

**CORPORATION OF THE TOWN OF DESERONTO**

**COUNCIL MEETING – MINUTES**

**NOVEMBER 28, 2017 – 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:**

<b>Mayor</b>	<b>N. Clark</b>
<b>Deputy Mayor</b>	<b>D. Johnston</b>
<b>Councillors</b>	<b>T. Dickinson S. Everhardus</b>
<b>Acting CAO/Clerk</b>	<b>W. Bouma</b>
<b>Deputy Clerk</b>	<b>G. Maracle</b>

1. **MOMENT OF SILENT REFLECTION – The Mayor requested those in attendance to rise and observe a moment of silent reflection.**
2. **MAYOR’S ADDRESS – Mayor Clark advised that Deseronto Transit had celebrated their ten year anniversary. He congratulated Susan Stolarchuk on her perseverance in making Deseronto Transit such a success. The Town Hall office staff were also congratulated on a very successful Santa Claus parade. As parade day was such a busy time for residents, unfortunately no one attended the grand opening for Jamie Zieman’s real estate office. Jamie will attempt to host another grand opening at a quieter time.**
3. **DISCLOSURE OF INTEREST - None noted**
4. **APPROVAL OF AGENDA**

- a) **Agenda of the November 28, 2017 Council Meeting**

**Resolution 23-17-01**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

**THAT the agenda be approved with the addition of an item under by-laws.**

**CARRIED**

5. **APPROVAL OF MINUTES**

- a) **Minutes of the October 28, 2017 Council Meeting**
- b) **Minutes of the November 14, 2017 Committee of the Whole meeting**
- c) **Minutes of the May 29, 2017 Deseronto Public Library Board**
- d) **Minutes of the September 27, 2017 Deseronto Public Library Board**
- e) **Minutes of the September 12, 2017 Deseronto Transit Service**

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**Resolution 23-17-02**

**Moved By: S. Everhardus**

**Seconded By: T. Dickinson**

**THAT the minutes of the October 28, 2017 Council Meeting, the November 14, 2017 Committee of the Whole meeting, the May 29, 2017 & September 27, 2017 Deseronto Public Library Board meetings and the September 12, 2017 Deseronto Transit Service meeting be approved as presented.**

**CARRIED**

**6. DEPUTATIONS**

- a) **Napanee O.P.P. Detachment Commander Pat Finnegan will appear before Council to review the 2018 Annual Billing Statement**

**Unfortunately Inspector Finnegan was unable to attend and will reschedule.**

**7. CORRESPONDENCE**

**7.1 CORRESPONDENCE REQUIRING ACTION**

- a) **Request for a donation from the Deseronto /Tyendinaga Township Christmas Sharing Committee**

**Resolution 23-17-03**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT Council make a donation in the amount of \$1000.00 to the Deseronto /Tyendinaga Township Christmas Sharing Committee.**

**CARRIED**

- b) **News Release announcing grants to create 40 new senior centres**

**Resolution 23-17-04**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

**THAT staff collaborate with Community Care for South Hastings and any other agency and report back to Council at the December 12<sup>th</sup> meeting.**

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**7.2 CORRESPONDENCE REQUIRING NO ACTION**

- a) **Slide program from Shaune Lightfoot at Hastings County regarding Bill 148 (e-mailed)**

**Councillor Everhardus requested that Mayor Clark request a departmental breakdown from Hastings County.**

- b) **Copies of letters from Warden Cooney regarding Bill 148**

**Resolution 23-17-05**

**Moved By: D. Johnston**

**Seconded By: T. Dickinson**

**THAT Council receive the slide program from Hastings County and copies of the letters from Warden Cooney regarding Bill 148.**

**CARRIED**

- c) **Update on additional work at 66 Green Street**

**Resolution 23-17-06**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

**THAT Council authorize the demolition company to proceed with the demolition with the additional cost, AND FURTHER THAT the Acting CAO contact the Town's solicitor to have her follow up as work has slowed down again.**

**CARRIED**

**8. PASSING OF ACCOUNTS**

**Resolution 23-17-07**

**Moved By: D. Johnston**

**Seconded By: T. Dickinson**

**THAT Schedule of Accounts numbered 14-2017 in the amount of \$435,506.57 be approved for payment.**

**CARRIED**

**9. DEPARTMENT/COMMITTEE REPORTS**

**9.1 Finance and Administration**

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**a) Years of Service Recognition Program**

**Resolution 23-17-08**

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

**THAT Council authorize the purchase of a gold watch for any Town of Deseronto staff member who attains twenty five years of service with the Town and who has not already been compensated by other means.**

**CARRIED**

**Resolution 23-17-09**

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

**THAT Council authorize the Administration staff to apply for The Fire Services Long Service Medals for the two firefighters who have 25 years of service.**

**CARRIED**

**b) Review of insurance policy from McDougall Insurance (e-mailed)**

**Resolution 23-17-10**

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

**THAT Council accept the proposal from McDougall Insurance after the policy has been reviewed with the department heads to ensure that all assets have been included.**

**CARRIED**

**c) Letter from Collins Barrow regarding our 2017 audit**

**Resolution 23-17-11**

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

**THAT Council receive the letter from Collins Barrow and authorize the Acting CAO and Mayor to sign the letter.**

**CARRIED**

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**d) Office hours during the Christmas holidays**

**Resolution 23-17-12**

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

**THAT the municipal office be closed the week between Christmas and the New Year, providing that staff have holidays or lieu time to cover the additional two days off.**

**CARRIED**

**e) December Council meeting schedule**

**Resolution 23-17-13**

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

**THAT the Committee of the Whole meeting for December be cancelled and the regular meeting of Council be held on the 12<sup>th</sup> of December.**

**CARRIED**

**f) Recommendation from G. Maracle regarding the results of the recycling/waste tender**

**Resolution 23-17-14**

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

**THAT the waste/recycling collection contract be awarded To Waste Connections of Canada for a five year term  
AND FURTHER THAT J. Carter check with neighbouring municipalities to inquire if we could partner with them.**

**CARRIED**

**g) Declaring a seat on Council as vacant**

**Resolution 23-17-15**

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

**THAT Clarence Zieman's seat on Council be declared as vacant due to the sale of his home on November 16<sup>th</sup>, 2017.**

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**9.2 Public Works and Water & Sewer**

- a) **2017/2018 Compliance Inspection Report for the Deseronto Drinking Water System (e-mailed)**

**Resolution 23-17-16**

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

**THAT Council receive the 2017/2018 Compliance Inspection Report for the Deseronto Drinking Water System AND FURTHER THAT Todd Harvey be commended for a job well done.**

**CARRIED**

- b) **Signing of the Cost Sharing Agreement for the upgrades to the Water Treatment Plant with the Mohawks of the Bay of Quinte as per by-law 08-17 (contract e-mailed)**

**Resolution 23-17-17**

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

**THAT the Mayor and Acting CAO be authorized to sign the cost sharing agreement with the Mohawks of the Bay of Quinte providing that it receives the approval of our solicitor.**

**CARRIED**

- c) **2 recommendations from the Public Works Department regarding a plough blade and the siding of the Public Works Building**

**Resolution 23-17-18**

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

**THAT Council accept J. Carter's recommendation to purchase the plough blade from Viking Cives at a price of \$12,534.00.**

**CARRIED**

**Resolution 23-17-19**

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

**THAT Council approve J. Carter's recommendation to award Ron Moore Repairs the contract to install siding at the Public Works shop at a cost of \$10,120.28, providing that the work commences before December 31, 2017.**

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**9.3 Emergency Services**

- a) **3 Recommendations regarding the Emergency Management Committee (Plan e-mailed)**

**Resolution 23-17-20**

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

**THAT the amendments to the Emergency Response Plan be approved.**

**CARRIED**

**Resolution 23-17-21**

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

**THAT Council approve a budget line item for Emergency Repsonse  
AND FURTHER THAT the amount will be determined during budget deliberations.**

**CARRIED**

**Resolution 23-17-22**

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

**THAT Curtis Markland be appointed as the Chair of the Emergency Management Group.**

**CARRIED**

**9.4 Parks and Recreation**

- a) **Remaining rental rates & hours of operation at the Deseronto Community Centre**

**A sub-committee, consisting of Deputy Mayor Johnston, Councillor Everhardus, Acting CAO Bill Bouma and Recreation Coordinator Matt Gartland, is to look at hours of operation, fees and service levels at a meeting on Dec. 9<sup>th</sup> at the Town Hall. They are to draft a by-law to be brought back to Council on the 12<sup>th</sup> of December. It was also suggested that all rental rates be rounded up to the nearest dollar.**

- b) **Request from the Deseronto Pentecostal Church to waive the rental fee of the Community Hall to allow them to host their annual Community Christmas Dinner on December 3<sup>rd</sup>**

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**Resolution 23-17-23**

**Moved By: D. Johnston**

**Seconded By: T. Dickinson**

**THAT the rental fees be waived for the Deseronto Pentecostal Church to hold their annual Community Christmas dinner at the Deseronto Community Centre banquet hall on Sunday December 3<sup>rd</sup>, 2017.**

**CARRIED**

- c) Request from Deseronto Public School to waive the rental fee of the Community Hall to allow them to host their annual Christmas dinner for students**

**Resolution 23-17-24**

**Moved By: S. Everhardus**

**Seconded By: T. Dickinson**

**THAT the rental fees be waived for Deseronto Public School to host their annual student Christmas dinner at the Deseronto Community Centre banquet hall on December 18<sup>th</sup> and 19<sup>th</sup>, 2017.**

**CARRIED**

**5. Transit**

**6. Library & Cultural Services**

**A sub-committee has been reviewing all of the library's policies and procedures and they should be ratified at the Library board meeting this week.**

**7. Planning and Economic Development**

- a) Building Inspection Services Board for the period ending August 31, 2017 (e-mail)**

**Resolution 23-17-25**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT Council receive the Building Inspection Services Board report for the period ending August 31, 2017.**

**CARRIED**



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**b) New fees for the Building Inspection Services Board**

**Resolution 23-17-26**

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

**THAT Deseronto Council agree to the increase in building fees.**

**CARRIED**

**c) Opportunity to purchase a used pick-up from the Building Inspection Services Board**

**Resolution 23-17-27**

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

**THAT the opportunity to purchase a pick-up be put over to the December 12<sup>th</sup> meeting of Council.**

**CARRIED**

**10. UNFINISHED BUSINESS**

**a) Accessibility**

**The Acting CAO advised that Deseronto did not require a committee and that he would have the accessibility report to Council in December, for their approval.**

**b) Ministry of Transportation – Skyway Bridge reconstruction**

**Resolution 23-17-28**

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

**THAT Council receive the response from the Ministry of Transportation regarding usage of Town property during work on the Skyway Bridge**

**CARRIED**

**c) Canteens**

**Resolution 23-17-29**

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

**THAT the contract for the Deseronto Community Centre canteen be deferred to the working committee.**

**CARRIED**

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**Resolution 23-17-30**

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

**THAT Accessibility, the Skyway Bridge and Canteens be left on the agenda.**

**CARRIED**

- d) **Mr. Larry Keene from First Street stood up and thanked Council and Public Works staff for the road work on the bottom of First Street and he thanked the Fire Department and Town staff for their assistance during the high waters in the spring.**

**11. NEW BUSINESS**

**12. BY-LAWS**

- a) **A by-law to amend Zoning by-law 13-93 for 98-102 Brant Street**

**Resolution 23-17-31**

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

**THAT by-law 50-17, being a bylaw to amend Zoning by-law 13-93 for 98-102 Brant Street, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**Resolution 23-17-32**

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

**THAT by-law 50-17, being a bylaw to amend Zoning by-law 13-93 for 98-102 Brant Street, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

- b) **A by-law to control noise within the Town of Deseronto**

**Resolution 23-17-33**

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

**THAT by-law 51-17, being a bylaw to control noise within the Town of Deseronto, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

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**Resolution 23-17-34**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 51-17, being a bylaw to control noise within the Town of Deseronto, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

- c) A by-law to enter into an agreement with the Napanee branch of the Ontario Society for the Prevention of Cruelty to Animals for pound services**

**Resolution 23-17-35**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 52-17, being a bylaw to enter into an agreement with the Napanee branch of the Ontario Society for the Prevention of Cruelty to Animals for pound services, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**Resolution 23-17-36**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 52-17, being a bylaw to enter into an agreement with the Napanee branch of the Ontario Society for the Prevention of Cruelty to Animals for pound services, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

- d) A by-law to appoint Pamela Armitage as Deputy Treasurer**

- e) A by-law to appoint Gail Maracle as Deputy Clerk**

**Resolution 23-17-37**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 53-17, being a bylaw to appoint Pamela Armitage as Deputy Treasurer and by-law 54-17, being a by-law to appoint Gail Maracle as Deputy Clerk, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

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**Resolution 23-17-38**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 53-17, being a bylaw to appoint Pamela Armitage as Deputy Treasurer and by-law 54-17, being a by-law to appoint Gail Maracle as Deputy Clerk, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

- f) A by-law to authorize the signing of an agreement for funding for CWWF (agreement e-mailed)**

**Resolution 23-17-39**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 55-17, being a bylaw to authorize the signing of an agreement for funding for CWWF, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**Resolution 23-17-40**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 55 -17, being a bylaw to authorize the signing of an agreement for funding for CWWF, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

- g) A by-law to exempt the Royal Canadian Legion from paying a portion of their property tax**

**Resolution 23-17-41**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 56-17, being a bylaw to exempt the Royal Canadian Legion from paying a portion of their property tax, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

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**Resolution 23-17-42**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT by-law 56 -17, being a bylaw to exempt the Royal Canadian Legion from paying a portion of their property tax, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

- h) A by-law to establish shared responsibility and promote cooperation with Town departments**

**Resolution 23-17-43**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

**THAT by-law 57 -17, being a bylaw to establish shared responsibility and promote cooperation, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**Resolution 23-17-44**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

**THAT by-law 57-17, being a bylaw to establish shared responsibility and promote cooperation, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**13. MOTIONS & NOTICES OF MOTION - None**

**14. IN CAMERA**

**Personnel – 6**

**Legal -2**

**Resolution 23-17-45**

**Moved By: S. Everhardus**

**Seconded By: D. Johnston**

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

**CARRIED**

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

**Resolution 23-17-47**

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

**THAT Council turn down the recommendation from M. Gartland to hire an individual  
AND FURTHER THAT M. Gartland be directed to research funding opportunities and prepare a detailed plan of employment if he wishes Council to consider the individual for 2018.**

**CARRIED**

**Resolution 23-17-48**

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

**THAT Council direct the Acting CAO to speak to a solicitor specializing in Labour Relations prior to approaching the individual.**

**CARRIED**

**Resolution 23-17-49**

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

**THAT Jeff Loney, Ryan VanKoughnet and Derek DeLong be hired as probationary firefighters as per the current policies.**

**CARRIED**

**Resolution 23-17-50**

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

**THAT staff be directed to check with other municipalities and bring a recommendation back to Council for rates of remuneration to come into effect with the incoming Council.**

**CARRIED**

**Resolution 23-17-51**

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

**THAT Council and staff remuneration rates go up effective January 1, 2018 as per the August 2017 cost of living increase.**

**CARRIED**

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**Resolution 23-17-52**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT Frontenac Municipal Law Enforcement carry through with the process of demolishing 313 Main Street, first thing in the new year.**

**CARRIED**

**Resolution 23-17-53**

**Moved By: D. Johnston**

**Seconded By: S. Everhardus**

**THAT the Acting CAO contact Mr. Clarence Zieman and inform him that if he wishes to be considered for the Council seat, he must submit a written request and provide proof of property ownership.**

**CARRIED**

**Resolution 23-17-54**

**Moved By: S. Everhardus**

**Seconded By: T. Dickinson**

**THAT a letter be sent to Trevor Dillenbeck commending him for his years of service on the Deseronto Fire Department.**

**CARRIED**

**Resolution 23-17-55**

**Moved By: S. Everhardus**

**Seconded By: T. Dickinson**

**THAT Fire Chief Loney be informed that Council does not wish to have Trevor Dillenbeck volunteer to man the fire trucks if needed, due to insurance issues.**

**CARRIED**

**Resolution 23-17-56**

**Moved By: S. Everhardus**

**Seconded By: T. Dickinson**

**THAT B. Bouma submit his cell phone bills for re-imbusement retro-actively back to April 1, 2017 and that he continue to be reimbursed until his employment contract is complete.**

**CARRIED**

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**15. BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL**

**Resolution 23-17-57**

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

**THAT by-law 58-17, being a bylaw to confirm the proceedings of Council meeting held on November 28, 2017, be read a first and second time this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**Resolution 23-17-58**

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

**THAT by-law 58-17, being a bylaw to confirm the proceedings of Council meeting held on November 28, 2017, be read a third time and passed this 28<sup>th</sup> day of November, 2017.**

**CARRIED**

**16. MOTION TO ADJOURN**

**Resolution 23-17-59**

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

**THAT the November 28<sup>th</sup>, 2017 meeting of Council be adjourned.**

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**MAYOR**

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**CLERK**