



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

Monday, May 10, 2021, 6:30 PM

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

Virtual Hybrid Meeting

- 1. Call to Order – Chair, Mayor Sayeau**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest & the General Nature Thereof**
- 4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)**
- 5. Delegations and Presentations**
 - a. Alantra Leasing - Marcus de Winter
- 6. Discussion Items**
 - a. EORN Gig Project
- 7. Action/Information Items**
 - a. Vacant & Abandoned Buildings Status Update Report
 - b. 2020 Township Surplus
 - c. 2021 PSAB Budget Addendum
 - d. Purchase of New Phone System
- 8. Councillor Inquiries/Notices of Motion**
- 9. Mayor's Report**
Maple View Lodge Preliminary Plan
- 10. Question Period**
- 11. Closed Session**
 - 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 and Minutes of Closed Session dated April 12, 2021

12. Report Out of Closed Session

13. Adjournment

MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & FINANCE

Monday, April 12, 2021, 6:00 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

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
Gord Shaw, Director of Operations
Dwane Crawford, Chief Building Official

1. Call to Order – Chair, Mayor Sayeau

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

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)

None.

5. Delegations and Presentations

- a. 2021 Grant Request - Upper Canada Folkfest - George Tierney

Mr. Tierney, President of the Upper Canada Folkfest provided Committee with information about the organization, events that took place in Prescott in 2020 and planned events for 2021 to expand to Edwardsburgh Cardinal. Mr. Tierney noted that the events help to support local businesses, with the hope of growing the events and locations to some of the local restaurants and community centres, such as the Johnstown Community Centre, Spencercity Bar & Grill, the Bridgeview and Windmill Brewery. It was noted that he will be recruiting local musicians for the events, with the main event and supporting events taking place in September. Mr. Tierney requested \$3,000 to help grow the event and noted that the Town of Prescott has also provided financial support. He confirmed that the event will proceed with or without funding, however, Township funding would assist in expanding the organizations efforts.

Committee thanked Mr. Tierney for the presentation.

b. 2021 Grant Request - Connect Youth Inc. - Robyn Holmes

Ms. Holmes, interim executive director for Connect Youth outlined the services and programs they provide to youth within Leeds Grenville, the age of youth accessing the services, how COVID-19 has impacted the organization, and the barriers that Connect Youth are trying to overcome. Ms. Holmes requested \$5,000 to assist with programming costs including groceries, clothing, hygiene products, transportation, and technology supplies for the youth. Members confirmed that Connect Youth assist youth in finding employment and education programs.

Committee thanked Ms. Holmes for the presentation.

c. Township Presentation at South Grenville Chamber Banquet - Community Development Coordinator

The Community Development Coordinator (CDC) noted that the presentation was made at the South Grenville Chamber of Commerce Banquet, and provided Committee with an overview of the presentation, which highlighted the following: Port of Johnstown Community Capital Project Funding, HFI Pyrotechnics munition supply program, Greenfield Global expansions project, local businesses creating hand sanitizer during COVID-19, synergies created amongst local businesses over the year, community improvement plan projects, local businesses helping the community during COVID-19, 2020 citizen of the year award, how the community is supporting those in need during COVID-19, and the community grants and donations program.

6. Discussion Items

a. 2021 Community Grants & Donations

Community reviewed the report and application summary.

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

That Committee recommends that Council awards the Community Grants & Donations as follows for the 2021 program:

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. Committee of Adjustments Decision - 621 East St.

Committee discussed the minor variance of 621 East St and members noted their concerns with duplex developments in settlement areas. Members noted that there may be concerns from the public, similar to those with respect to recent development in Spencerville. Members confirmed that the proposed development complied with the minimum lot coverage, zoning bylaw and official plan. There was a brief discussion about the percentage and what affects lot coverage. It was noted that

items such as a pool or deck would impact lot coverage, however paving part of the yard for a driveway would not.

Members noted their concerns about Committee of the Whole and Council discussing the minor variance when the Committee of Adjustments supported the minor variance as it met all of the necessary requirements. Members inquired if Council as a whole or a specific individual would appeal the decision to LPAT. Members suggested that the concern could be address under the current zoning bylaw review process by determining if a 5 foot side yard setback is sufficient. Members suggested that the area should only be for single family homes.

Members suggested that the zoning matter should be discussed at the Committee of the Whole - Community Development. It was noted that the zoning bylaw and official plan supports multi-residential for affordable housing. Committee discussed the grading and drainage of the property. It was noted that grading and drainage will be addressed at the building permit stage, with the storm sewer being directly on East St. Committee confirmed who was in attendance at the public meeting for the Committee of Adjustments.

7. Action/Information Items

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

Moved by: J. Hunter

Seconded by: T. Deschamps

That Committee recommend that Council recommend in favour of severance B-31-21 with the condition that the agricultural lot to be retained be rezoned to prohibit future residential uses.

Carried

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

There was a brief discussion on historical severances and the number of severances permitted per property.

Moved by: S. Dillabough

Seconded by: H. Cameron

That Committee recommend that Council recommend in favour of severance B-22-21.

Carried

- c. Application for Site Plan Control - Johnstown Mini Storage

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

That Committee recommend that Council adopt a bylaw to amend bylaw 2004-17, Site Plan Control Agreement for 2-8 Queen St, with the updated site plan for Schedule B, as attached.

Carried

d. 1st Quarter Building Report

Committee reviewed the report and highlighted the increased number of houses being built in the Township.

e. 1st Quarter Bylaw Report

Committee reviewed the report and discussed the information available through the dashboard report. There was a general discussion on clean yards violations in the Johnstown area.

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

That Committee received and reviewed items 7d) 1st Quarter Building Report and 7e) 1st Quarter Bylaw Report.

Carried

f. 1st Quarter Treasury & Reserve Report

Committee reviewed the report and confirmed that the Johnstown drainage costs incorporate the design work and possibly a portion of the construction project. Committee reviewed the reserve report and briefly discussed the reserve transfers that are effective as of December 31, 2020.

It was noted that Township staff, specifically the Tax Clerk, has helped to significantly reduce the tax arrears over the course of the year. There was a brief discussion on the number of properties in the tax registration and payment arrangement process.

g. 1st Quarter Budget Variance Report

Committee reviewed the report and noted that there is 80.57% of the budget remaining of the overall departmental operating expenses. Members sought clarification on the Spencerville arena expenses. It was noted that the ice was removed in January due to the provincial lockdown, with expenses attributed to hydro, sewer, employee wages, and the full year of insurance being paid. There was consensus of Committee that a

report be provided with the breakdown of expenses for the Spencerville arena. Members noted that the garbage bag revenue has decreased.

Moved by: H. Cameron

Seconded by: J. Bradley

That Committee received and reviewed items 7f) 1st Quarter Treasury & Reserve Report and 7g) 1st Quarter Budget Variance Report.

Carried

h. 2021 Tax Rates

Committee reviewed the report and inquired about the tax rate decrease for commercial/industrial properties. It was noted that the provincial government enacted regulation 400/98 to decrease the commercial/industrial property tax classes from 0.125 to 0.088 which results in a 13.39% decrease from the 2020 total tax rate of 2.637218. It was noted that, even with the reduced tax classes, the provincial government will supplement the school boards.

i. 2020 Water & Sewer Surplus/Deficit Reserve Transfers

Committee reviewed the report and it was noted that it is the first time that the Industrial Park wastewater reserve has been in a surplus position.

Moved by: J. Hunter

Seconded by: S. Dillabough

That Committee recommends that 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 table included herein

Carried

j. Electronic Participation During COVID19

Committee reviewed the report and noted that with the province declaring another emergency that Committees and Council can participate electronically. It was noted that not all citizen committee members may feel comfortable attending in person meetings during COVID-19. It was noted that the draft amendment provide flexibility in case any council/committee/staff member is ill or must self isolate. Members suggested that the amendment only be in place for 3 months instead of the recommended 6 months and may be extended by Council.

Moved by: J. Hunter

Seconded by: T. Deschamps

That Committee recommends that Council adopts the proposed procedural bylaw amendment to permit electronic participation for a 3 month period, ending on July 31, 2021, unless extended by Council.

Carried

k. Grader Replacement Options

Committee reviewed the report and discussed previous concerns raised about the Township graders and their operation. Committee discussed if both graders were necessary to maintain the current level of services provided to the Township, specifically on the gravel surface roads. It was noted that due to the amount of gravel roads in the Township, two graders are necessary at this time. Members suggested that it could be an opportunity for the Township to examine other possible options, such as contracting the work for the year. Members noted that in previous years Council dedicated more money towards transitioning gravel roads to surface treatment.

Members requested staff to prepare a report outlining an option for contracting the service. It was noted that the current report mentions contract services as an option, however it was not recommended by staff. Committee discussed the lifecycle of an average grader. Members noted that staff have brought forward reports with respect to grader replacements in the past, however they were not supported by Council. There was a brief discussion on utilizing Township funds to cover a portion of the cost of purchasing a new grader. The 2021 budget will need to be amended to fund either the contracting of grader work or the purchase of a new grader.

Moved by: J. Bradley

Seconded by: H. Cameron

That Committee recommends that the CAO and Director of Operations be requested to issue a tender which includes the grader and operator with maintenance and fuel for the specified number of hours for the remainder of 2021 and to bring back a report with in 30 days.

Carried

8. Councillor Inquiries/Notices of Motion

Councillor Dillabough inquired when the docks will be installed. It was noted that the water level is currently too low and that staff will need to determine an alternative method.

Councillor Cameron inquired about the dates for the brush/leaf pickup.

Councillor Cameron inquired if the Township was aware of why the OPP visited a neighbouring property.

9. Mayor's Report

Mayor Sayeau reported the following:

- SLCEDC is looking to amend the current agreement with municipalities which would reduce the notice period from 12 to 6 months, if a municipality no longer wished to be a part of the SLCEDC. Noted that Elizabethtown Kitley is now providing secretarial services to SLCEDC, with Mr. Morrison remaining as the SLCEDC Treasurer. Provided Committee with an example of a business plan that was provided to the Township of Leeds and the Thousand Islands. Requested the commissioner to provide the Township with at least one qualified lead for 2021.
- South Grenville Beacon will be publishing their paper every 2 weeks and requested the Township to support the endeavour with advertising.
- Municipalities required to submit framework for the OPP detachment model. Noted that the model proposed by the Solicitor General is based on one board per detachment. Noted that there is a zoom meeting to gain further information.

10. Question Period

None.

Moved by: T. Deschamps

Seconded by: H. Cameron

That Committee extend beyond the 10:00 p.m. curfew.

Carried

11. Closed Session

Moved by: J. Hunter

Seconded by: T. Deschamps

That Committee proceeds into closed session at 9:53 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 and Minutes of Closed Session dated March 8, 2021
- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Employee Short Term Leave and CAO

Carried

Moved by: J. Hunter

Seconded by: T. Deschamps

That the closed meeting of Committee does now adjourn and the open meeting does now resume at 11:09 p.m.

Carried

12. Report Out of Closed Session

Mayor Sayeau reported that Committee reviewed the minutes of March 8, 2021, received a briefing with respect to the Edwardsburgh Land Bank negotiations, and discussed matters regarding specific employees.

Moved by: S. Dillabough

Seconded by: H. Cameron

That Committee receives and approves the closed session minutes dated March 8, 2021.

Carried

13. Adjournment

Moved by: H. Cameron

Seconded by: S. Dillabough

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

Carried

Chair

Clerk





Who is Alantra?

- Since 1981
- Manufacturer of Office Trailers, Custom Modular Buildings, and Prefabricated Wall/Floor Panels
- Serving Eastern Canada and Growing
- 12 distribution and maintenance outlets

Our Locations

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2. Deer Lake, NL
3. Goose Bay, NL
4. Wabush, NL
5. Matapedia, QC
6. Val-Alain, QC
7. Woodstock, NB
8. Sussex, NB
9. Kensington, PE
10. Elmsdale, NS
11. North Sydney, NS
12. London, ON

Searching for location
in South Eastern
Ontario



3 Primary Divisions

The background image shows a construction site under a clear blue sky. In the center, a multi-story building is under construction, its exterior walls covered in white Tyvek protective sheathing. To the left, a smaller modular unit is visible. On the right, a yellow crane is lifting a large, rectangular modular building component. In the far background, a blue semi-truck is parked on a gravel lot, and stacks of lumber are visible on the ground.

Rentals

- 1123+ Office Trailers
- Building on demand
- Custom Design & Build

Panels

- Hotels
- Apartments
- Offices
- Cottages

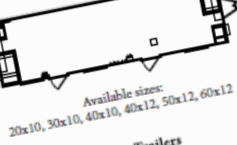
Modular

- Hotels
- Apartments
- Office Complexes
- Cottages

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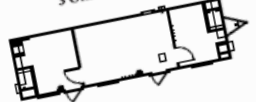
Alantra's Stock Trailers

Open Office Trailers



Available sizes:
20x10, 30x10, 40x10, 40x12, 50x12, 60x12

3 Office Trailers



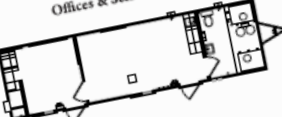
Available sizes:
40x10, 40x12, 50x12, 60x12

5 Office Trailers



Available sizes:
5 office trailers in 60x12

Offices & Self-Contained



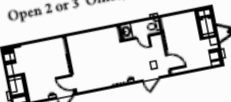
Available sizes:
40x11, 60x12

2 Office Trailers



Available sizes:
30 x10, 40x10, 40x12, 50x12, 60x12

Open 2 or 3 Office, 1/2 Bath



Available sizes:
40x10, 40x12, 50x12, 60x12

4 Offices, 1/2 Bath & Kitchenette



Available sizes:
60x12

Self-Contained Washrooms



Available sizes:
34x11, 60x11

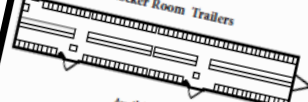
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Self-Contained Washroom



Available Sizes:
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Locker Room Trailers



Available sizes:
60x12

5 Man Bunkhouses



Available sizes:
60x12

Storage Trailers & 20' Sea Containers



Shower Trailers



Available sizes:
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Panelized Solutions

Past projects we panelized

- Apartments
- Hotels
- Cottages
- Houses



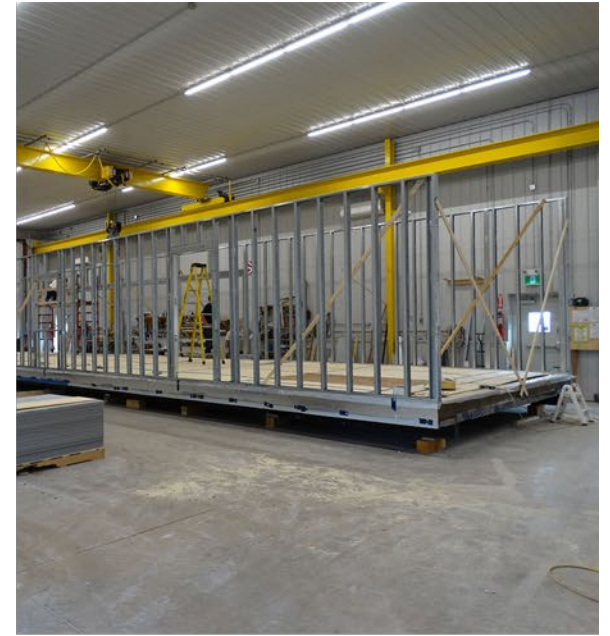
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Custom Modular Buildings

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- Speeds up construction schedule
- Fits a wide variety of construction projects
 - Hotels
 - Apartments
 - Office complexes
 - Camps
 - Housing
 - Cottages





Past Projects

TOWNSHIP OF EDWARDSBURGH CARDINAL

May 10, 2021

Resolution Number: 2021- _____

Moved By: _____

Seconded By: _____

WHEREAS access to high-speed internet throughout the Township of Edwardsburgh Cardinal is a high priority for Municipal Council; and
WHEREAS as an underserved rural community, the lack of high-speed internet access has prevented residents from taking advantage of the many opportunities afforded by the digital era; and
WHEREAS making high-speed internet available within the Township, would allow households, businesses and community organizations and institutions to keep pace with changing technology and to fully participate in the digital economy; and
WHEREAS the lack of adequate connectivity has been brought even more sharply into focus with the COVID-19 pandemic; and
WHEREAS connectivity and lack of adequate high-speed internet could be resolved with the comprehensive EORN Gig Project to ensure rural communities have the connectivity needed to recover from the pandemic; and
WHEREAS the federal and provincial governments have committed almost \$7 billion towards broadband improvement; and
WHEREAS EORN is seeking \$200 million from both the federal and provincial governments to support the \$1.2 billion public private partnership Gig Project, which represents just 5.7% of all federal and provincial funding available, and would provide more households, businesses and other organizations in our Township with reliable internet access for digital opportunities, education, public safety, and health and wellbeing; and
WHEREAS Eastern Ontario has approximately 30% of all the underserved or unserved households in Ontario that currently cannot even receive the minimum CRTC standard of 50 Megabits down and 10 Megabits up of internet speed.
NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal endorses and supports EORN's Gig Project and

☐ Carried ☐ Defeated ☐ Unanimous

Mayor: _____

RECORDED VOTE REQUESTED BY: _____

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

TOWNSHIP OF EDWARDSBURGH CARDINAL

May 10, 2021

Resolution Number: 2021- _____

Moved By: _____

Seconded By: _____

requests both the Federal and Provincial Government to financially support EORN's \$200 million funding request.

AND FURTHER THAT this resolution be forwarded to EORN, AMO, Premier Ford, Prime Minister Trudeau, Honourable Monsef, Honourable Scott, Honourable Clark, and Honourable Barrett.

☐ Carried ☐ Defeated ☐ Unanimous

Mayor: _____

RECORDED VOTE REQUESTED BY: _____

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

May ____, 2021

Honourable Maryan Monsef
Minister for Women and Gender Equality and Rural Economic Development
180 Kent St, Suite 1100
Ottawa, ON
K1P 9B6

Honourable Laurie Scott
Minister of Infrastructure
777 Bay St, 5th Floor
Toronto, ON
M7A 2J3

SUBJECT: EORN Gig Project

Dear Ministers,

We are pleased to express our support for EORN's Gig Project to deliver ultra-fast internet speeds to homes and businesses in Eastern Ontario. We believe that the Gig Project will have meaningful and lasting beneficial impacts on our community. The Gig Project would be game changing for Eastern Ontario to assist in attracting and retaining businesses and residents, and to compete globally over the long term.

The Township of Edwardsburgh Cardinal, with a population of just under 7,000 people, is located in Eastern Ontario. The Township is located at the intersection of Provincial Highways 401 and 416, with the Township being less than an hour drive from the cities of Ottawa and Kingston. The Township borders the majestic St. Lawrence River Seaway to the south, and includes multiple rural villages and hamlets, including the Township's Industrial Park in Johnstown, the small industrial Village of Cardinal, and the historical Township Hall in the Village of Spencerville.

Access to high-speed internet throughout the Township is a high priority for the Township Council. As an underserved rural community, the lack of high-speed Internet access has prevented residents from taking advantage of the many opportunities afforded by the digital era. By making faster internet speeds available in the Township, the proposed project will allow households, businesses and community institutions to keep pace with changing technology and to fully participate in the digital economy. This lack of adequate connectivity has been brought even more sharply into focus with the COVID-19 pandemic. Fixing the

issue with a comprehensive Gig solution will ensure that rural communities have the connectivity needed to recover from the pandemic.

The Township of Edwardsburgh Cardinal considers the following to be reason for the Township to have access to high-speed internet:

- Lack of services and capacity throughout the Township, including areas within the Township that receive poor service that can't handle current demand for data
- Growing use of internet, and mobile internet cellular networks for business, personal and emergency response purposes
- Minimize the gap of high-speed, reliable internet in Eastern Ontario
- The current gap in high-speed internet is hindering the economic growth, quality of life, and public safety in the Township
- CRTC has stated that both fixed and mobile broadband internet should be a basic telecommunication service available to all Canadians.
- Eastern Ontario has approximately 30% of all underserved or unserved households in Ontario that currently cannot even meet the minimum CRTC standard of 50 Megabits down and 10 Megabits up of speed.

Combined, the federal and provincial government have committed almost \$7 billion towards broadband improvements. EORN is seeking \$200 million from both the federal and provincial government to support the \$1.2 billion public private partnership project.

If EORN receives the necessary funding of \$200 million from both the federal and provincial government, it will provide more households, businesses and other organizations in our Township with the internet access they need to take advantage of digital opportunities, especially with respect to business, education, health and wellbeing, and public safety.

For the reasons outlined above, we support EORN's Gig Project to bring up to 1 Gig of internet speed to residents and businesses within the Township and hope that they will receive the funding required to make better connectivity a reality for our Township and across Eastern Ontario.

Sincerely,

Pat Sayeau, Mayor
Township of Edwardsburgh Cardinal



May 4, 2021

Honourable Maryam Monsef
Minister for Women and Gender Equality and Rural Economic Development
180 Kent Street, Suite 1100
Ottawa, Ontario
K1P 9B6

Honourable Laurie Scott
Minister of Infrastructure
777 Bay Street, 5th Floor
Toronto, Ontario
M7A 2J3

Dear Ministers:

Yesterday as Chairs of the EOWC, EOMC and EORN we brought together 75 participants of which 59 were heads of council from across eastern Ontario to discuss the proposed EORN Gig Project. We were very pleased with the attendance given the short notice of the meeting.

We want you to know that there is overwhelming support for the Gig Project from mayors, reeves and wardens from across our region. This is in addition to the unanimous support of all 13 EOWC Wardens and the 10 Mayors of the separated cities and towns throughout eastern Ontario that we shared with you some weeks ago. Municipalities of all sizes in our region want an EORN led Gig Project because it is the right solution for today and long into the future.

We also want you to know that there is deep appreciation for the hard work both of you have put in to secure the historic levels of funding for building out broadband infrastructure. Together you have made this critical infrastructure a priority for both Canada and Ontario. As Chairs we want to add our thanks to you as well.

In the coming days we expect Members of Parliament and Members of Provincial Parliament and perhaps you, will be hearing from heads of council and councillors asking for their support for the project.

We appreciated your email communication to us this past Friday Minister Scott and shared it with the participants at yesterday's meeting. We also apprised them of your recent meeting with Chair Jones, Minister Monsef. It too was a very welcome gesture.

As some participants noted it has been nearly a year since EORN first submitted its Gig Project proposal to Canada and Ontario. We continue to believe that the project should be a part of the plans your governments have for our region.

EORN has proven itself more than capable of delivering large complex projects. It is quick, efficient, and effective. As a non-profit entity its overhead and administrative costs are low. It works equally well with small, medium, and large telecommunications companies, all of whom should be part of the build solution. A number of those same companies are telling us that they prefer the EORN approach because of the way it brings all sources of government funding into one spot along with the professional and effective way EORN runs its procurement process.

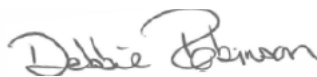
Ministers let's execute the EORN Gig Project together. It is time to move forward.

We look forward to hearing back from you and are ready to meet with you at your convenience.

Yours truly,



J. Murray Jones
Chair, EORN
Warden, Peterborough County



Debbie Robinson
Chair, EOWC
Warden, Renfrew County



Diane Therrien
Chair, EOMC
City of Peterborough

cc Eastern Ontario Members of Parliament
Eastern Ontario Member of Provincial Parliament
Heads of Council for eastern Ontario
EOWC members
EOMC members
EORN Board of Directors



May 4, 2021

Promoting the Gig Project

Speaking Points for MP and MPP calls:

- *"I am calling to ask if you will actively support EORN's Gig project to bring up to 1 Gig (1,000 Megabits of speed) to residents and businesses in my municipality.*
- *Municipalities across eastern Ontario, including mine, believe the Gig project represents the best solution that will solve our broadband problem long into the future.*
- *Both the federal and provincial governments have together now committed almost \$7 billion to broadband. The money is there for the Gig project.*
- *All EORN is seeking is \$200 million from each government for this \$1.2 billion public private partnership project. That represents just 5.7% of all federal and provincial funding that is available.*
- *Eastern Ontario has about 30% of all the underserved or un-served household in Ontario that currently cannot even get the minimum CRTC standard of 50 Megabits down and 10 Megabits up of speed.*
- *EORN commissioned two independent economic studies on the Gig Project.*
- *Both identified the potential for major economic benefits to the whole region. Things like:*
 - *Upwards of 16,000+new jobs during construction*
 - *\$450 m to \$730 m in employment income that will fuel economic growth*

- *Reductions of \$175 m+ in the delivery of health care services*
- *New tax revenues to both senior governments of some \$560 m*
- *It is a true economic development project for us all*
- ***An** EORN lead project would be delivered in a timely and efficient manner.*
- *EORN knows how to get high levels private sector investment and long-term contracts that bring community benefits beyond just the broadband infrastructure to our residents and businesses.*
- *EORN provided its project proposal almost a year ago to both the federal and provincial governments. It's time to get going on it.*
- *If you won't support the Gig Project, will you commit to ensuring that my residents get at least the same level of broadband services the Gig would have given them?"*

Minister Monsef

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TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Administration & Finance

Date: May 10, 2021

Department: Building

Topic: Vacant and Abandoned Building Status Report

Background: The Vacant and Abandoned Building Bylaw was passed in April 2020. The purpose of the bylaw was to require property owners to safeguard, secure and protect vacant and abandoned building from further damage or unauthorized entry and to work with owners to bring these building types back into active use. As indicated in the attached status report, the CBO has resolved 5 locations and is in various stages with nine others.

We have seen a high volume of building activity over the past 12 months. Almost all of the CBO time has been dedicated to building permit processing and inspection activities with not much time focused to this secondary duty.

A stylized, handwritten signature in black ink, consisting of a large loop and a few strokes.

Chief Building Official

A stylized, handwritten signature in black ink, appearing to read 'D. Scott'.

CAO

Vacant and Abandoned Building Status Report.

May 10 2021

Area	Zone	Structure Type	Response	Current Status
Cardinal	Residential	Main Building	Notification sent to new owner. Building permit issued to do renovations	Closed
Cardinal	Residential	Main Building	Second letter sent to new owner. No reply	An Order to comply will be issued with request to inspect.
Cardinal	Commercial	Main Building	On going discussions with Owner. Wants to redevelop.	Owner to apply for Vacant Building Permit Immediately until redevelopment starts.
Cardinal	Commercial	Main Building	Recent discussion with owner regarding current uses. Gave instruction to obtain Vacant Building Permit. Not applied yet.	Property up for sale. Had a conversation with interested buyer re redevelopment.
Cardinal	Commercial (Residential use)	Main Building	Discussions with previous owner. Building Code issues resolved. Occupancy Permit issued. Building sold.	Closed
Cardinal	Commercial	Main Building	Discussion with owner and perspective buyer re non conforming uses	Matter yet to be resolved
Spencerville	Rural	Main Building	Letter sent, property under litigation with insurance company.	Owner wants to sell property
Spencerville	Rural	Main Building & Garage	Previous owner wanted to demolish buildings	Property has been sold. Searching out new owner.
Cardinal	Rural	Main Building	Contact made with owner. No action yet by owner.	Order to Comply to be issued. Property and Clean Yard enforcement in progress.

Cardinal	Residential	Main Building	Owner responded to letter. Property sold, renovated and occupied.	Closed
Cardinal	Rural	Main Building	Landlord, Province of Ontario	
Spencerville	Rural	Main Building	Letter sent. Building is Occupied	Closed
Spencerville	Rural	Main Building	Landlord, Province of Ontario	
Cardinal	Residential	Main Building	Building is Occupied	Closed



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Administration and Finance

Date: May 10, 2021

Department: Finance

Topic: 2020 Year End Township Surplus

Purpose: To provide an update to Council with respect to the 2020 year end township surplus.

Background: The 2020 year-end audit has been completed and financial statements will be presented to Council on May 25th. The Township has an operating surplus of \$113,900.24. During the March 8th Committee of the Whole meeting, there was consensus from Committee that \$35,000.00 would be transferred to the Tax Write-off reserve and the balance would be transferred to the Winter Control Reserve based on the operating savings under this category in 2020 and to replenish the reserve after the withdrawal in 2019.

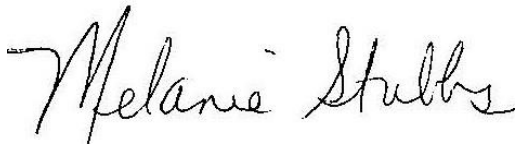
During the audit review it was determined that an amount of \$47,195.72 which was transferred out of the Spencerville Wastewater Reserve fund to purchase the South Street property in 2019 by Resolution 2019-451 should be repaid now that the property was sold in 2020. There are sufficient funds to cover this repayment from the property sale proceeds.

Policy Implications: In prior years, the tax rate bylaw directed any surplus/ deficit from Township operations would be transferred to/ from reserves for capital expenditures. Council has the option to direct funds to/from reserves to mitigate any future economic fluctuations and unanticipated events and contingent liabilities.

Financial Considerations: Change in reserve balances as a result of the 2020 surplus is as follows:

Account #	Reserve	Balance before transfer	Transfer of 2020 surplus amount	Balance after transfer as of December 31, 2020
01-3512	Tax Write Off	\$57,242.65	\$35,000.00	\$92,242.65
01-3521	Winter Control	\$80,000.00	\$78,900.24	\$158,900.24
Total			\$113,900.24	

Recommendation: That Committee recommends that Council approve the proposed 2020 surplus allocation of \$113,900.24 and direct the Treasurer to transfer \$35,000.00 to the Tax Write Off reserve and \$78,900.24 to the Winter Control reserve and further direct the Treasurer to transfer \$47,195.72 into the Spencerville Wastewater Reserve as per audit review.



Treasurer



CAO



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Administration and Finance

Date: May 10, 2021

Department: Finance

Topic: 2021 PSAB Budget Addendum Report

Purpose: To identify the impact on the Township's accumulated surplus after reconciling the 2021 budget with PSAB (Public Sector Accounting Board) requirements of accounting for non-financial assets and liabilities.

Background: Ontario Regulation 284/09 allows municipalities to continue to prepare their annual budgets without including amortization expenses for tangible capital assets. The regulation requires municipalities to prepare a PSAB Budget Addendum report and adopt this report by resolution.

The consolidated accumulated surplus shown on the financial statements of the Township represents net resources available to provide future services. It does not represent cash.

Although the Township's budget excludes amortization expense for tangible capital assets, provisions are made for contributions to capital reserves to fund capital expenses. The Township's 2021 amortization expense is estimated at \$1.806 million, which will reduce the Township's accumulated surplus.

By definition, amortization expense is the attribution of capital cost over the useful life of the asset. However, amortization is also an indicator of the future annual financial commitment of existing asset replacements. Although, replacement cost of assets would be higher than the amortization, which is based on historical cost. Given this fact, it is reasonable to expect that as the Township's asset inventory and associated amortization expenses continue to grow, deficits may occur. As such, the consideration of a dedicated capital levy in future years may be needed to ensure that the Township's tangible capital assets are being replaced in a timely manner without large fluctuations in the tax rate or the issuance of debt.

In addition to the excluded amortization expense: the following items that are included in the cash based budget are to be excluded from the PSAB budget:

- a. Principal paid on debt
- b. Transfers to reserve accounts

- c. Transfers from reserve accounts
- d. Tangible Capital asset acquisitions/costs

Under PSAB reporting, the principal payments on long term debt are not expensed but are treated as a reduction to the long term liability which increases the accumulated surplus by \$202,503.00.

The 2021 budgeted Tangible capital asset acquisitions/costs are \$1.906 million which is higher than the estimated amortization. In PSAB reporting these costs are not considered expenses so must be deducted.

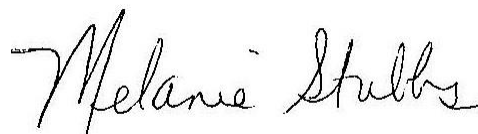
Reserve related adjustments- under PSAB method, contributions to reserves are not considered an expense and contributions from reserves are not considered revenue.

The reconciliation estimates the change in the accumulated surplus of the Township portion to be \$754,162.00 when the PSAB amounts are included in the year end audited statements. The attached report outlines the estimated changes made to convert the balanced 2021 consolidated budget which shows an increase in the Township's consolidated (which includes RSL & the Port) accumulated surplus of \$3,786,162.00

Policy Implications: Ontario regulation 284/09 requires a report of the excluded PSAB amounts be prepared and adopted by Council

Financial Considerations: There is no financial impact with this report as it does not affect the operating surplus/deficit. The intent is to describe the conversion of the approved cash based budget format to a PSAB budget format, which complies with Public Sector Accounting Board (PSAB) requirements

Recommendation: That Committee recommends that Council adopt the 2021 PSAB Budget Addendum report which meets the requirements of Regulation 284/09



Treasurer



CAO

Township of Edwardsburgh Cardinal
2021 O Reg 284/09 PSAB Budget Addendum Report

	Budgeted Revenue	Budgeted Expenses	Budgeted Surplus/Deficit
2021 Budget Summaies:			
Township	(10,276,739)	10,276,739	0
Spencerville Wastewater	(157,510)	157,510	0
Industrial Park Wastewater	(77,824)	77,824	0
Industrial Park Water	(160,050)	160,050	0
Low Lift Station Water	(103,490)	103,490	0
Cardinal Wastewater	(580,594)	580,594	0
Cardinal Water	(566,970)	566,970	0
Libraries	(149,160)	132,997	(16,163)
	<u>(12,072,337)</u>	<u>12,056,174</u>	<u>(16,163)</u>

Total 2021 PSAB Adjustments:

Less: Transfers From Reserves	227,082		
Less: Acquisitions of Capital Assets		(1,906,232)	
Less: Transfer To Reserves		(662,493)	
Less: Principal Payments on LTD		(202,503)	
Subtotal before exclusions	<u>(11,845,255)</u>	<u>9,284,946</u>	<u>(\$2,560,309)</u>

Exclusions per O Reg 284-09 (Adjustments):

Add: Amortization Expenses		1,806,147	
	<u>(11,845,255)</u>	<u>11,091,093</u>	<u>(\$754,162)</u>

Consolidation to include equity from other sources:

Add: Port of Johnstown -Budgeted 2021 Equity Adjustment		3,005,000	
Add: Rideau St. Lawrence Holdings - Estimated 2021 Equity Adjustr		27,000	
Township of Edwardsburgh Cardinal Budget Adjustment		754,162	
Total Impact on Consolidated 2021 Budget Accumulated Surplus/Deficit		<u><u>3,786,162</u></u>	

Summary:

Under PSAB reporting guidelines, the Township's accumulated surplus would be increased by \$ 3,786,162 because our revenues exceed our expenditures
It is important to note that the 2021 capital budget is being partially funded by \$729,010 in grant monies.



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Administration and Finance

Date: May 10, 2021

Department: Finance

Topic: Purchase of New Phone System

Purpose: To obtain approval to replace the existing phone system in the Township office and Fire Station 1 with a new phone system utilizing modernization funding.

Background: The current phone system was originally purchased back in 2011 for the Township office at a cost of \$6,812.77. Fire Station 1 was added in 2014 for a cost of \$5,977.70 by Southeastern Telecommunication Services. With the addition of a Deputy Clerk, an additional phone extension is required. During investigation, the Facilities Manager has discovered that the current system at both locations is outdated and additional extensions for this type of phone system are unavailable.

Southeastern Telecommunication Services has provided a quote to replace the current NEC telephone system with an updated NEC Solution system.

Policy Implications: Council resolution 2019-133, passed in April 2019 set up a reserve fund for the modernization funding and stated that funds be removed from this reserve fund only by resolution of Council in payment of invoices directed to these purposes.

Financial Considerations: The attached quote to update the phone system is \$10,674.00 plus non-rebated HST.

Recommendation: That Committee recommends that Council approve the purchase of a replacement telephone system from Southeastern Telecommunication Services in the amount of \$10,674.00 plus non-rebated HST and fund this purchase with modernization funding.

A handwritten signature in cursive script, reading 'Melanie Stubbs'.

Treasurer

A handwritten signature in cursive script, likely belonging to the Manager of Parks/Recreation and Facilities.

Manager of Parks/Recreation and
Facilities

NEC SL2100 Telephone System Proposal

Prepared For

Township of Edwardsburgh

Solution Proposed By

Southeastern Telecommunication

Prepared For

Submitted By

Mike Spencer

Patrick Saville

Phone : (416) 779-7133

Southeastern Telecommunication Solution Proposal - NEC SL2100

The way we do business and the way we communicate is changing rapidly. Mobility has become the norm. Customer expectations have soared and budgets have shrunk. **The SL2100 galvanizes your team.** In turn, it creates a positive customer experience that generates repeat business.

It's highly cost effective because there's more built-in. With VoIP capabilities, it puts Unified Communications within reach of small businesses or it can be used as a resilient TDM solution with future-proof upgrade potential. It also presents considerable savings and functionality over and above alternative hosted solutions.

Your business can't afford downtime and nor can your communications. The SL2100 provides a reliable, 'always on' solution. There's less hardware, less licenses and less maintenance to worry about.

Powerful IP Phones ,Smartphone Client & Handsets

Creating a 'smart' workforce is essential to your competitiveness as well as attracting and keeping talent in your organization. In a recent global survey, 'work flexibility' was rated as the top employee benefit.

- **Ergonomic IP desktop phones** with full-featured call handling keys, 5 call handling modes for personalized routing and 7 octaves of superior sound quality
- **IP telephony features include** voicemail, auto attendant, workgroup features, music on hold, and more
- **Remain connected** from most locations with a smartphone client that includes video collaboration capabilities and mobile handsets that help employees take care of business as if they were sitting at their desk

Solution Configuration

Based on your requirements we have configured the NEC SL2100 systems as follows:

City Hall, equipped for:

6 analog CO lines
16 digital station ports
4 analog station ports
8 IP channels
- 4 will be used by networking

4-port voice mail
15 hours of storage
128 mailboxes
Voice mail to email for all users

9 12-button digital sets with LCD
1 60 Button DSS Add-on Module

Fire Hall, equipped for:

3 analog CO lines
8 digital station ports
2 analog station ports
8 IP channels
- 4 will be used by networking

4-port voice mail
2 hours of storage
128 mailboxes

8 12-button digital sets with LCD

1 year warranty

Labour includes system design, programming, installation, & user training. Important note – Labour estimate assumes that all cables are in place.

NEC SL2100 Investment Summary

Total Equipment	\$	8,114.00
Installation & Programming	\$	2,760.00
1 Year Extended Warranty	\$	incl.
Total Investment	\$	10,874.00
Less: Trade-in for old NEC Sets	\$	200.00(1)
Grand Total Investment	\$	10,674.00

Optional equipment

Voice mail to email for all users at Fire Hall	\$ 630.00
InGuard Toll Fraud protection/notification application	\$ 420.00/site

(1) Quote provided by a 3rd Party (Teldisco) and they will cut a cheque directly to the Township. Teldisco will pay for the shipping of the 17 existing NEC Telephone Sets.

Southeastern Telecommunication as your Trusted Communications Provider

Southeastern telecommunication adds the following extensive portfolio to complete the single source communications provider picture, no matter how involved your communications requirements.

COMPREHENSIVE AND INNOVATIVE SUITE OF COMMUNICATION SERVICES:

- IP communication infrastructure
- IP connectivity solutions
- Hosted messaging & collaboration solutions:
 - Microsoft® solutions – Hosted Microsoft Exchange, Microsoft Active Directory and Exchange Migrations, Microsoft SharePoint®, Live Meeting and Training
- Secure access to information and applications, any where, anytime – Citrix Server based Computing, IP VPN, SSL VPN
- Networking solutions – ProConnect™, MPLS, IP WANs and LANs
- Storage solutions – Data storage & Remote back-up and SAN/NAS
- Wireless Voice and Data solutions
- Audio and Web conferencing solutions
- Telephony solutions

FEATURE-RICH CUSTOMER SERVICE SOLUTIONS:

- Customer Relationship Management (CRM)
- Hosting
- E-commerce and web services
- Sales Force Automation
- Data base development and hosting
- Call centre solutions

SIMPLIFY AND IMPROVE BUSINESS OPERATIONS WITH:

- Enterprise Resource Planning (ERP)
- Infrastructure, operating systems and directory services
- Financial applications management
- Desktop management
- Data storage and backup solutions
- Server, PC and network optimization
- Business process outsourcing and optimization
- Supply chain management

COMPLETE PROTECTION AND SECURITY SOLUTIONS:

- Security audits and reviews
- Vulnerability assessments
- Authentication
- Anti-Virus, Anti-Spam
- Web and email content filtering
- Regulatory compliance
- Email and File archiving
- Disaster recovery and business continuity
- Managed services (hardware, software, applications)
- Data encryption solutions
- Remote monitoring