

**MINUTES  
MUNICIPAL COUNCIL**

**Monday, April 26, 2021  
6:30 PM**

**Corporation of The Township of Edwardsburgh Cardinal  
Council Chambers, Spencerville Ontario**

**PRESENT:** Mayor Pat Sayeau  
Deputy Mayor Tory Deschamps  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter

**STAFF:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Melanie Stubbs, Treasurer  
Gord Shaw, Director of Operations

**1. Call to Order**

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

**2. Approval of Agenda**

**Decision:** 2021-123

**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 - March 22, 2021

**Decision:** 2021-124

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Regular Meeting dated March 22, 2021.

Carried

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

None.

**7. Committee Minutes**

a. Public Library Board - January 12, 2021

**Decision:** 2021-125

**Moved by:** H. Cameron

**Seconded by:** T. Deschamps

THAT Municipal Council receives the minutes of the Public Library Board Meeting dated January 12, 2021.

Carried

- b. Port Management Committee - March 17, 2021
- Decision:** 2021-126  
**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron
- THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated March 17, 2021.
- Carried

- c. Committee of the Whole - Administration & Finance - April 12, 2021
- Decision:** 2021-127  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps
- THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Administration & Finance Meeting dated April 12, 2021.
- Carried

- d. Committee of the Whole - Public Works, Environmental Services & Facilities - April 19, 2021
- Decision:** 2021-128  
**Moved by:** H. Cameron  
**Seconded by:** T. Deschamps
- THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Public Works, Environmental Services & Facilities dated April 19, 2021.
- Carried

8. Action and Information Items from Committees

- a. 2021 Community Grants & Donations
- Decision:** 2021-129  
**Moved by:** H. Cameron  
**Seconded by:** T. Deschamps
- THAT Municipal Council awards the Community Grants & Donations as follows for the 2021 program, as recommended by Committee of the Whole – Administration & Finance.

Organization	Grant & Donation	In-kind
Spencerville English Country Dance Club	\$0	In-kind
Grenville County Historical Society	\$500	
Friends of Windmill Point	\$990	
Spencerville Mill Foundation	\$500	In-kind

Spencerville Agricultural Society	\$1,000	
Upper Canada Folkfest	\$1,500	In-kind
South Edwardsburgh Public School Council	\$500	
Prescott Figure Skating Club	\$1,000	
Spencerville Scouting Group	\$500	In-kind
Girls Inc. of Upper Canada	\$500	
Centennial '67 Public School Parent Council	\$500	
Connect Youth Inc.	\$1,000	
Food For All Food Bank	\$1,000	In-kind
RNJ Youth Services	\$0	
South Edwardsburgh Recreation Association	\$500	In-kind
Spencerville TNR	\$0	
Friends of the EC Library Spencerville Branch	\$0	In-kind
Johnstown ATV Club	\$0	
Groveton Loyal Orange Lodge	\$0	
TOTAL	\$9,990.00	

Carried

- b. Application for Severance - 1013 County Rd 21 - Dobbie Farms

**Decision:** 2021-130  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

THAT Municipal Council recommend in favour of severance B-31-21 (1013 County Rd 21 – Dobbie) with the condition that the agricultural lot to be retained be rezoned to prohibit future residential uses, as recommended by the Committee of the Whole – Administration & Finance.

Carried

- c. Application for Severance - 1102 County Rd 21 - Heusser

**Decision:** 2021-131  
**Moved by:** S. Dillabough  
**Seconded by:** T. Deschamps

THAT Municipal Council recommend in favour of severance B-22-21 (1102 County Rd 21 – Heusser), as recommended by the Committee of the Whole – Administration & Finance.

d. 2020 Water & Sewer Surplus/Deficit Reserve Transfer

**Decision:** 2021-132  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

THAT Municipal Council approve the transfers to and from the reserve fund account from operating account for the Water and Sewer Reserve funds as a result of 2020 surpluses and deficits in accordance with the below table, as recommended by Committee of the Whole – Administration & Finance.

G/L Account #	Reserve Fund Name	Balance prior to Year End adjustment	Adjustment Reason	Amount of Adjustment	Adjusted Year End Balance of Reserve Fund
98-3803	Industrial Park Wastewater	\$27,894.54	Add: operating surplus	\$3,811.14	\$31,705.68
98-3804	Industrial Park Water	\$89,186.75	Add: operating surplus	\$17,891.83	\$107,078.58
98-3806	Spencerville Wastewater	\$281,883.12	Add: operating surplus	\$5,829.43	\$287,712.55
98-3808	Cardinal Wastewater	\$273,200.58	Subtract : budgeted transfer for capital	(\$48,040.97)	\$225,159.61
98-3811	Cardinal Water	\$603,719.00	Add: operating surplus + budgeted transfer	\$171,389.31	\$775,108.31
	Net Total Adjustments			\$150,880.74	

e. Greenfield Global Site Plan Control Project

**Decision:** 2021-133  
**Moved by:** S. Dillabough  
**Seconded by:** T. Deschamps

THAT Municipal Council allow construction to proceed at the Greenfield Global Johnstown site as approved by staff, in order to meet Greenfield's timelines for each phase of development due to the urgent need for alcohol-based products; and that the amended site plan be brought back to Council for final approval once all components have been approved by staff, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

f. Regional Fire Services Review

**Decision:** 2021-134  
**Moved by:** H. Cameron  
**Seconded by:** T. Deschamps

WHEREAS the Township of Edwardsburgh Cardinal received and reviewed the Regional Fire Services Report at the April 19, 2021 Committee of the Whole – Public Works, Environmental Services and Facilities; and

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal recognize that the Fire Chiefs of Leeds and Grenville are best positioned to champion and further some of the recommendations contained within the report.

NOW THEREFORE IT BE RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal prior to endorsing the establishment of a new Fire Services Task Force directs the Fire Chief to explore opportunities with the other Fire Chiefs of Leeds and Grenville in the areas of fire prevention/education, joint procurement, training/certification and standardizing of equipment and procedures; and report back to municipal council by October 25, 2021 on any agreed upon areas that could be advanced toward an improved public fire protection model.

AND FURTHER THAT if there is consensus by all the municipalities within Leeds and Grenville to establish a Fire Services Task Force then the Council of the Corporation of the Township of Edwardsburgh Cardinal would nominate Fire Chief, Brian Moore, and Chief Administrative Officer, David Grant, as representatives on the Task Force.

Carried

g. Schneider Electric Support & Service Agreement

**Decision:** 2021-135  
**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

THAT Municipal Council enter into a 3-year renewal of the Support and Services agreement with Schneider Electric from May 1, 2021 to April 30, 2024 at a total cost of \$94,694.00 plus the non-rebated portion of HST and authorize staff to execute the agreement, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

h. Emergency Exercise Requirements for 2021

**Decision:** 2021-136  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

WHEREAS the Township of Elizabethtown-Kitley passed Resolution No. 052-21 requesting that the Association of Municipalities of Ontario advocate for the cancellation of the annual emergency exercise as a compulsory requirement of the Emergency Management and Civil Protection Act for 2021.

NOW THEREFORE IT BE RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal supports the Township of Elizabethtown-Kitley's Resolution No. 052-21.

AND FURTHER THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal calls on the Association of Municipalities of Ontario to request the Solicitor General to waive the annual emergency exercise requirement for the 2021 year.

AND FURTHER THAT the resolution be forwarded to the Township of Elizabethtown-Kitley, the Solicitor General, Premier Ford, and Minister of Municipal Affairs and Housing.

Carried

i. Emergency Preparedness Week

Council confirmed that the Township will be advertising Emergency Preparedness week on the Township website, social media and local newspapers.

**Decision:** 2021-137  
**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

WHEREAS Emergency Preparedness Week is a national awareness initiative that has taken place since 1996 and is supported by Public Safety Canada, working closely with provincial and territorial emergency management organizations, Indigenous organizations, non-governmental organizations, and private sector who support activities at the local level; and

WHEREAS the Township of Edwardsburgh Cardinal recognizes the importance of Emergency Management in Ontario; and

WHEREAS the goal of Emergency Preparedness Week is to increase awareness of individual, family, and community preparedness with this year's theme: "Be Ready for Anything"; and

WHEREAS this year's theme encourages Canadians to take action to become better prepared for the range of emergencies they could face in their region and day to day lives; and

WHEREAS Emergency Preparedness Week encourages everyone to take three simple steps to become better prepared to face a range of emergencies: Know the risks; Make a plan; Get an emergency kit; and

WHEREAS the safety of our community is the responsibility of each and every one of us and we must prepare now and learn how to secure a strong and healthy tomorrow.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby proclaims the week of May 2 to 8, 2021 to be Emergency Preparedness Week and encourages all citizens to participate in educational activities on emergency preparedness.

Carried

- j. Cardinal Waterfront Improvement Recreation Pathway Tender Award
- Council reviewed the report and confirmed that there are funds available for benches and trees.
- Decision:** 2021-138  
**Moved by:** S. Dillabough  
**Seconded by:** T. Deschamps
- THAT Municipal Council award the successful bidder for phase 1 and phase 2 of the Cardinal waterfront recreation pathway tender to Knapp’s Paving & Landscaping LTD in the amount of \$104,237.50 plus non-rebated HST, plus an additional \$20,000.00 as a contingency for this project for a total cost of \$ 126,072.08

Carried

- k. 1989 Grader Replacement Options Update
- Decision:** 2021-139  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps
- THAT Municipal Council amends the 2021 budget and authorizes staff to proceed with the purchase of the 2020 856C AWD Case Motor Grader through J.R. Brisson Equipment for a total of \$295,000.00 + non-rebated HST. And Council exercise loan financing option 2 which includes a down payment of \$100,000.00 and loan payments of \$45,655.68 in 2021, \$68,483.55 in 2022 and 2023, and \$22,827.84 in 2024 for a total cost of \$305,450.56.

	Yea	Nay	Abstain
P. Sayeau		X	
T. Deschamps	X		
H. Cameron		X	
S. Dillabough		X	
J. Hunter	X		
Results	2	3	0
Defeated (2 to 3)			

- l. International Harm Reduction Day
- Decision:** 2021-140  
**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter
- WHEREAS International Harm Reduction Day aims to promote evidence base public health policies, practices and human rights; and
- WHEREAS harm reduction approaches involve working with the person using substances so that they may use the substance in a safer method, without expecting them to stop using the substance; and
- WHEREAS the harm reduction approach recognizes that some people may not want to, or be ready to stop the substances use completely; and

WHEREAS harm reduction services provide people the opportunity to connect with available community resources.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby proclaims May 7, 2021 as International Harm Reduction Day.

Carried

9. Correspondence

**Decision:** 2021-141  
**Moved by:** H. Cameron  
**Seconded by:** J. Hunter

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

- April 1, 2021
- April 9, 2021
- April 15, 2021
- April 22, 2021

Carried

10. Approval of Municipal Disbursements

Council reviewed the disbursements and sought clarification on the following items:

- Repairs to truck 5
- Fuel/diesel usage

**Decision:** 2021-142  
**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

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

- Report dated March 29 (2021-28) \$13,204.25
- Report dated March 30 (2021-29) \$1,515,199.07
- Report dated April 6 (2021-30) \$174,810.93
- Report dated April 14 (2021-36) \$82,068.01
- Report dated April 22 (2021-38) \$129,012.23
- Report dated April 22 (2021-39) \$152,112.68
- Report dated April 22 (2021-40) \$9,990.00

**TOTAL:        \$2,076,397.17**

Carried

11. By-laws

- a. Amend Site Plan Control Agreement - Johnstown Mini Storage

**Decision:** 2021-143  
**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron



THAT the mover be granted leave to introduce a bylaw to authorize an amendment to the site plan control agreement (Johnstown Mini Storage – Purvis) registered as instrument PR185590 as authorized by bylaw 2004-17, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-144  
**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT a bylaw to authorize an amendment to the site plan control agreement (Johnstown Mini Storage – Purvis) registered as instrument PR185590 as authorized by bylaw 2004-17, be now read a third time and finally passed, signed, sealed and numbered 2021-19.

Carried

b. 2021 Tax Rates

**Decision:** 2021-145  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

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 2021, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-146  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

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

Carried

c. Connell Road Easement Agreement

**Decision:** 2021-147  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

THAT the mover be granted leave to introduce a bylaw to authorize an easement agreement with Shelly Lee Adams and David John Stevens – being Part of Lot 15, Concession 7 in PR201052, being PIN 68142-0232, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-148  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

THAT a bylaw to authorize an authorize an easement agreement with Shelly Lee Adams and David John Stevens – being Part of Lot 15, Concession 7 in PR201052, being PIN 68142-0232, be now read a third time and finally passed, signed, sealed and numbered 2021-21.

Carried

d. Fire Safety Grant - Transfer Payment Agreement

**Decision:** 2021-149

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and Clerk to execute a transfer payment agreement with Her Majesty the Queen in right of Ontario – Office of the Fire Marshal - Fire Safety Grant, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-150

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT a bylaw to authorize the Mayor and Clerk to execute a transfer payment agreement with Her Majesty the Queen in right of Ontario – Office of the Fire Marshal - Fire Safety Grant, be now read a third time and finally passed, signed, sealed and numbered 2021-22.

Carried

e. Amend Procedural Bylaw - Electronic Participation

**Decision:** 2021-151

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT the mover be granted leave to introduce a bylaw to amend bylaw 2019-15 being a bylaw to govern the proceedings of Council and Committees of Council, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-152

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT a bylaw to amend bylaw 2019-15 being a bylaw to govern the proceedings of Council and Committees of Council, be now read a third time and finally passed, signed, sealed and numbered 2021-23.

Carried

12. **CAO's Administrative Update**

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

- Johnstown drainage
- Spencerville drainage
- SNC free tree day event
- South Grenville Beacon

**Decision:** 2021-153

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

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

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

Mayor Sayeau noted that he did not meet with IO to discuss the Edwardsburgh Land Bank in the past week, and therefore will hold off on bringing forward a motion to request a ministerial zoning order for the additional lands with the Land Bank.

Councillor Cameron noted that new trees have been planted west of the Legion Park Canteen and inquired if staff has had time to speak with Bell about Fiber internet availability for the Township office.

Councillor Hunter noted that he still intends to prepare a motion for the May Council meeting to abolish the Township ward system for the 2022 election cycle.

**14. Mayor's Report**

Mayor Sayeau reported on the following:

- Read a letter from Mrs. Dumbrille, Secretary for the Earl B. Connell Charitable Foundation thanking the Township Fire Department for their hard work during the April 3 fire. Members suggested that the letter should be framed at the Spencerville station.
- Discussed condition of zoning with respect to aggregate materials studies and how it may impact future development.
- Noted that the next meeting with IO is scheduled for April 29.
- Working with Ingredion and Giant Tiger to potentially organize vaccination clinics through the Health Unit for workers and the general public.
- Provided a brief update on the Health Unit vaccination booking process.
- Updated Council on the OPP detachment board meeting with surrounding municipalities. Noted that the Solicitor General requires an answer by June 7, 2021. Noted that municipalities within the Grenville detachment are not in agreement with a single board. Suggestions made during the meeting to have 3 boards:
  - North Grenville and Merrickville Wolford
  - Edwardsburgh Cardinal and Augusta
  - Prescott
- Discussed vaccination clinics and the importance of essential works, such as Environmental Service employees being eligible for vaccines.

**Decision:** 2021-154

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

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

Carried

**15. Question Period**

None.

**16. Closed Session**

None.

**17. Confirmation By-law**

**Decision:** 2021-155  
**Moved by:** H. Cameron  
**Seconded by:** J. Hunter

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2021-24.

Carried

**18. Adjournment**

**Decision:** 2021-156  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

That Municipal Council does now adjourn at 7:58 p.m.

Carried

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Mayor

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Clerk