

MINUTES
MUNICIPAL COUNCIL

Monday, February 24, 2025
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
Brian Moore, Fire Chief
Eric Wemerman, Chief Water/Sewer Operator
Chris LeBlanc, Manager of Public Works
Tim Fisher, Planner
Candise Newcombe, Deputy Clerk
Mary Tessier, Consultant
Natalie Charette, Interim Clerk

1. Call to Order

Mayor Deschamps called the meeting to order at 6:31 p.m.

2. Indigenous Land Acknowledgement Statement

The Chair read the indigenous land acknowledgement statement.

3. Approval of Agenda

Moved by: C. Ward

Seconded by: J. Martelle

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: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

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

- a. Regular Council – January 27, 2025
- b. Public Library Board – November 26, 2024

- c. Port Management Committee – January 23, 2025
- d. Committee of the Whole – Administration and Operations – Budget Meeting #2– January 23, 2025
- e. Public Meeting – Zoning Bylaw Amendment – Domestic Fowl – February 3, 2025
- f. Committee of the Whole – Community Development – February 3, 2025
- g. Committee of the Whole – Administration and Operations – February 10, 2025
- h. Process Improvements for Building Permits and Planning Approvals
- i. 2024 Cardinal WPCP Annual Report
- j. Cardinal-IP – Water System Summary Reports
- k. 2024 Sanitary Collection Performance Report

Carried

7. Minutes of the Previous Council Meetings

- a. Regular Council - January 27, 2025 - CONSENT

Decision: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives and approve the minutes of the Regular Council Meeting dated January 27, 2025.

Carried

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

None.

9. Committee Minutes

- a. Public Library Board - November 26, 2024 - CONSENT

Decision: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives the minutes of the Public Library Board meeting dated November 26, 2024.

Carried

- b. Port Management Committee - January 23, 2025 - CONSENT

Decision: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives the minutes of the Port Management Committee dated January 23, 2025.

Carried

- c. Committee of the Whole - Administration and Operations - Budget Meeting #2 - January 23, 2025 - CONSENT

Decision: 2025-042

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

THAT Municipal Council receive and approve the minutes of the Committee of the Whole – Administration and Operations – Budget Meeting #2 Meeting dated January 23, 2025.

Carried

- d. Public Meeting - Zoning Bylaw Amendment - Domestic Fowl - February 3, 2025 - CONSENT

Decision: 2025-042

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

THAT Municipal Council receive the minutes of the Public Meeting – Zoning Bylaw Amendment – Domestic Fowl Meeting dated February 3, 2025.

Carried

- e. Committee of the Whole - Community Development - February 3, 2025 - CONSENT

Decision: 2025-042

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

THAT Municipal Council receive and approve the Committee of the Whole – Community Development – February 3, 2025.

Carried

- f. Committee of the Whole - Administration and Operations - February 10, 2025 - CONSENT

Decision: 2025-042

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

THAT Municipal Council receive and approve the minutes of the Committee of the Whole – Administration and Operations – February 10, 2025.

Carried

10. Action and Information Items from Committees

- a. Process Improvements for Building Permits and Planning Approvals - CONSENT

Decision: 2025-042

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

THAT Municipal Council proceed with implementing the CGIS permitting module upgrade at an additional cost of \$4,320 annually and investigate complementary solutions to address online payments, as recommended by the Committee of the Whole – Community Development.

Carried

- b. 2024 Cardinal WPCP Annual Report - CONSENT

Decision: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receive the 2024 annual report for the Cardinal WPCP; and direct staff to submit the report to MECP prior to the March 31st deadline, as recommended by the Committee of the Whole – Administration and Operations.

Carried

- c. Cardinal-IP - Water System Summary Reports - CONSENT

Decision: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receive the 2024 Summary Reports for the Cardinal and Industrial Park Water Systems, as recommended by the Committee of the Whole – Administration and Operations.

Carried

- d. 2024 Sanitary Collection Performance Report - CONSENT

Decision: 2025-042

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receive the 2024 Sanitary Collection Performance Report, direct staff to submit a copy of the report to the MECP prior to the March 31st deadline and post a copy of the report to the Township website, as recommended by the Committee of the Whole – Administration and Operations.

Carried

- e. Pumper #1 RFP Results

Council discussed the following: the proposed timeline of payments, changes to emission regulations, the asset replacement schedule, the current condition of the vehicle, and the impacts on vehicle purchasing with the new emission regulations.

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council:

1. Authorize the early pumper replacement in 2025 and direct staff to execute a purchase agreement for the MaxiMetal pumper from Commercial Emergency Equipment; and
2. Cover the 10% deposit through the fire vehicle reserves and return with debenture options in advance of pumper arrival.

	Yea	Nay
T. Deschamps		
S. Dillabough		X
J. Martelle	X	
W. Smail		X
C. Ward	X	
Results	2	2

Defeated (2 to 2)

Decision: 2025-043

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council choose option 3: Remain status quo and re-issue an RFP in 2026.

Carried

f. Port of Johnstown - 2025 Budget

Members noted their interest in further review of the proposed 2025 Port of Johnstown budgets.

Decision: 2025-044

Moved by: C. Ward

Seconded by: J. Martelle

THAT Municipal Council amends the motion to defer the Port of Johnstown 2025 Operating and Capital budgets as presented, to the March meeting of the Port Management Committee for further review.

Carried

g. River Route Transit Report - Follow-up

Council was provided with a summary of the report and discussed the percentage of riders from the Township.

Decision: 2025-045

Moved by: C. Ward

Seconded by: J. Martelle

THAT Council:

1. Renew the River Route Transit Service Partnership Agreement for the upcoming period of April 1, 2025, to March 31, 2026; and
2. Direct staff to work with the Town of Prescott staff to explore funding options to support a new bus purchase and expanded hours of operation and return with details for consideration; and
3. Include the Township portion, to an upset limit of \$30,000, into the 2025 budget and cover the expense through general taxation.

Carried

h. Insurance Renewal

Council highlighted the 10% reduction in the Township's 2025 insurance rates.

Decision: 2025-046

Moved by: C. Ward

Seconded by: J. Martelle

THAT Council grant authority to the CAO to bind the Township insurance renewal with BFL effective March 1, 2025.

Carried

i. Cormorant Control License Renewal

Council acknowledged receipt of the annual program progress report.

Decision: 2025-047

Moved by: C. Ward

Seconded by: J. Martelle

THAT Council approves the Mayor and CAO to sign the 5-year license with OPG to perform Cormorant control.

Carried

11. Correspondence

Decision: 2025-048

Moved by: W. Smail

Seconded by: J. Martelle

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

- January 29, 2025
- February 5, 2025
- February 12, 2025
- February 19, 2025

Carried

12. Municipal Disbursements

Decision: 2025-049

Moved by: C. Ward

Seconded by: J. Martelle

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

• Report dated January 30 (2025-010)	\$575,833.84
• Report dated January 31 (2025-012)	\$234,422.04
• Report dated February 18 (2025-020)	\$434,456.65
• Report dated February 21 (2025-025)	\$224,680.42
• Report dated February 21 (2025-026)	\$39,816.44
TOTAL:	\$1,509,209.39

Carried

13. By-laws

- a. 2025 Interim Tax Levy

Decision: 2025-050

Moved by: C. Ward

Seconded by: W. Smail

THAT the mover be granted leave to introduce a bylaw to authorize an interim tax levy in advance of the adoption of the tax rebates for 2025, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-051

Moved by: C. Ward

Seconded by: W. Smail

THAT a bylaw to authorize an interim tax levy in advance of the adoption of the tax rebates for 2025, be now read a third and final time and finally passed, signed, sealed and numbered 2025-11.

Carried

- b. Bylaw to Appoint Shawn Merriman as Chief Building Official

Council acknowledged the additional shared servicing agreement for building inspector services with the Town of Prescott.

Decision: 2025-052

Moved by: J. Martelle

Seconded by: W. Smail

THAT the mover be granted leave to introduce a bylaw to appoint a Chief Building Official, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-053

Moved by: J. Martelle

Seconded by: W. Smail

THAT a bylaw to appoint a Chief Building Official, be now read a third and final time and finally passed, signed, sealed and numbered 2025-12.

Carried

14. CAO's Administrative Update

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

- Commended staff on the completion of various projects throughout the month.

Decision: 2025-053

Moved by: C. Ward

Seconded by: W. Smail

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

Carried

15. Councillor Inquiries or Notices of Motion

Deputy Mayor Dillabough followed up on his request for a report regarding South Nation's agreement with the TWPEC regarding septic inspections for the Township.

16. Member's Report

Members of Council reported on the following:

- Deputy Mayor, CAO and the Manager of Public Works joined visited Centennial 67' Elementary school to hear student presentations on proposed improvements to the Township dog park.
- Highlighted the student initiative in North Grenville of hydroponically growing produce and supplying the product to the local food bank.

Decision: 2025-055

Moved by: C. Ward

Seconded by: W. Smail

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

Carried

17. Question Period

None.

18. Closed Session

None.

19. Confirmation By-law

Decision: 2025-056

Moved by: W. Smail

Seconded by: C. Ward

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2025-13.

Carried

20. Adjournment

Decision: 2025-057

Moved by: C. Ward

Seconded by: W. Smail

That Municipal Council does now adjourn at 7:16 p.m.

Carried

Mayor

Deputy Clerk