

**MINUTES
MUNICIPAL COUNCIL**

**Monday, April 24, 2023
6:30 PM
South Edwardsburgh Community Centre
24 Sutton Dr.
Johnstown Ontario**

PRESENT: Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail
Councillor Chris Ward

STAFF: Dave Grant, CAO
Rebecca Williams, Clerk
Gord Shaw, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Candise Newcombe, Deputy Clerk
Dwane Crawford, Chief Building Official

1. Call to Order

Mayor Deschamps called the meeting to order at 6:34 p.m.

2. Approval of Agenda

Decision: 2023-121

Moved by: S. Dillabough

Seconded by: W. Smail

That Municipal Council approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

None.

4. Delegations & Presentations

The Chair recognized that Dr. Li was not yet in attendance at the meeting and announced that Council would hear Mr. Carmichael's presentation first.

a. Municipal Consent/Road Cut Permit - Shawn Carmichael

Mr. Carmichael handed out reference material to Council Members, introduced and identified himself as a full-time cash cropper, assists and represents individuals part-time with provincial offences act matters and trained drainage superintendent. He outlined his request for permission to install a 4" pipe under the road to drain the water from his east field to the west field and highlighted intentions to expand his current agricultural operations to include an alpaca trekking agri-tourism business.

Mr. Carmichael provided a brief history of his past and current application process for consent for a municipal road cut, identified his concern about water accumulation along the road in front of his residence, referred to the letter received from the Township Public Works department following his initial request in 2022, reviewed the conditions required for municipal consent approval and interpreted the Township's use of "person" within the 2013-30 Entranceway bylaw.

Council clarified that Mr. Carmichael could provide a minimum of \$5 million in liability insurance coverage, a detailed traffic plan for the proposed work and accommodate the installation of a culvert should the municipal road cut consent be granted. Members clarified the presence of an outlet to the South Nation River in the proposed area, if the applicant possessed an engineer's report for the area, water flow direction and onus of maintenance and repair costs. Council noted that the Township would need a legal consultation on this matter before a decision would be made.

b. Leeds, Grenville & Lanark Health Unit Update - Dr. Linna Li, Medical Officer of Health

Dr. Li introduced herself as the newly appointed Chief Medical Officer of Health for the Leeds, Grenville and Lanark Health Unit and provided a brief history of her credentials and professional positions with neighbouring health units including Toronto and Owen Sound. A brief summary of the health units' intent to focus on returning to past programming prior to the pandemic such as school vaccination clinics and dental screenings was provided. Dr. Li noted that the health unit intends to focus on updating its strategic plan and will be seeking municipal feedback in the future.

Council congratulated Dr. Li on her newly acquired position and inquired if the health unit would be providing additional support with physician recruitment in light of mounting pressures at the municipal level to address physician shortage issues. A less direct approach was noted by Dr. Li who highlighted the intent of the health unit to support clinical services, coordinate the need for care by area and provide public health system navigation.

5. Consent Agenda

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the following consent agenda items as presented:

- a. Special Council – March 23, 2023 [See item 6.a]
- b. Regular Council – March 27, 2023 [See item 6.b]
- c. Port Management Committee – March 20, 2023 [See item 8.a]
- d. Committee of the Whole – Community Development – April 3, 2023 [See item 8.b]
- e. Committee of the Whole – Administration & Operations – April 10, 2023 [See item 8.c]
- f. Eastern Ontario Firefighters Association Convention [See item 9.c]
- g. Ventnor Bridge Channel Armouring Contract Execution [See item 9.d]

Carried

6. Minutes of the Previous Council Meetings

a. Special Council - March 23, 2023 - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated March 23, 2023.

Carried

- b. Regular Council - March 27, 2023 - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated March 27, 2023.

Carried

7. Business Arising from the Previous Council Meeting (if any)

None.

8. Committee Minutes

- a. Port Management Committee - March 20, 2023 - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated March 20, 2023.

Carried

- b. Committee of the Whole - Community Development - April 3, 2023 - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated April 3, 2023.

Carried

- c. Committee of the Whole - Administration & Operations - April 10, 2023 - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Administration and Operations Meeting dated April 10, 2023.

Carried

9. Action and Information Items from Committees

- a. 2023 Community Grants & Donations

Decision: 2023-123

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council awards the Community Grants and Donations as follows for the 2023 program:

| Organization | Grants & Donations |
|---|--------------------|
| Rural FASD Support Network | \$500.00 |
| Food For All Food Bank | \$2000.00 |
| Spencerville Legion | \$0.00 |
| Spencerville Mill Foundation | \$250.00 |
| Johnstown ATV Club | \$0.00 |
| Grenville County Historical Society | \$250.00 |
| Beacon Bags Ontario | \$1500.00 |
| Connect Youth | \$2000.00 |
| South Grenville Bluegrass Festival | \$2250.00 |
| SERA | \$750.00 |
| Johnstown Bear Paws Swim Team | \$0.00 |
| South Grenville High School | \$1000.00 |
| SBCC | \$2000.00 |
| South Edwardsburgh Public School Parent Council | \$500.00 |
| Friends of the Library | \$0.00 |
| Girls Inc. of Upper Canada | \$1000.00 |
| Cardinal Legion | \$0.00 |
| Spencerville Agricultural Society | \$1000.00 |
| Prescott Figure Skating Club | \$0.00 |
| Total Granted: | \$15,000.00 |

Carried

Council provided clarification regarding in-kind requests from the organizations, highlighting that some requests were for in-kind support only, non-compliant in the past or the request was outside of the purview of the program.

b. Council Response to 2022 Audit Questionnaire

Council clarified the audit and audit response letter process for the Public Library and the Port of Johnstown.

Decision: 2023-124

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council authorize the Mayor to sign the drafted response letter to the auditors as a requirement of the annual audit, as

recommended by the Committee of the Whole – Administration and Operations.

Carried

c. Eastern Ontario Firefighters Association Convention - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

WHEREAS the Edwardsburgh Cardinal Fire Department will be hosting the 111th Eastern Ontario Firefighters Association Convention Games from June 16-17, 2023; and

WHEREAS the Eastern Ontario Firefighters Association Convention Games will be held in the Village of Cardinal in municipal facilities including the Ingredion Centre, ball diamonds, and portions of Dishaw St, Gill St, and Perry St; and

WHEREAS Fire Departments from across Eastern Ontario will be competing in a variety of wet and dry races which simulate skills needed to be safe and efficient when providing emergency services; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby approves and supports the Edwardsburgh Cardinal Fire Department hosting the 2023 Eastern Ontario Firefighters Association Convention within the Township of Edwardsburgh Cardinal;

AND FURTHER THAT Council approves and supports the following additional municipal support:

- Use of the Ingredion Centre and Recreation/Facilities staff support;
- Use of the ball diamonds for competitor camping from Thursday, June 15 to Sunday, June 18, 2023;
- Closure of portions of Dishaw St, Gill St, and Perry St; and
- Public Works staff support for barricades and street closures.

Carried

d. Ventnor Bridge Chanel Armouring Contract Execution - CONSENT

Decision: 2023-122

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council authorizes the Mayor and Clerk to execute the contract document with Goldie Mohr Ltd. to undertake the Ventnor Bridge Chanel Armouring project, as recommended by the Committee of the Whole – Administration and Operations.

Carried

e. Port - Transfer Balance of Investment

Decision: 2023-125

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council directs staff to transfer the total remaining funds in the Port of Johnstown's Royal Bank Trust Account to the Port of

Johnstown’s Scotia High Interest Savings Account (HISA), as recommended by the Port Management Committee.

Carried

f. Newport Municipal Drain - East Branch - Tender Award

Council reviewed the report and clarified the County portion of the drain work, outlined the east branch work and compared the engineers estimates to actual costs.

Decision: 2023-126

Moved by: W. Smail

Seconded by: J. Martelle

That Municipal Council award the construction of the Newport Municipal Drain – East Branch to McWilliams Construction Ltd. at a cost of \$211,858.42 excluding HST and direct staff to execute the required contract documents.

Carried

g. Joint Management Board- Approval of 2023 Wastewater Treatment Plant Budget

Council clarified the agreement, previous budget process practices and intent and number of prescribed meetings annually. There was a brief discussion regarding the process for acquiring additional capacity in the future if needed.

Decision: 2023-127

Moved by: J. Martelle

Seconded by: W. Smail

WHEREAS the Joint Management Board for the Wastewater Treatment Facility met on March 30, 2023 to review the 2022-year end report and the 2023 Wastewater Treatment Plant budget; and

WHEREAS during the Joint Management Board meeting, the 2023 Wastewater Treatment Plan Budget was approved by the board;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal receives and approves the Joint Management Board 2023 Wastewater Treatment Plant Budget.

Carried

h. Prescott Family Health Team - Letter of Support

Council noted the substantial amount of Township residents that use the Prescott Family Health Teams care and acknowledged the Township's support for the ongoing success of the health facility.

Decision: 2023-128

Moved by: S. Dillabough

Seconded by: W. Smail

That Municipal Council supports the Prescott Family Health Team application submission under the Your Health: A Plan to Connected and Convenient Care to hire additional medical professionals; and directs staff to prepare a letter of support and authorizes the Mayor to sign the letter.

Carried

10. Correspondence

Decision: 2023-129

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives the correspondence listings for the following dates as previously circulated:

- March 29, 2023
- April 5, 2023
- April 12, 2023
- April 19, 2023

Carried

11. Approval of Municipal Disbursements

Council reviewed the disbursements and sought clarification on the following items:

- Play structure donation by Giant Tiger

Decision: 2023-130

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives the payment of municipal invoices circulated and dated as follows:

- | | |
|------------------------------------|----------------|
| • Report dated March 30 (2023-057) | \$1,710,056.38 |
| • Report dated March 30 (2023-058) | \$184,101.78 |
| • Report dated April 14 (2023-065) | \$105,192.05 |
| • Report dated April 20 (2023-066) | \$232,577.23 |
| • Report dated April 20 (2023-067) | \$520,060.14 |

TOTAL: \$2,751,987.58

Carried

12. By-laws

a. Sports Memorabilia Donation & Display Policy

Decision: 2023-131

Moved by: S. Dillabough

Seconded by: W. Smail

THAT the mover be granted leave to introduce a bylaw to adopt a Sports Memorabilia Donation and Display Policy, and this shall constitute first and second reading thereof.

Carried

Decision: 2023-132

Moved by: S. Dillabough

Seconded by: W. Smail

THAT a bylaw to adopt a Sports Memorabilia Donation and Display Policy, be now read a third time and finally passed, signed, sealed and numbered 2023-27.

Carried

Council commended staff on their innovative solutions provided to capture all of the varying aspects Council directed to be within the policy.

- b. Letter of Understanding - CUPE Local 2311-02 - Wage Rates for 2023

Decision: 2023-133

Moved by: C. Ward

Seconded by: W. Smail

THAT the mover be granted leave to introduce a bylaw to enter into a Letter of Understanding (Appendix A – Wage Rates – January 1, 2023 – 1.25% adjustment) with the Canadian Union of Public Employees Local 2311-02, and this shall constitute first and second reading thereof.

Carried

Decision: 2023-134

Moved by: C. Ward

Seconded by: W. Smail

THAT a bylaw to enter into Letter of Understanding (Appendix A – Wage Rates – January 1, 2023 – 1.25% adjustment) with the Canadian Union of Public Employees Local 2311-02, be now read a third time and finally passed, signed, sealed and numbered 2023-28.

Carried

Council commended staff on reaching a harmonious 3% increase for both union and non-union staff.

13. CAO's Administrative Update

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

- Estimated installation timeline for handles on Cardinal docks.
- Estimated installation timeline for the final dock to be installed.
- Anticipated response timeline for the Richardson Point grant.
- Commended the Public Works Department on their winter maintenance and post-storm clean-up response.
- Collaboration with North Grenville on Totem Ranch Rd. and proposed "Follow 44" tourism project.
- Clarified intent of the wildflower pollinator program.
- Promotion of free tree allotment from SNC for Township.
- Implications of the installation of the pool heaters - earlier program start dates.
- Inquiry about the installation of the accessible kayak dock.

Decision: 2023-135

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives the CAO's Administrative Report as presented.

Carried

14. Councillor Inquiries or Notices of Motion

Councillor Martelle invited Council to join him on Tuesday, April 25th where he has been asked to drop the puck for the hockey game at the Ingredion Centre.

15. Mayor's Report

Mayor Deschamps reported on the following:

- Commended residents, staff, local organizations, schools and local industrial partners for their contribution to the community clean-up activities during the week of earth day.
- Commended the Recreation and Facilities department on the expeditious installation of the docks prior to the opening of the fishing season.

Decision: 2023-136

Moved by: S. Dillabough

Seconded by: W. Smail

THAT Municipal Council receives the Mayor's Report as presented.

Carried

16. Question Period

None.

17. Closed Session

None.

18. Confirmation By-law

Decision: 2023-137

Moved by: J. Martelle

Seconded by: W. Smail

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2023-29.

Carried

19. Adjournment

Decision: 2023-138

Moved by: C. Ward

Seconded by: W. Smail

That Municipal Council does now adjourn at 8:32 p.m.

Carried

Mayor

Deputy Clerk