

**MINUTES**  
**COMMITTEE OF THE WHOLE**  
**ADMINISTRATION & FINANCE**

**Monday, July 12, 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 Sayeau  
Deputy Mayor Deschamps  
Councillor Cameron  
Councillor Dillabough  
Councillor Hunter  
Jack Bradley, Advisory Member  
Dave Robertson, Advisory Member

STAFF: Dave Grant, CAO  
Rebecca Williams, Clerk  
Melanie Stubbs, Treasurer  
Candise Newcombe, Deputy Clerk

**1. Call to Order – Chair, Mayor Sayeau**

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

**2. Approval of Agenda**

**Moved by:** J. Hunter

**Seconded by:** H. Cameron

That the agenda be approved as presented.

Carried

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

None.

**4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)**

Members noted a discrepancy in the minutes from the June 14, 2021 minutes under the OPP Detachment Framework. It was noted there was mention of the Township having a contract with the OPP, though the Township does not have a contract, simply a cohesive working relationship for which the Township is billed

annually for services. New legislation under the Community Safety and Policing Act, 2019 requires municipalities to adopt a Detachment Board, and in light of this, the Mayors of Prescott, Augusta, Merrickville-Wolford, Edwardsburgh Cardinal and North Grenville met and a proposal for 3 separate boards was submitted to the Solicitor General.

Members inquired if the proposal had been submitted to the Solicitor General by North Grenville as expected, and if there was response acknowledging receipt of the proposal. It was noted the proposal was submitted, and received unofficial confirmation that the proposal was obtained by the office of the Solicitor General.

**5. Delegations and Presentations**

None.

**6. Discussion Items**

None.

**7. Action/Information Items**

**a. 2nd Quarter Building Report**

Committee reviewed the report which outlined that there have been 59 Building Permits issued in the 2nd quarter including 13 single residential units, as well as 2 permits issued for industrial buildings. Members noted the increase in permits issued from 2020, remarking that this could be a record for the Township for the amount of Building Permits issued in a year.

Members remarked on the excellent foresight of increasing permit fees in recent past, noting the possibility of a surplus where a deficit was anticipated.

**b. 2nd Quarter Bylaw Report**

There was a general discussion of current bylaw practices which included: number of site visits, court dates, scope of power of the bylaw officer and property standards infringements.

Members inquired as to why there were so many site visits performed without a resolution being reached. It was noted that often times site visits are the bylaw officers most unavoidable means to contact an individual, or the individual responds more favourably to an in-person visit. Other instances call for monitoring efforts to ensure compliance, or attaining evidence for ongoing litigation.

Members discussed property standards concerns with unsafe conditions of certain houses in the area, deliberating the scope of the Townships powers to enforce a minimum property standard. Members inquired whether the issue would be best dealt with through the Chief Building

Officer (CBO), the Bylaw enforcement officer, or through the use of the Health Unit, due to the state of the properties in question. It was noted that the Township has experienced 2 building collapses in the last year, fortunately with no injuries. Members noted that best practice would be to have these issues dealt with before an incident occurs.

It was noted that the CBO has powers under the Building Code Act to enforce safe standards in a home, and discussed the influx in volume the CBO is experiencing with the high demand for building permits. Committee inquired if the addition of another staff member might aid in managing the work flow. The possibility of extending the Bylaw Officer's hours to aid in enforcing property standards was discussed, as well as the option to hire a Jr. Inspector to alleviate some of the field work the CBO has to manage, and allowing the CBO to focus more on enforcement of property standards. It was noted that solutions to these issues are being explored.

c. 2nd Quarter Treasury & Reserve Report

Committee reviewed the report and inquired if there was a list of Township properties for re-sale with values. It was noted that one could be made available for future reference.

Members inquired if the purchase of the grader was included in the long-term debt schedule report. It was noted that due to the statutory holiday there was a slight delay in receiving the loan funding, however the loan details will be reported at the next quarterly treasury report in October.

Committee inquired about the progress with the Johnstown Drainage project. It was noted Mr. Hawley would be updating the report, though he would not likely have it finalized for the upcoming Public Works Environmental Services & Facilities meeting.

Committee discussed the remaining Modernization funds and options for the Township to use the allotted funding. Members noted they would like an interim Modernization Fund report letter sent to the MPP. It was noted that a letter was sent to the MPP. Members inquired if progress had been made with Bell representatives in finding a solution to the connectivity problem. It was noted that discussions had taken place with Bell representatives to little avail. Members noted the fact that Bell had representatives specifically assigned through EORN to assist municipalities, and suggested staff contact such a representative and assess the cost and process of equipping the Township office with a reliable internet connection.

Members reviewed the Capital Status Report and inquired about the status of various projects in the Township.

**Moved by:** H. Cameron

**Seconded by:** D. Robertson

That Committee received and reviewed the 2nd Quarter Treasury and Reserve report.

Carried

d. 2nd Quarter Budget Variance Report

Committee reviewed the report highlighting the continued surplus seen in department expense accounts for the year. Anticipated budget for this period time should be approximately 50%. The report shows 59.3% of remaining expenses budget. Revenues in the Fire Department, Building Department as well as Bylaw Enforcement have exceeded the estimated budget.

**Moved by:** H. Cameron

**Seconded by:** D. Robertson

That Committee received and reviewed the 2nd Quarter Budget Variance report as presented.

Carried

e. 2nd Quarter Council Remuneration Report

Members noted a minor typographical error under paragraph 2.

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

That Committee received and reviewed the 2nd Council Remuneration Report as presented.

Carried

f. Cormorant Control on OPG Lands - Licence Amending Agreement

Committee reviewed the report noting the success the Township has experienced with the Cormorant Control on OPG lands agreement with Mr. Courtney. Members discussed the proposal of OPG transferring ownership of the land back to the Aboriginals, including some of the contracted land for Cormorant control. Members noted it may be beneficial to consult with Aboriginal leaders to verify the transfer is or will be taking place and if they would like the Cormorant control agreement to continue for those lands in future.

Members noted the increase in fish species in the area due to the regulation of the birds.

**Moved by:** T. Deschamps

**Seconded by:** S. Dillabough

That Committee recommends that Council enter into the licence amending agreement with Ontario Power Generation for the purposes of cormorant control on lands owned by OPG.

Carried

## **8. Councillor Inquiries/Notices of Motion**

Councillor Dillabough noted that he will be preparing a motion to address the casual use of RVs on residential properties. He noted that this motion will permit the casual use of RVs on residential properties only if said property hosts a residential dwelling. Councillor Dillabough further clarified that his motion will refer to a limit of the use of RVs according to zoning.

Councillor Cameron noted the success of the Cardinal Waterfront trail, commenting on the great job done implementing the project. He raised concerns about the growing Canada Goose population on the trail and the resulting issue of excessive droppings along the trail. Suggestions of string raised 8" off the ground ran along the edges of the trail to deter birds. It was noted with this solution, the risk of a public member tripping is a very real danger. It was noted that alternate options will be explored.

Councillor Cameron inquired as to why Township employees were cutting grass on the property located on Dundas St. It was noted that there are small access areas the Township owned in the area, and likely staff were tending to that. Councillor Cameron emphasized that he believed the whole property was being cut by the Township. It was noted that this would be looked into.

Councillor Hunter inquired about the possibility of dedicating some funds to the improvement of the pavement around the Water Treatment Facility, noting that the current state of the driveway is not good. He further noted that Township vehicles often travel this stretch of pavement and is likely to cause accelerated wear and tear to the vehicles as well. Committee reached consensus to direct staff to obtain a quote for cost for replacement of the paved area leading to the Water Treatment Facility. It was noted the Manager of Parks, Recreation, & Facilities had been in preliminary discussions with paving companies to obtain conservative quotes to address problem areas on the paved section in question with estimates of approximately \$50,000 for the outlined patchwork. Committee indicated they would be interested in reviewing a report for the complete replacement of the area.

Mr. Bradley inquired about the upcoming 3rd reading of the Council bylaw to dissolve the Ward Election System. He noted while there are many advantages and disadvantages to the dissolving of the Ward System, he felt a more publicly involved discussion on the matter would be beneficial. It was noted the notice of motion was given by Councillor Hunter back in February 2021, and every subsequent month following until the motion was brought forward at the June 28, 2021 Regular Council Meeting. With the motion already receiving 1st and 2nd

reading, the fate of the motion depends on Council decision at the next Regular Council meeting in July.

**9. Mayor's Report**

Mayor Sayeau reported the following:

- Promoting the Emily project initiative to assign 911 numbers to all farmers' fields.

**10. Question Period**

None.

**11. Closed Session**

None.

**12. Adjournment**

**Moved by:** H. Cameron

**Seconded by:** D. Robertson

That Committee does now adjourn at 8:11 p.m.

Carried

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Chair

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Deputy Clerk