

Committee: Committee of the Whole – Administration & Operations

Date: December 2, 2024

Department: Administration

Topic: 2024 Year End Review

Background:

INTERGOVERNMENTAL RELATIONS

- Continued partnership with neighbouring municipalities to support the River Route Transit
- Partnered with the UCLG to organize a public information session regarding additional residential units
- Provided donations to the Long-Term Care Facilities - Maple View Landings Project and Sherwood Park Legacy Project
- Supported the Town of Prescott in the joint application to the Housing-Enabling Water Systems Funding for: expansion of the Prescott wastewater treatment plant, upgrades to the pumping station and forced main to the wastewater treatment plan, and extension of water and sewer mains into Augusta Township
- Provided feedback to the changes to regulations under the Planning Act for the Provincial Policy Statement in relation to Bill 185
- Partnered with MNRF and SNC for additional tree clean up funding and services
- Continuing partnership with the UCLG for child care facilities and the directed growth strategy
- Involved in the UCLG Leeds Grenville Thousand Islands Rideau Lakes 2024 Business Survey – Total of 363 business responded to the survey, with 22 businesses within Edwardsburgh Cardinal
- Provided feedback and a Council resolution regarding the SNC draft wetland mapping in accordance with O. Reg 41-24
- Provided a Council resolution, feedback and consultation with CN Rail regarding the changes to the regulations impacting private crossing upgrades to landowners
- Implemented the South Grenville Police Services Board with Augusta Township and the Town of Prescott

- Coordinated with the UCLG and Township for pre-budget approval received for the installation of pedestrian crossings on various County roads within the Township. To be implemented in 2025
- Submitted a grant application to the Community Sports and Recreation Infrastructure Fund for the rehabilitation of the Cardinal tennis and basketball courts
- Ongoing discussions at both Township and UCLG regarding the Agricultural LEAR consultation process and impacts to lands in the Township

HUMAN RESOURCES

Personnel:

- David Langlois was welcomed aboard as a Facility Operator in February.
- Allen Bibby was welcomed aboard as a full time Facility Operator in February.
- Gord Shaw retired as the Director of Operations in March.
- Shawn Merriman was welcomed aboard as the Interim Chief Building Official in the Spring.
- Jessica Crawford was welcomed aboard as the Treasurer in June.
- Todd Templeton was welcomed aboard as an Equipment Operator in June.
- Mary Tessier was welcomed aboard as the Communications Consultant in July.
- John Henderson was welcomed aboard as a Facility Operator in September.
- Tim Fisher was welcomed aboard as the Municipal Planner in October.

Recognition:

- The following Township Employees received long-term service recognition awards:
 - Alex Modler – 5 years
 - Josh Burchell – 5 years
 - Miranda Skuce – 5 years
 - Wendy Van Keulen – 5 years
 - Dave Grant – 30 years
 - Gilles Lahaie – 45 years
- The following volunteer fire fighters received certificates of appreciation recognizing their service to the Fire Department:
 - Steve Pietarinen – 5 years
 - Matt Wallace – 5 years
 - Liam Bush – 5 years
 - John Dobbie – 30 years

ECONOMIC DEVELOPMENT & COMMUNITY ENGAGEMENT

Business Development:

- As of December 4, 98 building permits have been issued with a total of 117 applied for. 13 of the 98 permits were for new dwelling units either apartments or single-family dwellings
- Approved 1 community improvement project for façade improvements at Speska Holdings
- Supported the extension of the Digital Service Squad program through the Digital Main Street
- Township successfully purchased the Byers Rd property from the UCLG, formally known as the ED19 site
- In partnership with Jule Power, 3 sites have been awarded funding through the EV ChargeON program
- The following site plan and development agreements were entered into with the Township for various commercial and/or industrial projects:
 - Zoning Bylaw Amendment to permit workshop at 921 County Rd 2
 - Site Plan Control Agreement for a commercial business at 161 Shanly Rd
 - Site Plan Control Agreement for Bedrock Depot on County Rd 22
 - Site Plan Control Agreement for Alantra on Newport Drive
 - Site Plan Control Agreement for Johnstown Mini Storage
 - Site Plan Control Agreement for Purplefarm Genetics' expansion

Community Development & Engagement:

- Completed consultation and review for the consent policy for the hydrogeological assessment and terrain analysis implementation policy to streamline planning applications
- Attended the Leeds Grenville Approved Small Business Trade Show
- Held, in partnership with SNCA, the annual community free tree day
- Township partnered with several industrial/commercial businesses to assist in Earth Day clean-up efforts in the Johnstown and Cardinal areas
- Completed some clean-up work for the Cardinal Canal Bank beautification project
- Community Grants & Donations totaled just under \$50,000 including the long-term care home organization donations, plus in-kind support throughout the year to various organizations
- Permitted the Seaway Horticultural Society permission to create and maintain a garden at the Cardinal Library
- Planning applications:
 - 7 severance applications processed
 - 6 zoning bylaw amendment applications approved
 - 5 site plan control applications approved
 - 3 development agreements processed
 - 2 minor variance applications approved

ADMINISTRATION

- Continued the cormorant control efforts along the St. Lawrence River and Galop Canal
- Implemented an internal employee Workplace Wellness Committee with a vision to have an open, transparent and solid culture that embraces workplace wellness initiatives and supports employees to progress toward the best version of themselves at work and in doing so contribute to the well-being of our work community
- Temporarily closed a portion of Goodin Rd for the Optimist Club Soapbox Derby
- Provided staff support and temporarily closed portions of streets and the arena within Spencerville for the SBCC events – Seasonal Markets, Hoppin Easter, Art Explosion and SpencerWhoville
- Temporarily closed portions of streets within Cardinal for the Cardinal Canada Day and Labour Day events and provided staff support and bleachers
- Temporarily closed portions of streets within Johnstown for the Holiday event
- Port of Johnstown completed the new grain dryer annex expansion project
- Hosted the Tri-Bec inflatables morning for the public at the Cardinal Ingredion Arena
- New pickleball courts in Johnstown completed this summer
- Staff assist in the organization and hosting of the Bait Fuel Bass fishing tournament held at the Cardinal waterfront for the second year in a row
- Provided policy exemptions to the South Grenville Chamber of Commerce and the Porchfest Community Event
- Successfully engaged and completed a fulsome Strategic Plan for the Township with the assistant of Town Hall Consulting Inc through consultation with Township Council, staff and community engagement sessions
- Completed Council Chamber and office renovations
- Partnered with South Grenville DHS on multiple projects through the Real World Learning curriculum – waterfront bench, Conestoga drawing, and monthly newsletter
- Successful trial of the condensed summer meeting schedule
- Completed the 2024-2029 energy conservation and demand management plan for Township facilities
- Completed an organization compensation review for non-union employees and council
- Introduced 3 new annual award categories – Community/Volunteer Group of the Year, Small Business of the Year and Large Business of the Year
- Recognized various events/months on the banner poles throughout the Township:
 - Pride Month
 - National Day for Truth and Reconciliation
 - Remembrance Day
- Proclamations in 2024:
 - Green Shirt Day

- Emergency Preparedness Week
- Rail Safety Week
- Fire Prevention Week
- National Day for Truth and Reconciliation
- Ontario Cadets Week
- Numerous recreation activities held throughout the year that are outside of the regular summer camp/swimming pool season activities, including but not limited to:
 - Holiday cookie decorating
 - Skate with Santa
 - Boredom buster events
 - Pickleball
 - Kids inflatable day
 - Cardinal pool party
 - Johnstown pool party
 - Kids art classes
 - Senior aerobics classes
 - Adult fitness classes
 - Senior tech classes

New/Updates Policies/Bylaws/Agreements:

- Updated to Committee Terms of Reference for the Committee of the Whole – Community Development
- Updates to the Overall Responsible Operators for the Water/Wastewater Systems
- Procedural Bylaw – Incorporation of Indigenous Land Acknowledgement
- Incorporation of boat launch fees within the Recreation fee schedule
- New Refreshment Vehicle Bylaw
- Update to Hiring Policy
- Updated the Township Mileage Rate
- Updated the Community Risk Assessment – O. Reg 378/18
- Ad-Hoc Communications Committee Terms of Reference
- Body Worn Camera Policy
- Update to both Procedural Bylaw and Committee Terms of Reference – Incorporation of Member's Report
- Naming Rights for Maple View Landings
- Emergency Response Plan Bylaw
- Emergency Management Program Bylaw

EMERGENCY MANAGEMENT

- Emergency control group met in October to complete the annual review and received training on key areas of the emergency response plan.
- The emergency control group participated in an emergency response exercise in October.

- The emergency management program committee met in November to review the 2024 activities and begin the preparations for the 2025 emergency management program.
- Both the emergency response plan bylaw and the emergency management program bylaw have been updated to reflect findings and recommendations following the exercises in the fall.

Recommendation: THAT Municipal Council receive the 2024 year end review report as presented.

A handwritten signature in cursive script that reads "Rebecca Cuth". The signature is written in black ink and is positioned above a horizontal line.

Clerk