

**MINUTES  
MUNICIPAL COUNCIL  
CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL  
SPENCERVILLE MUNICIPAL OFFICE  
MONDAY, NOVEMBER 25, 2019  
6:30 PM**

**PRESENT:**

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

**STAFF:**

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

1. Call to Order

Mayor Sayeau called the meeting to order at 6:30pm following presentations recognizing years of service for several Township Volunteer Firefighters and two Township Employees.

2. Approval of the Agenda

R2019-435

**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 – None

4. Delegations & Presentations – None

5. Minutes of the Previous Council Meetings

a) Regular Council – October 28, 2019

R2019-436

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council receives and approves the minutes of the Regular Meeting dated October 28, 2019.

Carried

b) Special Council – October 30, 2019

R2019-437

**Decision:** Moved by: H. Cameron seconded by: T. Deschamps that Municipal Council receives and approves the minutes of the Special Meeting dated October 30, 2019.

Carried

c) Public Meeting – Rezoning of 1306 Ventnor Rd – November 11, 2019

R2019-438

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council receives the minutes of the Public Meeting – 1306 Ventnor Rd

(Dobbie), dated November 11, 2019.

Carried

d) Public Meeting – JRDR Municipal Drain – November 18, 2019

R2019-439

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council receives the minutes of the Public Meeting – JRDR Municipal Drain, dated November 18, 2019.

Carried

6. Business Arising from the Previous Council Meeting - None

7. Committee Minutes

a&b) Public Library Board – June 25 & September 24, 2019

R2019-440

**Decision:** Moved by: H. Cameron seconded by: T. Deschamps that Municipal Council receives the minutes of Public Library Board meetings dated June 25, 2019 and September 24, 2019.

Carried

Council discussed various concerns with respect to how the Library Board is preparing their minutes, who is moving motions, and if video attendance is currently allowed under their procedures.

c) Port Management Committee – October 23, 2019

R2019-441

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter that Municipal Council receives the minutes of the Port Management Committee Meeting dated October 23, 2019.

Carried

d) Special Committee of the Whole – Administration & Finance – October 30, 2019

R2019-442

**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 October 30, 2019.

Carried

e) Community Development Committee – November 4, 2019

R2019-443

**Decision:** Moved by: T. Deschamps seconded by: H. Cameron that Municipal Council receives and approves the minutes of the Community Development Committee Meeting dated November 4, 2019.

Carried

f) Committee of the Whole – Administration & Finance – November 11, 2019

R2019-444

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council receives and approves the minutes of the Committee of the Whole – Administration & Finance Meeting dated November 11, 2019.

Carried

g) Committee of the Whole – Public Works, Environmental Services & Facilities – November 18, 2019

R2019-445

**Decision:** Moved by: H. Cameron seconded by: T. Deschamps that Municipal Council receives and approves the minutes of the Committee of the Whole – Public Works, Environmental Services & Facilities Meeting dated November 18, 2019.

Carried

8. Action and Information Items from Committees

a) Severance Application – B-89-19 & B-90-19 (Norton)

R2019-446

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council recommend in favour of severances B-89-19 and B-90-19 (Norton), as recommended by the Community Development Committee.

Carried

b) Severance Application – B-91-19 (Chown)

R2019-447

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council recommend in favour of severance B-91-19 (Chown), with the following conditions:

1. That an Environmental Impact Assessment be completed, that demonstrates to the satisfaction of the Township, that there will be no negative impacts on the natural features or the ecological functions for the area;
2. That the severed and retained parcels have a lot frontage of 70m, or a Minor Variance be granted to allow for the deficiency.

As recommended by the Community Development Committee.

Carried

c) Severance Application – B-92-19 (Lockwood)

R2019-448

**Decision:** Moved by: T. Deschamps seconded by: H. Cameron that Municipal Council recommend in favour of severance B-92-19 (Lockwood), as recommended by the Community Development Committee.

Carried

d) 2020 Raw Water Supply System Budget

R2019-449

**Decision:** Moved by: T. Deschamps seconded by: H. Cameron that Municipal Council approves the 2020 Raw Water Supply System budget as attached, as recommended by Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

e) SCADA Upgrade to Cardinal WWTP

R2019-450

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

1. Award the SCADA upgrade to Schneider Electric at a cost of \$122,100.00 excluding non-rebated HST; and
2. Authorize staff to execute the required contract documents; and
3. Approve a 5% (\$6,105.00) 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

f) Spencerville Sewer Lateral

R2019-451

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that Municipal Council:

1. Authorizes the purchase of lands in Spencerville in accordance with the November 18, 2019 Committee of the Whole closed session discussion; and
2. Authorizes the Mayor and Clerk to execute the necessary documents.

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

Carried

g) Council Code of Conduct

R2019-452

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter that Municipal Council adopt the Council Code of Conduct with the recommended rewording in Section 5.2.

Carried

h) 2019 Emergency Management Plan

R2019-453

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter Municipal Council receives the 2019 Township of Edwardsburgh Cardinal Emergency Management Plan.

Carried

Members confirmed that the 2020 Emergency Management Plan will be reviewed earlier in the 2020 year.

9. Correspondence

R2019-454

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

- November 1, 2019
- November 7, 2019
- November 14, 2019
- November 21, 2019

Carried

10. Approval of Municipal Disbursements

R2019-455

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

- Report dated November 1, 2019 (2019-00227) \$ 273,177.50
- Report dated November 12, 2019 (2019-00235) \$ 1,194.04
- Report dated November 20, 2019 (2019-00245) \$ 263,281.06
- Report dated November 21, 2019 (2010-00246) \$ 547,836.54

**TOTAL: \$1,085,489.14**

Carried

11. By-laws

a) Planning Fee By-law

R2019-456

**Decision:** Moved by: H. Cameron seconded by: S. Dillabough that the mover be granted leave to introduce a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters, and this shall constitute first and second reading thereof.

Carried

R2019-457

**Decision:** Moved by: H. Cameron seconded by: S. Dillabough that a by-law to prescribe a tariff of fees for the processing of applications made in respect of planning matters, be now read a third time and finally passed, signed, sealed and numbered 2019-75.

Carried

b) Community Grants & Donations Policy By-law

R2019-458

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter that the mover be granted leave to introduce a bylaw to adopt a grants and donations policy, and this shall constitute first and second reading thereof.

Carried

R2019-459

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter that a by-law to adopt a grants and donations policy, be now read a third time and finally passed, signed, sealed and numbered 2019-76.

Carried

c) Council Code of Conduct

R2019-460

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that the mover be granted leave to introduce a bylaw to adopt a Code of Conduct for the Council of the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

R2019-461

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that a by-law to adopt a Code of Conduct for the Council of the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2019-77.

Carried

d) 2020 Spencerville Wastewater Rates

R2019-462

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that the mover be granted leave to introduce a bylaw to adopt the estimates and impose sewer rates for users of the Spencerville Sewer System, and this shall constitute first and second reading thereof.

Carried

R2019-463

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that a by-law to adopt the estimates and impose sewer rates for users of the Spencerville Sewer System, be now read a third time and finally passed, signed, sealed

and numbered 2019-78.

Carried

e) 2020 Cardinal Water & Wastewater Rates

R2019-464

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that the mover be granted leave to introduce a bylaw to amend by-law 2013-69 to impose water and wastewater rates for users of the Cardinal Water and Wastewater System, and this shall constitute first and second reading thereof.

Carried

R2019-465

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that a by-law to amend by-law 2013-69 to impose water and wastewater rates for users of the Cardinal Water and Wastewater System, be now read a third time and finally passed, signed, sealed and numbered 2019-79.

Carried

f) Amend By-law 2012-35 – 1306 Ventnor Rd - Dobbie

R2019-466

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that the mover be granted leave to introduce a bylaw to amend by-law 2012-35, as amended (1306 Ventnor Rd – Dobbie), and this shall constitute first and second reading thereof.

Carried

R2019-467

**Decision:** Moved by: J. Hunter seconded by: T. Deschamps that a by-law to amend by-law 2012-35, as amended (1306 Ventnor Rd – Dobbie), be now read a third time and finally passed, signed, sealed and numbered 2019-80.

Carried

g) Adopt Official Plan

R2019-468

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter that the mover be granted leave to introduce a bylaw to adopt the official plan for the Corporation of the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

R2019-469

**Decision:** Moved by: T. Deschamps seconded by: J. Hunter that a by-law to adopt the official plan for the Corporation of the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2019-81.

Carried

h) Amend By-law 2009-53 – JRDR Municipal Drain – 1<sup>st</sup> & 2<sup>nd</sup> Reading

R2019-470

**Decision:** Moved by: H. Cameron seconded by: S. Dillabough that the mover be granted leave to introduce a bylaw to amend by-law 2009-53 to provide for a drainage works in the Township of Edwardsburgh Cardinal – the James Reilly Dewit Richter Municipal Drain, and this shall constitute first and second reading thereof.

Carried

12. CAO's Administrative Update

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

- Upcoming meeting dates
- Personnel changes: Gord Shaw has taken over as the Director of Operations and Eric Wemerman has assumed the role of Chief Water/Sewer Operator
- Kiosk signage and Cardinal bridge abutment sign replacement
- 2020 draft budget
- Waterfront Improvement meeting
- Update to operations/public works: new snow plow, asphalt patching completed, Walker St rehabilitation project
- County Rd 21 being reduced to 50km/h
- Prescott WWTP Board meetings and budget

R2019-471

**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

Deputy Mayor Deschamps read a prepared statement with respect to the International Joint Commission deviation from the 2014 plan due to recent flooding.

Councillor Dillabough noted that the UCLG Economic Development summit was well organized and highlighted that the Optimist Club set up the outside rink and that they have raised over \$30,000 during the charity dinner and auction.

14. Mayor's Report

Mayor Sayeau reported on the following:

- Provided an update with respect to the Ontario Job Site Challenge
- Noted that Infrastructure Ontario will be informing the Township of the option to submit an expression of interest soon for land declared as surplus within the Edwardsburgh Land Bank
- 730 Truck Stop/Cardinal Travel Centre is currently being delayed due to a technical issue with MTO
- Informed Council that he prepared and signed a letter of support for Cogeco
- Provided a detailed update with respect to the International Joint Commission

R2019-472

**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 matters:

- Spencerville sewer lateral
- Section of County Rd 21 being reduced to 50km/h

16. Closed Session – None

17. Confirmation By-law

R2019-473

**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 2019-82.

Carried

18. Adjournment

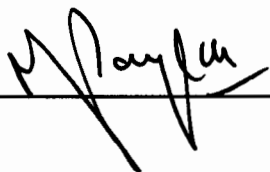
R2019-474

**Decision:** Moved by: S. Dillabough seconded by: H. Cameron that Municipal Council does now adjourn at 7:52 pm.

Carried

These minutes were adopted by Council this 9<sup>th</sup> day of December, 2019.

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Mayor



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Deputy Clerk

