

READ and passed in open Council, signed and sealed this 17th day of April, 2018.

MAYOR

CLERK

AGREEMENT FOR VISITOR INFORMATION SERVICES

This Agreement is made this 17th day of April 2018

BETWEEN: The Corporation of the Municipality of South Dundas

(Hereinafter known as the "Municipality ")

and

South Dundas Chamber of Commerce

(Hereinafter known as the "Chamber")

1. This Agreement shall commence on April 17, 2018 and terminate December 31, 2018 (the "Term").
2. The Municipality and Upper Canada Region name and/or logo will be included in all marketing material, both online and print.
3. Tourism industry members will be permitted to share in visitor information service promotions without obligation to secure Chamber membership.
4. The Municipality or the Chamber may, upon (60) sixty days of notice in writing, serve notice it wishes to terminate this Agreement on terms and conditions mutually acceptable to both parties.
5. The Chamber agrees not to financially obligate the Municipality by entering into contractual agreements lasting beyond the term of agreement on behalf of visitor information services. Such agreements shall be approved, in writing, by either the Communications & Tourism Coordinator, Director of Corporate Services/Clerk and/or Chief Administrative Officer.
6. The Municipality will provide:
 - a) Payment to the Chamber up to the amount of \$10,000.00 for 2018. Payment shall be made upon receipt of invoices related to the expenses listed herein.
 - b) In the event that the property rented for the operation of the visitor information service is sold, a comparable facility will be provided or negotiated by the Chamber.
7. The Chamber shall provide the following:
 - a) Quarterly meetings with the Communications & Tourism Coordinator
 - b) Annual presentations to Council on project expenditures, strategic plan, business plan and results. Measurements including but not limited to: visitors, inquiries, surveys, dollars leveraged, website statistics, distribution statistics, etc. provided electronically.

8. a) Visitor information service during peak season:

- July/Aug (Morrisburg)
- Morrisburg Operating hours: Monday to Wednesday: 9:00 am to 5:00 pm - Thursday and Friday: 9:00 am to 7:00 pm - Saturday: 9:00 am to 2:00 pm - Sunday: 11:00 am to 2:00 pm
- Presence at local tourism events. A list of events shall be provided to the Communications & Tourism Coordinator in writing prior to peak season.
- Responsibility for advertising, hiring and providing compensation for summer students the Chamber deems necessary during the peak season, for Morrisburg.
- If full or partial funding for the student(s) is received through a grant program, remaining funds will be used towards other areas of Visitor Information Services, with prior written approval by the Communications & Tourism Coordinator, Director of Corporate Services/Clerk and/or Chief Administrative Officer.

b) Visitor information services 5 days a week during off-peak season (excluding all statutory holidays)

- Off-peak season would be May- Long weekend/June/September/October (Morrisburg)
- Operating hours would be Monday to Friday 10:00 am to 3 pm- Saturday 10 am to 3 pm (Morrisburg)

c) Supporting and communicating with festival and event organizers

- Assist South Dundas not-for-profit organizations with tourism-related funding applications and fundraisers
- Provide support by advertising their events – social media – web site – Mail Chimp – distributing and displaying posters
- Copies of all created VIC material shall be provided to the Communications & Tourism Coordinator electronically.

d) Website enhancements for sports, culture, historic and other tourism generating areas of interest on the www.southdundaschamber.ca website

Signed on behalf of:
Corporation of the
Municipality of South Dundas

Evonne Delegarde, Mayor

Brenda Brunt, Clerk

Signed on behalf of
South Dundas
Chamber of Commerce



President



MUNICIPALITY OF SOUTH DUNDAS

Administration Department Explanatory Note

To: Mayor & Council
From: Brenda M. Brunt, Clerk
Date: April 17, 2018
Subject: 33 - Confirmatory

Recommendation:

THAT By-Law No. 2018-33, being a By-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in open Council, signed and sealed.

Background:

This By-law is passed at every meeting, so that the action which is taken or authorized to be taken by the Municipality of South Dundas does not lend itself to the passage of an individual By-law.

THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS

BY-LAW NO. 2018-33

A BY-LAW to adopt, confirm and ratify matters dealt with by resolution.

WHEREAS *the Municipal Act, 2001*, as amended, provides that the powers of the Corporation of the Municipality of South Dundas, shall be exercised by By-law;

AND WHEREAS in many cases, action which is taken or authorized to be taken by the Municipality of South Dundas does not lend itself to the passage of an individual By-law;

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

1. THAT the Minutes of the Regular Meeting held on April 3, 2018 of the Municipality of South Dundas, be and the same are hereby adopted.
2. THAT the actions of the Municipality of South Dundas, at its meeting held on April 17, 2018, in respect of which recommendations contained in the reports of the committees considered at each meeting and in respect of each motion, resolution and other action taken by the Municipality of South Dundas at its meeting are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
3. THAT where no individual By-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Municipality of South Dundas in the above-mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein and thereby or required for the exercise of any powers therein by the Municipality of South Dundas.
4. THAT the Mayor and Members of Council of the Municipality of South Dundas are hereby authorized and directed to do all things necessary to give effect to the said action of the Municipality of South Dundas to obtain approvals where required and accept otherwise provided, the Mayor or Clerk are hereby directed to execute all documents necessary on behalf of the Municipality of South Dundas.

READ and passed in open Council, signed and sealed this 17th day of April 2018.

MAYOR

CLERK