

**MINUTES
REGULAR MEETING
MUNICIPAL COUNCIL
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL
SPENCERVILLE MUNICIPAL OFFICE
MONDAY, JUNE 22, 2015
6:30 PM**

PRESENT:

Pat Sayeau, Mayor
Michael Barrett, Councillor
Gerry Morrell, Councillor
Karie Smail, Councillor

REGRETS:

Peggy Taylor, Deputy Mayor

STAFF:

Debra McKinstry, CAO/Clerk
Melanie Stubbs, Treasurer
Dave Grant, Director of Operations
Sheena Earl, Deputy Clerk

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30pm.

2. Approval of Agenda

R2015-230

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council approves the agenda as presented.

Carried

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

4. Delegations

a) Brian West, Eastern Mainline Project Manager - TransCanada

Mr. West provided an overview of the Eastern Mainline Project which proposes to construction of 270 km of natural gas transmission pipeline between Markham and Edwardsburgh/Cardinal, and to add nine new units to five existing compressor stations along the proposed route. He reviewed safety measures of the proposed line, a timeline of the project and planned community engagement sessions.

Questions were raised with respect to the need for the project and contact with and compensation for landowners along the pipeline. Members briefly discussed the Energy East pipeline project, a separate TransCanada project which proposes to transition a natural gas line to oil.

5. Minutes of the Previous Council Meeting

a) Regular Meeting – May 25, 2015

R2015-231

Decision: Moved by: K. Smail seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Regular Meeting dated May 25, 2015.

Carried

6. Business Arising from the Previous Council Meeting (if any) – None

7. Committee Minutes

- a) Public Library Board – April 28, 2015 & May 26, 2015

R2015-232

Decision: Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives the minutes of the Public Library Board meeting dated April 28, 2015 & May 26, 2015.

Carried

- b) Administration & Finance Committee of the Whole – June 1, 2015

R2015-233

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Administration & Finance Committee of the Whole meeting dated June 1, 2015.

Carried

- c) Community Development Committee – June 8, 2015

R2015-234

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Community Development Committee meeting dated June 8, 2015.

Carried

- d) Recreation Advisory Committee – June 11, 2015

R2015-235

Decision: Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives and approves the minutes of the Recreation Advisory Committee meeting dated June 11, 2015.

Carried

- e) Public Works, Environmental Services & Facilities – June 15, 2015

R2015-236

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Public Works, Environmental Services & Facilities Committee of the Whole dated June 15, 2015.

Carried

- f) Port Management Committee

R2015-237

Decision: Moved by: K. Smail seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Port Management Committee meeting dated June 17, 2015.

Carried

8. Action and Information Items from Committees

- a) Meadowland Subdivision Power of Sale

R2015-238

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

- 1.) Offer for sale the property north of the existing Meadowlands subdivision approximately 60 acres, comprised of 22 acres of land subject to draft plan subdivision approval and 38 acres of vacant land; and
- 2.) Consider potential intensification of the development of the land that is draft plan approved for subdivision should such an application come

forward.

Carried

b) Thorpe-Ellis Drainage Assessment (Holmes)

Moved by: M. Barrett seconded by: G. Morrell whereas in 2010 the Township of South Dundas completed work on the Thorpe-Ellis Drain and assigned drainage benefit costs to several properties in the Township of Edwardsburgh Cardinal including properties on roll numbers 0701 701 04501 106 & 107 located at 713 Pittsdale Road (Holmes); and
Whereas the owners of these two properties were not initially aware that their drainage assessment was some \$200.00 or so higher than the neighbouring properties and subsequently missed the opportunity to appeal their assessments during the mandated appeal period; and
Whereas numerous attempts over the past five years to have South Dundas review and adjust the drainage assessments for these two properties have failed to bring any satisfactory resolution to the property owner; and
Whereas it is the responsibility of Edwardsburgh Cardinal to collect and remit to South Dundas the required assessment amounts, which have now been added to the tax accounts of these properties;
Therefore be it resolved that in the interest of resolving this long outstanding dispute and bringing closure to this matter the Township of Edwardsburgh Cardinal shall write-off \$200.00 of the Drainage Assessment amounts for each of the properties on roll numbers 0701 701 04501 106 & 107 and issue a credit to the tax account of each property.

Moved by: M. Barrett seconded by: K. Smail that this motion be tabled pending a report from staff on the issue.

Motion to Table Carried

This item will be brought forward for further discussion at the July Regular Council Meeting.

c) Recreation Survey Expenses

R2015-239

Decision: Moved by: G. Morrell seconded by: M. Barrett that Municipal Council authorize the purchase of a "Professional Subscription" to Survey Monkey to allow for more than 10 recreation survey questions and unlimited responses at a cost of \$19/month for a two month period and that the surveys be distributed through a Township-wide mail-out at a cost of approximately \$530.00 as recommended by Recreation Advisory Committee.

The Co-Chair of the Recreation Advisory Committee remarked on reasons for the proposed survey distribution both online and through mail outs.

Carried

d) MOU- Tourism Visitor Services (UCLG)

R2015-240

Decision: Moved by: K. Smail seconded by: G. Morrell that Municipal Council authorizes the Mayor to sign a Memorandum of Understanding with the United Counties of Leeds Grenville with respect to Tourism Visitor Services and that a maximum allocation of \$7,000 be provided to support the project as previously budgeted.

Carried

e) Approval in Principle – Travel Centre Lease Agreement (UCLG)

R2015-241

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council provide approval in principle of the Travel Centre draft lease agreement with the

United Counties of Leeds Grenville.

Carried

f) Capital Asset Management Software Purchase

R2015-242

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council approves the purchase of the two Citywide asset inventory software modules in 2015 at a cost of \$27,500 using Gas Tax reserve funds as recommended by Administration & Finance Committee of the Whole.

Carried

g) Capital Project Adjustments

R2015-243

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

- 1.) Direct staff to proceed with a 48 month leasing option for a replacement loader through Equipment Sales and Services Limited at a cost of \$11,500.00 per quarter; and
- 2.) Direct staff to proceed with Reclamite In-Depth Rejuvenating Seal on the project locations listed in the Superior Road Products letter dated May 25th, 2015 at a cost of \$54,000; and
- 3.) Cover the salt/sand dome repairs from leasing option savings in 2015 at a cost of \$49,500 as recommended by Public Works, Environmental Services & Facilities Committee of the Whole.

Carried

h) QMS Commitment & Endorsement

R2015-244

Decision: Moved by: K. Smail seconded by: G. Morrell that Municipal Council affirms commitment and endorsement of the drinking water Quality Management System for the Cardinal Water and Edwardsburgh Industrial Park Water systems and authorizes staff and top management to sign element 3 of the operational plan to confirm endorsement as recommended by Public Works, Environmental Services & Facilities Committee of the Whole.

Carried

i) Transfer Station Payment Options

R2015-245

Decision: Moved by: K. Smail seconded by: M. Barrett that Municipal Council:

- 1.) Implement a prepaid punch card system at the waste transfer station; and
- 2.) Direct staff to proceed with the implementation of the prepaid punch card system that will also include an advanced public education program; and
- 3.) Provide an overlap period until December 31, 2015 whereby either cash or prepaid punch cards will be accepted at the waste transfer station; and
- 4.) Commencing January 1, 2015 only accept Township prepaid punch cards as payment at the waste transfer station as recommended by Public Works, Environmental Services & Facilities Committee of the Whole.

Carried

j) Access Unopened Road Allowances – TransCanada

R2015-246

Decision: Moved by: M. Barrett seconded by: G. Morrell that Municipal Council authorize the CAO/Clerk to execute the Surveys Acknowledgement Form for TransCanada Pipelines Inc. on behalf of the Township as recommended by Public Works, Environmental Services & Facilities Committee of the Whole.

Carried

k) Purchase Rail Car Mover – Port of Johnstown

R2015-247

Decision: Moved by: G. Morrell seconded by: M. Barrett that Municipal Council award the purchase of a used Trackmobile 4150TM rail car mover to Whiting Equipment Canada Inc. in the amount of \$199,786.00 and that the General Manager be authorized to sign the purchase order on behalf of the Township as recommended by Port Management Committee.

Carried

9. Correspondence

R2015-248

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

- May 25, 2015
- June 1, 2015
- June 8, 2015
- June 17, 2015

Carried

10. Approval of Disbursements

a) Municipal Accounts

R2015-249

Decision: Moved by: G. Morrell seconded by: M. Barrett that Municipal Council approves payment of municipal invoices circulated and dated as follows:

• Report dated June 11, 2015	\$ 17,960.93
• Report dated June 19, 2015	\$991,143.95
• Report dated June 19, 2015	\$732,341.18
TOTAL:	\$1,741,446.06

Clarification was sought with respect to a payment to the municipality of Brighton for a training session attending by staff and grain license renewal at the Port.

Carried

b) Port Accounts

R2015-250

Decision: Moved by: M. Barrett seconded by: K. Smail that Municipal Council approves the payment of Port invoices circulated and dated as follows:

• Batch 18	\$676,947.36
• Batch 19	\$ 14,000.00
• Batch 20	\$143,828.15
• Batch 21	\$228,583.18
• Batch 22	\$ 7,300.00
TOTAL:	\$1,070,658.69

Carried

11. By-laws

a) Animal Control By-law

R2015-251

Decision: Moved by: G. Morrell seconded by: M. Barrett that a by-law to regulate the keeping of animals in the Township of Edwardsburgh/Cardinal and this shall constitute first and second reading thereof.

Carried

R2015-252

Decision: Moved by: G. Morrell seconded by: M. Barrett that a by-law to regulate the keeping of animals be now read a third time and finally passed, signed, sealed and numbered 2015-36.

Carried

b) Appoint Solicitors of Record

R2015-253

Decision: Moved by: K. Smail seconded by M. Barrett that the mover be granted leave to introduce a by-law to appoint Solicitors of Records for the Township and this shall constitute first and second reading thereof.

Carried

R2015-254

Decision: Moved by: K. Smail seconded by M. Barrett that a by-law to appoint Solicitors of Record for the Township be now read a third time and finally passed, signed, sealed and numbered 2015-37.

Carried

c) Adopt Operational Efficiencies Assessment & Plan for Public Works

R2015-255

Decision: Moved by: K. Smail seconded by: M. Barrett that a mover be granted leave to introduce a by-law to adopt an Operational Efficiencies Assessment & Plan and this shall constitute first and second reading thereof.

Carried

R2015-256

Decision: Moved by: K. Smail seconded by: M. Barrett that a by-law to adopt an Operational Efficiencies Assessment & Plan be now read a third time and finally passed, signed, sealed and numbered 2015-38.

Carried

d) Appoint Alternate CEMC

R2015-257

Decision: Moved by: M. Barrett seconded by: K. Smail that the mover be granted leave to introduce a by-law to appoint an Alternate CEMC and that this shall constitute first and second reading thereof.

Carried

R2015-258

Decision: Moved by: M. Barrett seconded by: K. Smail that a by-law to appoint an Alternate CEMC be now read a third time and finally passed, signed, sealed and numbered 2015-39.

Carried

e) Authorize Agreement – Greenfield Specialty Alcohols Inc. (Port)

R2015-259

Decision: Moved by: G. Morrell seconded by: M. Barrett that the mover be granted leave to introduce a by-law to authorize an agreement with Greenfield Specialty Alcohols Inc. and the Port of Johnstown and that this shall constitute first and second reading thereof.

Carried

R2015-260

Decision: Moved by: G. Morrell seconded by: M. Barrett that a by-law to authorize an agreement with Greenfield Specialty Alcohols Inc. and the Port of Johnstown be now read a third time and finally passed, signed, sealed and

numbered 2015-40.

Carried

12. CAO's Administrative Update

R2015-261

Decision: Moved by: K. Smail seconded by: M. Barrett that Municipal Council receives the CAO's Administrative Report as presented.

The CAO/Clerk reviewed her report mentioning the completion of accessibility renovations to the exterior of Township Hall at Council Chambers, completion of hiring summer staff and ongoing recruitment of a Chief Building Official and firefighters.

Carried

13. Councillor Inquiries or Notices of Motion

Councillor Barrett requested that the Procedural By-law be brought forward for discussion and potential amendments at the July Administration & Finance Committee of the Whole meeting.

14. Mayor's Report

Mayor Sayeau briefly discussed the following:

- "Keep Hydro Public" resolution to be brought forward for discussion and consideration at the July Administration & Finance Committee of the Whole
- Spencerville Mill Annual Golf Tournament – Saturday, June 27th
- Port of Johnstown Grand Opening - Friday, June 26th

15. Question Period – None

16. In Camera

R2015-262

Decision: Moved by: M. Barrett seconded by: K. Smail that Municipal Council proceeds into Closed Session at 7:38pm in order to address a matter pertaining to:

- personal matter about an identifiable individual specifically Minutes of April 27, 2015 Closed Session; and
- a proposed or pending acquisition or disposition of land specifically Cottage Leases.

Carried

Council recessed for a few minutes to clear the Chambers.

Members discussed information with respect to Port cottage leases with Mr. Jason Shelly, one of the Township's solicitors.

Members reviewed the minutes of the Closed Session of April 27th, 2015.

R2015-263

Decision: Moved by: M. Barrett seconded by: K. Smail that the closed meeting does now adjourn and the open meeting of Municipal Council does now resume at 8:52 pm.

Staff was directed to work with Mr. Shelly to proceed to determine standing and report back to Committee no later than July 6th.

Moved by: G. Morrell seconded by: K. Smail that Council approves the minutes of the Closed Session of April 27th, 2015.

Carried

17. Confirmation By-law

R2015-264

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

R2015-265

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 2015-41.

Carried

18. Adjournment

R2015-266

Decision: Moved by: K. Smail seconded by: M. Barrett that Municipal Council does now adjourn at 8:53 pm.

Carried

These minutes were adopted by Council this 27th day of July, 2015.

Mayor

Deputy Clerk