

**MINUTES
SPECIAL MEETING
MUNICIPAL COUNCIL
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH CARDINAL
SPENCERVILLE MUNICIPAL OFFICE
MONDAY, SEPTEMBER 23, 2019
3:00PM**

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

GUESTS:

Tammy Carruthers, WSCS Lead Consultant & Project Manager
Angela Gravelle, OMLI, Consultant

1. Call to Order

Mayor Sayeau called the meeting to order at 3:00pm.

2. Approval of the Agenda

R2019-336

Decision: Moved by: H. Cameron seconded by: H. Hunter that Municipal Council approves the agenda as presented.

Carried

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

4. Delegations and Presentations

Ms. Carruthers and Ms. Gravelle, with WSCS Consulting provided Council with a brief summary of the company, team members that will be assisting with the service delivery review, and how WSCS will be undertaking the project. Ms. Carruthers outlined the approach and estimated timelines for the review process and commented on the possible expected outcomes once the service delivery review is complete. Ms. Carruthers spoke to how Council will be given the opportunity to participate in the SWOT analysis during this meeting and noted that each Council member will be interviewed individually at a later date to further discuss the service delivery review.

Council participated in identifying factors for the SWOT (strengths, weaknesses, opportunities and threats) analysis.

Strengths:

- Strong senior management team – good communication
- Low tax rate and housing costs
- Budget and quarterly financial reports
- Port of Johnstown assists in offsetting taxes
- St. Lawrence River waterfront area – promote area
- Quality of life – low crime rate, recreation options, housing opportunities
- Location – industrial park land, close to highways 401/416, bridge to USA in Johnstown, able to promote businesses
- Growing industrial/commercial – approximately 22% of tax base

- Good balance between industrial/commercial and agricultural businesses
- Good financial reserves
- Council/Committee structure
- Provide water and sewer services in Cardinal
- Provide sewer services in Spencerville
- “Service culture” within Township staff
- Long serving staff
- Open communication between Council and staff
- Available volunteer groups
- Township office and staff aware of effective processes to provide services to the public
- Council conscious of budget revenue/expenses
- 2 public schools within the Township

Weaknesses:

- Challenge to improve/increase recreation programming
- Decrease in youth population
- Reduced amount of site certified industrial park land
- Ununified Township – amalgamation history and still have Ward system
- Project execution timeframe
- Lack of budget to complete all projects
- Want stronger by-laws and enforcement
- Rely on the Town of Prescott for the supply of water to New Wexford and the industrial park area
- Not ready to always collaborate with neighbouring municipalities
- Providing recreation services for neighbouring municipalities and their citizens without additional reimbursement
- Use of natural resources – e.g.: Galop Canal/St. Lawrence River area
- Lack of amenities within the Township – e.g.: grocery store
- Time management and need to find efficiencies
- Need to further market/promote the Township and local businesses
- Lack of affordable housing for seniors
- Want more residential growth

Opportunities:

- Increased broadband – still have dead areas in Township
- Increased property standards
- Promote Port of Johnstown business development
- Tourism and historical areas
- Grow residential development
- Develop village cores
- Collaborate with neighbouring municipalities – e.g.: library and recreation services
- Increase the turnout to public events
- Support and retain businesses
- Amenities for seniors
- Transportation services for the public
- Expand industrial/commercial/agricultural development
- Develop the waterfront
- Recreation programming
- Find efficiencies through updating technology

Threats:

- Provincial/Federal funding reductions
- Threat to assets – Township roads during 401/416 closures and St. Lawrence shoreline due to high water levels
- Lack of senior services

- Township growth and requests for increased services are reaching beyond the current level of staff resources
- School closures
- Business resources
- Ottawa and area expansion
- Trade wars
- Liability at the Port of Johnstown
- Union unrest
- Cyber attacks

Ms. Carruthers outlined the next steps, specifically how the PESTEL analysis will be compiled, upcoming staff and Council interviews, and possible timeframe as to when Council may expect to see the first draft of the report.

5. Question Period – none

6. Confirmation By-law

R2019-337

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 2019-53.

Carried

7. Adjournment

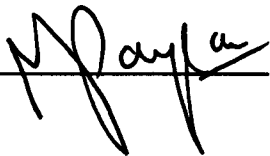
R2019-338

Decision: Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council does now adjourn at 4:53 pm.

Carried

These minutes were adopted by Council this 28th day of October, 2019.

Mayor



Deputy Clerk

