

**MINUTES  
MUNICIPAL COUNCIL**

**Monday, June 28, 2021  
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  
Brian Moore, Fire Chief  
Candise Newcombe, Deputy Clerk

**1. Call to Order**

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

**2. Approval of Agenda**

**Decision:** 2021-217

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

That Municipal Council approves the agenda as presented.

Carried

**3. Disclosure of Pecuniary Interest & the General Nature Thereof**

None.

**4. Delegations & Presentations**

None.

**5. Minutes of the Previous Council Meetings**

a. Regular Meeting - May 25, 2021

**Decision:** 2021-218

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated May 25, 2021.

Carried

b. Special Meeting - June 14, 2021

**Decision:** 2021-219

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

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated June 14, 2021.

Carried

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

None.

**7. Committee Minutes**

**a. Public Library Board - April 29, 2021**

Members announced a generous donation of \$10,000.00 made by Mr. Paul Charlebois to the *Friends of the Cardinal Public Library*. There was consensus of Council that a letter of gratitude for the donation should be sent on behalf of the Township from the Mayor.

**Decision:** 2021-220

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

THAT Municipal Council receives the minutes from the Public Library Board Meeting dated April 29, 2021.

Carried

**b. Port Management Committee - May 19, 2021**

**Decision:** 2021-221

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

THAT Municipal Council receives the minutes from the Port Management Committee Meeting dated May 19, 2021.

Carried

**c. Committee of the Whole - Community Development - June 7, 2021**

Members inquired if there were further inquiries from past delegation presenters. It was noted there has not been any contact from them. Minor housekeeping item noted on Pg.5 "by resolution" to be removed.

**Decision:** 2021-222

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

THAT Municipal Council receives and approves the minutes from the Committee of the Whole- Community Development Committee Meeting dated June 7, 2021.

Carried

**d. Committee of the Whole - Administration & Finance - June 14, 2021**

**Decision:** 2021-223

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

THAT Municipal Council receives and approves the minutes from the Committee of the Whole- Administration & Finance Meeting dated June 14, 2021.

Carried

- e. Committee of the Whole - Public Works, Environmental Services & Facilities - June 21, 2021

**Decision:** 2021-224

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

THAT Municipal Council receives and approves the minutes from the Committee of the Whole- Public Works, Environmental Services & Facilities Meeting dated June 21, 2021.

Carried

## **8. Action and Information Items from Committees**

- a. Application for Severance - Dobbie Rd - JF Dobbie & Sons

**Decision:** 2021-225

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

THAT Municipal Council recommend in favour of severances B-47-21 and B-48-21 (Dobbie Rd- JF Dobbie & Sons Ltd) with the condition that a zoning bylaw amendment is obtained to prohibit future non-agricultural use, including residential uses, on the retained lot and allow a reduced frontage of 17m on the severed parcel, as recommended by the Committee of the Whole - Community Development.

Carried

- b. Request to Reconsider Road Widening - Shaggy's Fries

**Decision:** 2021-226

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

THAT Municipal Council:

1. Accept an undertaking from the property owner that the required road dedication will be completed at the Township's request should future road improvements take place, as satisfactory for the purpose of fulfilling the condition of road widening in the site plan control agreement for 12 Riverview Cres, bylaw 2020-44; and

2. The road dedication will be completed within 60 days of the Township's formal request.

As recommended by the Committee of the Whole - Community Development.

Carried

- c. Community Safety & Well-Being Plan

**Decision:** 2021-227

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT Municipal Council approve the Community Safety and Well-Being Plan as presented and direct staff to post the plan to the Township website and have a printed copy available for review at the municipal office, as recommended by the Committee of the Whole - Community Development.

Carried

- d. Community Grants - Centennial 67' Funding Reallocation

**Decision:** 2021-228

**Moved by:** H. Cameron

**Seconded by:** S. Dillabough

THAT Municipal Council authorize Centennial 67' Public School parent Council to reallocate the \$500.00 granted under the Township's 2021 Community Grants & Donations program from the upgraded water fountain to the outdoor kindergarten music wall, as recommended by Committee of the Whole - Administration & Finance.

Carried

- e. Adelaide Sewage Pumping Station Spare Pump

**Decision:** 2021-229

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT Municipal Council direct Staff to contract Xylem to rebuild the damaged west pump at a cost of \$27,009.10 plus non-rebated HST, and cover the unbudgeted expense through the Cardinal Wastewater Reserve fund.

Carried

## 9. Correspondence

**Decision:** 2021-230

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

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

- June 1, 2021
- June 7, 2021
- June 14, 2021
- June 21, 2021

Carried

10.    **Approval of Municipal Disbursements**

**Decision:** 2021-231

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

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

- Report dated May 25 (2021-55)               \$111,481.72
- Report dated May 31 (2021-59)               \$147,247.17
- Report dated June 14 (2021-65)               \$1,434,840.92
- Report dated June 16 (2021-66)               \$201,719.18
- Report dated June 23 (2021-69)               \$189,388.11

**TOTAL: \$2,084,677.10**

Carried

11.    **By-laws**

- a.     Site Plan Control Agreement - Allen/Forbes Bros

**Decision:** 2021-232

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

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a site plan control agreement with Joan Allen and Victor Allen, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-233

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

THAT a bylaw to authorize the execution of a site plan control agreement with Joan Allen and Victor Allen, be now read a third time and finally passed, signed, sealed and numbered 2021-35.

Carried

- b.     RBC Credit Facilities Agreement

**Decision:** 2021-234

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

THAT the mover be granted leave to authorize the execution of an agreement for credit and lease facilities with the Royal Bank of Canada, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-235

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

THAT a bylaw to authorize the execution of an agreement for credit and lease facilities with the Royal Bank of Canada, be now read a third time and finally passed, signed, sealed and numbered 2021-36.

Carried

c. Amend Tax Rate Bylaw

**Decision:** 2021-236

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

THAT the mover be granted leave to introduce a bylaw to replace Schedule "A" of Bylaw 2021-20 being a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-237

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

THAT a bylaw to replace Schedule "A" of Bylaw 2021-20 being a bylaw to provide for the adoption of tax rates and to provide for penalty and interest in default of payment, be now read a third time and finally passed, signed, sealed and numbered 2021-37.

Carried

d. Fire Service Fees Bylaw

Members discussed the effective date of the Fire Service Fees bylaw noting that all Fees outlined in the bylaw will be in effect immediately prior to the passing of the bylaw, however, fire burn permit fees will not be in effect until January, 2022.

**Decision:** 2021-238

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

THAT the mover be granted leave to introduce a bylaw to impose fees and charges for services and activities provided or done by the fire department of the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-239

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

THAT a bylaw to impose fees and charges for services and activities provided or done by the fire department of the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2021-38.

Carried

e. Collective Agreement

Members inquired as to what was meant by "employee discretion" in the Collective agreement in respect to employee hours. It was noted that the supervisor would be the one to offer the employee leave prior to regular shift completion, however, it would at the employee's discretion whether they would finish at scheduled time or accept the offer to leave early.

Members inquired of the definition of lead hand versus a rural lead hand. It was noted the rural lead hand is not a position currently in effect.

**Decision:** 2021-240

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT the mover be granted leave to authorize the execution of a collective agreement with the Canadian Union of Public Employees Local 2311-02, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-241

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT the mover be granted leave to authorize the execution of a collective agreement with the Canadian Union of Public Employees Local 2311-02, be now read a third time and finally passed, signed, sealed and numbered 2021-39.

Carried

f. Dissolve Ward System within the Township

Council debated the scope of power Council should have in regards to a matter such as the dissolving of the ward system, some members suggested it is a decision that should be put to the public. Conversely, Members noted that the public votes for individual members of Council to act in the best interest of the Township, as a whole. Further debating, with or without the ward system, each members duty is to make choices for the over all betterment of the Township.

Members noted due to the controversy of this topic, it might be best to delay another month and bring the motion back for a third reading at the July Council meeting.

**Decision:** 2021-242

**Moved by:** J. Hunter

**Seconded by:** S. Dillabough

THAT the mover be granted leave to introduce a bylaw to authorize the dissolving of the ward system of electoral representation and institute an at-large system of electoral representation in the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof

	Yea	Nay	Abstain
P. Sayeau		X	

T. Deschamps	X		
H. Cameron		X	
S. Dillabough	X		
J. Hunter	X		
<b>Results</b>	<b>3</b>	<b>2</b>	<b>0</b>

**Carried (3 to 2)**

## 12. CAO's Administrative Update

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

- Well water sampling program delayed for Canada Day holiday.
- Update on the status of the OPP Board submission to the Solicitor General.
- The execution of staff annual performance reviews to proceed in July.
- David St. appeal date of July 21, 2021.
- The draft operations agreement for the commuter transit pilot project will be ready for presentation at the July Public Works, Environmental Services Facilities Meeting.
- The Township's vaccine clinic will be held on Sunday July 4, 2021 from 10:00 a.m. to 5:00p.m. at the Ingredion Centre in Cardinal.
- The Building department has issued approximately 95 building permits to date this year.
- Overwhelming interest in the Township's day camps.
- Pool lifeguard certifications to be completed this week.
- Public Works mowing project progress.
- June 29 & 30th side walk inspections throughout Cardinal and Spencerville will be completed.
- A request for maintenance has been submitted for the Fergusson Drain.
- Truck #8 Replacement Dodge Ram ordered.
- Province moving to step 2 of roadmap to reopen as of 12:01 a.m. June 30.
- Zoning bylaw review open house dates announced.

Council inquired about the response received in regards to the well water sampling program. It was noted there was a varying response from week to week, however, testing remained fairly steady.

Members inquired of the extent of advertising posted in regards to the zoning bylaw open houses. They expressed their wish to ensure there is wide advertisement of these dates throughout the Township.

Council inquired of the new canteen hours and what volume of customers it was experiencing. It was noted that the busiest canteen hours are still during the weekend.

Members inquired about the delay in obtaining the brush head for the mower. It was noted that the item did not actually get ordered until a couple of weeks after approving it in the budget, delaying the process further.

Council inquired the reasoning behind the newly implemented swim test at the pools this season. It was noted that the testing was one of the many stipulations of the season required by the Health Unit.

Members noted for the upcoming zoning bylaw virtual meeting August 5th, it may be best to entertain the idea of hosting the session at the Ingredion Centre due to the unreliable internet connection experienced at the Township office. Member's inquired if Staff had any progress in obtaining a more secure internet connection in the near future for the Township office. It was noted that there have been options explored, none with any degree of success.

Members inquired of the possibility of introducing subsequent day camps in the Township in an attempt to meet the large demand. It was noted there have been difficulties in obtaining enough staff to run the current programs offered pointing out currently two of the employed swim instructors are former instructors who offered to return and re-certify in order to obtain the required personnel for the current programming. It was noted of the twelve staffed lifeguards outlined in the report, five of them were only part-time.

Members noted their interest in any public feedback from the roadside weed control program. It was noted the appreciation on the part of the majority of our local farmers for the weed control program. Members noted that individuals not interested in participating in the roadside weed program could obtain a "no spraying" sign either on their own or through the County and post along their property to avoiding unwanted spraying.

**Decision:** 2021-243

**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**

Councillor Dillabough inquired about an update on the remaining docks to be installed at the Cardinal Legion Way. It was noted the water level remain too low to safely install docks in the same manner as years previous. Members noted the possibility of finding an alternative option to install docks. Staff noted possible costs associated with modifications to the installation process and requested clarification that Council was willing to entertain these costs. Members noted they would like a staff report of installation options as well as associated costs submitted for Council review at the next Council meeting.

Mayor Sayeau inquired if the drop off at the Cardinal boat launch had been tended to. It was noted the problem had been corrected.

Councillor Dillabough brought to Council attention the state of some of the picnic tables at the Cardinal Pavilion, noting at least four tables in need of immediate repair and requesting staff be sent to evaluate the state of all the tables and perform any repairs required ideally prior to Canada Day.

Councillor Cameron inquired about the state of the skunk issue at the Cardinal beach area. Councillor Cameron noted the skunk had moved from the original area of the Conestoga Dive site. It was noted there have not been any public complaints.

### **14. Mayor's Report**

Mayor Sayeau reported on the following:

- Status of the Counties guide rail contractor. Contract for guide rail repair has been signed and work should proceed from July 6th-26th.
- Update given on status of the Job Site Challenge, informing Council of the meeting the Mayor, CAO and planners had with Newmarket.
- MP Barrett and MPP Clark were present at the new waterfront pathway in Cardinal to announce the Townships funding of \$100,000.00 awarded by the

Investing in Canada Infrastructure program which funded the construction of the waterfront path.

- Corporate donations from Ingredion Inc. and Greenfield Global Inc. will be presented to the Township June 29, 2021, Ingredion at 10:00 a.m. and Greenfield Global Inc at 12:00 p.m.
- The Battle of the Windmill pamphlet fabricated as a result of the Township's Community Grants and Donation program were available for Council to review.
- Recognition was given to Councillor Hunter and Deputy Mayor Deschamps for their hard work in organizing Sunday's vaccine clinic at the Ingredion Centre.
- An update from HFI Pyrotechnics company. HFI has hired approximately twenty plus employees and managed to maintain all the positions throughout the COVID shut-downs. An invitation to tour the facilities has been extended to Council following stage three of the Province's plan to re-open.
- The Mayor announced his intentions to introduce the Cedar Groves Site videos at the COW- Community Development Meeting in July and asked for the Chair's approval to be able to invite all public committee members to attend.

**Decision:** 2021-244

**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:

- Public concerns noted on the dissolving of the ward system as well as notices for upcoming public information sessions announced.

## 16. Closed Session

**Decision:** 2021-245

**Moved by:** H. Cameron

**Seconded by:** T. Deschamps

THAT Municipal Council proceeds into closed session at 8:20 p.m. in order to address a matter pertaining to:

- Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Land Bank/Job Site Challenge.

Carried

- a. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Land Bank/Job Site Challenge.

**Decision:** 2021-246

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT the closed meeting of Council does now adjourn and the open meeting does now resume at 9:04 p.m.

Carried

17. Confirmation By-law

Decision: 2021-247

Moved by: S. Dillabough

Seconded by: J. Hunter

THAT a bylaw to adopt, confirm, and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2021-40.

Carried

18. Adjournment

Decision: 2021-248

Moved by: J. Hunter

Seconded by: T. Deschamps

That Municipal Council does now adjourn at 9:06 p.m.

Carried

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Mayor

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Clerk