

**MINUTES
MUNICIPAL COUNCIL
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL
SPENCERVILLE MUNICIPAL OFFICE
MONDAY, APRIL 22, 2019
6:30 PM**

PRESENT:

Mayor Pat Sayeau
Deputy Mayor Tory Deschamps
Councillor Hugh Cameron
Councillor Stephen Dillabough
Councillor John Hunter

STAFF:

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

1. Call to Order

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

2. Approval of the Agenda

R2019-121

Decision: Moved by: T. Deschamps seconded by: J. Hunter that Municipal Council approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

Councillor Hunter declared a pecuniary interest on item 8d) due to Tackaberry Construction and Coco Paving drawing aggregate from a quarry owned by Councillor Hunter.

4. Delegations & Presentations

a) Kevin Spencer – Emergency Preparedness

Mr. Spencer provided Council with an overview of what the municipal official emergency management essentials are and how emergencies are declared and managed within the Township. Mr. Spencer highlighted the emergency management plan program requirements, roles, and responsibilities that each municipality must have in place.

Council confirmed that all required by-laws, program requirements, and plan details are in place. It was noted that the Township reviews the required documents on an annual basis, with training exercises taking place between the municipalities and UCLG. It was noted that in 2019 the Township will hold their own local training exercise with Mr. Spencer preparing and overseeing the exercise.

Council confirmed that the emergency management plan is available to the public, with specific sections of information confidential. It was noted that the annual reporting requirements are very onerous partly due to the same certifications and documents needing to be submitted each year.

5. Minutes of the Previous Council Meetings

a) Regular Council – March 25, 2019

R2019-122

Decision: Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council receives and approves the minutes of the Regular Meeting dated March 25, 2019.

Carried

6. Business Arising from the Previous Council Meetings – None

7. Committee Minutes

a) Public Library Board – February 26, 2019

R2019-123

Decision: Moved by: H. Cameron seconded by: S. Dillabough that Municipal Council receives the minutes of the Public Library Board meeting dated February 26, 2019.

Carried

b) Port Management Committee – March 20, 2019

R2019-124

Decision: Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council receives the minutes of the Port Management Committee meeting dated March 20, 2019.

Carried

c) Budget Meeting #6 – March 28, 2019

R2019-125

Decision: Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council receives and approves the minutes of the Budget Meeting #6 dated March 28, 2019.

Carried

d) Community Development Committee – April 1, 2019

R2019-126

Decision: Moved by: T. Deschamps seconded by: J. Hunter that Municipal Council receives and approves the minutes of the Community Development Committee meeting dated April 1, 2019.

Carried

e) Committee of the Whole – Administration & Finance – April 8, 2019

R2019-127

Decision: Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council receives and approves the minutes of the Committee of the Whole – Administration & Finance meeting dated April 8, 2019.

Carried

f) Committee of the Whole – Public Works, Environmental Services & Facilities – April 15, 2019

R2019-128

Decision: Moved by: H. Cameron seconded by: S. Dillabough that Municipal Council receives and approves the minutes of the Committee of the Whole – Public Works, Environmental Services & Facilities meeting dated April 15, 2019.

Carried

8. Action and Information Items from Committees

a) Pre-Budget Approval – Plow Truck

R2019-129

Decision: Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council awards the tandem axle snow plow tender to Rush Truck Centre in Kemptville at a cost of \$246,004.80 including non-rebated HST and direct staff to execute the required documents, as recommended by Committee of the Whole – Administration & Finance.

Carried

b) 2019 Community Grants & Donations

Members enquired if the applicants have been informed of the decision. It was noted that staff will inform the applicants once Council has approved the Committee recommendation.

R2019-130

Decision: Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council awards the Community Grants & Donations as follows for the 2019 program:

Organization	Grants & Donations	In-kind Requested
Spencerville English Country Dance Club	\$ 200.00	+ in-kind
Spencerville Mill Foundation	\$ 900.00	+ in-kind
ArtScene	\$ 500.00	
Spencerville Business & Community Connections	\$ 200.00	+ in-kind
St. John's Choir	\$ 400.00	
Cardinal Community Festival Committee	\$ 900.00	
South Grenville Bluegrass Festival	\$2,000.00	+ in-kind
Cardinal Youth Centre Inc.	\$ 900.00	+ in-kind
Connect Youth Inc.	\$ 900.00	
Skip Ventures	\$ 0.00	+ in-kind
Spencerville Skating Club	\$ 500.00	+ in-kind
First Responders United Outreach Ministry	\$ 900.00	
Food For All Food Bank	\$ 400.00	+ in-kind
Edwardsburgh Union Loyal Orange Lodge	\$ 0.00	
Cardinal Community Action Committee	\$ 500.00	+ in-kind
South Edwardsburgh Recreation Association	\$ 400.00	+ in-kind
Spencerville & Area Stray Cats TNR Project	\$ 0.00	
Johnstown ATV Club	\$ 0.00	
Grenville Federation of Agriculture		+ in-kind
Friends of the E/C Library		+ in-kind
St. Lawrence River Institute of Env. Sciences	\$ 400.00	
Total	\$10,000.00	

Carried

c) International Building Safety Month Proclamation

R2019-131

Decision: Moved by: H. Cameron seconded by: S. Dillabough
WHEREAS May, 2019 is recognized as International Building Safety Month; and

WHEREAS the Municipalities of Ontario are encouraged to support and recognize the critical role their Building Departments and Building Officials play in maintaining and improving public safety; and

WHEREAS the Municipal Building Departments of Ontario have been involved in extensive training upgrades to meet the new regulatory requirements of the Ontario Building Code Act; and

WHEREAS the Ontario Building Officials Association continually represents the needs of Building Departments and their Municipalities; and

WHEREAS the Ontario Building Officials Association has developed an International Building Safety Month promotional poster to promote the profession of Building Official; and

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it appropriate to recognize the dedication and commitment of its Building Department.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby proclaims May, 2019 as International Building Safety Month.

AND FURTHER that Council acknowledges the professionalism of Building Officials and their dedication to Public Safety.

Carried

d) Pre-Budget Approval – Hot Mix Paving

Councillor Hunter did not participate in the discussion or vote on the matter.

R2019-132

Decision: Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council:

1. Use the one-time top-up of the Federal Gas Tax in 2019 to complete an additional 1.8 km section of Pittston Road from CR 22 to Hutton Road; and
2. Award the Hot Mix Resurfacing Tender EC-PW-19-04 to Coco Paving Ltd. at a cost of \$910,303.24 including non-rebated HST; and
3. Authorize staff to execute contract documents and approve \$3,696.76 as contingency to be used at the Director of Operations' discretion, should any unforeseen issues arise during the project.

As recommended by Committee of the Whole – Administration & Finance.

Carried

e) Establish Reserve Fund for Modernization Grant

R2019-133

Decision: Moved by: J. Hunter seconded by: T. Deschamps

WHEREAS the Township of Edwardsburgh Cardinal has been informed by letter dated March 20, 2019 over the signature of the Minister of Municipal Affairs and Housing that it will be receiving a one-time provincial government grant in the amount of \$584,335.00 for the express purpose of taking steps to become more efficient in the delivery of our services; and

WHEREAS the Minister's letter recognizes "that transforming service delivery and identifying more modern, efficient ways of operating is critical and complex work" and "that many of Ontario's small and rural municipalities may have limited capacity to plan and manage transformation, depending on the resources they have available and how far they have moved on their own modernization agendas" and that the government is "providing a one-time payment in the 2018-2019 fiscal year to support small and rural municipalities' efforts to become more efficient and reduce expenditure growth in the longer term";

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal directs that these funds be immediately transferred to a dedicated reserve fund for use only as outlined and intended in the Ministerial letter and that funds be removed from this reserve fund only by resolution of Council in payment of invoices directed to these purposes.

Carried

f) Ontario One Call – Alternate Locate Agreement

R2019-134

Decision: Moved by: S. Dillabough seconded by: H. Cameron that
Municipal Council:

1. Authorizes staff to establish alternate locate protocols with contractors, on a case by case basis, where potential infrastructure damage risks are low; and
2. Authorize staff to execute the required agreement documents.

Carried

g) Galop Canal Bridge Railing Replacement Pre-Budget Approval

R2019-135

Decision: Moved by: H. Cameron seconded by: S. Dillabough that
Municipal Council:

1. Award the Galop Canal Bridge Railing replacement to DW Building Restoration Services Inc. at a cost of \$97,468.50 including non-rebated HST; and
2. Authorize staff to execute contract documents and approve \$10,000.00 as contingency to be used at the Director of Operations' discretion, should any unforeseen issues arise during the project.

As recommended by Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

h) Emergency Preparedness Week Proclamation

R2019-136

Decision: Moved by: T. Deschamps seconded by: J. Hunter
WHEREAS the Township of Edwardsburgh Cardinal recognizes the importance of Emergency Management in Ontario; and

WHEREAS the goal of Emergency Preparedness Week is to increase awareness of individual, family, and community preparedness with this year's theme: "Are You Ready?"; and

WHEREAS the safety of our community is the responsibility of each and every one of us and we must prepare now and learn how to secure a strong and healthy tomorrow.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby proclaims the week of May 5-11, 2019 to be Emergency Preparedness Week and encourages all citizens to participate in educational activities on emergency preparedness.

Carried

i) 2018 Port Year End Report

R2019-137

Decision: Moved by: H. Cameron seconded by: T. Deschamps that
Municipal Council receives the 2018 Port of Johnstown Year End Review Report, as recommended by the Port Management Committee.

Carried

j) Port Air Compressor and Dryer

R2019-138

Decision: Moved by: T. Deschamps seconded by: J. Hunter that Municipal Council award the air compressor and dryer project to PSI Compressors Inc. in the amount of \$82,105.00 (excluding HST) plus a contingency of \$7,895.00, as recommended by the Port Management Committee.

Carried

9. Correspondence

R2019-139

Decision: Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council receives the correspondence listings for the following dates as previously circulated:

- April 8, 2019

Carried

10. Approval of Municipal Disbursements

Members asked for clarification with respect to the hydro costs at the Cardinal and Spencerville arenas, specifically if staff have reviewed energy saving methods. It was noted that the costs are in line with other months where the ice in is the arena. Staff confirmed that regular reviews take place with respect to energy efficiency at both arenas.

R2019-140

Decision: Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council approves payment of municipal invoices circulated and dated as follows:

- | | |
|-------------------------------|--------------|
| • Report dated April 1, 2019 | \$383,106.01 |
| • Report dated April 9, 2019 | \$ 91,398.20 |
| • Report dated April 15, 2019 | \$160,500.04 |
| • Report dated April 17, 2019 | \$ 65,244.08 |

TOTAL: \$700,248.33

Carried

11. By-laws

a) Procedural By-law – 3rd & Final Reading

R2019-141

Decision: Moved by: J. Hunter seconded by: T. Deschamps that a by-law to govern the proceedings of Council and Committees of Council be now read a third time and finally passed, signed, sealed and numbered 2019-15.

Carried

b) Site Plan Control Agreement Amendment – Distant Shores

R2019-142

Decision: Moved by: S. Dillabough seconded by: H. Cameron that the mover be granted leave to introduce a by-law to authorize amendment to the site plan control agreement registered as instrument PR172032, as authorized by By-law 2001-49 (Distant Shores) and this shall constitute first and second reading thereof.

Carried

R2019-143

Decision: Moved by: S. Dillabough seconded by: H. Cameron that a by-law to authorize amendment to the site plan control agreement registered as instrument PR172032, as authorized by By-law 2001-49 (Distant Shores) be now read a third time and finally passed, signed, sealed and numbered 2019-16.

Carried

c) Site Plan Control Agreement – James Rust

R2019-144

Decision: Moved by: T. Deschamps seconded by: J. Hunter that the mover be granted leave to introduce a by-law to authorize the execution of a site plan control agreement (Rust) and this shall constitute first and second reading thereof.

Carried

R2019-145

Decision: Moved by: T. Deschamps seconded by: J. Hunter that a by-law to authorize the execution of a site plan control agreement (Rust) be now read a third time and finally passed, signed, sealed and numbered 2019-17.

Carried

d) Site Plan Control Agreement Amendment – Mulder

R2019-146

Decision: Moved by: H. Cameron seconded by: T. Deschamps that the mover be granted leave to introduce a by-law to authorize amendment of the site plan control agreement as authorized by by-law 2003-46 (Mulder) and this shall constitute first and second reading thereof.

Carried

R2019-147

Decision: Moved by: H. Cameron seconded by: J. Hunter that a by-law to authorize amendment of the site plan control agreement as authorized by by-law 2003-46 (Mulder) be now read a third time and finally passed, signed, sealed and numbered 2019-18.

Carried

e) Municipal Smoking Policy By-law

R2019-148

Decision: Moved by: J. Hunter seconded by T. Deschamps that the mover be granted leave to introduce a bylaw to establish a policy regarding smoking and vaporizing in municipal facilities and public places and this shall constitute first and second reading thereof.

Carried

R2019-149

Decision: Moved by: J. Hunter seconded by T. Deschamps that a by-law to establish a policy regarding smoking and vaporizing in municipal facilities and public places be now read a third time and finally passed, signed, sealed and numbered 2019-19.

Carried

f) Budget By-law

R2019-150

Decision: Moved by: T. Deschamps seconded by: J. Hunter that the mover be granted leave to introduce a bylaw to adopt the general government estimates for sums required during the year and this shall constitute first and second reading thereof.

Carried

R2019-151

Decision: Moved by: T. Deschamps seconded by: J. Hunter that a by-law to adopt the general government estimates for sums required during the year be now read a third time and finally passed, signed, sealed and numbered 2019-20.

Members noted their concern with respect to setting a 0% tax rate change when the Township needs money to fund projects and the possibility of the

Township losing tax revenue due to an appeal being brought forward to MPAC.

Councillor Hunter requested a recorded vote.

Councillor Cameron	Yea	
Councillor Dillabough	Yea	
Councillor Hunter		Nay
Deputy Mayor Taylor	Yea	
Mayor Sayeau	Yea	

Carried

12. CAO's Administrative Update

Council reviewed the CAO's administrative update and discussed the following items:

- Review of Workplace Violence and Harassment Policy training
- Update of meeting schedule
- Flying Canoe Hard Cider moving to Township
- BBL Energy development
- Vacant lot in Cardinal
- 730 Truck Stop receivership status
- Dump to Donate event
- Summer recreation positions hired
- Emergency Plan online and social media campaign

R2019-152

Decision: Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council receives the CAO's Administrative Report as presented.

Carried

13. Councillor Inquiries or Notices of Motion

Councillor Hunter requested that staff confirm that the time on the outside clock at the Township building is correct.

14. Mayor's Report

Mayor Sayeau reported on the following:

- Requested that a date be set for Council to discuss options/suggestions about how the modernization funding received from MMAH should be used
- The Mayor and Deputy Mayor are working to set a meeting with the Town of Prescott and Township of Augusta
- Province wants areas to restructure their paramedic services similar to the proposed regional health unit model

R2019-153

Decision: Moved by: T. Deschamps seconded by: J. Hunter that Municipal Council receives the Mayor's Report as presented.

Carried

15. Question Period

Questions/comments were raised with respect to the following:

- Dump to Donate event information

16. Closed Session – None

17. Confirmation By-law

R2019-154

Decision: Moved by: J. Hunter seconded by: T. Deschamps that a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2019-21.

Carried

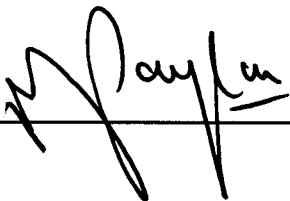
18. Adjournment

R2019-155


Decision: Moved by: H. Cameron seconded by: J. Hunter that Municipal Council does now adjourn at 7:49 pm.

Carried

These minutes were adopted by Council this 27th day of May, 2019.



Mayor



Deputy Clerk