

**MINUTES  
REGULAR MEETING  
MUNICIPAL COUNCIL  
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL  
SPENCERVILLE MUNICIPAL OFFICE  
THURSDAY, FEBRUARY 26, 2015  
6:30 PM**

**PRESENT:**

Pat Sayeau, Mayor  
Peggy Taylor, Deputy Mayor  
Michael Barrett, Councillor  
Gerry Morrell, Councillor  
Karie Smail, Councillor

**STAFF:**

Debra McKinstry, CAO/Clerk  
Richard Bennett, Treasurer  
Dave Grant, Director of Operations/Fire Chief  
Brian Moore, Interim Fire Chief (left at 7:30pm)  
Vicki Cucman, Administrative Assistant (left at 7:30pm)  
Sheena Earl, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30pm and noted that this meeting had been rescheduled from Monday, February 23<sup>rd</sup> as the Deputy Mayor, himself and the CAO/Clerk were away at the OGRA/ROMA Conference.

2. Approval of Agenda

R2015-042

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council approves the agenda as amended with the addition of item 11h) Interim Tax Levy By-law.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Delegations – None

5. Minutes of the Previous Council Meeting

a) Regular Meeting – January 26, 2015

R2015-043

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council receives and approves the minutes of the Regular Council Meeting dated January 26, 2015.

Carried

6. Business Arising from the Previous Council Meeting (if any)

Staff provided clarification with respect to a member's request to review the Personnel Policy at Administration and Finance Committee of the Whole.

7. Committee Minutes

a) Public Library Board – November 25, 2014

R2015-044

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal

Council receives the minutes of the Public Library Board meeting dated November 25, 2014.

Carried

b) Administration & Finance Committee of the Whole – February 2, 2015  
(Budget Meeting #1)

R2015-045

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives and approves the minutes of the Administration & Finance Committee of the Whole (Budget Meeting #1) dated February 2, 2015.

Carried

c) Administration & Finance Committee of the Whole – February 2, 2015

R2015-046

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council receives and approves the minutes of the Administration and Finance Committee of the Whole meeting dated February 2, 2015.

Carried

d) Community Development Committee – February 9, 2015

R2015-047

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council receives and approves the minutes of the Community Development Committee meeting dated February 9, 2015.

Carried

e) Recreation Advisory Committee – February 12, 2015

R2015-048

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Recreation Advisory Committee meeting dated February 12, 2015 as amended with the addition of regrets from Councillor Morrell.

Carried

f) Public Works, Environmental Services & Facilities Committee of the Whole – February 17, 2015

R2015-049

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives and approves the minutes of the Public Works, Environmental Services & Facilities Committee of the Whole meeting dated February 17, 2015.

Carried

g) Administration & Finance Committee of the Whole – February 18, 2015  
(Budget Meeting #2)

R2015-050

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council receives and approves the minutes of the Administration & Finance Committee of the Whole (Budget Meeting #2) dated February 18, 2015.

Carried

h) Port Management Committee – February 18, 2015

R2015-051

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council receives and approves the minutes of the Port Management Committee meeting dated February 18, 2015.

Carried

8. Action and Information Items from Committees

a) EODP Contribution Agreement

R2015-052

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council authorizes the Mayor and Clerk to enter into a Contribution Agreement with the Grenville Community Futures Development Corporation (Eastern Ontario Development Program) for the partial funding of the Industrial Park marketing and attraction study in the amount of \$4,750.00

Carried

b) 2014 Election Report

R2015-053

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives and reviews the 2014 Election Report as recommended by Administration & Finance Committee of the Whole on February 2, 2015.

Carried

c) 2014 Council Remuneration & Expenses

R2015-054

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council receives and reviews the 2014 Council Remuneration & Expenses as recommended by Administration & Finance Committee of the Whole on February 2, 2015.

Carried

d) Severance Application B-02-15/B-03-15 (Prosser)

R2015-055

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council recommends in favour of severance applications B-02-15/B-03-15 (Prosser) as recommended by Community Development Committee on February 9, 2015.

Carried

e) Severance Application B-05-15 (Norton)

R2015-056

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council recommends in favour of severance application B-05-15 (Norton) as recommended by Community Development Committee on February 9, 2015.

Carried

f) Source Water Protection Collaboration Funding

R2015-057

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council supports the donation of \$5,000 generated from the collaboration fund of the Source Water Implementation Fund to the St. Lawrence River Institute's delivery of the 2015 Children's Water Festival as recommended at the Public Works, Environmental Services & Facilities Committee of the Whole on February 17, 2015.

Carried

g) Summary Reports – Water Systems

R2015-058

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council receives and reviews the 2014 Water Summary Reports for the Cardinal Water

System and the Edwardsburgh Industrial Park Distribution System as recommended by the Public Works, Environmental Services & Facilities Committee of the Whole on February 17, 2015.

Carried

- h) Pre-budget Approvals
  - i) 2015 County Roadside Spraying Program
  - ii) AED Unit Replacement
  - iii) Johnstown Drainage Plan Presentation

It was requested that pre-budget approval for item iii) Johnstown Drainage Plan Presentation be dealt with separately.

R2015-059

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council provides pre-budget approval for the following items as recommended by the Public Works, Environmental Services & Facilities Committee of the Whole on February 17, 2015:

- i) 2015 County Roadside Spraying Program \$12,375.00
- ii) AED Unit Replacement \$ 5,080.80

Carried

R2015-060

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council provides pre-budget approval for the following item as recommended by the Public Works, Environmental Services & Facilities Committee of the Whole on February 17, 2015:

- iii) Johnstown Drainage Plan Presentation \$4,100.00

Members provided their opinion as to whether the planned presentation was necessary or appropriate. Recorded Vote requested by Councillor Morrell :

Councillor Barrett	Yea
Councillor Morrell	Nay
Councillor Smail	Yea
Deputy Mayor Taylor	Yea
Mayor Sayeau	Yea

Carried

- i) 2015 Budget – Operations Expenses – Port of Johnstown

R2015-061

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives, reviews and approves the 2015 Operating Budget for the Port of Johnstown as recommended by the Port Management Committee on February 18, 2015.

Carried

- j) 2015 Capital Budget – Port of Johnstown

R2015-062

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives, reviews and approves the 2015 Capital Budget of the Port of Johnstown as recommended by the Port Management Committee on February 18, 2015.

Carried

- k) 2015 Ten Year Financial Forecast – Port of Johnstown

R2015-063

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council receives and reviews the 2015 Ten Year Financial Forecast of the Port of

Johnstown as recommended by the Port Management Committee on February 18, 2015.

Carried

l) Monthly Reports – Port of Johnstown

R2015-064

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council receives and reviews the following monthly reports as recommended by the Port Management Committee on February 18, 2015:

- General Manager's Report
- Operation Manager's Report
- Year to Date Stats
- Project Environmental Report – SNC

Carried

m) Health & Safety Report – Port of Johnstown

R2015-065

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives, reviews and approves the February health & safety report of the Port of Johnstown as recommended by Port Management Committee on February 18, 2015.

Carried

9. Correspondence

R2015-066

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives the correspondence listings for the following dates as previously circulated:

- January 26, 2015
- February 2, 2015
- February 9, 2015
- February 17, 2015

It was requested that staff obtain and provide copies of the budget of South Nation Conservation to members. It was further requested that correspondence relating to economic development be circulated to members of the Community Development Committee.

Carried

A number of firefighters were present in the gallery and a fire call was received. Chair Sayeau proceeded to agenda section 11- By-laws so that the Interim Fire Chief could be appointed in the presence of the membership.

11. By-laws

b) Appoint Interim Fire Chief

R2015-067

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that the mover be granted leave to introduce a by-law to appoint an interim fire chief and deputy chiefs to the Edwardsburgh/Cardinal Fire Department and this shall constitute first and second reading thereof.

Carried

R2015-068

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that a by-law to appoint an interim fire chief and deputy chiefs to the Edwardsburgh/Cardinal Fire Department be now read a third time and finally passed, signed, sealed and numbered 2015-08.

Former Chief Grant made a few remarks regarding his time spent as Chief and Council and staff congratulated Mr. Brian Moore on his appointment as Interim Chief.

10. Approval of Disbursements

a) Municipal Accounts

R2015-069

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council approves payment of municipal invoices circulated and dated as follows:

- Report dated February 2, 2015 \$129,437.07
- Report dated February 10, 2015 \$212,554.79
- Report dated February 19, 2015 \$251,871.52

Clarification was sought with respect to payments issued to the animal control and by-law enforcement officers.

Carried

b) Port Accounts

R2015-070

**Decision:** Moved by: P. Taylor seconded by: G. Morrell that Municipal Council approves the payment of Port invoices circulated and dated as follows:

- Report Dated February 19, 2015 (Batch 7) \$606,603.14

Carried

11. By-laws

a) Set Water/Wastewater Rates – Village of Cardinal

This by-law received first and second reading at the Regular meeting of January 26, 2015.

R2015-071

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that a by-law to amend by-law 2013-69 to impose rates for the users of the Cardinal Water and Sewer System be now read a third time and finally passed, signed, sealed and numbered 2015-06.

Carried

The 2015 water/wastewater rates will come into effect during the second billing cycle.

b) Appoint Interim Fire Chief

The Agenda was rearranged to allow this by-law to be passed earlier in the meeting.

c) Appoint Municipal By-law Enforcement Officer

R2015-072

**Decision:** Moved by: K. Smail seconded by: P. Taylor that the mover be granted leave to introduce a by-law to appoint a municipal by-law enforcement officer and that this shall constitute first and second reading thereof.

Carried

R2015-073

**Decision:** Moved by: K. Smail seconded by: P. Taylor that a by-law to appoint a municipal by-law enforcement officer be now read a third time and finally passed, signed, sealed and numbered 2015-09.

Carried

Jason Vezina, the Township's Chief Building Official was appointed as a municipal by-law enforcement officer.

d) Curbside Waste Collection By-law

R2014-074

**Decision:** Moved by: P. Taylor seconded by: M. Barrett that the mover be granted leave to introduce a by-law to provide for the collection of garbage and other waste materials and this shall constitute first and second reading thereof.

Recorded vote requested by Councillor Barrett:

Councillor Barrett	Nay
Councillor Morrell	Yea
Councillor Smail	Yea
Deputy Mayor Taylor	Nay
Mayor Sayeau	Yea

Carried

A typographical error was noted.

Some concerns were raised with respect to the policy to provide free garbage bags to individuals for demonstrated health and financial reasons.

This by-law will return to the next meeting for the consideration of third and final reading.

e) Agreement with BFI Canada Inc.

R2015-075

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that the mover be granted leave to introduce a by-law to authorize staff to enter into an agreement with BFI Canada Inc. for curbside waste collection of solid waste and recyclables and this shall constitute first and second reading thereof.

Carried

It was noted that the dollar amount represented in the contract is the total cost for the entire seven year contract.

R2015-076

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that a by-law to authorize staff to enter into an agreement with BFI Canada Inc. for curbside collection of solid waste and recyclables be now read a third time and finally passed, signed, sealed and numbered 2015-11.

Carried

f) Recreation Fees

R2015-077

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that the mover be granted leave to introduce a by-law to amend by-law 2014-31 to establish the rates and fees for various services performed by the recreation department and this shall constitute first and second reading thereof.

Carried

Two typographical errors were noted.

R2015-078

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that a by-law to amend by-law 2014-31 to establish the rates and fees for various services performed by the recreation department be now read a third time and finally passed, signed, sealed and numbered 2015-12.

Carried

g) Landowner Tree Planting Program Agreement – SNC

R2015-079

**Decision:** Moved by: K. Smail seconded by: P. Taylor that the mover be granted leave to introduce a by-law to authorize the Mayor and Clerk to execute a landowner tree planting agreement with South Nation Conservation and this shall constitute first and second reading thereof.

Carried

R2015-080

**Decision:** Moved by: K. Smail seconded by: P. Taylor that a by-law to authorize the Mayor and Clerk to execute a landowner tree planting program agreement with South Nation Conservation be now read a third time and finally passed, signed, sealed and numbered 2015-13.

Carried

h) Interim Tax Levy

R2015-081

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that the mover be granted leave to introduce a by-law to authorize an interim tax levy in advance of the adoption of the tax rates for 2015 and this shall constitute first and second reading thereof.

Carried

R2015-082

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that a by-law to authorize an interim tax levy in advance of the adoption of the tax rates for 2015 be now read a third time and finally passed, signed, sealed and numbered 2015-14.

Carried

12. CAO's Administrative Update

R2015-083

**Decision:** Moved by: P. Taylor seconded by: K. Smail that Municipal Council receive the CAO's Administrative Report as presented.

Staff and members briefly discussed a recent fire and water main break as well as Hydro reliability in the Industrial Park and an upcoming seminar with respect to municipal financial statements.

Carried

13. Councillor Inquiries or Notices of Motion

Mayor Sayeau was requested to provide comment on the assessment of Port cottages on Windmill Road during his Mayor's Report.

Further discussion of Cardinal water/wastewater rates was requested.

Councillor Smail was commended for the assistance she offered to the family whose home had been destroyed by fire the evening prior. Additional details of the fire and water main break were discussed.

14. Mayor's Report

R2015-084

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives the Mayor's Report as presented.

Mayor Sayeau noted the following:



- UCLG Household Hazardous Waste Day likely to be cancelled due to funding cuts and lack of use in most municipalities
  - Advocating along with Mayor Malanka of Augusta Township and other allies with respect to the repayment of all calls for fire services to Highways 401 & 416.
  - Zoning By-law Amendment for Travel Centre scheduled for March Council meeting
  - Prescott Wastewater Treatment Plant taxation issue
  - Joint & several liability
  - MPAC assessment on the new wharf at the Port of Johnstown
  - Changes to assessment on Windmill Road to result in similar taxation
- Carried

15. Question Period – None

16. In Camera (if required) – None

17. Confirmation By-law

R2015-085

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that the mover be granted leave to introduce a by-law to adopt, confirm and ratify matters dealt with by resolution and this shall constitute first and second reading thereof.

Carried

R2015-086

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that a by-law to adopt, confirm and ratify matters dealt with by resolution be now read a third time and finally passed, signed, sealed and numbered 2015-15.

Carried

18. Adjournment

R2015-087

**Decision:** Moved by: K. Smail seconded by: P. Taylor that Municipal Council does now adjourn at 8:27 pm.

Carried

These minutes were adopted by Council this 23<sup>rd</sup> day of March, 2015.

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Mayor

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Deputy Clerk