

**MINUTES
MUNICIPAL COUNCIL**

**Monday, December 11, 2023
6:30 PM
South Edwardsburgh Community Centre
24 Sutton Dr.
Johnstown Ontario**

PRESENT: Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail
Councillor Chris Ward

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

1. Call to Order

Mayor Deschamps called the meeting to order at 6:45 p.m. The Mayor highlighted the Citizen of the Year awards ceremony held prior to the meeting at 6:00 p.m. to recognize the 2023 Citizen of the Year Ms. Karie Smail and the 2023 Youth Citizen of the Year Ms. Kadyynn Morrison.

2. Approval of Agenda

Decision: 2023-318

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

None.

5. Consent Agenda

Decision: 2023-319

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council receives and approves the following consent agenda items as presented:

- a. Regular Council – November 27, 2023
- b. Public Library – October 24, 2023
- c. Committee of the Whole - Administration and Operations – December 4, 2023

Carried

6. Minutes of the Previous Council Meetings

- a. Regular Council - November 27, 2023 - CONSENT

Decision: 2023-319

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated November 27, 2023.

Carried

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

None.

8. Committee Minutes

- a. Public Library - October 24, 2023 - CONSENT

Decision: 2023-319

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council receives the minutes of the Public Library board meeting dated October 24, 2023.

Carried

- b. Committee of the Whole - Administration & Operations - December 4, 2023 - CONSENT

Decision: 2023-319

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Administration and Operations Meeting dated December 4, 2023.

Carried

9. Action and Information Items from Committees

- a. Application for Severance, 3302 Glen Smail Rd (Ryan)

Decision: 2023-320

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council recommend in favour of severance application B-134-23 (3302 Glen Smail Rd – Ryan), as recommended by the Committee of the Whole – Administration & Operations.

Carried

- b. Pre-Budget Approval - PSD Budget Software

Decision: 2023-321

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council:

1. Approves the purchase of the Operating, Salary and Capital budgeting software from Public Sector Digest, for use in 2024, in the amount of \$69,100.00 plus non-rebated HST and fund this purchase with Modernization funding; and
2. Authorize the Treasurer to enter an agreement with Public Sector Digest to purchase the Operating, Salary and Capital budgeting software for use in 2024; and
3. Annual maintenance costs of \$9,700.00 be funded through the departmental operating budget.

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

Carried

c. 2024 COLA Approval

Council reviewed the report and discussed the following: how COLA percentage is determined by OMERS for non-union employees, the union collective agreement expiry date of December 31, 2024, and the general practice of applying adjustments to all employees.

Decision: 2023-322

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council approve the 2024 COLA increase of 4.93% for all union and non-union staff, effective January 1, 2024, as recommended by the Committee of the Whole – Administration & Operations.

Carried

d. Unmetered Residential Customers Assessment Results - Cardinal

Decision: 2023-323

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council direct staff to:

1. Transfer properties who actively refused to participate in the inspections to Category B rates until such time as they permit an inspection. Once inspected, either transfer back to Category A rates or install a water meter (dependent on inspection results); and
2. Properties that require excessive renovations or relocation of plumbing remain on Category A Rates; and
3. Install water meters at locations deemed not to be too expensive or difficult to install and fund the project through the Cardinal Water System.

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

Carried

e. Closed Road Allowance Request - 95 Froom Rd

Decision: 2023-324

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council direct staff to prepare a bylaw to authorize the transfer of the closed road described in Bylaw 84-20 to the property owner of 95 Froom Road, as recommended by the Committee of the Whole – Administration & Operations.

Carried

f. MTO EV ChargeON Program

Council reviewed the report and discussed the following: restrictions to future partnership opportunities, the central location of the Township for charging station locations, clarified the level of commitment of the MOU, the appropriateness of using municipal property, and the municipal commitment required.

There was discussion regarding setting a precedent of providing municipal support to private businesses, and members noted that due to the unrestrictive nature of the MOU and the potential benefits of initiating local growth in the area, a municipal resolution of support for the provincial funding of the project is preferable to alternate EV Charging options previously presented.

Decision: 2023-325

Moved by: C. Ward

Seconded by: W. Smail

THAT Municipal Council authorize the Mayor and CAO to execute the memorandum of understanding with eCAMION Inc. and direct staff to submit necessary documents to support application submission under the MTO EV ChargeON Program for each selected location.

Carried

g. Prescott Family Health Team - Sponsorship Request

Council reviewed the report and discussed the requested funding amount, municipal support from the Tri-Council in the previous year, and referring the request to the Township's 2024 community grants and donations program.

Decision: 2023-326

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council receives the request letter and that the letter be considered with the 2024 Community Grants and Donations program.

Carried

10. **Correspondence**

Council commended the Environmental Services Department on the drinking water quality report results.

Decision: 2023-327

Moved by: W. Smail

Seconded by: C. Ward

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

- November 29, 2023
- December 7, 2023

11. By-laws

- a. Amend Official Plan Bylaw 2019-81 - Amendment No. 2

Council discussed meeting Provincial Policy Statement requirements through an implementation policy to support the proposed Township Official Plan amendment and the process of passing the bylaw during the peer review process timeline.

Decision: 2023-328

Moved by: S. Dillabough

Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw for the adoption bylaw for Amendment No. 2 to the Official Plan of the Township of Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

Decision: 2023-329

Moved by: S. Dillabough

Seconded by: C. Ward

THAT a bylaw for the adoption bylaw for Amendment No. 2 to the Official Plan of the Township of Edwardsburgh Cardinal, be now read a third and final time and finally passed, signed, sealed and numbered 2023-64.

Carried

- b. Amend Zoning Bylaw 2022-37 - Lot Size and Frontage

Council clarified the Zoning Bylaw amendment approval process versus that of the Official Plan amendment approval process through the United Counties of Leeds and Grenville.

Decision: 2023-330

Moved by: S. Dillabough

Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw to amend the Zoning Bylaw 2022-37 (General Amendment to reduce the lot area minimum and lot frontage minimum, and this shall constitute first and second reading thereof.

Carried

Decision: 2023-331

Moved by: S. Dillabough

Seconded by: W. Smail

THAT a bylaw to amend the Zoning Bylaw 2022-37 (General Amendment to reduce the lot area minimum and lot frontage minimum, be now read a third and final time and finally passed, signed, sealed and numbered 2023-65.

Carried

- c. Memorandum of Understanding - eCAMION Inc. (Jule Power) - EV ChargeON Program

Council reviewed the procedure of requiring unanimous consent on the first and second reading of a bylaw to continue to the third and final reading at the same meeting.

Decision: 2023-332

Moved by: C. Ward

Seconded by: W. Smail

THAT the mover be granted leave to introduce a bylaw to enter into a memorandum of understanding with eCAMION Inc. for possible future EV charging stations, and this shall constitute first and second reading thereof.

Carried

Decision: 2023-333

Moved by: C. Ward

Seconded by: W. Smail

THAT a bylaw to enter into a memorandum of understanding with eCAMION Inc. for possible future EV charging stations, be now read a third and final time and finally passed, signed, sealed and numbered 2023-67.

Carried

12. **CAO's Administrative Update**

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

- Directing questions following the Affordable Housing Information Session.
- RWSS upgrade cost and funding sources.
- Holiday curbside collection delay notifications.
- Fire Department Tanker 1 operation and repairs.
- Cardinal Wastewater Treatment Plant CPU processor and SCADA switch upgrades.
- Township office holiday hours of operation and closures.
- Bluebox producer responsibility transitions in 2025.

Decision: 2023-334

Moved by: S. Dillabough

Seconded by: W. Smail

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

Carried

13. **Councillor Inquiries or Notices of Motion**

Deputy Mayor Dillabough inquired about the attendance of the Fire Chief at recent Council meetings. It was noted that due to training scheduling conflicts, the Chief was unavoidably detained unless required at the meetings.

14. **Mayor's Report**

Mayor Deschamps reported on the following:

- Highlighted the deadline of December 14 for the Holiday Food Drive Challenge between Edwardsburgh Cardinal, Augusta and Prescott, noting the real winner is the local food bank and its recipients.

- Commended staff on the thoroughness and added benefits of compiling an annual meeting schedule for members of Council.
- Recognized Karie Smail as the 2023 Citizen of the Year and Kadyann Morrison as the 2023 Youth Citizen of the Year.
- Expressed sympathies to the former Mayor Patrick Sayeau on the passing of his wife Shirley Sayeau, and noted the public celebration of life scheduled for December 18 from 3 p.m.- 6 p.m.
- Thanked staff for guidance and support of Council through the first year of their term, and wish everyone a Merry Christmas.

Decision: 2023-335

Moved by: S. Dillabough

Seconded by: W. Smail

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

Carried

15. Question Period

None.

16. Closed Session

Decision: 2023-336

Moved by: W. Smail

Seconded by: C. Ward

THAT Municipal Council proceeds into closed session at 7:46 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: Industrial Land
- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees: Specifically: CAO
- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees: Specifically: Minutes of Closed Session dated November 27, 2023.

Carried

- Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Industrial Land
- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Minutes of Closed Session dated November 27, 2023

Decision: 2023-337

Moved by: W. Smail

Seconded by: C. Ward

THAT the closed meeting of Municipal Council does now adjourn and the open meeting does now resume at 9:42 p.m.

Carried

- Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: CAO

17. Report Out of Closed Session

The Chair reported that Council met in closed session to review and discuss a proposed or pending acquisition or disposition of land by the municipality or local board; specifically, 2 industrial land items and provided direction to the CAO on both items.

The Chair reported that Council met in closed session to review the minutes of closed session dated November 27.

The Chair reported that following the discussion held under items 16.a and 16.c, the CAO, Treasurer and Deputy Clerk were excused from the remainder of the meeting with Council and the Clerk proceeding to item 16.b.

The Chair reported that Council met in closed session to discuss personal matters about an identifiable individual, including municipal or local board employees; specifically, the CAO and direction was provided to the Clerk.

Decision: 2023-338

Moved by: J. Martelle

Seconded by: W. Smail

THAT Municipal Council receives and approves the minutes of Closed Session dated November 27, 2023.

Carried

18. Confirmation By-law

Decision: 2023-339

Moved by: C. Ward

Seconded by: W. Smail

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2023-68.

Carried

19. Adjournment

Decision: 2023-340

Moved by: J. Martelle

Seconded by: W. Smail

That Municipal Council does now adjourn at 9:46 p.m.

Carried

Mayor

Deputy Clerk