

**MINUTES**

Sue Foxton was in the Chair. Also, present at the meeting were Councillor Rolleman, Councillor Ostner (left meeting at 8:15 p.m.), Councillor McCreery and Councillor Gillespie.

**Staff Present:** Andrew McNeely, Chief Administrative Officer  
Shelley Stedall, Treasurer/Director of Corporate Services  
Ashley Sage, Clerk  
Michelle Schaeffe, Township Planner

**Convene: 6:00 p.m.**

**Chair Mayor Foxton**

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**C-521-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council adopt the October 15, 2019 Committee of the Whole Agenda as presented with the following amendments:

- i) Add item 8 Adoption of Resolutions;
- ii) Add item 9 By-laws;
- iii) Renumber Confirmatory By-law as item 10 and Adjournment as item 11.

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

None reported.

**4. STANDING COMMITTEE**

**C-522-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** the Committee of the Whole meeting be adjourned to move into Standing Committees at 6:01 p.m.

**CARRIED**

**C-540-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** the Committee of the Whole meeting be reconvened at 7:03 p.m.  
**CARRIED**

**5. CLOSED SESSION**

**5.1** Report No. CAO-45-2019: CUPE Local 1656.02 – Collective Bargaining Agreement “labour relations or employee negotiations” (*Municipal Act*, Section 239 (2)(d)).

**C-541-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** Council move into a Closed Meeting Session at 7:04 p.m. under the *Municipal Act*, 2001 Section 239(2)(d) to discuss:

i) Report No. CAO-45-2019: CUPE Local 1656.02 – Collective Bargaining Agreement “labour relations or employee negotiations” (*Municipal Act*, Section 239 (2)(d)).

**CARRIED**

Councillor Ostner leaves the meeting at 8:15 p.m.

**6. RECONVENE INTO OPEN SESSION**

**C-542-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** the Closed Meeting Session of Council is complete at 8:44 p.m. and the Open Council meeting resumes.  
**CARRIED**

**7. BUSINESS ARISING FROM CLOSED SESSION**

None.

**8. ADOPTION OF RESOLUTIONS**

**8.1** Adoption of Resolutions from the October 15, 2019 Committee of the Whole.

**C-543-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** Council adopt the recommendation as presented by the Development Services Committee dated October 15, 2019, as outlined in item 4.2.2 which reads:

**THAT** PD Report No. 52-2019 be received;

**AND THAT** By-law No. 3094-19, being a By-law to further amend General Zoning By-law 689-83 for lands located at 1578 Roseville Road [File No. ZC-01/19] to allow Site-Specific Exemption 30.1.328 to permit a garden suite for up to 20 years, be recommended to Council for approval;

**AND THAT** the Mayor and Clerk be authorized to execute a Garden Suite Agreement between the Township of North Dumfries and Jennifer Heipel to permit a garden suite for a period of up to 20 years at 1578 Roseville Road;

**AND THAT** By-law No. 3095-19, being a By-law to authorize the Mayor and Clerk to execute a Garden Suite Agreement between the Township and Jennifer Heipel, be enacted;

**AND THAT** By-law No. 3094-19 and 3095-19 be considered by Council at the October 15<sup>th</sup>, 2019 meeting as time is of the essence.

**CARRIED**

**9. BY-LAWS**

**9.1** By-law No. 3094-19 – Being a By-law to Further Amend General Zoning By-law Number 689-83, as amended, for the Township of North Dumfries for Temporary Use By-law for Garden Suites, 1578 Roseville Road.

**9.2** By-law No. 3095-19 – Being a By-law to Authorize the Execution of a Garden Suite Agreement Between Jennifer Heipel and the Township of North Dumfries to Permit a Garden Suite for the Period of up to Twenty Years at 1578 Roseville Road in the Township of North Dumfries.

**9.3** By-law No. 3096-19 – Being a By-law to Adopt Proposed Official Plan Amendments No. 32 to the Township of North Dumfries Official Plan.

**9.4** By-law No. 3097-19 – Being a By-law to Further Amend General Zoning By-law Number 689-83, as amended, for the Township of North Dumfries for Broos Plan of Subdivision File No. 30T-18301.

**9.5** By-law No. 3098-19 – Being a By-law to Appoint Members to Various Advisory Committees for the Township of North Dumfries.

**9.6** By-law No. 3099-19 – Being a By-law to Appoint a Building Inspector and Plumbing Inspector for the Township of North Dumfries.

**9.7** By-law No. 3100-19 – Being a By-law to Appoint a Property Standards Officer for the Township of North Dumfries.

**C-544-19** Moved by Councillor Gillespie  
Seconded by Councillor Rolleman

**THAT** by-laws 3094-19, 3095-19, 3096-19, 3097-19, 3098-19, 3099-19 and 3100-19 be taken as read a first and second time.

**CARRIED**

**C-545-19** Moved by Councillor Rolleman  
Seconded by Councillor Gillespie

**THAT** by-laws 3094-19, 3095-19, 3096-19, 3097-19, 3098-19, 3099-19 and 3100-19 be taken as read a third time and finally passed.

**CARRIED**

**9. CONFIRMATORY BY-LAW**

By-law No. 3101-19 - Being a By-law to Confirm the Proceedings of Committee of the Whole on October 15, 2019.

**C-546-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** By-law No. 3101-19 Being a By-law to Confirm the Proceedings of Committee of the Whole on October 15, 2019 be read a First, Second, third time; and be finally passed, signed and sealed by the Mayor and Clerk.

**CARRIED**

10. **ADJOURNMENT**

**C-547-19** Moved by Councillor Gillespie  
Seconded by Councillor Rolleman

**THAT WHEREAS** business before this Committee of the Whole Meeting  
has been completed at 8:49 p.m.

**AND BE IT RESOLVED THAT** this Meeting adjourns and meets again  
on Monday, October 28, 2019 for Regular Council.

**CARRIED**

  
\_\_\_\_\_  
Susan Foxtton, Mayor

  
\_\_\_\_\_  
Ashley Sage, Clerk

## MINUTES

Margaret McCreery was in the Chair. Also, present at the meeting were Mayor Foxtan, Councillor Rolleman, Councillor Ostner and Councillor Gillespie.

**Staff Present:** Andrew McNeely, Chief Administrative Officer  
Shelley Stedall, Treasurer/Director of Corporate Services  
Ashley Sage, Clerk  
Michelle Schaeffe, Township Planner

### 4. STANDING COMMITTEE

#### 4.1 FINANCE COMMITTEE

(Chair Councillor Margaret McCreery)

**C-523-19** Moved by Councillor Gillespie  
Seconded by Councillor Ostner

**THAT** the Finance Committee call the meeting to order at 6:02 p.m.  
**CARRIED**

Councillor Gillespie requests that items 4.1.2 be removed from the consent agenda.

**C-524-19** Moved by Mayor Foxtan  
Seconded by Councillor Ostner

**THAT** the Finance Committee approve items 4.2.1 and 4.2.3 as presented.  
**CARRIED**

#### 4.1.1 Report No. FIN-27-2019: Federal Gas Surplus Administrative Funds.

Item approved as presented:

“THAT Report FIN-27-2019 2019 Federal Gas Tax Surplus Administrative Funds be received;

AND FURTHER THAT Council direct staff to allocate Federal Gas Tax Surplus Funds in the amount of \$5,537.00 received in 2019 from the AMO to the Gas Tax Reserve Fund for the purposes of future road and linear Infrastructure projects.”

**4.1.2 Report No. FIN-28-2019: Investing in Canada Infrastructure Program (ICIP) – Grant Application.**

This item is removed from the consent agenda for discussion.

**C-525-19** Moved by Councillor Rolleman  
Seconded by Councillor Gillespie

**THAT** Report FIN-28-2019 be received;

**THAT** Staff be authorized to prepare and submit a Grant Application for the Investing in Canada Infrastructure Program (ICIP) – Community, Culture and Recreation Funding Stream for the: Park Washrooms upgrades at three parks (Victoria, Cowan and Schmidt Parks), to make AODA (Accessibility for Ontarians with Disabilities Act) compliant, and with an estimated cost of \$270,400;

**AND THAT** the Grant Application request be identified on a shared funding basis of 50% Federal Funding, 33.33% Province of Ontario Funding for the total estimated project value;

**AND THAT** the Township's portion be funded with \$45,076 from the Energy Plus Reserve;

**AND THAT** the project be pre-approved for inclusion in the 2020 capital budget and 10-year capital forecast, subject to the Township being successful in being approved for the Investing in Canada Infrastructure Program for the *Park Washroom Upgrades and AODA Compliance Project*;

**AND THAT** if the project is approved, any contracts to enter into the agreement with the Federal and Provincial Government for the funding under the Investing in Canada Infrastructure Program, be brought back to Council for approval.

**CARRIED**

**C-526-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** Report FIN-28-2019 be received;

**THAT** Staff be authorized to prepare and submit a Grant Application for the Investing in Canada Infrastructure Program

(ICIP) – Community, Culture and Recreation Funding Stream for the: Installation of three Tennis Courts with overhead Lighting estimated at a cost of \$378,705;

**AND THAT** the Grant Application request be identified on a shared funding basis of 50% Federal Funding, 33.33% Province of Ontario Funding for the total estimated project value;

**AND THAT** the Township's portion be funded with \$31,565 from the Township's Development Charges Reserve and \$31,565 from the Township's Energy Plus Reserve;

**AND THAT** the project be pre-approved for inclusion in the 2020 capital budget and 10-year capital forecast, subject to the Township being successful in being approved for the Investing in Canada Infrastructure Program for the *Tennis Court Installation Project*;

**AND THAT** if the project is approved, any contracts to enter into the agreement with the Federal and Provincial Government for the funding under the Investing in Canada Infrastructure Program, be brought back to Council for approval.

**CARRIED**

**C-527-19** Moved by Mayor Foxton  
Seconded by Councillor Rolleman

**THAT** Report FIN-28-2019 be received;

**THAT** Staff be authorized to prepare and submit a Grant Application for the Investing in Canada Infrastructure Program (ICIP) – Community, Culture and Recreation Funding Stream for the: Ball Diamond Field and Lighting upgrades Victoria and Schmidt Parks, with an estimated cost of \$663,728;

**AND THAT** the Grant Application request be identified on a shared funding basis of 50% Federal Funding, 33.33% Province of Ontario Funding for the total estimated project value;

**AND THAT** the Township's portion be funded with \$110,643 from the Energy Plus Reserve;

**AND THAT** the project be pre-approved for inclusion in the 2020



capital budget and 10-year capital forecast, subject to the Township being successful in being approved for the Investing in Canada Infrastructure Program for the Ball Diamond Field and Lighting Upgrades to Victoria and Schmidt Parks Project;

**AND THAT** if the project is approved, any contracts to enter into the agreement with the Federal and Provincial Government for the funding under the Investing in Canada Infrastructure Program, be brought back to Council for approval.  
**CARRIED**

**4.1.3 Report No. CAO-41-2019: Joint Service Delivery Review – Consultant Selection.**

Item approved as presented:

“THAT Report CAO Report 41-2019, regarding the Joint Service Delivery Review, be received;

AND THAT the Request for Proposal 2019-26 which was issued by the Township of Wilmot on behalf of the Townships of North Dumfries, Wilmot, Wellesley and Woolwich be awarded to KPMG LLP for the provision of consulting services for a Joint Service Delivery Review, as per their proposal submitted September 6, 2019, in the amount of \$96,150 plus HST:

AND THAT the Township of North Dumfries portion of the overall project costs in the amount of \$24,460 (representing 25% of the actual cost) be funded from the Governance Transformation Reserve Account.

AND THAT this phase of the Service Delivery Review and future anticipated phases be added to the Long Term Capital forecast, to be funded by the Governance Transformation Reserve Account.”

**C-528-19** Moved by Councillor Rolleman  
Seconded by Councillor Gillespie

**THAT** the Finance Committee meeting be adjourned at 6:26 p.m.  
**CARRIED**

  
Margaret McCreery, Chair

  
Ashley Sage, Clerk

## MINUTES

Rod Rolleman was in the Chair. Also, present at the meeting were Mayor Foxtan, Councillor Ostner, Councillor McCreery and Councillor Gillespie.

**Staff Present:** Andrew McNeely, Chief Administrative Officer  
Shelley Stedall, Treasurer/Director of Corporate Services  
Ashley Sage, Clerk  
Michelle Schaeffe, Township Planner

### 4. STANDING COMMITTEE

#### 4.2 DEVELOPMENT SERVICES COMMITTEE (Chair Councillor Rod Rolleman)

**C-529-19** Moved by Councillor McCreery  
Seconded by Councillor Gillespie

**THAT** the Development Services Committee call the meeting to order at 6:27 p.m.

**CARRIED**

Mayor Foxtan requests that item 4.2.3 be removed from the consent agenda.

**C-530-19** Moved by Mayor Foxtan  
Seconded by Councillor Gillespie

**THAT** the Development Services Committee approve items 4.2.1 and 4.2.2 as presented.

**CARRIED**

#### 4.2.1 Report No. BLD-03-2019: Sign Variance Request for 1148 Northumberland Street.

Item approved as presented:

“THAT Report BLD-03-2017 be received;

AND THAT Council grant a sign variance under By-law #2491-12 for 1148 Northumberland Street (Vincent Motor Sports) to allow for a Pylon Sign with relief from the following provisions:

- a. Allow flashing lights, including automatic changing copy signs whereas the bylaw prohibits this type of signage;

- b. Allow a height of 7.925 M (26 ft) whereas the bylaw only allows a height of 7.5 M (24.5 ft); and,
- c. Allow a surface area for the sign of 11.38 sq.metres (122 sq.ft.) whereas the bylaw only permits an area of 10 sq.metres (108 sq.ft.)

AND THAT the Chief Building Official is directed not to issue the Permit for the said pylon sign for that portion assigned to the flashing lights, including automatic copy sign, until the Region of Waterloo confirms their approval for the flashing lights sign panel.”

**4.2.2 Report No. PD-52-2019: Proposed Garden Suite – Temporary Use Zoning By-law Amendment for 1578 Roseville Road.**

Item approved as presented:

“THAT PD Report No. 52-2019 be received;

AND THAT By-law No. 3094-19, being a By-law to further amend General Zoning By-law 689-83 for lands located at 1578 Roseville Road [File No. ZC-01/19] to allow Site-Specific Exemption 30.1.328 to permit a garden suite for up to 20 years, be recommended to Council for approval;

AND THAT the Mayor and Clerk be authorized to execute a Garden Suite Agreement between the Township of North Dumfries and Jennifer Heipel to permit a garden suite for a period of up to 20 years at 1578 Roseville Road;

AND THAT By-law No. 3095-19, being a By-law to authorize the Mayor and Clerk to execute a Garden Suite Agreement between the Township and Jennifer Heipel, be enacted;

AND THAT By-law No. 3094-19 and 3095-19 be considered by Council at the October 15th, 2019 meeting as time is of the essence.”

**4.2.3 Report No. PD-53-2019: Proposed Changes to the Aggregate Resources Act.**

This item is removed from the consent agenda for discussion.

**C-531-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie


**THAT** PD Report No. 53-2019 be received.

**AND THAT** staff be directed to submit comments on behalf of the

Township to the Province, and, to the MPP for Cambridge.  
**CARRIED**

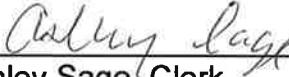
**C-532-19** Moved by Councillor Ostner  
Seconded by Councillor Gillespie

**THAT** the Development Services Committee meeting be adjourned at  
6:39 p.m.  
**CARRIED**



---

Rod Rolleman, Chair



---

Ashley Sage, Clerk

## MINUTES

Derrick Ostner was in the Chair. Also, present at the meeting were Mayor Foxton, Councillor Rolleman, Councillor McCreery and Councillor Gillespie.

**Staff Present:** Andrew McNeely, Chief Administrative Officer  
Shelley Stedall, Treasurer/Director of Corporate Services  
Ashley Sage, Clerk  
Michelle Schaeffe, Township Planner

### **4. STANDING COMMITTEE**

#### **4.3 COMMUNITY SERVICES COMMITTEE** (Chair Councillor Derrick Ostner)

**C-533-19** Moved by Councillor Gillespie  
Seconded by Councillor McCreery

**THAT** the Community Services Committee call the meeting to order at 6:40 p.m.

**CARRIED**

**C-534-19** Moved by Mayor Foxton  
Seconded by Councillor McCreery

**THAT** the Community Services Committee approve items 4.3.1 and 4.3.2 as presented.

**CARRIED**

#### **4.3.1 Report No. REC-08-2019: Request for Tender Award for Supply and Installation of Centennial Park Walkway Lighting and Electrical Updates.**

Item approved as presented:

“THAT Report No. REC-08-2019 be received;

AND THAT Council approve the award of contract ND-RFP-18-2019 for the Supply and Install of Centennial Park Walkway Lighting and Electrical updates to Force Electrical Solutions Ltd. in the amount of \$61,397.45 (plus HST);

AND THAT Staff be authorized to retain an external Electrical Consultant to provide inspection/verification and technical solution services for the duration of the project at an estimated cost not to exceed \$8,000 (plus HST);

AND THAT a project contingency of \$10,000 be established for the project;

AND THAT the Mayor and Clerk be authorized to execute any necessary documents to facilitate the completion of this project.”

**4.3.2 Report No. REC-09-2019: Cancellation of Canadian Pacific Limited Lease – Ball Diamond (Lions Park).**

Item approved as presented:

“THAT Report No. REC-09-2019 be received;

AND THAT the Clerk give notice on October 28th, 2019, to Canadian Pacific Limited, that effective January 31, 2020, the Township wishes to terminate the Lease on land, described in Lease L86737, CP File TWMK 018 02 03, “All that rectangular shaped tract or parcel of land containing an area of Two Hundred and Ten Thousand and Twelve (210,012 square feet, more or less, as per plan prepared by the Landlord dated December 17, 1982”, per Attachment #1 to this report, also known as a portion of land on 1051 – 1185 Northumberland Street, Ayr, also known as the “Ayr Ballast Pit”;

AND THAT the Clerk will notify Canadian Pacific Limited that it will be removing the fence, lights, shed, underground electrical conduits, and cement pillars;

AND THAT the Clerk notify the Ayr Lions Club and the Ayr Softball Association and the Municipal Property Assessment Corporation of this termination of Lease effective January 31, 2020;

AND THAT pursuant to the agreement with Canadian Pacific Limited, the Township, at its own risk and expense, remove said fence from the leased premises’, but will also remove the lights, shed and underground electrical conduits and cement pillars from the leased premises;

AND THAT based on discussions with Ayr Softball Association, the ball diamond at Roseville Community Centre field will not require extensive renovations at this time as budgeted in the 2019 capital budget,

AND THAT Council authorize an estimated \$35,000 be redirected to the dismantling of the Ball Diamond currently under the Canadian Pacific Lease (as described above) prior to the lease termination.”

**C-535-19** Moved by Councillor Rolleman  
Seconded by Councillor McCreery

**THAT** the Community Services Committee meeting be adjourned at 6:41  
p.m.  
**CARRIED**



---

Derrick Ostner, Chair



---

Ashley Sage, Clerk

## MINUTES

Pamela Gillespie was in the Chair. Also, present at the meeting were Mayor Foxtan, Councillor Rolleman, Councillor Ostner and Councillor McCreery.

**Staff Present:** Andrew McNeely, Chief Administrative Officer  
Shelley Stedall, Treasurer/Director of Corporate Services  
Ashley Sage, Clerk  
Michelle Schaeffe, Township Planner

### **4. STANDING COMMITTEE**

#### **4.4 GOVERNANCE & PROTECTIVE SERVICES COMMITTEE** (Chair Councillor Pamela Gillespie)

**C-536-19** Moved by Councillor McCreery  
Seconded by Councillor Rolleman

**THAT** the Governance & Protective Services Committee call the meeting to order at 6:41 p.m.

**CARRIED**

Pat Radke, 35 Bute Street, Irene Schmidt-Adeney, 95 Piper Street and Councillor Rolleman request that item 4.4.5 be removed from the consent agenda.

**C-537-19** Moved by Mayor Foxtan  
Seconded by Councillor McCreery

**THAT** the Governance & Protective Services Committee approve items 4.4.1 to 4.4.4 as presented.

**CARRIED**

#### **4.4.1 Report No. CLK-19-2019: Proposed Set Fines for Fire Routes By-law No. 3092-19.**

Item approved as presented:

“THAT Report CLK-19-2019 be received;

AND THAT the proposed Set Fines Part 1 and Part 2 for Fire Routes By-law No. 3092-19 be approved;

AND FURTHER THAT staff submit the proposed Set Fines Part 1 and Part 2 for Fire Routes By-law No. 3092-19 to the Ministry of Attorney General for approval.”



**4.4.2 Report No. CLK-20-2019: Proposed Set Fines for the Road Use By-law No. 3093-19.**

Item approved as presented:

“THAT Report CLK-20-2019 be received;

AND THAT the proposed Set Fines Part 1 for Road Use By-law No. 3093-19 be approved;

AND FURTHER THAT staff submit the proposed Set Fines Part 1 for the Road Use By-law No. 3093-19 to the Ministry of Attorney General for approval.”

**4.4.3 Report No. CAO-42-2019: CP Holiday Train Event on November 29, 2019 – Temporary Road Closure and Temporary No Parking.**

Item approved as presented:

“THAT Report No. CAO 42-198 be received;

AND THAT the Governance & Protective Services Committee recommend to Council that a By-law be considered to establish a Temporary Road Closure for a portion of Inglis Street, and, Temporary No Parking restrictions for Willison, Colquhoun, Elliot and Thompson Streets, and, a portion of Cooper Street to facilitate the CP Rail Holiday Train Event scheduled for Friday November 29th, 2019;

AND THAT By-law 1758-98 [Mobile Food Vendors] be waived to permit the operation of a mobile food service, with the proceeds to support the local foodbank, as part of the CP Rail Holiday Train Event, subject to:

- i) Appropriate approvals conferred by the Region's Health Unit;
- ii) Satisfactory inspection / approvals from the Fire Department; and,
- iii) Provision of a minimum of \$2 Million insurance policy to the satisfaction of the Township.”

**4.4.4 Report No. CAO-43-2019: Remembrance Day Service – Temporary Road Closure Part of Piper Street and Stanley Street.**

Item approved as presented:

“THAT Report No. CAO 43-198 be received;

AND THAT the Governance & Protective Services Committee recommend to Council that a By-law be considered to establish a Temporary Road Closure for a portion of Piper Street, from Church Street to Stanley Street, and, Stanley Street, from Piper Street to Northumberland Street, to facilitate the Remembrance Day Service scheduled for Sunday November 3<sup>rd</sup>, 2019.”

**4.4.5 Report No. CAO-44-2019: Memorandum of Understanding with the Ayr Cemetery.**

This item is removed from the consent agenda for further discussion.

**C-538-19** Moved by Mayor Foxtton  
Seconded by Councillor Ostner

**THAT** CAO Report No. 44-2019 be received;

**AND THAT** that Council endorse the Memorandum of Understanding with the Ayr Cemetery Company and the Township of North Dumfries for the term commencing on November 1<sup>st</sup>, 2019 extending to October 31<sup>st</sup>, 2029, included as Attachment No. 1 to this Report;

**AND THAT** the Mayor and Clerk be authorized to execute the Memorandum of Understanding on behalf of the Township with the Ayr Cemetery Company;

**AND THAT** the Chief Administrative Officer report back at the October 28, 2019 Regular Council meeting regarding an amendment to the MOU.  
**CARRIED**

**C-539-19** Moved by Councillor Ostner  
Seconded by Mayor Foxtton

**THAT** the Governance & Protective Services Committee meeting be adjourned at 7:03 p.m.

**CARRIED**

  
\_\_\_\_\_  
Pamela Gillespie, Chair

  
\_\_\_\_\_  
Ashley Sage, Clerk