

MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & OPERATIONS

Monday, September 9, 2024, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

PRESENT: Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail
Councillor Chris Ward
Karen Roussy (Advisory Member)

REGRETS: John Hunter (Advisory Member)

STAFF: Sean Nicholson, CAO
Dave Grant, Director of Operations/Deputy CAO
Rebecca Crich, Clerk
Jessica Crawford, Treasurer
Eric Wemerman, Chief Water/Sewer Operator
Chris LeBlanc, Manager of Public Works
Candise Newcombe, Deputy Clerk

1. Call to Order – Chair, Mayor Deschamps

Mayor Deschamps called the meeting to order at 6:30 p.m.

2. Approval of Agenda

Moved by: C. Ward

Seconded by: S. Dillabough

That the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof

None.

4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)

None.

5. Delegations and Presentations

- a. Rural FASD Support Network - Red Shoe Run - Rob More and Diane Greer

Mr. More provided an overview of the success of the Red Shoe Run event held this past May in Smiths Falls, noting it as the largest FASD gathering in Ontario to date. He disclosed that the use of the donations received from the Township through the Community Grants and Donations program contributed to building valuable infrastructure to keep the FASD Support Network initiative going through media campaigns and website design.

Mr. More indicated an interest in hosting a Red Shoe Run event in Johnstown in July 2025, which would offer 1K, 3K, and 5K runs and additional family attractions, to be held at the South Edwardsburgh Community Centre. Mr. More outlined his planned route for the race, noting the intent to extend run routes to County Road 2 and highlighted that assistance from the Township and OPP with road closures would be required.

Ms. Greer noted that sponsors of this year's Red Shoe Run event indicated continued support for future events, and highlighted the direct impact the FASD program has on individuals in the Township.

There was discussion regarding alternate run routes, the impact of road closures on County Road 2, future grant requests through the 2025 Community Grants and Donations program and the possibility of evolving the event into a triathlon in future years.

Committee thanked Mr. More and Ms. Greer for their presentation and commended them on providing detailed accounts of the benefits brought by the donations provided through the Township's Community Grants and Donations program.

- b. Patterson Road Allowance Upgrade Request - Josh and Greg Philliban - Environmental Project Management Solutions

Mr. Greg Philliban provided an overview of the proposal to upgrade and maintain a 400-meter portion of the unopened road allowance on Patterson Road due to its access to his property. He dispensed a printed handout to Members of Committee, held on file. Mr. Philliban highlighted previously supported applications for upgrading and maintaining unopened road allowance, provisions for exemptions in the Township's unopened road allowance bylaw, and support of Council for local business, as his son is a small business owner who is currently operating from his property.

There was discussion regarding the following: identified the 400-meter portion of the unopened road allowance, reviewed the draft staff

recommendation, and clarified the approval process, the location of the home-based business, and the zoning of the applicant's property.

Committee thanked the Phillibans for their presentation and indicated that a report addressing the application would be discussed at a subsequent Committee of the Whole - Administration and Operations meeting.

6. Consent Agenda

None.

7. Discussion Items

a. Support of Existing Township Schools

An overview of the proposal to develop a new school to accommodate students from Maynard Public School in Augusta Township following Mayor Shaver's delegation request at the 2024 AMO conference was provided.

There was discussion regarding the following: the number of students required to sustain a school, the 11.9% growth rate of Edwardsburgh Cardinal, the attractions of rural living, increased busing times and demand for bus drivers, and the importance of keeping small rural schools viable.

Committee directed staff to draft a resolution indicating support in keeping small rural schools viable to be brought to the September Council meeting for further discussion.

b. Speed Limit Reduction - Sophia St. and Sutton Dr.

Members suggested deferring the discussion item to allow for the erection of speed monitors and the traffic study reviewed.

Moved by: W. Smail

Seconded by: J. Martelle

That Committee defer the item to allow sufficient time for the erection of speed monitors and the collection of traffic data along Sophia St. and Sutton Dr.

Carried

It was noted that should any Member wish to revisit this issue, they are to indicate their interest in further discussion on the topic to staff.

8. Action/Information Items

a. James Riley Dewitt Richter (JRDR) Drain - Branch #2 Inspection Report

Committee was provided with a summary of the report and discussed the following: quote for proposed work, impacted area, the scope of past maintenance work, notification process, cost disbursement, and legislative

requirements within the Municipal Act and the Drainage Act. It was noted that landowners requesting additional work to be performed would be responsible for the costs incurred.

Moved by: C. Ward

Seconded by: S. Dillabough

That Committee recommends that Council approve maintenance work on Branch # 2 of the JRDR municipal drain as recommended by the drainage superintendent.

Carried

b. Spencerville Pumping Station #1 Pump Upgrades - Engineering

Committee was provided with an overview of the report and discussed engine power produced and possible future pumping stations needed, procurement process, timeline for project completion, and clarified the scope of the request.

Moved by: W. Smail

Seconded by: S. Dillabough

That Committee recommends that Council award the Spencerville Pumping Station #1 Pump Upgrades - Engineering to Novatech and utilize the 2024 operating budget and if necessary, Spencerville Wastewater Reserves (98-3806) to fund expenses in 2024.

Carried

c. Stop Up, Close and Convey Unopened Road Allowance - 35 Frederick St.

Committee was provided with a detailed summary of the report and discussed the following: Fourth St. bridge access to lands for future development, reviewed the implications of stopping up, closing and conveying an unopened road allowance, ensuring access from the Industrial Park (IP) to municipal roads and the 400 series highways to allow for future IP expansion, and reviewed currently open versus closed road allowances in the area.

Members discussed the process and benefits to the Township of conveying a road allowance in this area and clarified ownership of the bridge located on Fourth St.

Members requested additional information on evidence of access through municipal roads from the IP to the 401/416 Highway, Ministry of Transportation information on 400 Series Highway access point requirements, and additional time for consideration.

Moved by: J. Martelle
Seconded by: W. Smail

That Committee defer the item to allow consultation with the Ministry of Transportation regarding requirements for an application to request the installation of a 400 series highway access point.

Carried

d. Body Worn Camera Policy

Committee was provided with a summary of the report and discussed the following: trial camera cost, future cloud storage and upgrade costs, notification and recordable incident processes, added protection against liability, and common practice of municipalities.

Members noted concerns with the regulations of recordable incidents and the implications should regulations not be complied with. Members indicated general support in ensuring members of staff felt supported and safe, however, indicated that at this time body cameras are more imperative in larger municipalities.

Moved by: J. Martelle
Seconded by: S. Dillabough

That Committee recommends that Council adopt the Body Worn Camera policy as attached.

Carried

Committee directed staff to consult with legal and neighbouring municipalities regarding body worn camera use and policies.

e. Lane Light Pedestrian Crossings

Committee was provided with a summary of the report and discussed the responsibility of maintenance, location determination process, proposed locations, and the potential for additional locations.

Moved by: J. Martelle
Seconded by: C. Ward

That Committee recommends that Council provide 2025 pre-budget approval and proceed with the coordination and installation of (3) three lane light push button pedestrian crossings at the identified locations.

Carried

f. Domestic Fowl in Settlement Areas

The scope of the request for the staff report was clarified, highlighting that if the intent is to permit the ownership of domestic fowl in settlement areas, a Zoning Bylaw amendment with subsequent public consultation process would be required. Meeting setbacks from water services, neighbouring residences, and damage to water sources were cited as concerns with the proposed amendment.

Committee discussed provisions for keeping domestic fowl in big cities like Toronto, planner recommendations for permitting domestic fowl in settlement areas, and the Ministry standards for setback requirements of domestic fowl coops from well water sources.

There was a consensus of Committee to support domestic fowl in settlement areas of the Township. It was noted that staff would consult with the planner to prepare documents for the implementation review of domestic fowl within the settlement areas.

9. Councillor Inquiries/Notices of Motion

Councillor Smail put forth a notice of motion to add a budget item for future discussion to install lights along the Spencerville Mill dam.

10. Mayor's Report

Mayor Deschamps reported the following:

- Expressed condolences to the family of Ray Callery, CAO of the UCLG.

11. Question Period

None.

12. Closed Session

Moved by: W. Smail

Seconded by: J. Martelle

That Committee proceeds into closed session at 9:05 p.m. in order to address a matter pertaining to:

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approve Minutes of Closed Session dated June 10, 2024
- b. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Cardinal Landbank
- c. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Byers Rd Property

Carried

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approve Minutes of Closed Session dated June 10, 2024
- b. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Cardinal Landbank
- c. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Byers Rd Property

Moved by: W. Smail

Seconded by: J. Martelle

That the closed meeting of Committee does now adjourn and the open session does now resume at 9:42 p.m.

Carried

13. Report Out of Closed

The Chair reported that Committee met in closed session to:

- Review Minutes of Closed Session dated June 10, 2024;
- Receive information regarding the proposed or pending acquisition or disposition of land regarding the Edwardsburgh Land Bank and direction was provided to the CAO;
- Receive information regarding the proposed or pending acquisition or disposition of land regarding the Byers Rd Property and direction was provided to the CAO.

Moved by: J. Martelle

Seconded by: W. Smail

That Committee receives and approves the minutes of Closed Session dated June 10, 2024.

Carried

14. Adjournment

Moved by: S. Dillabough

Seconded by: C. Ward

That Committee does now adjourn at 9:44 p.m.

Carried

Chair

Deputy Clerk