

MINUTES
MUNICIPAL COUNCIL

Monday, November 25, 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

STAFF: Sean Nicholson, CAO
Dave Grant, Director of Operations/Deputy CAO
Rebecca Crich, Clerk
Jessica Crawford, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
Tim Fisher, Planner
Candise Newcombe, Deputy Clerk

1. Call to Order

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

2. Indigenous Land Acknowledgement Statement

The Chair read the indigenous land acknowledgement statement.

3. Approval of Agenda

Decision: 2024-303

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council approves the agenda as presented.

Carried

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

None.

5. Delegations & Presentations

None.

6. Consent Agenda

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

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

- a. Regular Council – October 28, 2024
- b. Special Council – November 4, 2024
- c. Port Management Committee – September 23, 2024
- d. Committee of the Whole – Community Development – November 4, 2024

- e. Committee of the Whole – Administration and Operations – November 11, 2024
- f. Draft Plan Extension Request – Meadowlands (Lockwood)
- g. Entranceway Bylaw Review

Carried

7. Minutes of the Previous Council Meetings

- a. Regular Council - October 28, 2024

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated October 28, 2024.

Carried

- b. Special Council - November 4, 2024

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated November 4, 2024.

Carried

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

None.

9. Committee Minutes

- a. Port Management Committee - October 21, 2024

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated October 21, 2024.

Carried

- b. Committee of the Whole - Community Development - November 4, 2024

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receive and approve the minutes of the Committee of the Whole - Community Development Meeting dated November 4, 2024.

Carried

- c. Committee of the Whole - Administration and Operation - November 11, 2024

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receive and approve the minutes of the Committee of the Whole - Administration and Operations Meeting dated November 11, 2024.

Carried

10. Action and Information Items from Committees

- a. Draft Plan Extension Request - Meadowlands (Lockwood) - CONSENT

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council recommend in favour of a 1-year extension of the Conditions of Draft Approval for the Meadowlands North subdivision file 07-T-09001, as recommended by the Committee of the Whole - Administration and Operations.

Carried

- b. Entranceway Bylaw Review - CONSENT

Decision: 2024-304

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council direct staff to prepare a new entranceway bylaw for consideration, as recommended by the Committee of the Whole - Administration and Operations.

Carried

- c. 2024 Compensation Review - Non-Union Staff

Council noted the time lapse between the compensation review performed in 2013 and highlighted the need for regular compensation reviews to avoid future wage gaps.

Decision: 2024-305

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council approve the 2025 salary grids for non-union staff, and council remuneration effective January 1, 2025, as recommended by the Committee of the Whole - Administration and Operations.

Carried

- d. 2024 Township Financial Audit Plan and Engagement Letter

Decision: 2024-306

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receives the 2024 audit plan and authorizes the CAO to sign the engagement letter as a requirement of the annual audit, as recommended by the Committee of the Whole - Administration and Operations.

Carried

e. Heavy Truck Traffic Restrictions - Jochem Road

Council noted the upcoming bylaw reducing the speed limit on Jochem Road to 60km/hr and expressed optimism that this remedial action will be sufficient.

Members noted that the costs of remedial work are borne by taxpayers, however, the damage to the road is caused by the heavy truck traffic.

Decision: 2024-307

Moved by: W. Smail

Seconded by: C. Ward

THAT Municipal Council remain status quo on heavy commercial vehicles using Jochem Road.

Carried

f. Development Agreement - B-89-24 - Hurley Road - (Hutton)

Decision: 2024-308

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council enter into a development agreement with the property owner, for the severed parcel of severance application B-89-24.

Carried

11. Correspondence

Decision: 2024-309

Moved by: W. Smail

Seconded by: C. Ward

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

- October 30, 2024
- November 7, 2024
- November 13, 2024
- November 21, 2024

Carried

12. Municipal Disbursements

Council inquired about the payment status of the Weir Road bridge project.

Decision: 2024-310

Moved by: J. Martelle

Seconded by: W. Smail

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

- Report dated October 29 (2024-181) \$40.00
- Report dated October 31(2024-182) \$306,421.89
- Report dated October 31 (2024-183) \$243,059.68

- Report dated November 15 (2024-188) \$387,749.84
- Report dated November 21 (2024-194) \$206,341.06
- Report dated November 21 (2024-195) \$253,646.84

TOTAL: \$1,397,259.31

Carried

13. By-laws

- a. Amend Procedure Bylaw 2023-25 - Member's Report - 3rd and Final Reading

Decision: 2024-311

Moved by: C. Ward

Seconded by: S. Dillabough

THAT a bylaw to amend bylaw 2023-25 being a bylaw to govern the proceedings of Council and Committees of Council, be now read a third and final time and finally passed, signed, sealed and numbered 2024-64.

Carried

- b. RBC Contract Renewal Agreement

Decision: 2024-312

Moved by: S. Dillabough

Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and Treasurer to execute a commercial banking services agreement with Royal Bank of Canada (RBC), and this shall constitute first and second reading thereof.

Carried

Decision: 2024-313

Moved by: S. Dillabough

Seconded by: C. Ward

THAT a bylaw to authorize the Mayor and Treasurer to execute a commercial banking services agreement with the Royal Bank of Canada (RBC), be now read a third and final time and finally passed, signed, sealed and numbered 2024-65.

Carried

- c. Emergency Response Plan Bylaw - Update

Decision: 2024-314

Moved by: W. Smail

Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw to adopt the Emergency Response Plan for the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Council was provided with a summary of the reporting protocol to Members of Council and the authority hierarchy during an emergency

situation. Section 2(2.4) item D was referenced to highlight the Mayor Responsibilities as liaison to Council during emergency situations.

Decision: 2024-315

Moved by: W. Smail

Seconded by: C. Ward

THAT a bylaw to adopt the Emergency Response Plan for the Township of Edwardsburgh Cardinal, be now read a third and final time, and finally passed, signed, sealed and numbers 2024-66.

Carried

d. Emergency Management Program Bylaw - Update

Decision: 2024-316

Moved by: C. Ward

Seconded by: S. Dillabough

THAT the mover be granted leave to introduce a bylaw to provide for the establishment and adoption of an Emergency Management Program for the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-317

Moved by: C. Ward

Seconded by: S. Dillabough

THAT a bylaw to provide for the establishment and adoption of an Emergency Management Program for the Township of Edwardsburgh Cardinal, be now read a third and final time, and finally passed, signed, sealed and numbers 2024-67.

Carried

e. Restrict Rate of Speed Bylaw - Jochem Road

Decision: 2024-318

Moved by: S. Dillabough

Seconded by: J. Martelle

THAT the mover be granted leave to introduce a bylaw to restrict the rate of speed for motor vehicles on the municipal roadway known as Jochem Road, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-319

Moved by: S. Dillabough

Seconded by: J. Martelle

THAT a bylaw to restrict the rate of speed for motor vehicles on the municipal roadway known as Jochem Road, be now read a third and final time, passed, signed, sealed and numbered 2024-68.

Carried

Members noted their optimism that the speed reduction will mitigate traffic issues in the area, confirmed the timeline for signage installation and the presence of a "new" sign to indicate the recent restriction to the rate of speed.

Council commended staff on compiling the necessary data to determine appropriate next steps in resolving the issue and commended the residents of the area for active contribution in addressing the issue.

- f. Development Agreement - B-89-24 - Hurley Road - Hutton

Decision: 2024-320

Moved by: S. Dillabough

Seconded by: J. Martelle

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a development agreement with Howard Peter Hutton, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-321

Moved by: S. Dillabough

Seconded by: J. Martelle

THAT a bylaw to authorize the execution of a development agreement with Howard Peter Hutton, be now read a third and final time, passed, signed, sealed and numbered 2024-69.

Carried

- g. EC Naming Rights Agreement - United Counties of Leeds and Grenville - Maple View Landings

Decision: 2024-322

Moved by: J. Martelle

Seconded by: W. Smail

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and CAO to execute an agreement with the United Counties of Leeds and Grenville for naming rights supporting the re-development of the Maple View Landings long-term care project, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-323

Moved by: J. Martelle

Seconded by: W. Smail

THAT a bylaw to authorize the Mayor and CAO to execute an agreement with the United Counties of Leeds and Grenville for naming rights supporting the re-development of the Maple View Landings long-term care project, be now read a third and final time, passed, signed, sealed and numbered 2024-70.

Carried

Council noted \$2.8 of the \$3 million target has been raised.

14. **CAO's Administrative Update**

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

- Edwardsburgh Cardinal and Augusta boundary road agreement;
- Lighting of a wreath on Dundas St;
- The application process to date to acquire a Township aerobics instructor.

- The proposed installation of the Live Barn feature at the Ingression Centre.
- The proposed building/planning department software upgrades.
- Confirmed closure of County Road 44 during the SpencerWhoville festivities.
- 2024 roads program.
- Cedar Grove Road deficiencies.
- The benefit of an additional pedestrian crosswalk at Walker St.

Decision: 2024-324

Moved by: J. Martelle

Seconded by: W. Smail

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

Carried

15. Councillor Inquiries or Notices of Motion

Councillor Smail inquired about the installation of a port-a-potty following the seasonal closure of the washrooms at Legion Way in Cardinal for the continued use of the patrons who frequent the area.

16. Mayor's Report

Mayor Deschamps reported on the following:

- The South Grenville Spirit of Giving Campaign is ongoing and encourages donations.
- Congratulations to Mayor Corinna Smith-Gatcke on her election as Warden of the United Counties of Leeds and Grenville.
- Commended Mayor Nancy Peckford for her service as outgoing Warden of the United Counties of Leeds and Grenville.
- Strong harvest season at the Port of Johnstown.
- Whoville Christmas tree lighting in Spencerville on November 30, highlighting the opportunity to provide food bank donations.
- Tri-Municipal Council meeting held November 19 with discussions regarding struggles of the food bank and requests for financial support from the Prescott Family Health Team.
- Participation of Council, staff and their families in the Prescott Light Up the Night Christmas parade, highlighting the great attendance at the event.
- Attended the UCLG Economic Development Summit on November 22, highlighting discussions with the Minister of Energy and Electrification, Stephen Lecce regarding the inability to meet increased hydro demands hindering housing development.
- MPP Steve Clark announced the successful grant application for the READI program aimed at streamlining the immigration process for the recruitment of skilled workers, specifically healthcare professionals.
- Jule in partnership with the Township was awarded 9 EV charging stations to be installed at 3 municipal facilities in the Township.
- Minister of Agriculture, Food and Agribusiness Hon. Rob Flack will be visiting the Port of Johnstown on December 6.

Decision: 2024-325

Moved by: S. Dillabough

Seconded by: W. Smail

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

Carried

17. Question Period

Questions/comments were raised with respect to the following:

- Reviewed next steps for Jochem Road following the passing of the restrict rate of speed bylaw.

18. Closed Session

Decision: 2024-326

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council proceeds into closed session at 7:42 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: Approval of Closed Session Minutes dated October 28, 2024 and November 4, 2024.
- b. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Review Annual Award Nominations.
- c. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Pre-Servicing Agreement.
- d. Section 239(2)(d) Labour relations or employee negotiations; Specifically: Union Negotiations Update.

Carried

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Pre-Servicing Agreement
- b. Section 239(2)(d) Labour relations or employee negotiations; Specifically: Union Negotiations Update
- c. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approval of Closed Session Minutes dated October 28, 2024 and November 4, 2024
- d. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Review Annual Award Nominations

Decision: 2024-327

Moved by: W. Smail

Seconded by: J. Martelle

THAT the closed meeting of Municipal Council does now adjourn and the open meeting does now resume at 9:18 p.m.

Carried

19. Report Out of Closed

The Chair reported that Council met in closed session to:

- Receive information and provide direction to staff regarding the pre-servicing agreement;
- Provided direction to staff regarding union negotiations;
- Provided direction to staff regarding annual award nominations; and
- Reviewed the Closed Session minutes dated October 28, 2024 and November 4, 2024.

Decision: 2024-328

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives and approves the minutes of the Closed Session dated October 28, 2024 and November 4, 2024.

Carried

20. Confirmation By-law

Decision: 2024-329

Moved by: C. Ward

Seconded by: S. Dillabough

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2024-71.

Carried

21. Adjournment

Decision: 2024-330

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council does now adjourn at 9:21 p.m.

Carried

Mayor

Deputy Clerk