

**CORPORATION OF THE TOWN OF DESERONTO**

**COUNCIL MEETING – MINUTES**

**MARCH 27, 2018 – 6:30 P.M. – DESERONTO TOWN HALL**

The Town of Deseronto Mission Statement is to provide excellent and affordable services for its residents and to work as a team, dedicated to making living in Deseronto a positive and pleasurable experience.

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**ATTENDANCE:**

**Mayor** N. Clark

**Deputy Mayor** D. Johnston

**Councillors** T. Dickinson  
S. Everhardus  
C. Zieman

**Acting CAO/Clerk** W. Bouma  
**Deputy Clerk** G. Maracle

1. **MOMENT OF SILENT REFLECTION** – The Mayor requested those in attendance to rise and observe a moment of silent reflection.
2. **MAYOR’S ADDRESS** – The Mayor thanked those who were able to attend the Council meeting. Council was informed that Transit’s new bus will be delivered this week. The Mayor thanked Council and various levels of government for their commitment to Council.  
My-FM will be conducting an advertising experiment for the Town. On Wednesdays and Fridays between 8 and 9 am, lunch time, and home time you will be able to listen to the “Deseronto Moment”. If anyone has anything to advertise, they are requested to e-mail the Mayor and he will be in touch with My-FM.  
The Mayor advised that he would like to discuss multi-residential water billing at a future meeting. The topic of comments being made regarding Deseronto were also brought up by the Mayor and he will be addressing the problem.
3. **DISCLOSURE OF INTEREST** - None noted.
4. **APPROVAL OF AGENDA**

a) **Agenda of the March 27, 2018 Council Meeting**

**Resolution 08-18-01**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

**THAT the agenda be approved with the addition of the following items:**

- **Approval of the Asset Management Report**
- **Spring clean up notice**
- **Notice of motion by Councillor Everhardus**

**CARRIED**

5. **APPROVAL OF MINUTES**

- a) **Minutes of the February 20, 2018 Council Meeting**
- b) **Minutes of the March 10, 2018 Special Meeting of Council**
- c) **Minutes of the March 13, 2018 Committee of the Whole meeting**
- d) **Minutes of the March 15, 2018 Special Meeting of Council**

e) Minutes of the January 31, 2018 Deseronto Public Library Board meeting

Resolution 08-18-02

Moved By: C. Zieman  
Seconded By: T. Dickinson

THAT the minutes of the February 20, 2018 Council Meeting, the March 10, 2018 Special Meeting of Council, the March 13, 2018 Committee of the Whole meeting, the March 15, 2018 Special Meeting of Council and the January 31, 2018 Deseronto Public Library Board be approved with changes made.

CARRIED

Resolution 08-18-03

Moved By: S. Everhardus  
Seconded By: D. Johnston

THAT Councillor Zieman's name be included in Resolution 05-18-13 made on March 10, 2018.

CARRIED

## 6. DEPUTATIONS

- a) Deb Hartwick, Shelley Dupont and Dave Hogeboom appeared before Council to request the donation of the banquet hall for a slide show for the DBA.

Council requested that the Arena Supervisor be consulted to check availability and that the group be advised.

## 7. CORRESPONDENCE

### 7.1 CORRESPONDENCE REQUIRING ACTION

- a) Clarification of the price to demolish a property

Resolution 08-18-04

Moved By: S. Everhardus  
Seconded By: C. Zieman

THAT Council authorize Frontenac Municipal Law Enforcement to move forward with the demolition of the burnt out property at 313 Main Street.

CARRIED

- b) Request to submit a nomination for 2018 Senior of the Year Award

Staff was requested to consult with Community Care and the Public Library to inquire if they have any candidates.

Council was also requested to submit any names to G. Maracle prior to mid April.

- c) Request from the City of Stratford to declare May 20-26, 2018 as National Public Works Week

Resolution 08-18-05

Moved By: S. Everhardus  
Seconded By: C. Zieman

THAT the request from the City of Stratford be received and filed.

CARRIED

- d) Request from the Hastings Prince Edward Public Health Unit to receive a letter of support to carry out larviciding activities in Deseronto

**Resolution 08-18-06**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council support the Hastings Prince Edward Public Health's request to support larviciding efforts in the Town of Deseronto.**

**CARRIED**

**7.2 CORRESPONDENCE REQUIRING NO ACTION**

- (a) The Association of Municipalities of Ontario's policy update on Guidance on Traditional Land Acknowledgement Statements**

**Resolution 08-18-07**

**Moved By: S. Everhardus  
Seconded By: T. Dickinson**

**THAT the document concerning the Guidance on Traditional Land Acknowledgement Statements be moved to Unfinished Business.**

**CARRIED**

- (b) Update on the Main Street Revitalization funding**

**Mayor Clark advised that Council/staff had to submit project details in order to qualify for the funding. Some thoughts were: new downtown garbage cans and benches, speed check signs, new business signs, line painting, Rathbun Park plantings, and fascades**

- (c) Announcement from MP Mike Bossio regarding Federal funding for infrastructure funding for small communities**

**Resolution 08-18-08**

**Moved By: S. Everhardus  
Seconded By: C. Zieman**

**THAT the update on the Main Street funding and the announcement from MP Mike Bossio be received and filed.**

**CARRIED**

**8. PASSING OF ACCOUNTS**

**Resolution 08-18-09**

**Moved By: D. Johnston  
Seconded By: S. Everhardus**

**THAT Schedule of Accounts numbered 03-2018 in the amount of \$403,133.51 be approved for payment.**

**CARRIED**

**9. DEPARTMENT/COMMITTEE REPORTS**

**9.1 Finance and Administration**

- a) Job Description for the Clerk-Treasurer Co-ordinator**

**Resolution 08-18-10**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council adopt the job description with the word "Temporary" being added to the title and under the heading Work Conditions, "frequent overtime" is changed to "flexible**

hours”.

**CARRIED**

**b) Resignation Letter from the Deputy-Treasurer**

**Resolution 08-18-11**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT the resignation be tabled until after Closed Session.**

**CARRIED**

**c) Meeting Date for the Structure Sub-Committee**

**It was agreed that Council would meet on Thursday April 5<sup>th</sup> at 6:30 pm.**

**d) Approval, in principle, of the 2018 budget**

**Resolution 08-18-12**

**Moved By: D. Johnston  
Seconded By: C. Zieman**

**THAT Council accept the 2018 budget in principle.**

**CARRIED**

**e) Request to pay Quinte Conservation invoice**

**Resolution 08-18-13**

**Moved By: D. Johnston  
Seconded By: C. Zieman**

**THAT Council authorize staff to pay the Quinte Conservation invoice prior to final budget approval.**

**CARRIED**

**9.2 Public Works and Water & Sewer**

**a) Correspondence received from the Ministry of the Environment regarding the storage of materials at the base of Mill Street and the collection and storage of snow**

**Resolution 08-18-14**

**Moved By: D. Johnston  
Seconded By: T. Dickinson**

**THAT staff advise the Public Works Department that it has 30 days to come up with a viable plan to present to Council for an alternate storage area for the aggregate material currently stored at the base of Mill Street.**

**CARRIED**

**b) 2017 Annual report of the Town of Deseronto Drinking Water System (document has been e-mailed to you)**

**Resolution 08-18-15**

**Moved By: S. Everhardus  
Seconded By: C. Zieman**

**THAT Council receive and approve the 2017 Annual report of the Town of Deseronto Drinking Water System.**

**CARRIED**

**c) 2017 Performance Report of the Town of Deseronto Water Pollution Control Plant (document has been e-mailed to you)**

**Resolution 08-18-16**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council received and approve the 2017 Performance Report of the Town of Deseronto Water Pollution Control Plant.**

**CARRIED**

- d) 24 Month Surveillance Audit Report for the Deseronto Water Treatment Plant and Water Distribution System**

**Resolution 08-18-17**

**Moved By: D. Johnston  
Seconded By: S. Everhardus**

**THAT Council receive the 24 Month Surveillance Audit Report for the Deseronto Water Treatment Plant and Water Distribution System.**

**CARRIED**

- e) Asset Management Report for the Town of Deseronto**

**Resolution 08-18-18**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council receive and approve the Asset Management Report for the Town of Deseronto, updated September 18, 2017.**

**CARRIED**

- f) Spring Clean-up**

**Resolution 08-18-19**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council approve the spring clean up to occur on May 26<sup>th</sup>, in conjunction with a “freecycle” program.**

**CARRIED**

**9.3 Emergency Services**

- a) Approval of the 2017 Emergency Plan for the Town of Deseronto (document has been e-mailed to you)**

**Resolution 08-18-20**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council adopt the 2017 Emergency Plan for the Town of Deseronto.**

**CARRIED**

- b) Discussion on Mutual Support Agreement**

**Resolution 08-18-21**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council agrees with the mutual support agreement and request that a by-law be prepared.**

**CARRIED**

**9.4 Parks and Recreation**

a) Responsibility for the Parks Department

**Resolution 08-18-22**

**Moved By: C. Zieman  
Seconded By: D. Johnston**

**THAT discussion on the Parks responsibility will be moved to Thursday April 5<sup>th</sup>.**

**CARRIED**

b) Washrooms for Centennial Park

**Resolution 08-18-23**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT two portable deluxe washrooms be installed in Centennial Park for the summer;  
FURTHER THAT signage be installed in Centennial Park advising visitors that there are washrooms available at the Community Centre;  
AND FURTHER THAT the appropriate staff are to come back to Council with a report on how to rehabilitate the building; outlining what has to be done and the cost involved.**

**CARRIED**

c) Request for permission to take training courses

**Resolution 08-18-24**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT Council authorize Wm. Bouma to work with the employee to select appropriate courses, providing that he has a satisfactory review.**

**CARRIED**

d) Acoustic Panels for the Community Centre

**Deputy Mayor Johnston advised that he had been speaking to a representative from a company that specializes in acoustics. Council requested that M. Gartland contact the individual to obtain a quotation on what is required.**

9.5 Transit

a) Minutes of the March 21, 2018 Deseronto Transit Hiring Sub-Committee meeting

**Resolution 08-18-25**

**Moved By: S. Everhardus  
Seconded By: C. Zieman**

**THAT the minutes be discussed after Closed Session.**

**CARRIED**

**Resolution 08-18-26**

**Moved By: S. Everhardus  
Seconded By: T. Dickinson**

**THAT Resolution 04-18-14 made on February 20, 2018 be rescinded.**

**CARRIED**

9.7 Planning and Economic Development

- a) Request to have Hastings County officially update our Zoning By-Law

Resolution 08-18-27

Moved By: S. Everhardus  
Seconded By: T. Dickinson

THAT the Town of Deseronto change it's R1 zoning to be the same as the rest of Hastings County; to not permit duplexes in a R1.

CARRIED

Resolution 08-18-28

Moved By: D. Johnston  
Seconded By: S. Everhardus

THAT staff request Hastings County to update our zoning by-law.

CARRIED

- b) Building Inspection Services Financial Statement for the period ending February 28, 2018

Resolution 08-18-29

Moved By: D. Johnston  
Seconded By: C. Zieman

THAT the Building Inspection Services Financial Statement for the period ending February 28, 2018 be received and filed.

CARRIED

10. UNFINISHED BUSINESS

- a) Accessibility Plan
- b) Ministry of Transportation – Skyway Bridge reconstruction
- c) Canteen – Centennial Park
- d) Job Descriptions for Town staff
- e) Various events suggested by J. Zieman

Resolution 08-18-30

Moved By: S. Everhardus  
Seconded By: D. Johnston

THAT MAC be given a one year non-exclusive use contract to establish a registered float fly remote control club;  
FURTHER THAT permission may be revoked with a 2 week notice if there are any unresolved concerns  
AND FURTHER THAT this motion be approved as amended.

CARRIED

Resolution 08-18-31

Moved By: S. Everhardus  
Seconded By: T. Dickinson

THAT the previous motion be amended to read that flying of

remote control planes will only be done between the hours of 8 am and 8 pm.

**CARRIED**

Town by-laws will be reviewed prior to granting permission for overnight camping.

**11. NEW BUSINESS**

**12. BY-LAWS**

- a) By-Law appointing Wm. Bouma as a Consultant for the Clerk
- b) By-Law appointing Carman Milligan as a Finance Consultant
- c) By-Law appointing Gail Maracle as Clerk-Treasurer Co-ordinator

Council decided to discuss the by-laws in Closed Session.

**13. MOTIONS & NOTICES OF MOTION –**

**Resolution 08-18-32**

**Moved By: S. Everhardus  
Seconded By: C. Zieman**

**THAT the Public Works staff be directed to contract sweep only for other municipalities, and not for privately owned companies.**

**CARRIED**

**14. IN CAMERA**

- a) Personnel

**Resolution 08-18-33**

**Moved By: D. Johnston  
Seconded By: T. Dickinson**

**THAT Council rise and go into Closed Session.**

**CARRIED**

**Council came out of Closed Session and reported on the following:**

**Resolution 08-18-35**

**Moved By: S. Everhardus  
Seconded By: D. Johnston**

**THAT the Temporary Clerk-Treasurer Co-ordinator be placed on the appropriate pay grid.**

**CARRIED**

**Resolution 08-18-36**

**Moved By: D. Johnston  
Seconded By: S. Everhardus**

**THAT the Deputy Treasurer's resignation be accepted;  
AND FURTHER THAT she be sent a letter thanking her for her service and wishing her the best of luck in her future endeavours.**

**CARRIED**

**Resolution 08-18-37**

**Moved By: S. Everhardus  
Seconded By: C. Zieman**

**THAT Council extend the contract of the Acting Clerk until the 6<sup>th</sup> of April, under the same terms, to allow Council time to pass additional hiring by-laws.**

15. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL – MARCH 15, 2018

Resolution 08-18-38

Moved By: S. Everhardus  
Seconded By: D. Johnston

THAT by-law 14-18, being a bylaw to confirm the proceedings of the Council meeting of March 15, 2018, be read a first and second time this 27th day of March, 2018.

CARRIED

Resolution 08-18-39

Moved By: S. Everhardus  
Seconded By: D. Johnston

THAT by-law 14-18, being a bylaw to confirm the proceedings of the Council meeting of March 15, 2018 be read a third time and passed this 27th day of March, 2018.

CARRIED

BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL – MARCH 27, 2018

Resolution 08-18-40

Moved By: D. Johnston  
Seconded By: S. Everhardus

THAT by-law 15-18, being a bylaw to confirm the proceedings of the Council meeting of March 27, 2018, be read a first and second time this 27th day of March, 2018.

CARRIED

Resolution 08-18-41

Moved By: D. Johnston  
Seconded By: S. Everhardus

THAT by-law 15-18, being a bylaw to confirm the proceedings of the Council meeting of March 27, 2018 be read a third time and passed this 27th day of March, 2018.

CARRIED

16. MOTION TO ADJOURN

Resolution 08-18-42

Moved By: S. Everhardus  
Seconded By:

THAT the Council meeting of March 27, 2018 be adjourned.

CARRIED

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**CLERK**