

**MINUTES
MUNICIPAL COUNCIL**

**Tuesday, May 24, 2022
6:30 PM
Council Chambers and by Zoom
18 Centre Street, Spencerville ON
Contact the Township Office to Register
(613)658-3055**

PRESENT: Mayor Pat Sayeau
Deputy Mayor Tory Deschamps
Councillor Hugh Cameron
Councillor Stephen Dillabough
Councillor John Hunter

STAFF: Dave Grant, CAO
Rebecca Williams, Clerk
Melanie Stubbs, Treasurer
Gord Shaw, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Candise Newcombe, Deputy Clerk

PUBLIC: Mr. Ian Murphy - MNP LLP

1. Call to Order

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

2. Approval of Agenda

Moved by: T. Deschamps
Seconded by: H. Cameron

That Municipal Council approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof

None.

4. Delegations & Presentations

a. Township Consolidated Financial Statements - MNP LLP

Mr. Murphy of MNP LLP reviewed with Council the findings of the Auditor's Report and 2021 Consolidated Township Financial Statements ending on December 31, 2021. He noted there were no significant findings to bring to Council's attention at this time and that the Township is in a good financial position.

b. Cory Lockwood - North Grenville Truck Routes Bylaw

Mr. Lockwood provided a brief overview of the bylaw proposed by the Municipality of North Grenville to divert all heavy trucks off municipal roads except for a couple of identified municipal roads. Mr. Lockwood outlined the proposed alternate routes and highlighted the negative implications of added trucking costs to developers should the bylaw pass. An upcoming public meeting to be hosted in North Grenville on May 26 at 3:00 p.m. was noted, with Lockwood Bros Ltd. and Willis Kerr representatives planning to attend.

There was a brief discussion about the number of residents that would be affected on Jochem Road, the reasons prompting the proposed bylaw,

and the implications, if passed, the bylaw will have on neighbouring municipal roads within Edwardsburgh Cardinal.

5. Minutes of the Previous Council Meetings

- a. Special Council - April 21, 2022

Decision: 2022-165

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated April 21, 2022.

Carried

- b. Regular Council - April 25, 2022

Decision: 2022-166

Moved by: T. Deschamps

Seconded by: H. Cameron

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated April 25, 2022.

Carried

- c. Special Council - May 2, 2022

Decision: 2022-167

Moved by: S. Dillabough

Seconded by: H. Cameron

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated May 2, 2022.

Carried

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

None.

7. Committee Minutes

- a. Port Management Committee - February 23, 2022, March 16, 2022 and April 20, 2022

Decision: 2022-168

Moved by: H. Cameron

Seconded by: J. Hunter

THAT Municipal Council receives the minutes of the Port Management Committee Meetings dated February 23, 2022, March 16, 2022 and April 20, 2022.

Carried

- b. Public Library Board - March 22, 2022

Decision: 2022-169

Moved by: H. Cameron

Seconded by: J. Hunter

THAT Municipal Council receives the minutes of the Public Library Board Meeting dated March 22, 2022.

Carried

- c. Public Meeting - Zoning Bylaw Amendment - Dobbie - April 20, 2022

Decision: 2022-170

Moved by: S. Dillabough

Seconded by: H. Cameron

THAT Municipal Council receives and approves the minutes of the Public Meeting –Zoning Bylaw Amendment – Dobbie – April 20, 2022.

Carried

- d. Committee of the Whole - Community Development - May 2, 2022

Decision: 2022-171

Moved by: T. Deschamps

Seconded by: H. Cameron

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated May 2, 2022.

Carried

- e. Public Meeting - Official Plan Amendment & Zoning Bylaw Review - April 21, 2022

Decision: 2022-172

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT Municipal Council receives and approves the minutes of the Public Meeting – Official Plan Amendment & Zoning Bylaw Review – April 21, 2022.

Carried

- f. Committee of the Whole - Administration and Finance - May 9, 2022

Decision: 2022-173

Moved by: S. Dillabough

Seconded by: H. Cameron

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Administration and Finance Meeting dated May 9, 2022.

Carried

- g. Committee of the Whole - Community Development - May 16, 2022

Decision: 2022-174

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated May 16, 2022.

Carried

- h. Committee of the Whole - Public Works, Environmental Services and Facilities - May 16, 2022

Decision: 2022-175

Moved by: H. Cameron

Seconded by: J. Hunter

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Public Works, Environmental Services and Facilities dated May 16, 2022.

Carried

8. Action and Information Items from Committees

- a. 2021 Township Surplus

Decision: 2022-176

Moved by: T. Deschamps

Seconded by: H. Cameron

THAT Municipal Council approve the proposed 2021 surplus allocation of \$426,725.18 and direct the Treasurer to transfer \$345,000.00 to the Environmental Services- Storm Sewer Reserve (01-3525), \$74,254.94 to the Building Department Reserve (01-3519) and \$7,470.24 to the Public Works Capital Reserve (01-3520), as recommended by the Committee of the Whole – Administration & Finance.

Carried

- b. PSAB Addendum

Decision: 2022-177

Moved by: J. Hunter

THAT Municipal Council adopt the 2022 PSAB Budget Addendum Report which meets the requirements of Ontario Regulation 284/09, as recommended by the Committee of the Whole – Administration & Finance.

Carried

- c. Record Digitization Project

Decision: 2022-178

Moved by: T. Deschamps

Seconded by: H. Cameron

THAT Municipal Council:

1. Sole source the records digitization project with Image Advantage Solutions Inc.; and
2. Authorize reallocating the \$19,329.98 from the Township App project toward the record digitization project and cover the project cost of \$30,371.35 plus non-rebated HST from the MMAH Modernization reserve fund.

As recommended by the Committee of the Whole – Administration & Finance.

Carried

- d. 2022 Spencerville Lagoon Discharge Report

Decision: 2022-179

Moved by: J. Hunter
Seconded by: T. Deschamps

THAT Municipal Council receive and review the 2022 Spencerville Lagoon Discharge Report and direct staff to submit the report to MECP prior to the June 30th due date, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

- e. County Road 2 Unopened Road Allowance Closure Request - Mallin

Decision: 2022-180

Moved by: T. Deschamps
Seconded by: J. Hunter

THAT Municipal Council agree to stop up and close the unopened road allowances identified as PIN 68155-0232, PIN 68155-0234, PIN 68155-0236 and PIN 68155-0233 on Plan 15R12105 and that the land be conveyed to the owner of 2814 County Road 2, in accordance with the Municipal Act s. 35; and that the intended conveyance be publicized through the Township's website and local newspaper, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

- f. Spencerville & Johnstown Drainage Tender Award

Decision: 2022-181

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

THAT Municipal Council:

1. Award the full scope of work tendered in Johnstown and Spencerville to Coco Paving Inc with both fully scoped projects reaching a total bid cost of \$3,214,881.80, less \$120,000.00 for the substitution of hydroseed instead of sod, plus 10% contingency; and
2. Award the contract administration to Greer Galloway to an upset limit of \$132,087.55.

As recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

- g. Financing Options for Storm Water Capital

Council reviewed the report and inquired about the parameters of the Infrastructure Ontario (IO) Construction loan. It was noted that the IO construction loan provided borrowing flexibility by granting up to 5 years to borrow to complete the project and the option to enter into a fixed-term loan or to re-pay the loan in full following the completion of the project. It was noted that the Township would have available cash flow if Council decided to utilize IO's loan option. The ability to more accurately determine the amount required to be borrowed was noted as an added benefit to the IO construction loan. It was noted that the project will likely span through 2022 into 2023 and therefore funding for a portion of the project cost could be included in the 2023 budget, lessening the amount the Township is required to borrow.

Decision: 2022-182

Moved by: S. Dillabough
Seconded by: H. Cameron

THAT Municipal Council authorize the Treasurer to make an application for a construction loan from Infrastructure Ontario to finance the 2022 storm water management projects.

Carried

h. 2021 Port of Johnstown - Financial Statements

Decision: 2022-183

Moved by: H. Cameron
Seconded by: J. Hunter

THAT Municipal Council receives the 2021 Audit Findings Report and approves the 2021 Financial Statement for the Port of Johnstown, as recommended by the Port Management Committee.

Carried

i. 2021 Audit Report

Decision: 2022-184

Moved by: H. Cameron
Seconded by: T. Deschamps

WHEREAS the Mayor and Councillor Cameron met on May 24, 2022 with MNP LLP, external auditors for the Township of Edwardsburgh Cardinal and Port of Johnstown; and

WHEREAS Ian Murphy from MNP LLP reviewed the Responsibility Letter, the Auditor Independent Letter, the Audit Findings Report, the Draft Audit Opinion, and the 2021 Draft Consolidated Financial Statements for the Township of Edwardsburgh Cardinal, for the year ending on December 31, 2021.

NOW THEREFORE BE IT RESOLVED THAT Municipal Council receives the 2021 Audit Report on the Consolidated Financial Statements of the Township of Edwardsburgh Cardinal, as provided by MNP LLP.

Carried

j. 2021 Township Financial Statements (Consolidated)

A brief explanation was provided on the outstanding information from Rideau St. Lawrence that is necessary to finalize the statements.

Decision: 2022-185

Moved by: T. Deschamps
Seconded by: J. Hunter

WHEREAS the Audit Findings Report, the Management Letter, the Draft Township Financial Statements, the Responsibility Letter, the Auditor Independent Letter, and the Draft Audit Opinion were reviewed by the Mayor and Councillor Cameron on May 24, 2022 in advance of the Regular Council meeting.

NOW THEREFORE BE IT RESOLVED THAT Municipal Council receives the Audit Findings Report and Responsibility Letter and approves 2021 Draft Consolidated Financial Statements for the Township of Edwardsburgh Cardinal, subject to the finalization of Rideau St. Lawrence financial statement.

Carried

9. Correspondence

Decision: 2022-186

Moved by: H. Cameron

Seconded by: T. Deschamps

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

- May 5, 2022
- May 11, 2022
- May 18, 2022

Carried

10. Approval of Municipal Disbursements

Council reviewed the report and sought clarification on a 2020 tires invoice and reiterated the importance of supporting local businesses by buying local.

Decision: 2022-187

Moved by: T. Deschamps

Seconded by: J. Hunter

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

• Report dated April 28 (2022-62)	\$141,310.26
• Report dated April 28 (2022-63)	\$109,436.86
• Report dated April 29 (2022-65)	\$2,000.00
• Report dated May 13 (2022-66)	\$51,013.92
• Report dated May 16 (2022-67)	\$160,197.97
• Report dated May 18 (2022-68)	\$165,859.49
TOTAL:	\$629,818.50

Carried

11. By-laws

- a. Adopt Engineer's Report - Newport Municipal Drain

Decision: 2022-188

Moved by: S. Dillabough

Seconded by: H. Cameron

THAT a bylaw to provide for a Drainage Works in the Township of Edwardsburgh Cardinal in the County of Grenville, "Newport Municipal Drain", be now read a third time and finally passed, signed, sealed and numbered 2022--29.

Carried

- b. Official Plan Amendment - Additional Residential Units

Decision: 2022-189

Moved by: S. Dillabough
Seconded by: H. Cameron

THAT the mover be granted leave to introduce a bylaw being an adoption bylaw for Amendment No. 1 to the Official Plan for the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-190

Moved by: S. Dillabough
Seconded by: H. Cameron

THAT a bylaw being an adoption bylaw for Amendment No. 1 to the Official Plan for the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022-30.

Carried

c. 2022 Tax Rates

Decision: 2022-191

Moved by: S. Dillabough
Seconded by: H. Cameron

THAT the mover be granted leave to introduce a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment thereof for 2022, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-192

Moved by: S. Dillabough
Seconded by: H. Cameron

THAT a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment thereof for 2022, be now read a third time and finally passed, signed, sealed and numbered 2022---31.

Carried

d. Municipal Highway Closures

Decision: 2022-193

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

THAT the mover be granted leave to introduce a bylaw to adopt policies and procedures governing the closure and sale of municipal highways within the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-194

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

THAT a bylaw to adopt policies and procedures governing the closure and sale of municipal highways within the Township of Edwardsburgh

Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022---32.

Carried

- e. Extend Interim Control Bylaw

Decision: 2022-195

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

THAT the mover be granted leave to introduce a bylaw to amend the Interim Control Bylaw 2021-33, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-196

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

THAT a bylaw to amend the Interim Control Bylaw 2021-33, be now read a third time and finally passed, signed, sealed and numbered 2022---33.

Carried

- f. Part 8 Sewage System Management Agreement - SNC

Decision: 2022-197

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

THAT the mover be granted leave to introduce a bylaw to authorize the mayor and clerk to execute a sewage system management agreement with the South Nation River Conservation Authority, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-198

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

THAT a bylaw to authorize the Mayor and Clerk to execute a sewage system management agreement with the South Nation River Conservation Authority, be now read a third time and finally passed, signed, sealed and numbered 2022-34.

Carried

12. CAO’s Administrative Update

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

- SNC fishing camp date set with possible breakfast to be held at Cardinal Legion.
- Inquired about the estimated timeline for installation of the Bell internet to Fire Station #1 in Spencerville.

Decision: 2022-199

Moved by: H. Cameron
Seconded by: T. Deschamps

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

Carried

13. Councillor Inquiries or Notices of Motion

Deputy Mayor Deschamps noted resident complaints of safety concerns about renovations at the former grocery store building in Cardinal.

Deputy Mayor Deschamps noted a newspaper article indicating collaboration efforts between the Township of Augusta, Town of Prescott and the Township of Edwardsburgh Cardinal. There was a general discussion on the future of the Tri-Council meetings, terms of reference, and Municipal Act requirements for Council quorum and staff attendance.

Councillor Dillabough requested additional traffic control signage near Tuttle Point Rd and highlighted the SERA Johnstown clean-up day on May 21.

14. Mayor's Report

Mayor Sayeau reported on the following:

- Prysmian Distribution Centre official opening scheduled for June 14.

Decision: 2022-200

Moved by: T. Deschamps
Seconded by: J. Hunter

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

Carried

15. Question Period

Questions/comments were raised with respect to the following:

- Concern about increased truck traffic on Jochem Road due to the proposed North Grenville truck routes bylaw.

Decision: Verbal

Moved by: T. Deschamps
Seconded by: H. Cameron

THAT Municipal Council extend the question period to provide for additional discussion with respect to North Grenville's proposed truck route bylaw.

Carried

Council discussed the implications of these changes to the residents of the Township of Edwardsburgh Cardinal, the number of residents that are directly affected by this change and individual intent to attend the public meeting in North Grenville.

16. Closed Session

None.

17. Confirmation By-law

Decision: 2022-201

Moved by: S. Dillabough
Seconded by: H. Cameron

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2022-35.

Carried

18. Adjournment

Decision: 2022-202

Moved by: J. Hunter

Seconded by: S. Dillabough

THAT Municipal Council does now adjourn at 8:29 p.m.

Carried

Mayor

Deputy Clerk