

**MINUTES
MUNICIPAL COUNCIL**

**Monday, March 25, 2024
6:30 PM
South Edwardsburgh Community Centre
24 Sutton Dr.
Johnstown Ontario**

PRESENT: Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Chris Ward

REGRETS: Councillor Joe Martelle
Councillor Waddy Smail

STAFF: Dave Grant, CAO
Rebecca Crich, Clerk
Sean Nicholson, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
Eric Wemerman, Chief Water/Sewer Operator
Candise Newcombe, Deputy Clerk

1. Call to Order

Mayor Deschamps called the meeting to order at 6:33 p.m.

2. Approval of Agenda

Decision: 2024-055

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council approves the agenda as presented.

Carried

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

None.

4. Delegations & Presentations

a. Spencerville United Church - Holly Howard

Ms. Holly Howard and Ms. Sandra Lawrence, from the Spencerville United Church, provided a brief overview of the church's involvement as a venue for many community groups, local events and regular host of local food bank events such as the "friendship lunch".

Ms. Howard noted an ongoing application through the Faithful Footsteps Grant made by the church for various energy efficiency improvement projects. The request of \$3959.73 from the Township was noted to be for much-needed upgrades to the church's defibrillators and sub-pump.

Council thanked Ms. Howard and Ms. Lawrence for their presentation and clarified that applications for the community grants and donations program would be reviewed in April.

5. Consent Agenda

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives and approves the following consent agenda items as amended to remove items h) Disposal of Surplus Goods - Fire Department; k) Award Dust Suppressant Tender; and l) Award Crushed Rock Tender:

- a. Regular Council – February 26, 2024
- b. Public Library Board – January 23, 2024
- c. Port Management Committee – February 20, 2024
- d. Committee of the Whole – Community Development – March 4, 2024
- e. Committee of the Whole – Administration & Operations – March 11, 2024
- f. 2023 Prescott Annual water Report
- g. 2023 Stormwater Management Annual Report
- h. ~~Disposal of Surplus Goods – Fire Department~~
- i. Spencerville Lagoon Splitter Box Project
- j. Spencerville Lagoon Mag Meter Installation Project
- k. ~~Award Dust Suppressant Tender~~
- l. ~~Award Crushed Rock Tender~~

Carried

6. Minutes of the Previous Council Meetings

- a. Regular Council - February 26, 2024 - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated February 26, 2024.

Carried

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

None.

8. Committee Minutes

- a. Public Library Board - January 23, 2024 - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives the minutes of the Public Library Board dated January 23, 2024.

Carried

- b. Port Management Committee - February 20, 2024 - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives the minutes of the Port Management Committee dated February 20, 2024.

Carried

- c. Committee of the Whole - Community Development - March 4, 2024 - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Community Development dated March 4, 2024.

Carried

- d. Committee of the Whole - Administration & Operations - March 11, 2024 - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Administration and Operations dated March 11, 2024.

Carried

9. Action and Information Items from Committees

- a. 2023 Prescott Annual Water Report - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council receives and reviews the 2024 Water Annual/Summary Report for the Prescott Water System, as recommended by the Committee of the Whole - Administration and Operations.

Carried

- b. 2023 Stormwater Management Annual Report - CONSENT

Decision: 2024-056

Moved by: C. Ward
Seconded by: S. Dillabough

THAT Municipal Council:

1. Receives the 2023 Stormwater Management Annual Report; and
2. Direct staff to submit the report to MECP prior to the April 30th deadline; and
3. Make the report available on the Township website by June 1st as required under the Linear ECA #155 - S701

As recommended by the Committee of the Whole - Administration and Operations.

Carried

c. Disposal of Surplus Goods - Fire Department

Council clarified where the donated equipment would be distributed. It was noted that most of the donations through Firefighters Without Borders are distributed throughout North America.

Decision: 2024-057

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council:

1. Declare the Drager UCF 7000 Thermal Imaging Camera, Bullard T3 Max Thermal Imaging Camera and 15 sets of firefighting bunker gear as surplus to the needs of the Township; and
2. Authorize staff to dispose of the goods by donating all items to Firefighters Without Borders.

As recommended by the Committee of the Whole - Administration and Operations.

Carried

d. Spencerville Lagoon Splitter Box Project - CONSENT

Decision: 2024-056

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council award the Splitter Box Relining Project RFQ-ENV-01 2024 to Clear Water Structures in the amount of \$37,709.00 + HST and a 10% contingency utilizing funds from the Spencerville Wastewater Reserves to an upset limit of \$43,000.00, as recommended by the Committee of the Whole - Administration and Operations.

Carried

e. Spencerville Lagoon Mag Meter Installation Project - CONSENT

Decision: 2024-056

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council:

1. Award the Spencerville Lagoon Mag Meter Installation project to Eastern Welding at a tender cost of \$33,500.00+ non-rebated HST and utilize any operational budget surplus in 2024 to cover the remaining balance of \$18,500.00; and
2. If required, utilize the Spencerville Wastewater Reserve Fund to cover any deficits.

As recommended by the Committee of the Whole - Administration and Operations.

Carried

f. Award Dust Suppressant Tender

Council clarified that the tendered amount exceeded the budgeted amount by approximately \$3,500.00. It was noted that the suppressant is applied to all gravel roads in the Township annually and has the potential to come in at the budgeted amount as the maximum amount may not be required.

Decision: 2024-058

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council approve and award the Supply of Dust Suppressant tender EC-PW-24-02 to Da-Lee Dust Control Ltd. at the unit rate of \$0.367 per liter for 210,000 liters to a maximum of \$77,070.00 + non-rebated HST, as recommended by the Committee of the Whole - Administration and Operations.

Carried

g. Award Crushed Rock Tender

Council noted the tender came in slightly under budget. It was noted that due to increasing carbon taxes, similar tenders are likely to see a considerable increase in the future.

Decision: 2024-059

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council award the Supply of Crushed Rock tender EC-PW-24-01 to G. Tackaberry & Sons for approximately 7500 tonnes at the unit price of \$13.94 per MT to a maximum of \$104,550.00 + non-rebated HST, as recommended by the Committee of the Whole - Administration and Operations.

Carried

h. Digital Service Squad Funding

Council highlighted Township businesses benefiting from the service. It was noted that the Bridgewater Inn is currently working with the Digital Service Squad on establishing its digital footprint, with announcements of an upcoming website launch for the business. Members noted many benefits of the programming and noted their hope for continued provincial financial support of the programming.

Decision: 2024-060

Moved by: C. Ward

Seconded by: S. Dillabough

WHEREAS provincial funding for the Digital Main Street Program is scheduled to end on March 31, 2024; and

WHEREAS the program has helped to form a valuable partnership and collaboration among the 3 South Grenville municipalities of Augusta, Prescott, and Edwardsburgh Cardinal, with the Digital Service Squad creating additional support and resources through webinars and a dedicated webpage to support local businesses; and

WHEREAS the Town of Prescott passed Resolution No. 32-2024 to support the continuation of provincial funding for the successful and important Digital Main Street Program; and

WHEREAS the Town of Prescott passed Resolution No. 73-2024 to approve the contract extension of the Digital Main Street Coordinator position, allocating up to 50% in wages for a period of 3 months; and

WHEREAS the Township of Edwardsburgh Cardinal has proposed supporting the contract extension of the Digital Main Street Coordinator position.

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal authorize an upset contribution limit of \$5,100.00 to fund a 3-month extension of the Digital Service Squad Program Coordinator position while staff work with the Town of Prescott and Augusta Township to find solutions to continue this support for the local businesses.

AND FURTHER THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal supports the Town of Prescott Resolution No. 32-2024 to support the continuation of provincial funding for the Digital Main Street Program.

AND FURTHER THAT a copy of this resolution be forwarded to MPP Steve Clark, the Town of Prescott and Augusta Township.

Carried

i. Support Tax Credit Increase for Volunteer Firefighters

Council noted their support for the resolution, highlighting the sacrifices made by volunteer firefighters to benefit the community.

Decision: 2024-061

Moved by: C. Ward

Seconded by: S. Dillabough

WHEREAS the Edwardsburgh Cardinal Fire Department is comprised of a Fire Chief, Deputy Chief and has two fire stations, which are both staffed with three Captains and a complement of volunteer firefighters; and

WHEREAS the Edwardsburgh Cardinal Fire Department volunteer firefighters typically do not reach the 200-hour threshold within a calendar year to qualify for an increase to the tax credit from \$3,000 to \$10,000; and

WHEREAS the Government of Canada should support all volunteer firefighters whether or not they accumulate 200-hours of volunteer services within a calendar year; and

WHEREAS the Edwardsburgh Cardinal Fire Department and Township of Edwardsburgh Cardinal believe that all volunteer firefighters that have actively contributed to their communities through firefighting and search and rescue services should be recognized and included within the Bill C-310 to increase the amount of the tax credits permitted; and

WHEREAS volunteer firefighters and search and rescue services that have accumulated between 0 to 199 hours of volunteer services should be considered with Bill C-310 for an increase to the amount of tax credit from \$1,000 to \$3,000.

NOW BE IT RESOLVED THAT the Municipal Council of the Township of Edwardsburgh Cardinal call upon the Government of Canada to support Bill C-310 and enact amendments to subsection 118.06(2) and 118.07(2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$1,000 to \$3,000 for any member that has completed between 0 to 199 hours of volunteer services in a calendar year.

AND FURTHER THAT the Municipal Council of the Township of Edwardsburgh Cardinal supports Bonfield Township Resolution No. 15 calling upon the Government of Canada to support Bill C-310 and enact amendments to subsection 118.06(2) and 118.07(2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000.

j. Update to Council Chambers Audio Visual System

Council reviewed the report and discussed the changes to the eScribe vote manager capabilities, and how the API is currently not available for the microphone system programming. It was noted that once system upgrades are complete, the option to include the add-on may be available in the future.

Decision: 2024-062

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council:

1. Award the Council Chambers audio visual system upgrades contract to Cycom Technology Solutions Inc. in the amount of \$93,914.30, plus an additional 5% contingency of \$4,695.72, with the cost to be funded by a combination of the Modernization Reserve Fund and COVID Safe Restart Fund; and
2. Purchase the eScribe webcasting plus module for a total of \$13,390.00 and funded by the COVID Safe Restart Fund, with future years cost of \$12,040.00 funded from Administration IT Services 17-5323; and
3. Authorize the Clerk and CAO to execute all necessary documents to complete the audio visual system project.

Carried

k. Blue Box Transition - Service Opt-Out

Council was provided with an overview of the option to opt out of transitional blue box servicing and how servicing will be dealt with during the transition to full provider responsibility. Challenges with ineligible items were identified and the importance of public education on ineligible blue box items was emphasized.

It was noted that a resolution of support requesting the province to reconsider the ineligibility of various blue box items may be forthcoming.

Members noted that additional consultation with vendors regarding impending blue box changes would have been beneficial in preparing for and mitigating the eligibility of certain items.

It was noted that tenders for servicing will be issued at the end of 2024 for 2025 services.

Decision: 2024-063

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council:

1. Notify Circular Materials that the Township will be opting-out of providing blue box service during the transition period; and
2. Enter into an agreement with Circular Materials contractor to provide continued collection of non-eligible sources during the transition period.

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

I. Schneider Electric Support & Service Agreement

Council discussed the value for service, reason for sole sourcing, agreement benefits and discounts, added efficiencies, additional system security provided, and group advantages of using the same system as Ingredion and Greenfield Global Inc.

Members noted the significant increase in cost and indicated that should costs continue to inflate, there would need to be future discussions.

Decision: 2024-064

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council enter into a 3-year renewal Support and Services agreement with Schneider Electric and authorize staff to execute the agreement.

Carried

m. 2024 Road Program – Professional Services

Council was provided with a summary of the report and discussed the minor variance in pricing between bids received, company experience/reputation, and the discrepancies in labour hours between the tender bids.

Decision: 024-065

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council award the professional services for the 2024 road program to Eastern Engineering Group to an upset limit of \$84,750.00 plus non rebated HST and direct staff to execute any required documents.

Carried

n. 2024 Port of Johnstown Budget

Council clarified the capital project approval process, noting that all projects exceeding \$75,000.00 will return to Port Management Committee for approval prior to commencement of the project and any projects that exceed the approved budgeted amount must return to Council for approval.

Decision: 2024-066

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council:

1. Approves the Port of Johnstown's 2024 Operation's Revenue and Expense Budget as presented; and
2. Approves the Port of Johnstown's 2024 Capital Budget with the revised budget attached, which removes the capital project item #6 – POJ Warehouse Land Development of \$750,000.00 to reduce the overall total Capital budget from \$10,852,990.00 to \$10,102,990.00; and
3. Receives the 2025-2029 Future Capital 5 Year Forecast as presented.

As recommended by the Port Management Committee.

Carried

o. Resolution of Support - Keeping Energy Costs Down Act

Council indicated their support for natural gas expansion by ensuring the affordability of natural gas connection to the public.

Decision: 2024-067

Moved by: C. Ward

Seconded by: S. Dillabough

WHEREAS access to natural gas is vital to residents and businesses in our community for affordability and reliability, and is a driver of economic development for the province of Ontario; and

WHEREAS expanding natural gas access to communities will help keep the cost of energy low for families, businesses and farmers, while at the same time improving economic development, housing and creating thousands of new jobs; and

WHEREAS the Ontario Energy Board (OEB) issued a split decision which would increase the upfront cost to consumers of installing natural gas connections for new homes and small businesses, and could increase the cost of new homes in the province by tens of thousands of dollars, particularly in rural areas. which would limit customer heating choices and energy reliability in communities such as the Township of Edwardsburgh Cardinal; and

WHEREAS the government's *Keeping Energy Costs Down Act, 2024* would reverse the OEB's decision, and ensure that the province can build new homes and that all Ontario families and businesses can continue to access reliable and affordable energy when it is needed; and

WHEREAS the proposed legislation would maintain the existing treatment of gas transmission projects that are critical to the province's economic growth by ensuring new customers do not have to incur upfront financial contributions and update the OEB's Leave to Construct process to respond to concerns raised by municipalities around supporting critical housing projects and local economic development initiatives.

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal:

1. Believes that natural gas must continue to play an integral role in meeting the energy needs of Ontario.
2. Calls on all provincial political parties to support natural gas expansion to communities in Ontario, which will keep costs down for families and businesses.
3. Supports the Ontario government's proposed legislation to maintain energy affordability and access via the *Keeping Energy Costs Down Act*.
4. Supports the work the Government of Ontario has done to date, including the Natural Gas Expansion Program and Electrification and Energy Transition Panel's call for a clear policy on the role of natural gas to secure access to affordable energy.

AND FURTHER THAT this resolution be circulated to the President of AMO, Colin Best, Hon. Doug Ford, Premier of Ontario, Hon. Todd Smith, the Minister of Energy, MPP Steve Clark, Member of Provincial Parliament for Leeds - Grenville - Thousand Islands & Rideau Lakes, all regional municipalities as significant actors to ensuring the need for natural gas in Ontario as part of a measured approach towards energy transition.

Carried

10. Correspondence

Members highlighted the newsletters from the Spencerville Business and Community Connections circulated in the Council Correspondence packages.

Decision: 2024-068

Moved by: C. Ward

Seconded by: S. Dillabough

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

- March 3, 2024
- March 6, 2024
- March 19, 2024

Carried

11. Municipal Disbursements

Council reviewed municipal disbursements and noted the repair costs for truck #6. It was clarified that truck #6 was not the vehicle up for replacement in 2024 as per the Township's asset management policy 2018-47.

Decision: 2024-069

Moved by: S. Dillabough

Seconded by: C. Ward

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

- | | |
|---------------------------------------|--------------|
| • Report dated February 26 (2024-035) | \$99,290.58 |
| • Report dated February 28 (2024-036) | \$148,684.37 |
| • Report dated March 18 (2024-041) | \$764,164.12 |
| • Report dated March 21 (2024-042) | \$311,183.09 |
| • Report dated March 21 (2024-043) | \$220,994.64 |

TOTAL: \$1,544,316.80

Carried

12. By-laws

- a. 2024 Tax Rate Bylaw

Decision: 2024-070

Moved by: C. Ward

Seconded by: S. Dillabough

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 2024, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-071

Moved by: C. Ward
Seconded by: S. Dillabough

THAT a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment thereof for 2024, be now read a third and final time and finally passed, signed, sealed and numbered 2024-14.

Carried

b. Road Widening - Part Lot 21, Concession 7, Millar Rd

Council confirmed that this item was a general housekeeping item to clean up a small parcel of land along Millar Road that was previously identified for future road widening.

Decision: 2024-072

Moved by: S. Dillabough
Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw to authorize the acceptance of a certain deed of land and to assume and dedicate the said land for road widening purposes in the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-073

Moved by: S. Dillabough
Seconded by: C. Ward

THAT a bylaw to authorize the acceptance of a certain deed of land and to assume and dedicate the said land for road widening purposes in the Township of Edwardsburgh Cardinal, be now read a third and final time and finally passed, signed, sealed and numbered 2024-15.

Carried

c. Update Bylaw to Designate Overall Responsible Operators - Water/Wastewater Systems

Council confirmed the intent to update the 2nd alternate designate and discussed the classification system.

Decision: 2024-074

Moved by: S. Dillabough
Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw to designate overall responsible operators for the water and wastewater systems of the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2024-075

Moved by: S. Dillabough
Seconded by: C. Ward

THAT a bylaw to designate overall responsible operators for the water and wastewater systems of the Township of Edwardsburgh Cardinal, be now read a third and final time and finally passed, signed, sealed and numbered 2024-16.

13. CAO's Administrative Update

Council called for a short recess at 7:48 p.m.

The Chair called the meeting back to order at 7:50 p.m.

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

- Confirmed the passing of the Township's Official Plan amendment.
- Timeline for relocating back to Council Chambers for meetings.
- Attendance at the Fire Department hockey game.
- Highlighted informational link on the upcoming solar eclipse on the Township's website.
- Confirmed the captain vacancy at Fire Station #2.
- Confirmed the social media advertising and availability of seedlings for the 2024 Free Tree Day.

Decision: 2024-076

Moved by: C. Ward

Seconded by: S. Dillabough

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

Carried

14. Councillor Inquiries or Notices of Motion

Deputy Mayor Dillabough noted his attendance at the Spencerville Legion "Pie in the Face" fundraiser event, highlighting approximately \$3000 raised.

Councillor Ward commended the Community Development Coordinator on the Spring Home and Trade Show display for the Township.

15. Mayor's Report

Mayor Deschamps reported on the following:

- The CAO and Mayor interviewed with Business View Magazine for a featured article highlighting the Township and local businesses.
- Attended the Augusta Mayors Breakfast event on March 22, where, alongside Mayor Shankar, presented on economic updates in the area, and thanked staff for preparing the presentation.
- Attended the SLCEDC meeting on March 22, highlighting business development opportunities and job creation.
- Announced the 50th annual Leo Boivin International U18 AAA Showcase Tournament to be held March 28-31 in Prescott at the Alaine Chartrand Community Centre (ACCC).
- Noted concerns with the meeting schedule regarding Easter Monday, requesting the meeting be moved and highlighting the importance of family time.
- Wished everyone a happy Easter.

Decision: 2024-077

Moved by: C. Ward

Seconded by: S. Dillabough

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

Carried

16. Question Period

None.

17. Closed Session

None.

18. Confirmation By-law

Decision: 2024-078

Moved by: S. Dillabough

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 2024-17.

Carried

19. Adjournment

Decision: 2024-079

Moved by: C. Ward

Seconded by: S. Dillabough

That Municipal Council does now adjourn at 8:12 p.m.

Carried

Mayor

Deputy Clerk