

**MINUTES  
MUNICIPAL COUNCIL  
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL  
SPENCERVILLE MUNICIPAL OFFICE  
TUESDAY, JANUARY 23, 2018  
6:30 PM**

**PRESENT:**

Deputy Mayor Peggy Taylor  
Councillor Michael Barrett  
Councillor Gerry Morrell  
Councillor Karie Smail

**REGRETS:**

Mayor Pat Sayeau

**STAFF:**

Debra McKinstry, CAO/Clerk  
Melanie Stubbs, Treasurer  
Dave Grant, Director of Operations  
Rebecca Williams, Deputy Clerk

1. Call to Order

Deputy Mayor Taylor called the meeting to order at 6:30pm and noted that Mayor Sayeau is away at the ROMA Conference.

2. Approval of the Agenda

R2018-01

**Decision:** Moved by: K. Smail 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 & Presentations – None

5. Minutes of the Previous Council Meetings

a) Regular Meeting – December 11, 2017

R2018-02

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Regular Meeting dated December 11, 2017.

Carried

6. Business Arising from the Previous Council Meeting – None

7. Committee Minutes

a) Benson School Ad Hoc Committee – January 3, 2018

R2018-03

**Decision:** Moved by: K. Smail seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Benson School Ad Hoc Committee meeting dated January 3, 2018.

Carried

Members highlighted that within the minutes notes that in order for the Benson building to remain, it must be a fully self-sustaining operation which would not rely on municipal funding or tax dollars.

b) Community Development Committee – January 8, 2018

R2018-04

**Decision:** Moved by: K. Smail seconded by: G. Morrell that Municipal Council receives and approves the minutes of Community Development Committee dated January 8, 2018.

Carried

c) Committee of the Whole – Administration & Finance Budget Meeting – January 9, 2018

R2018-05

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of the Committee of the Whole – Administration & Finance Budget meeting dated January 9, 2018.

Carried

d) Recreation Advisory Committee – January 10, 2018

Members asked for clarification with respect to the delegation's recreation ideas and the attendance rate for the bus that goes to the Brockville YMCA.

R2018-06

**Decision:** Moved by: K. Smail seconded by: G. Morrell that Municipal Council receives and approves the minutes of Recreation Advisory Committee meeting dated January 10, 2018.

Carried

e) Public Meeting – Building Permit Fees – January 15, 2018

Members commented on the ability to gradually increase the building permit fee schedule based on inflation.

R2018-07

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council receives the minutes of the Public Meeting for Building Permit Fees dated January 15, 2018.

Carried

f) Committee of the Whole – Public Works, Environmental Services & Facilities – January 15, 2018

Members enquired about an update with respect to the County Wide Fire Services discussion.

R2018-08

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council receives and approves the minutes of Committee of the Whole – Public Works, Environmental Service & Facilities meeting dated January 15, 2018.

Carried

8. Action and Information Items from Committees

a) Severance Application B-86-17 (Osborne)

R2018-09

**Decision:** Moved by: K. Smail seconded by: G. Morrell that Municipal Council recommend in favour of the severance B-86-17 (Osborne) conditional upon a

Site Plan Control Agreement being required on the vacant lot to be created, as recommended by Community Development Committee.

Carried

b) Official Plan Review

R2018-10

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that Municipal Council begin the process to undertake a new official plan, which would result in a 10-year document lifespan, as recommended by Community Development Committee.

Carried

Members noted the cost benefit of undertaking a new official plan that will result in a 10-year document lifespan.

c) Appoint Drainage Engineer – Sayeau Drain

R2018-11

**Decision:** Moved by: K. Smail seconded by: G. Morrell

**WHEREAS** Section 227 of the Municipal Act, 2001, provides for officers and employees of the municipality to implement and carry out Council's decisions, to establish administrative practices and procedures, to provide advice to Council on municipal policies and programs, and to carry out duties required by legislation; and

**WHEREAS** the Drainage Act, RSO 1990, requires the municipality to be responsible for repairing and maintaining municipal drains; and

**WHEREAS** Section 78 of the Drainage Act, RSO 1990, for better use maintenance or repair of the drainage works, the municipality may undertake and complete the project in accordance with the report of an engineer appointed by the municipality;

**NOW THEREFORE BE IT RESOLVED THAT** pursuant to the Municipal Act, 2001 and the Drainage Act, RSO 1990 the Council of the Corporation of the Township of Edwardsburgh Cardinal appoints Greer Galloway Group as the municipal engineer to complete a report that incorporates the improvements for the Sayeau Drain made under Section 78 of the Drainage Act, RSO 1990.

Carried

d) Appoint Drainage Engineer – County Rd 2 Drain

Members asked for clarification with respect to project cost allocations.

R2018-12

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council appoints A.J. Robinson Consultants to provide engineering services for the proposed County Rd 2 (Reilly St to Commerce Drive) Municipal Drain.

Carried

e) Appoint Director of Operations as Acting CAO/Clerk

R2018-13

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council appoints Dave Grant, Director of Operations, as Acting CAO and Acting Clerk for the period of January 27, 2018 to March 4, 2018.

Carried

9. Correspondence

R2018-14

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

- December 11, 2017
- December 20, 2017
- January 9, 2018
- January 15, 2018

Carried

10. Approval of Municipal Disbursements

R2018-15

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

- |                                  |               |
|----------------------------------|---------------|
| • Report dated December 20, 2017 | \$ 8,056.45   |
| • Report dated December 31, 2017 | \$ 420,644.96 |
| • Report dated January 9, 2018   | \$ 197,722.68 |
| • Report dated January 17, 2018  | \$ 553,457.21 |

**TOTAL: \$1,179,881.30**

Carried

11. By-laws

a) Amend By-law 2012-05 – Building Permit Fee Schedule

R2018-16

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that the mover be granted leave to introduce a by-law to amend by-law 2012-05 as amended being a by-law respecting permits relating to construction, demolition, change of use, inspections and privately-owned swimming pools and this shall constitute first and second reading thereof.

Carried

R2018-17

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that a by-law to amend by-law 2012-05 as amended being a by-law respecting permits relating to construction, demolition, change of use, inspections and privately-owned swimming pools be now read a third time and finally passed, signed, sealed and numbered 2018-01.

Carried

b) Amend By-law 2017-68 – Benson School Ad Hoc Committee

R2018-18

**Decision:** Moved by: K. Smail seconded by: G. Morrell that the mover be granted leave to introduce a by-law to amend by-law 2017-68 to establish and appoint members to the Benson School Ad Hoc Committee and this shall constitute first and second reading thereof.

Carried

R2018-19

**Decision:** Moved by: K. Smail seconded by: G. Morrell that a by-law to amend by-law 2017-68 to establish and appoint members to the Benson School Ad Hoc Committee be now read a third time and finally passed, signed, sealed and numbered 2018-02.

Carried

c) Amend By-law 2016-88 – Appoint Members and Representatives to Boards & Committees

R2018-20

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that the mover be granted leave to introduce a by-law to amend by-law 2016-88 to appoint member

and representatives to certain board and committees and this shall constitute first and second reading thereof.

Carried

R2018-21

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that a by-law to amend by-law 2016-88 to appoint member and representatives to certain board and committees be now read a third time and finally passed, signed, sealed and numbered 2018-03.

Carried

d) Agreement with Public Sector Digest – Asset Management Roadmap Program

R2018-22

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that the mover be granted leave to introduce a by-law to enter into an agreement with Public Sector Digest Inc. for the purpose of delivering an asset management roadmap program and this shall constitute first and second reading thereof.

Carried

R2018-23

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that a by-law to enter into an agreement with Public Sector Digest Inc. for the purpose of delivering an asset management roadmap program be now read a third time and finally passed, signed, sealed and numbered 2018-04.

Carried

12. CAO's Administrative Update

The CAO provided an overview of the Administrative Update, highlighting that the Benson School Ad Hoc Committee was given a tour of the school on Friday January 19 and that the new 416 signage has been installed. The CAO noted that the telephone conference with respect to the JR-DR Drain settlement agreement took place and that the Township has begun to use the services of the County prosecutor for by-law court appearances.

Council commented on the 2018 budget efforts and how staff have been able to reduce the increase to the municipal tax rate from 1.88% to approximately 1.43%.

R2018-24

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

Carried

13. Councillor Inquiries or Notices of Motion – None

14. Mayor's Report – None

15. Question Period

Questions/comments were raised with respect to the following:

- Official Plan review timeframe

16. Closed Session

R2018-25

**Decision:** Moved by: K. Smail seconded by: G. Morrell that Municipal Council proceeds into closed session at 7:04 pm in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land for municipal or local board purposes; Specifically: Industrial Land and Minutes of Closed Session dated December 11, 2017.

Carried

Council recessed for five minutes to clear the chamber.

R2018-26

**Decision:** Moved by: G. Morrell seconded by: M. Barrett that the closed meeting does now adjourn and the open meeting of Council does now resume at 7:11 pm.

Carried

R2018-27

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council approves the minutes of the closed sessions dated December 11, 2017.

Carried

Verbal

**Decision:** Moved by: M. Barrett seconded by: G. Morrell that Municipal Council authorizes the CAO/Clerk or delegate to execute the required documents and directs that clauses shall be added with respect to; a development clause to sale of property, where the development must commence within 6 months, be completed within 24 months, and include a 90% buyback option.

Carried

Council received information from the CAO with regard to negotiations for sale of land in the Industrial Park and reviewed minutes of closed session.

17. Confirmation By-law

R2018-28

**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

R2018-29

**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 2018-05.

Carried

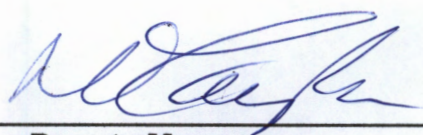
18. Adjournment

R2018-30

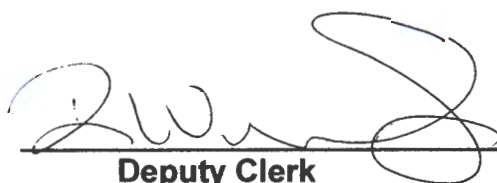
**Decision:** Moved by: K. Smail seconded by: G. Morrell that Municipal Council does now adjourn at 7:15 pm.

Carried

These minutes were adopted by Council this 26<sup>th</sup> day of February 2018.



Deputy Mayor



Deputy Clerk