

**MINUTES
MUNICIPAL COUNCIL**

**Monday, June 27, 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
Melanie Stubbs, Treasurer
Gord Shaw, Director of Operations
Mike Spencer, Manager of Parks, Recreation & Facilities
Candise Newcombe, Deputy Clerk

1. Call to Order

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

2. Approval of Agenda

Decision: 2022-213

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 Council - May 24, 2022

Decision: 2022-214

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated May 24, 2022.

Carried

b. Special - Tri-Council - May 30, 2022

Decision: 2022-215

Moved by: S. Dillabough

Seconded by: H. Cameron

THAT Municipal Council receives and approves the minutes of the Special Tri-Council Meeting dated May 30, 2022.

Carried

- c. Special Council - June 13, 2022

Decision: 2022-216

Moved by: H. Cameron

Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated June 13, 2022.

Carried

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

None.

7. Committee Minutes

- a. Public Library Board - April 26, 2022

Decision: 2022-217

Moved by: H. Cameron

Seconded by: S. Dillabough

THAT Municipal Council receives the minutes of the Public Library Board Meeting dated April 26, 2022.

Carried

- b. Port Management Committee - May 18, 2022

Decision: 2022-218

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated May 18, 2022.

Carried

- c. Committee of the Whole - Community Development - June 6, 2022

Decision: 2022-219

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 June 6, 2022.

Carried

- d. Combined Committee of the Whole - Administration & Finance / Public Works, Environmental Services & Facilities - June 20, 2022

Decision: 2022-220

Moved by: H. Cameron

Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities Meeting dated June 20, 2022.

Carried

8. Action and Information Items from Committees

- a. Update to 2022 PSAB Addendum

Decision: 2022-221

Moved by: T. Deschamps

Seconded by: J. Hunter

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

Carried

- b. HFI Pyrotechnics Inc. - Hands Rd Safety Concerns

Decision: 2022-222

Moved by: S. Dillabough

Seconded by: J. Hunter

THAT Municipal Council accept Option 1, direct staff to reduce the speed limit on Hands Road to 40kms/hr and install signage, install pedestrian crossing signs, create a pedestrian crossing by delineating an area with painted hash marks on the road surface, install speed bumps and clear road side brush on the southeast/west side of the Township road allowance near the facility at a cost of approximately \$1400.00 plus HST, with the Township covering 100% of the cost, as recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities.

Carried

- c. Port Investments

Decision: 2022-223

Moved by: H. Cameron

Seconded by: J. Hunter

That Municipal Council direct the Port General Manager to move the total amount in the Port of Johnstown's Royal Bank Trust Account #100-129-5 into a non-redeemable GIC for a 12 month period with a rate of 4% or best rate available, as recommended by the Port Management Committee.

Carried

- d. Interim Control Bylaw Planning Study

Decision: 2022-224

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT Municipal Council receive the Interim Control Bylaw 2021-33 Planning Study, in which the study recommends that the Township carry forward with no further amendments to the Official Plan as they relate to the subject lands, except as proposed in the draft Zoning Bylaw, as recommended by the Committee of the Whole – Community Development.

Carried

9. Correspondence

Decision: 2022-225

Moved by: J. Hunter

Seconded by: T. Deschamps

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

- June 1, 2022
- June 8, 2022
- June 16, 2022
- June 22, 2022

Carried

10. Approval of Municipal Disbursements

Members noted a \$500 purchase for dock repairs and clarification was provided noting the purchase of a new floatation canister for the docks.

Decision: 2022-226

Moved by: S. Dillabough

Seconded by: H. Cameron

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

| | |
|----------------------------------|-----------------------|
| • Report dated May 25 (2022-70) | \$339.00 |
| • Report dated May 30 (2022-76) | \$172,687.53 |
| • Report dated May 31 (2022-77) | \$229,803.21 |
| • Report dated June 9 (2022-82) | \$145,000.00 |
| • Report dated June 14 (2022-83) | \$184,820.92 |
| • Report dated June 16 (2022-84) | \$235,935.68 |
| • Report dated June 22 (2022-87) | \$187,052.68 |
| TOTAL: | \$1,155,639.02 |

Carried

11. By-laws

a. Comprehensive Zoning Bylaw

Decision: 2022-227

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT the mover be granted leave to introduce a bylaw to regulate the use of lands and the character, location and the use of buildings and

structures in the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-228

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT a bylaw to regulate the use of lands and the character, location and the use of buildings and structures in the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022--37.

Carried

It was noted that section 34 (10.0.0.2) of the Planning Act, allows Council by resolution, to permit applications to amend the Zoning Bylaw prior to the second anniversary of the date on which the Zoning Bylaw was passed. It was noted that failure to pass the aforementioned resolution would result in the Township being bound to the Zoning Bylaw, preventing the acceptance of amendment applications for 2 years.

Decision: 2022-229

Moved by: T. Deschamps

Seconded by: J. Hunter

WHEREAS Council of the Township of Edwardsburgh Cardinal has passed a new Zoning By-law under Section 34 of the *Planning Act*, being Zoning By-law No. 2022-37 and covering the whole of the Township; and

WHEREAS Section 34 (10.0.0.2) of the *Planning Act* allows Council, by resolution, to permit an application or applications to amend the Zoning By-law prior to the second anniversary of the date on which the Zoning By-law was passed.

NOW THEREFORE BE IT RESOLVED that, pursuant to Section 34 (10.0.0.2) of the *Planning Act*, the Council of the Corporation of the Township of Edwardsburgh Cardinal shall permit all applications to amend the Zoning By-law No. 2022-37.

Carried

- b. Stop Up, Close & Convey Unopened Road Allowance - Mallin

Decision: 2022-230

Moved by: S. Dillabough

Seconded by: H. Cameron

THAT the mover be granted leave to introduce a bylaw to stop up, close and convey unopened road allowances being: Edward St, Plan 6, between Second St and Third St (PIN 68155-0232 LT), Edward St, Plan 6, between First St and Second St. (PIN 68155-0233 LT), Edward St, Plan 6, between Water St and First St, (PIN 68155-0234 LT), ad First St, Plan 6, between Part 1, 15R7184 and PR53235 (PIN 68155-0236 LT); in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-231

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

THAT a bylaw to introduce a bylaw to stop up, close and convey unopened road allowances being: Edward St, Plan 6, between Second St and Third St (PIN 68155-0232 LT), Edward St, Plan 6, between First St and Second St. (PIN 68155-0233 LT), Edward St, Plan 6, between Water St and First St, (PIN 68155-0234 LT), ad First St, Plan 6, between Part 1, 15R7184 and PR53235 (PIN 68155-0236 LT); in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, be now read a third time and finally passed, signed, sealed and numbered 2022-38.

Carried

c. Site Plan Control Approval Process and Delegation of Authority Bylaw

Decision: 2022-232

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

THAT the mover be granted leave to introduce a bylaw to delegate approval authority to the Chief Administrative Officer for Site Plan Control Approvals for the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-233

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

THAT a bylaw to delegate approval authority to the Chief Administrative Officer for Site Plan Control Approvals for the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022---39.

Carried

d. Planning Fees Bylaw

Decision: 2022-234

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

THAT the mover be granted leave to introduce a bylaw to prescribe a tariff of fees for the processing of applications made in respect to planning matters, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-235

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

THAT a bylaw to introduce a bylaw to prescribe a tariff of fees for the processing of applications made in respect to planning matters, be now read a third time and finally passed, signed, sealed and numbered 2022--40.

Carried

- e. Regulate the Erection, Height and Maintenance of Boundary Fences

Decision: 2022-236

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT the mover be granted leave to introduce a bylaw to regulate the erection, height and maintenance of boundary fences within the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-237

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT a bylaw to regulate the erection, height and maintenance of boundary fences within the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022---41.

Carried

- f. Revise 2022 Budget Bylaw

Decision: 2022-238

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT the mover be granted leave to amend the bylaw to adopt the general government estimates for the sums required during the year, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-239

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT a bylaw to amend the bylaw to adopt the general government estimates for the sums required during the year, be now read a third time and finally passed, signed, sealed and numbered 2022-42.

Carried

- g. Integrity Commissioner Bylaw

Members noted a small typographical error on the resolution.

Decision: 2022-240

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT the mover be granted leave to introduce a bylaw to appoint and establish the position and duties of the Integrity Commissioner of the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-241

Moved by: T. Deschamps

Seconded by: J. Hunter

THAT a bylaw to appoint and establish the position and duties of the Integrity Commissioner of the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022-43.

Carried

h. Disconnect from Work Policy

Decision: 2022-242

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT the mover be granted leave to introduce a bylaw to adopt a disconnect from work policy, and this shall constitute first and second reading thereof.

Carried

Council highlighted section 10(c) of the Disconnect from Work Policy which provides for the allowance of necessary communication outside of work hours with managed expectations of receiving a response. It was noted that emergency situations warrant a phone call, identifying the CAO as the primary staff contact.

Decision: 2022-243

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT a bylaw to adopt a disconnect from work policy, be now read a third time and finally passed, signed, sealed and numbered 2022-44.

Carried

i. Restrict Rate of Speed - Hands Rd

Decision: 2022-244

Moved by: S. Dillabough

Seconded by: J. Hunter

THAT the mover be granted leave to introduce a bylaw to restrict rate of speed for motor vehicles on the municipal roadway known as Hands Road, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-245

Moved by: S. Dillabough

Seconded by: J. Hunter

THAT a bylaw to restrict the rate of speed for motor vehicles on the Municipal Roadway known as Hands Road, be now read a third time and finally passed, signed, sealed and numbered 2022-45.

Carried

j. Library Board Member Appointment

Decision: 2022-246

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

THAT the mover be granted leave to introduce a bylaw to amend bylaw 2018-78 to appoint members of the Edwardsburgh Cardinal Public Library Board, and this shall constitute first and second reading thereof.

Carried

Decision: 2022-247

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

THAT a bylaw to amend Bylaw 2018-78 to appoint members of the Edwardsburgh Cardinal Public Library Board, be now read a third time and finally passed, signed, sealed and numbered 2022-46.

Carried

Council recognized Ms. Pat Tierney for her service and took the opportunity to welcome Ms. Paula Kielstra to the Public Library Board.

12. CAO's Administrative Update

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

- Clarification on the location and length of the UCLG annual emergency exercise scheduled for September 13 was provided.
- Development progress update for Lockmaster's Meadow and Meadowlands North subdivisions.
- Timeline to receive Fire Department pumper truck and clarification of which budget year the purchase would occur.
- Follow-up on Township participation in the pollinator program.
- Clarification on the various types of building permits that have been issued to date, noting a more fulsome report on the second quarter is anticipated in July.
- Delay to Spencerville drainage project noted.
- Determination of suitable hydro provider for the Lockmaster's Meadow subdivision location.
- Auditor's opinion of the final consolidated financial statements.
- Newport Drain discrepancies with the engineer's report.

Decision: 2022-248

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

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

Carried

13. Councillor Inquiries or Notices of Motion

Councillor Hunter noted concerns on the condition of Armstrong Road and inquired if there were arrangements to address the situation. It was noted that staff is exploring a longer-term solution.

Councillor Hunter highlighted an opportunity to assist SNC by providing mowing services for their Healing Garden. It was noted that Township would discuss options with SNC staff.

The Mayor inquired about the dehumidifier settings at the Ingredion Center and indicated that a discussion item on issues at the Johnstown Motel will be added to the Administration and Finance meeting in July.

14. Mayor's Report

Mayor Sayeau reported on the following:

- Second visit from the Ocean Explorer at the Port on June 18.
- Prysmian Regional Distribution center official opening.
- Congratulations extended to MPP Clark on his successful campaign and re-appointment as the Minister of Municipal Affairs and Housing.
- Discussed Township involvement with the 2022 International Plowing Match.

Decision: 2022-249

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:

- Ingredion repairs at John St./New St. and impact of truck traffic on roads.
- Additional information on the pollinator program was requested.
- Progress on the decision to install street lights on Charlotte Street.

16. Closed Session

None.

17. Confirmation By-law

Decision: 2022-250

Moved by: J. Hunter

Seconded by: T. Deschamps

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2022-47.

Carried

18. Adjournment

Decision: 2022-251

Moved by: H. Cameron

Seconded by: J. Hunter

That Municipal Council does now adjourn at 8:06 pm.

Carried

Mayor

Deputy Clerk

