

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

**Monday, May 10, 2021, 6:30 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  
Mike Spencer, Manager of Parks, Recreation & Facilities

**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:** H. Cameron

**Seconded by:** T. Deschamps

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. Alantra Leasing - Marcus de Winter

Mr. de Winter, President/General Manager, and Ms. de Winter, Marketing, for Alantra Leasing provided Committee with an overview of the company; noting what they produce, available services, locations, past projects, and video examples of ongoing projects. Mr. de Winter noted that they are looking to expand their business into Eastern Ontario, with a 10,000 sqft building, where they will build modular buildings on market demand. Ms. de Winter highlighted some of the benefits of modular buildings.

Members inquired about Alantra's timeline to be fully ready to operate the new facility. Mr. de Winter noted that they have been searching for an investment ready site. Members inquired about Alantra's current purchase and sale agreement with the Town of Prescott. Mr. de Winter noted that they are currently reviewing concerns raised on the condition of soil samples to determine if the area is suitable to develop. Mr. de Winter noted that they may have to opt out of the agreement with Prescott depending on the soil and geotechnical study results. Mr. de Winter noted that he wants to move forward with the project in the Township, as there have already been significant delays at the Prescott location.

It was noted that if Alantra develops within the Township industrial park, they would be hiring 6 new employees, with the possibility of additional employment if they expand the business in the future.

Committee inquired about the timeline to develop the land and have the business running if the Township sold them the land. Mr. de Winter noted that it would mainly depend on how fast the building could be completed, along with drainage requirements, however, he hopes to have the development started in the spring of 2022. He confirmed that the project could be completed by the fall of 2022. Members noted their concerns with businesses purchasing land within the industrial park and then not developing the land. Members suggested that an in person meeting may be scheduled at a future date after the provincial orders are lifted.

## **6. Discussion Items**

### **a. EORN Gig Project**

Committee reviewed the information from EORN and the draft Council motion. Members noted their concerns about the information EORN provided in recent federal grant funding applications. Members noted that large rural areas in Eastern Ontario are left without sufficient internet, and EORN wants to help deliver the internet services, in areas where the bigger internet companies have not delivered the service. Members suggested changes to the draft motion to streamline it, rather than including the statistics from EORN.

## **7. Action/Information Items**

### **a. Vacant & Abandoned Buildings Status Update Report**

Committee reviewed the report and discussed department workload due to the increasing number of building permits for 2021. Members suggested that additional hours or staff may be necessary in order for the building department to gain compliance under the Vacant and Abandoned Building policy.

b. 2020 Township Surplus

**Moved by:** J. Bradley

**Seconded by:** D. Robertson

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.

Carried

c. 2021 PSAB Budget Addendum

Members inquired if the federal/provincial government reviews the Township financial PSAB Addendum report and/or budget when considering granting funding to Township projects. It was noted that the reports shows the financial stability of the Township, which may impact whether or not the federal/provincial governments grant funding.

**Moved by:** J. Hunter

**Seconded by:** H. Cameron

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

Carried

d. Purchase of New Phone System

Committee reviewed the report and confirmed that the proposed new system will meet the current and future needs of the Township. It was noted that the new system can handle the expansion of additional staff, while the current system is not able to expand and adapt. Members inquired if the Township sought other quotes. It was noted that staff discussed the request for quote with other telecommunication providers, including Telus, however, the Township only received a quote from Southeastern Telecommunication Services (STS). It was noted that the Township has been working with STS for approximately 12 years and that the procurement policy has been followed when collecting quotes for purchases under \$20,000.

**Moved by:** H. Cameron  
**Seconded by:** T. Deschamps

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.

Carried

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

There was a brief discussion on concerns raised by Mr. Bradley with respect to domestic fowl on the privately owned road, Tuttle Point.

**9. Mayor's Report**

Mayor Sayeau reported the following:

- Ingredion and Greenfield will each contribute \$5,000 towards the Township pools and summer programming for 2021
- Provided an update on Ingredion and Giant Tiger requesting that the health unit set up vaccination clinics at their locations. It was noted that the medical officer has not responded to the request and a follow-up email has been sent to Dr. Stewart
- Health Unit plans to organize a vaccination clinic in Cardinal for persons eligible under the health unit requirements. Briefly highlighted those eligible in the service industries
- Provided update on the sale of the Fahrngruber land. Noted that the deal closed last Thursday. Would the Township still be willing to sell the unopened road allowances.

**10. Question Period**

None.

**11. Closed Session**

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

That Committee proceeds into closed session at 8:03 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 April 12, 2021

Carried

- 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

**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 8:38 p.m.

Carried

## 12. Report Out of Closed Session

Mayor Sayeau reported that Committee discussed and developed a strategy to proceed during negotiations with IO for the Edwardsburgh Land Bank.

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

That Committee receives and approves the closed session minutes dated April 12, 2021.

Carried

## 13. Adjournment

**Moved by:** S. Dillabough

**Seconded by:** J. Hunter

That Committee does now adjourn at 8:39 p.m.

Carried

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Chair

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Clerk