



**AGENDA**  
**REGULAR MEETING OF MUNICIPAL COUNCIL**

Monday, June 26, 2023, 6:30 PM  
South Edwardsburgh Community Centre  
24 Sutton Dr.  
Johnstown Ontario

1. **Call to Order**
2. **Approval of Agenda**
3. **Disclosure of Pecuniary Interest & the General Nature Thereof**
4. **Delegations & Presentations**
  - a. Maple View Landings Funding Request - Mayor Hoogenboom
5. **Consent Agenda**

Items listed under Consent Agenda are considered routine or no longer require a further discussion and are enacted in one motion. The exception to this rule is that a Member may request that one or more items be pulled for discussion and voted on separately.

  - a. Special Tri-Council - May 25, 2023 [See item 6a]
  - b. Regular Council - May 29, 2023 [See item 6b]
  - c. Public Library Board - April 25, 2023 [See item 8a]
  - d. Port Management Committee - May 23, 2023 [See item 8b]
  - e. Committee of the Whole - Community Development - June 5, 2023 [See item 8c]
  - f. Committee of the Whole - Administration & Operations - June 12, 2023 [See item 8d]
  - g. Application for Severance - 27 David Street - Broniszeski [See item 9a]
  - h. Agricultural LEAR Consultation [See item 9b]
  - i. Doors are Open Sessions [See item 9c]
  - j. Industrial Park Lands for Appraisal and Sale [See item 9d]
6. **Minutes of the Previous Council Meetings**
  - a. Special Tri-Council - May 25, 2023 - CONSENT
  - b. Regular Council - May 29, 2023 - CONSENT
7. **Business Arising from the Previous Council Meeting (if any)**
8. **Committee Minutes**
  - a. Public Library Board - April 25, 2023 - CONSENT
  - b. Port Management Committee - May 23, 2023 - CONSENT
  - c. Committee of the Whole - Community Development - June 5, 2023 - CONSENT
  - d. Committee of the Whole - Administration & Operations - June 12, 2023 - CONSENT
9. **Action and Information Items from Committees**
  - a. Application for Severance - 27 David Street - Broniszeski - CONSENT
  - b. Agricultural LEAR Consultation - CONSENT
  - c. Doors are Open Sessions - CONSENT
  - d. Industrial Park Lands for Appraisal and Sale - CONSENT

- e. Wet Versus Dry Flow Assessment Study
  - f. Port Investments
  - g. Port - Elastomeric Wall Covering for Grain Bins Award
  - h. Port - Electrical Feeders to Marine Motor Control Centre #6 Award
10. **Correspondence**
  11. **Municipal Disbursements**
  12. **By-laws**
    - a. OPG Licence Amending Agreement
    - b. Street Banner Display Policy
  13. **CAO's Administrative Update**
  14. **Councillor Inquiries or Notices of Motion**
  15. **Mayor's Report**
  16. **Question Period**
  17. **Closed Session**
    - a. Section 239(2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board: Specifically: Industrial Land
    - b. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Fire Department and Minutes of Closed Session dated May 29, 2023
  18. **Report Out of Closed Session**
  19. **Confirmation By-law**
  20. **Adjournment**

# Maple View Landings Redevelopment Project

Fundraising Presentation to  
The Township of Edwardsburg Cardinal

*"The Best Care in the Best Place"*

# HISTORY OF MAPLE VIEW LODGE

- 1895 – Built in Athens, Ontario as a "House of Industry" (a workhouse).
- 1926 – Re-named the Leeds and Grenville County Home for the Aged.
- 1972 – Established as [Maple View Lodge](#)
- 2004 – Lodge undergoes major redevelopment.
- Today – Home to 60 residents being served by 125 employees delivering 24 hour holistic care.
- Owned and operated by the United Counties of Leeds and Grenville.





# RE-DEVELOPMENT PROJECT BACKGROUND

- 2022 – Long-term care re-development project announced to build a new 192-bed home (will accommodate existing 60 residents).



- \$80 million dollars - largest capital construction project in the history of the United Counties of Leeds and Grenville.
- Province contributes \$43 million over 25 years.
- Counties taxpayers responsible for all construction costs beyond committed Provincial Grants.

# MAPLE VIEW LANDINGS RE-DEVELOPMENT PROJECT BACKGROUND



- July, 2022: Tender awarded to McDonald Brothers Construction.
- Construction now underway.
- Spring 2025 – Target Completion date.
- Summer 2025 - Move-in of residents.

# MAPLE VIEW LANDINGS RE-DEVELOPMENT PROJECT BACKGROUND



## MAPLE VIEW LANDINGS

is the new name of the entire property which houses the new long-term care facility. The current Maple View *Lodge* will be repurposed for other uses (currently under review and to be decided by the Counties at a later date).



# MAPLE VIEW LANDINGS RE-DEVELOPMENT PROJECT BACKGROUND



The New  
**Maple View  
Landings**

# CONSTRUCTION UNDERWAY



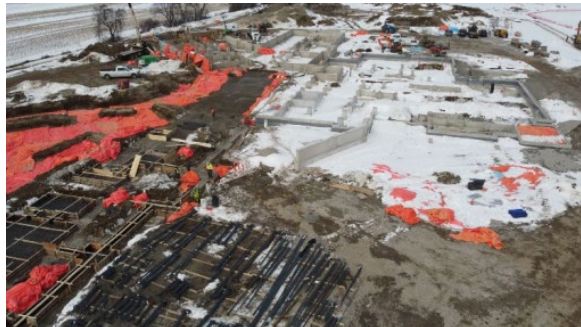
Septic Field Drainage &  
Storm water piping



Foundation Works stripped  
in North / West wing



Overview of Work Progress



Drone Aerial View



Insulation work around footings

# DID YOU KNOW?

- The Baby Boomer demographic (Born 1946-1964) in Leeds and Grenville is higher than in other regions in Canada.
- More people are moving to this region because of lifestyle and environment.
- In the next 10-20 years, the requirement for long-term care beds will grow exponentially in this region – **you will be part of the solution.**

# WHY DONATE?

- You will enhance the Quality of Life for residents in this state-of-the-art long-term care facility.
- You can make a difference for many residents who may be in their final years.
- Fundraising dollars will cover quality of life amenities that enhance resident care.
- 100% charitable tax receipt for your gift.
- Be part of the legacy – Become a donor to a best-in-class model facility for our community.



# WHY DONATE?

## OUR COMMITMENT TO DONORS, RESIDENTS & FAMILIES

- That this new Long-term Care home will be the benchmark for ***Best in Class Municipally-run facilities*** in Ontario.
- We commit to **ongoing affordable quality of care and service** for residents and management of the facility by:
  - Recruiting the best staff and offering continuous improvement through development and training;
  - Encouraging inclusiveness and diversity at our facility through practicing tolerance, fairness, empathy, kindness, respect, sympathy, compassion, encouragement and acceptance;
  - Instilling a family environment – your family is our family;
  - Offering a high **staff-to-resident ratio**;
  - Delivering service superiority through a customer centric approach.

# MAPLE VIEW LANDINGS FUNDRAISING COMMITTEE



Doug Struthers, Chair



Shelley Bacon  
Vice-Chair



Roger Haley



Ron Holman



Arie Hoogenboom



Herb Scott



Kevin Tackaberry



Lesley Todd  
Fund Raising  
Coordinator  
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Cathy McHugh  
Marketing/PR  
Consultant

# \$3 MILLION DOLLAR GOAL



**A CHALLENGING GOAL:  
YOU CAN HELP US ACHIEVE IT!**



# \$3 MILLION DOLLAR GOAL

## Renderings of Community Room & Private & Semi-private Resident rooms



# MAJOR GIFTS WITH NAMING RIGHTS

ITEM	TARGET AMOUNT	COMMITTED
<b>Facility Naming Rights (1)</b>	\$300,000	Naming rights for the facility has been secured
<b>Secure Garden &amp; Shelters (1)</b>	\$100,000	Naming Rights have been secured
<b>Neighbourhoods (6 @ \$100,000 each)</b>	\$100,000	(2) Neighbourhoods have been secured; 4 available
<b>Dining Rooms (6 @ \$30,000 each)</b>	\$30,000	(1) Dining room has been secured; 5 available

# MAJOR GIFTS WITH NAMING RIGHTS

ITEM	TARGET AMOUNT	COMMITTED
Community Room (1)	\$25,000	Secured
Pedestrian Walkway (1)	\$25,000	
Sally Port for Touring Bikes (1)	\$20,000	
Living Rooms (6 @ \$15,000 each)	\$15,000	
Resident Rooms (132 @ \$5,000 each)	\$5,000	

# MAJOR GIFTS WITH NAMING RIGHTS

ITEM	TARGET AMOUNT	COMMITTED
<b>Sunrooms (6 @ \$15,000 each)</b>	\$15,000	(1) Sunroom has been secured
<b>Dining Balconies (6 @ \$10,000 each)</b>	\$10,000	(2) dining balconies have been secured
<b>Water Fountain in Garden</b>	\$5,000	Secured



# OTHER FUNDRAISING INITIATIVES

ITEM	TOTAL TARGET AMOUNT	COMMITTED
Events such as bonspiels, golf tournaments, BBQs, bingos, fishing tournaments, etc.	\$200,000	
Community-based Donations & Corporate Gifts	\$645,000	
<b>FUNDRAISING GOAL</b>	<b>\$3,000,000</b>	

Donations are eligible for a 100% tax receipt and donors of \$1,000+ will be recognized through plaquing in the new facility and/or the Maple Leaf Tree of Giving in the Front Entrance.

Gifts "In Kind" are eligible for tax receipts for part or full amount. To be discussed with Finance Team for the Project.

# WILL YOU CONSIDER?

- A gift for naming rights in the new facility



# WILL YOU CONSIDER?

A gift that will be used for the many additional amenities not covered by the construction budget such as:

## Televisions & Technology



## Seasonal Decor



## Furniture & Equipment



# MUNICIPALITY DONATION TARGETS

- \$1.00 per resident.
- Population 7,505.
- \$7,500 annually for a 3-year commitment. Total of \$22,500.
- This contribution could be for:
  - Naming rights for living rooms or balconies
  - Much needed contribution to TVs/Technology as part of resident programming, furniture, medical equipment or seasonal décor

Any of the above contributions will also receive a Red Leaf on the Maple Leaf Tree of Recognition for donations over \$10,000



# OPTIONS IN GIVING: EVENT FUNDRAISERS

- Event fundraisers are a welcomed source of giving.
- Proceeds will be designated to Quality of Life enhancements.
- Many activities can be considered including (but not limited to):
  - Bonspiels, golf tournaments, BBQs, music festivals, walk-a-thon, Car shows, bingos, lottery events, fishing tournaments.
- A Fund Raising Committee member is happy to attend.



ENTRY  
\$100



SUMMER FUN

**GOLF**  
Tournament

GREAT PRIZES!  
Season passes  
Golf clubs

Leeds  
Grenville  
[www.leedsgrenville.com](http://www.leedsgrenville.com)

# THE BENEFITS OF THIS GIFT

Gives residents a wonderful place to dine and socialize.

Your Township's donor exposure in a area designated.

Charitable tax receipt for full amount.

Illustrates social responsibility as a community contributor.

# OPTIONS IN GIVING

## Tax Shelter for \$35,000+ Donors

- PearTree Fund – offers donors who contribute \$35,000+, a tax shelter that gives you/your company a larger tax deduction through Canada Revenue Agency.
- A philanthropic investment company that buys and sells shares in the mining industry for exploration and Research and Development.



# Pear Tree Tax Shelter – How it Works

- PearTree's Flow Through Share (FTS) Donation format reduces after-tax cost of giving to 10% for gifts > \$35K.
- Instead of donating cash, donors buy and donate Flow Through Shares (1st tax benefit).
- The FTS are donated (2nd tax benefit) and immediately sold to a pre-arranged buyer.
- Charity receives full pledged amount in cash at no net cost.
- Mining company uses funds raised by FTS for mineral exploration.

# Pear Tree Tax Shelter – How it Works

- Subscribers must be “Accredited Investors” per securities regulations.
- Purchase, donation and sale to end buyer transact same day.
- PearTree uses GiftPact Foundation to receive the FTS, provide donation tax receipt, settle closing costs and transfer pledged cash amount to donor’s charity of choice.
- All transactions covered by CRA Advanced Income Tax Ruling and PearTree’s 16-year track record.
- Donor suitability to be confirmed by their tax advisor and PearTree Compliance Dept.



# TREE OF RECOGNITION

We appreciate every level of contribution – it all makes a difference.

Donors giving \$1,000 or more will be recognized on the Maple Tree of Giving at the entrance of the new facility.

Major Gifts will form the foundation / roots of the tree.

# TREE OF RECOGNITION

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- **Red leaves** = donations of \$10,000+
- **Orange leaves** = donations between \$5,000 and \$9,999;
- **Yellow leaves** = donations between \$3,000 and \$4,999;
- **Green leaves** = donations between \$1,000 and \$2,999;
- **Previous donors** will be acknowledged by plaques in the front entrance.



# NEXT STEPS

Approval by donor of dollar amount and contribution terms.

Sign-off by authorized members of contribution agreement.

Media announcement to publicize contribution.

Finalize naming rights benefits and acknowledgement.

# WHY DONATE? OUR STAFF IS EXCEPTIONAL





# WHY DONATE?

## WE ARE A BEST PRACTICE SPOTLIGHT ORGANIZATION



Maple View Lodge  
Receives Best  
Practice Spotlight  
Recognition  
demonstrating  
excellence in care by  
the Registered  
Nurses Association  
of Ontario (RNAO)



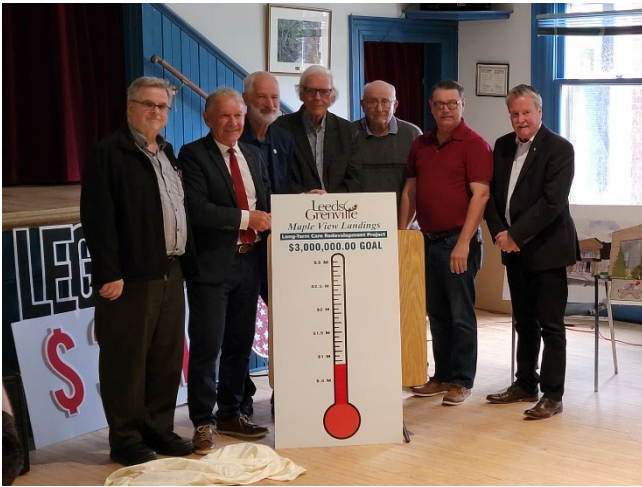
# WHY DONATE?

## OUR RESIDENTS ARE THE REASON





# \$3,000,000 CAMPAIGN KICK-OFF MAY 24<sup>TH</sup>, 2023



Campaign Committee unveils  
**\$3,000,000 dollar goal** with over  
\$833,000 raised to date.

Some of our early donors include:

George Tackaberry (\$100,000);  
Athens Lions Club (\$30,000);  
Hudson-Burnbrae Foundation (\$5,000)  
Athens resident Bob Watts (\$5,000)

# TESTIMONIALS TELL OUR STORY

*“My mother has been in Maple View Lodge for 12 years. The friendly and professional care she receives from the staff has made it a very pleasant place for her to live.*

*The staff gears care to individual needs: be it meals, activities, or general mental or physical care. Our family has never had a complaint and agree there is no better place for our mother than Maple View Lodge.”*

**Pauline Reid, Family Member**

*“I came to Maple View Lodge in November as my home and most everything I own was being disposed of. My hesitation remained until I was in the place I will forever call home.*

*After being here only a few hours, I told my daughter of the love I felt right away and of the glorious sunshine that streams in every window. I am making new friends and new memories.*

*Life is good here and by the grace of God, I feel truly blessed and where I belong.”*

**Marian Sly Hart  
Resident**

# MANY THANKS

For your time and consideration.

**Contact:**

**Lesley Todd, Long-term  
Care Fundraising  
Coordinator**

**[Lesley.Todd@uclg.on.ca](mailto:Lesley.Todd@uclg.on.ca)**

**613-340-6038**



# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

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

- a) Special Tri-Council – May 25, 2023
- b) Regular Council – May 29, 2023
- c) Public Library Board – April 25, 2023
- d) Port Management Committee – May 23, 2023
- e) Committee of the Whole – Community Development – June 5, 2023
- f) Committee of the Whole – Administration & Operations – June 12, 2023
- g) Application for Severance – 27 David Street – Broniszeski
- h) Agricultural LEAR Consultation
- i) Doors are Open Sessions
- j) Industrial Park Lands for Appraisal and Sale

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		





**EDWARDSBURGH  
CARDINAL**



## **SPECIAL TRI-COUNCIL**

### **MINUTES**

**May 25, 2023**

**6:00 p.m.**

**Maitland Fire Hall**

#### **Present**

Township of Augusta:

Mayor Jeff Shaver, Councillors Hendrik Pape,  
Michele Bowman (joined meeting at 6:40pm)

Township of Edwardsburgh Cardinal:

Mayor Deschamps (joined meeting at 6:12pm) Councillors  
Walter Smail, Chris Ward

Town of Prescott:

Mayor Shankar, Councillors Mary Campbell, Tracey Young,  
Justin Kirkby, Lee McConnell, Ruth Lockett (joined meeting at  
6:15pm)

#### **Staff**

Township of Augusta:

Shannon Geraghty, CAO, Annette Simonian, Clerk

Township of Edwardsburgh Cardinal:

Dave Grant, CAO, Rebecca Williams, Clerk

Town of Prescott:

Matthew Armstrong, CAO/Treasurer, Kaitlin Mallory, Deputy  
Clerk, Dana Valentyne, Economic Development Officer

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#### **1. Welcome and Introductions**

Mayor Shaver welcomed everyone to the Tri-Council meeting.

#### **2. Call to Order**

Mayor Shaver called the meeting to order at 6:08p.m.

#### **3. Approval of Agenda**

Motion: Moved by Mayor Shankar, seconded by Councillor Smail  
That the agenda for the Special Tri-Council meeting of the Township of



Augusta, Township of Edwardsburgh Cardinal, and Town of Prescott be approved as amended to add a closed session.

Carried

#### **4. Declarations of Interest**

There were no declarations of interest expressed.

#### **5. Opening Statement from Mayor Shaver, Mayor Shankar, and Mayor Deschamps**

Mayor Shaver welcomed everyone back.

The Mayors are looking forward to another term working collaboratively together to achieve great things.

#### **6. Delegations & Presentations (in closed)**

Motion: Moved by Mayor Shankar, seconded by Councillor Pape  
THAT the Tri-Council move into a closed meeting as per the Municipal Act c 25 S.O. 2001 section 239(2)

- A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality, which, if disclosed could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.
  - Corridor Economic Development Initiatives Presentation.

Carried

##### **6.1 Economic Development Update Presentation – Charlie Mignault, Corridor Commissioner and Shelley Bacon Corridor Chair**

Charlie Mignault provided the Tri-council with an Economic Development Update PowerPoint presentation.

Motion: Moved by Mayor Shankar, seconded by Councillor Ward  
THAT the closed session is adjourned at 7:22pm and that the Tri-council resumed the open meeting to report out and that the Tri-Council took no action beyond receiving the information.

Carried

## **7. Focused Discussion**

### **7.1 Task Force Updates, Augusta Secondary Plan/Developer Package**

Shannon Geraghty, CAO Township of Augusta, provided the Tri-Council with an update on the Secondary Plan/Develop Package. A copy of the presentation is held on file.

### **7.2 River Route 2022/2023 Update**

Matthew Armstrong, CAO/Treasurer Town of Prescott, provided the Tri-Council with a River Route Update. A copy of the presentation is held on file.

Discussion held on the possibility of addition of a bike rack and extending hours to accommodate workers working 12 hour shifts.

Council suggested approaching the corridor to solicit companies to put money into the River Route to accommodate the needs of their employees and for administration to keep a list of people requesting modifications to gauge the need for a change.

### **7.3 Recreation Committee – Terms of Reference**

Matthew Armstrong, CAO/Treasurer Town of Prescott, provided the Tri-Council with draft Terms of Reference for a Tri-Council Joint Recreation Committee. A copy of the presentation is held on file.

The CAOs recommended formally adopting the draft Terms of Reference presented and confirm membership by June 30, and set a date for the meeting.

Council proposed that it would be more appropriate to establish Terms of Reference for the Tri-Council before appointing subcommittees of the group.

### **7.4 Airbnb's – Regulations & Guidelines**

CAO Geraghty, Township of Augusta, provided the Tri-Council with draft Airbnb policy for review and discussion. A copy of the presentation is held on file.

Staff suggested that Councils might consider aligning standard regulation and management of Airbnbs with a collaborative procedure that works for all.

Council discussed how big an issue the Airbnbs were to their respective area and considered the balance between more control and remaining welcoming.

Councillors were concerned that overregulating would be too unwelcoming, and management of issues could be an administrative nightmare.

## 8. Round Table

Mayor Shaver invited Councillors to participate in the roundtable discussion:

- Good that we are sharing different ideas.
- Looking forward to future collaboration.
- Health care, housing, and attracting more residents should be the main focus.
- There needs to be an action plan in place with timelines to follow.
- Good presentation from the Corridor, happy that some information is being shared.
- Larger manufacturing companies should be supporting the river route, to aid their workers transportation instead of municipalities trying to accommodate that.
- Recommend that CAOs and Mayors sit together ahead of the meeting to set the agenda ahead of time.
- We can get a lot of good things to the table; we just need to figure out how to do that.

## 9. Adjournment

Motion: Moved by Councillor Kirkby, seconded by Councillor Ward

That the meeting be adjourned. (Time: 8:25p.m.)

Carried

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Mayor

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Clerk

**MINUTES  
MUNICIPAL COUNCIL**

**Monday, May 29, 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  
Sean Nicholson, Treasurer  
Gord Shaw, Director of Operations  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Candise Newcombe, Deputy Clerk  
Chris LeBlanc, Manager of Public Works

**PUBLIC:** Jamie Pollock - MNP LLP Accounting

**1. Call to Order**

Mayor Deschamps called the meeting to order at 6:34 p.m.

**2. Approval of Agenda**

**Decision:** 2023-146

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

That Municipal Council approves the agenda as presented.

Carried

**3. Disclosure of Pecuniary Interest & the General Nature Thereof**

None.

**4. Delegations & Presentations**

a. Township Consolidated Financial Statements - MNP LLP

Mr. Pollock of MNP LLP reviewed with Council the findings of the Auditor's Report and 2022 Consolidated Township Financial Statements ending on December 31, 2022. He noted there were no significant findings to bring to Council's attention at this time and that the Township is in a good financial position.

**5. Consent Agenda**

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

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

- a. Regular Council – April 24, 2023
- b. Special Council – May 8, 2023

- c. Public Library Board – March 28, 2023
- d. Port Management Committee – April 17, 2023
- e. Public Meeting – Proposed Amendments to Building Permit Fee Schedule – April 24, 2023
- f. Committee of the Whole – Community Development – May 1, 2023
- g. Committee of the Whole – Administration & Operations – May 8, 2023
- h. Purchase Filehold OCR Module
- i. Pride Month – Banners/Flag Request
- j. 2023 PSAB Budget Addendum
- k. 2022 Year End Township Surplus
- l. Amending the Spencerville Lagoon Environmental Compliance Approval

Carried

## 6. Minutes of the Previous Council Meetings

- a. Regular Council - April 24, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated April 24, 2023.

Carried

- b. Special Council - May 8, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated May 8, 2023.

Carried

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

None.

## 8. Committee Minutes

- a. Public Library Board - March 28, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council receives the minutes of the Public Library Board Meeting dated March 28, 2023.

Carried

- b. Port Management Committee - April 17, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated April 17, 2023.

Carried

- c. Public Meeting - Proposed Amendments to Building Permit Fee Schedule - April 24, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT Municipal Council receives the minutes of the Public Meeting – Proposed Amendments to Building Permit Fee Schedule Meeting dated April 24, 2023.

Carried

- d. Committee of the Whole - Community Development - May 1, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated May 1, 2023.

Carried

- e. Committee of the Whole - Administration and Operations - May 8, 2023 - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Administration and Operations Meeting dated May 8, 2023.

Carried

**9. Action and Information Items from Committees**

- a. Purchase Filehold OCR Module - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT Municipal Council:

1. Purchase the Filehold OCR Module for a one-time implementation fee of \$1,600.00, with an annual maintenance fee of \$320.00; and
2. Authorize staff to execute the necessary Filehold contract updates.

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



Carried

- b. Pride Month - Banners/Flag Request - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council:

1. Direct staff to purchase and install a total of 6 pride banners, with 2 banners in each of the communities: Cardinal, Johnstown and Spencerville; and
2. That the cost be funded through the Administration department budget.

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

Carried

- c. 2023 PSAB Budget Addendum - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council adopts the 2023 PSAB Budget Addendum Report which meets the requirements of Ontario Regulation 284/09, as recommended by the Committee of the Whole – Administration and Operations.

Carried

- d. 2022 Year End Township Surplus - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council implements option 1 (establish a separate reserve account for deductibles) and directs staff to set up the “Insurance Reserve” account in the general ledger and transfer the 2022 operating surplus of \$55,778.71 to the newly created account, as recommended by the Committee of the Whole – Administration and Operations.

Carried

- e. Amending the Spencerville Lagoon Environmental Compliance Approval - CONSENT

**Decision:** 2023-147

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council direct staff to initiate the application process with the MECP to modify ECA # 3-1377-87-896 and cover the cost of the application and studies from the Spencerville Wastewater Reserve Fund (98-3806) to an upset limit of \$30,000.00.

Carried

- f. Port of Johnstown - Tender Award - Electrical Work for Bin Automation Project #300-507

Council clarified that approval for this capital project was required as it exceeded the 2023 budgeted amount. Members encouraged Port staff to research grant opportunities to offset the additional costs.

**Decision:** 2023-148

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT Municipal Council:

1. Award the electrical work for the Bin Automation project #300-507 to Industrial Contracting Solutions Inc. in the amount of \$374,165.00 (excluding HST) with a 15% contingency; and
2. Authorize the Port General Manager to execute the purchase order on behalf of the Township and Port.

As recommended by the Port Management Committee.

Carried

- g. 2022 Township Financial Statements (Consolidated)

Council commended the previous council members, treasurer and staff on their efforts in diligently maintaining the Township's finances and highlighted the restrictions it faces with the limited number of staff available.

**Decision:** 2023-149

**Moved by:** J. Martelle

**Seconded by:** W. Smail

WHEREAS the Mayor and Deputy Mayor met with the external auditors, MNP LLP, for the Township of Edwardsburgh Cardinal and Port of Johnstown; and

WHEREAS MNP LPP provided a review of the Management Representation/Responsibility Letter, the Independent Auditor's Report, the Audit Findings Report, and the 2022 Draft Consolidated Financial Statements for the Township of Edwardsburgh Cardinal and Port of Johnstown.

NOW THEREFORE BE IT RESOLVED THAT Municipal Council receives the Audit Findings Report and approves the 2022 Consolidated Financial Statements for the Township of Edwardsburgh Cardinal, as provided by MNP LLP.

Carried

- h. 2022 Port of Johnstown Audited Financial Statements

Council commended Port staff on their diligence with the Port of Johnstown finances and noted the preference to require additional layered responsibility incorporated in the cash receipts handling procedure, though recognize the similar issue as experienced with the Township due to limited staff.

**Decision:** 2023-150

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

WHEREAS the Port Management Committee received and reviewed the Auditor Findings Report on the Port of Johnstown's financial statements during the regular meeting held on May 23, 2023.

NOW THEREFORE BE IT RESOLVED THAT Municipal Council receives the Audit Findings Report and approves the 2022 Financial Statements for the Port of Johnstown, as provided by MNP LLP.

Carried

i. Proposed New Provincial Policy Statement

Council reviewed the report and discussed requirements to remain aligned with the Provincial Policy Statement (PPS) and concern with the lack of reference to sensible management of natural resources. Members requested that the letter read that "Council express general support for the proposed Provincial Policy Statement changes".

**Decision:** 2023-151

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT Municipal Council receives and generally supports the Proposed New Provincial Planning Statement report; authorizes the Mayor to sign the attached letter, and direct staff to submit the comment letter to the Province of Ontario through the Environmental Registry of Ontario (ERO), prior to the June 5, 2023 deadline.

Carried

j. Temporary Road Closure Request - Soapbox Derby

**Decision:** 2023-152

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council:

1. Approve the request for partial closure of Goodin Rd. between civic addresses 2927-3012 on June 24, 2023 between the hours of 9:00am to 1:00pm for the Optimist Club Soapbox Derby; and
2. Direct staff to supply barricades and work with the Optimist Club to ensure notification is provided to affected residents and emergency services.

Carried

k. Use of Unopened Road Allowance Request - Cedar/Water St

Council reviewed the report and discussed timeline of issue, the Township setting a precedent for future disputes, MECP inspection findings and type of fill material.

**Decision:** 2023-153

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council grant permission for the applicant to place fill material on the unopened road allowance portion to sufficiently gain access to the vacant lot for placement of additional fill material.

Carried

10. Correspondence

Decision: 2023-154

Moved by: C. Ward

Seconded by: J. Martelle

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

- April 25, 2023
- May 3, 2023
- May 10, 2023
- May 17, 2023
- May 24, 2023

Carried

11. Municipal Disbursements

Decision: 2023-155

Moved by: J. Martelle

Seconded by: W. Smail

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

- |                                    |              |
|------------------------------------|--------------|
| • Report dated April 27 (2023-076) | \$127,523.02 |
| • Report dated April 29 (2023-077) | \$186,367.84 |
| • Report dated May 4 (2023-080)    | \$55,971.16  |
| • Report dated May 4 (2023-081)    | \$15,000.00  |
| • Report dated May 17 (2023-086)   | \$112,270.05 |
| • Report dated May 25 (2023-092)   | \$155,592.56 |
| • Report dated May 25 (2023-093)   | \$111,638.00 |
| • Report dated May 25 (2023-094)   | \$80,775.62  |

TOTAL: \$845,138.25

Carried

12. By-laws

- a. Amend Building Bylaw 2012-05 - Permit Fee Schedule

Council clarified that there was no feedback received following the newspaper announcements or the public meeting held April 24.

Decision: 2023-156

Moved by: J. Martelle

Seconded by: C. Ward

THAT the mover be granted leave to introduce a bylaw to amend bylaw 2012-05 as amended being a bylaw respecting permits relating to construction, demolition, change of use, inspections, and privately owned swimming pools, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2023-157

**Moved by:** J. Martelle

**Seconded by:** C. Ward

THAT a bylaw to amend bylaw 2012-05 as amended being a bylaw respecting permits relating to construction, demolition, change of use, inspections, and privately owned swimming pools, be now read a third time and finally passed, signed, sealed and numbered 2023-32.

Carried

b. Update Fence Bylaw

Council clarified that the definition of a fence does not include a hedge within the Township fence bylaw.

**Decision:** 2023-158

**Moved by:** W. Smail

**Seconded by:** J. Martelle

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

Carried

**Decision:** 2023-159

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT a bylaw to regulate the erection, height and maintenance of boundary fences within the Township of Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2023-33.

Carried

c. Update Reserve and Reserve Fund Policy

**Decision:** 2023-160

**Moved by:** C. Ward

**Seconded by:** W. Smail

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

Carried

Council noted the growing fluctuations in insurance costs and increases in claim settlements and commended staff on the proactive layer of protection to the ratepayers provided through the implementation of an Insurance Reserve.

**Decision:** 2023-161

**Moved by:** C. Ward

**Seconded by:** W. Smail

THAT a bylaw to adopt a reserve and reserve funds policy, be now read a third time and finally passed, signed, sealed and numbered 2023-34.

Carried



d. **SNC Memorandum of Understanding for Forestry Services**

Council reviewed the agreement and discussed scope of SNC partnership responsibilities, tender process, road brushing budget and management lead on the project.

**Decision:** 2023-162

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and Clerk to execute a Memorandum of Understanding with the South Nation River Conservation Authority for Forestry Services, and this shall constitute first and second reading thereof.

Carried

Council members commended staff on the expedient grant application to obtain funding for the project.

**Decision:** 2023-163

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT a bylaw to authorize the Mayor and Clerk to execute a Memorandum of Understanding with the South Nation River Conservation Authority for Forestry Services, be now read a third time and finally passed, signed sealed and numbered 2023-35.

Carried

**13. CAO's Administrative Update**

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

- Junior and senior hockey club contract status
- Pride banner installation timeline
- Hanging flower basket locations and recommended additional baskets be added along the posts in front of the Cardinal Mall on County Road 2.
- Firefighter's appreciation dinner held May 27.
- Status of pool heater installations.
- Commended staff on roadside brushing.
- Meeting with hockey organization representatives and Town of Prescott recreation manager to coordinate team ice times between the Township arenas and the new Prescott facility.

**Decision:** 2023-164

**Moved by:** W. Smail

**Seconded by:** J. Martelle

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

Carried

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

Councillor Martelle requested a discussion item regarding a proposed Cardinal Canal clean-up be added to the June Administration and Operations Committee meeting.

Mayor Deschamps requested a discussion item regarding Bill 5 - Stopping Harassment and Abuse by Local Leaders Act, 2023 be added to the June Administration and Operations Committee meeting.

**15. Mayor's Report**

Mayor Deschamps reported on the following:

- Tri-Council meeting held May 25, discussed collaboration and received a presentation from the St. Lawrence Corridor Economic Development Commission.
- Successful canoe/kayak poker run at the Spencerville Mill with 262 registered participants. The need for accessible canoe/kayak launches was noted.
- Recognized the Fever Pitch event held in Spencerville this weekend and requested discussion at a future Committee on ways the Township can support its local events.
- Invited to participate as a judge at the Prescott Poutine Fest May 27 and commended the economic development department in Prescott for acquiring this event.
- Upcoming Spencerville Mill Golf Tournament to be held June 10.
- SERA hosting the upcoming Johnstown community garage sale and opening of the Johnstown Dog Park on June 3
- Cardinal community garage sale to be held on June 10<sup>th</sup>.
- Reminded Council of AMO delegation submission June 9 deadline.
- Commended the Agricultural Society on the successful hosting of the Fire Fighters appreciation dinner and long-term service awards on May 27.

**Decision:** 2023-165

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

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

Carried

**16. Question Period**

None.

**17. Closed Session**

**Decision:** 2023-166

**Moved by:** C. Ward

**Seconded by:** W. Smail

THAT Municipal Council proceeds into closed session at 8:46 p.m. in order to address a matter pertaining to:

1. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: CAO, Fire Department and Township Workplace Assessments; and
2. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Minutes of Closed Session dated March 27, 2023.

Carried

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: CAO, Fire Department and Township Workplace Assessment and Review

**Decision:** Verbal

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT Municipal Council extend beyond the 10:00 p.m. curfew.

Carried

- b. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Minutes of Closed Session dated March 27, 2023

**Decision:** 2023-167

**Moved by:** C. Ward

**Seconded by:** W. Smail

THAT the closed meeting of Municipal Council does now adjourn and the open meeting does now resume at 10:46 p.m.

Carried

## **18. Report Out of Closed Session**

The Chair reported that Council met in closed session to discuss personal matters about an identifiable individual, including municipal or local board employees, specifically CAO, Fire Departments and Township workplace assessment and direction was provided to the CAO. The Chair noted a motion to extend past the 10:00 p.m. curfew was passed verbally in closed session.

**Decision:** 2023-168

**Moved by:** J. Martelle

**Seconded by:** C. Ward

THAT Municipal Council receives and approves the closed session minutes of Council dated March 27, 2023.

Carried

## **19. Confirmation By-law**

**Decision:** 2023-169

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2023-36.

Carried

## **20. Adjournment**

**Decision:** 2023-170

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Municipal Council does now adjourn at 10:48 p.m.

Carried

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Deputy Clerk

## ***Edwardsburgh Cardinal Public Library Board Meeting Minutes***

April 25<sup>th</sup>, 2023 Spencerville Branch

**Present:** T. East, A. Barratt, H. Cameron, T. Wilson, J. Martelle, K. Martin

**Via Facetime:** J. Cameron

**Regrets:** None

**Staff:** M-A. Gaylord, D. Gladstone

**Special Guests:** Dave Robertson.

### **1. Call to order**

The meeting was called to order at 6:00pm

### **2. Disclosure of interest – None**

### **3. Additions to agenda**

Motion by Tammy Wilson to approve the agenda, seconded Hugh Cameron.

CARRIED

### **4. Approval of minutes from previous meeting**

Motion by Kim Martin to accept the March 28<sup>th</sup>, 2023 minutes as circulated,  
seconded by Anne Barratt. CARRIED

Chair Tim East took this opportunity to extend thanks and appreciation to Dave Robertson for his many years of service on the Library Board. Dave's dedication and work over the past two decades as Treasurer and Board member has provided the ground work to the success and continuation of the Board. The Board presented Dave with a small token of appreciation and many thanks and all the best to Dave.

### **5. Business arising from minutes**

Motion by Tammy Wilson to appoint Anne Barrett as Vice-Chair, seconded by Joe Martelle. CARRIED

Motion by Anne Barratt to appoint Judy Cameron as the Board's representative to the Ontario Library Board Assemblies. CARRIED.

### **6. Correspondence –None**



- 7. Policy Review** FN-05 Respect and Acknowledgement Declaration  
FN-06 Equity, Diversity and Inclusion  
GOV-08 Board-CEO Partnership

Motion by Anne Barratt that the policies be reviewed at the May Board meeting, seconded by Tammy Wilson. CARRIED

**7. Treasurer's report**

The Board received a Budget to Actual breakdown as of March 31<sup>st</sup>. The Board The Treasurer explained that the audit is being completed at the Township. Within the next month or two the Board will receive a draft copy of the Audited Financial Statement for the Library.

**8. CEO/Supervisor report attached**

The CEO advised the Board of adjustments to Library Hours that have been discussed. Currently the hours are 30 hours between the 2 Branches. We have started back our visits with Centennial PS in Spencerville. To allow us to accommodate all classes we are opening earlier in Spencerville on Tuesday and Thursday. Our evening hours in Spencerville are quiet but would like to continue to allow an evening opening to accommodate our patrons. We do not see a need to open any additional evening hours in Spencerville.

This will be a trial beginning June 1<sup>st</sup>. We will post the adjusted hours on social media, in the branches and give handouts to our patrons when they check out their material. Spencerville hours will decrease by .5 hours, Cardinal will increase by 1 hour.

Motion by Hugh Cameron that the following hours be implemented effective June June 1<sup>st</sup>, 2023, seconded by Kim Martin. CARRIED

Monday 5-8pm Cardinal – Spencerville Closed (no change)  
Tuesday 1-5pm Both Branches  
Wednesday 5-8pm Both Branches  
Thursday 1-5pm Both Branches  
Friday Closed Both Branches (no change)  
Saturday 9am-12 noon Cardinal (no change)  
Saturday 10am-1:30pm Spencerville (no change)

**9. Report from Municipal Council –**

Councillor Martelle reported that the Township is working on a Tourism initiative, which the library may benefit from. More details will follow.

Signage is being worked on to promote the waterfront and the pools are installing heaters which should be up and running for the start of the summer swimming program.

**11. New business/Community Activities**

The Library received a \$500 donation from the Friendly Brothers Lodge #143. The CEO will send a Thank You letter to the Lodge for their generous donation and support of the Library.

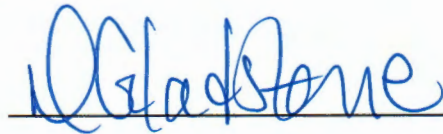
**12. Date of Next Meeting:** Tuesday May 23rd, 2023 at 5pm Cardinal Branch

**13. Adjournment**

Moved by Tammy Wilson, seconded Kim Martin that the meeting of the Library Board does now adjourn at 7:04pm. CARRIED



Chair



Recording Secretary

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To: ECPL Board Members  
From: Donna Gladstone, Library CEO  
Meeting Date: April 25, 2023  
Subject: Library CEO Report April 2023,

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#### **Programs**

- Our Bookworm challenges will continue to run until May 1<sup>st</sup>
- Design a Bookmark Contest closes April 20<sup>th</sup>.
- Earth Day April 22, we will make available a plant a seed kit

#### **Upcoming Programs**

- Butterfly Program – Supported by the Friends of the Cardinal Library - 2<sup>nd</sup> Annual
- Geocaching information session – Supported by the Friends of the Cardinal Library
- TD Summer Reading Program

#### **Friends of the Library**

##### Cardinal Friends

The Friends are having a raffle on a quilt that they handmade during COVID – they have a license and tickets are being sold – the draw will take place in October during Library week.

The group have budgeted for some additional Literacy Bags for new and struggling readers. The kits are being put together and will be added to our Decodable collection

The Friends will be supporting the Bookmark Contest – they have agreed to pay for the creation of the winning bookmarks which will be available at both branches

##### Spencerville Friends

The Friends held a meeting and invited the Cardinal FOL to attend to hear Kevin Chlebovec, who is Head of Business Development Audience Engagement with the National Film Board of Canada. Kevin lives in Spencerville and spoke to the group about the National Film Board club and ideas for Libraries.

The Friends will be supporting the Bookmark Contest – they have agreed to pay for the creation of the winning bookmarks which will be available at both branches.

Both FOL groups continue to support events at the Library and are always willing to support staff and events.



## Staff

We are pleased to welcome Darcie Dow to our team as of April 1<sup>st</sup>. Darcie has been training with Mary Kay will be available to work at both Branches in the coming weeks.

We will be welcoming Cathy Semkiw to the team on May 1<sup>st</sup> and she too will be training with Mary Kay at which time Darcie will be trained and available to work were we need her.

Our next staff meeting is scheduled for Friday April 28<sup>th</sup>, 2023 we will be planning for Spring and Summer programs and building some team collaboration.

## Board Members

Friendly reminder that Accessibility Training through <http://www.accessforward.ca> is required. You will receive a printable certificate once completed. You only have to complete once – Completion date by April 25<sup>th</sup>, 2023.

I have completed my EXCEL Course! I sent my final assignments Monday April 10<sup>th</sup> should receive my final course completion and will EXCEL certified! EXCEL program provides core skills in all areas of public library service from the history of the Ontario Public Library – Collection Development to Library Marketing.

March 2023 Stats				YTD	March 2022 Stats			
	Cardinal	Spencerville	Total			Cardinal	Spencerville	Total
Persons Entering	454	581	1035	2354	Persons Entering	310	156	466
WorkflowHolds	29	15	44	115	WorkflowHolds	14	12	26
Email Inquires	0	1	1	9	Email Inquires	3	3	6
Phone Inquires	34	7	41	104	Phone Inquires	40	34	74
In-person Inquires	19	24	43	107	In-person Inquires	0	3	3
ILL	8	4	12	40	ILL	0	10	10
PC Use	20	22	42	86	PC Use	2	9	11
Wireless Use	1	0	1	9	Wireless Use	1	5	6
Curbside Pick-up	2	0	2	23	Curbside Pick-up	17	3	20
Photocopying/Faxes	23	8	31	73	Photocopying/Faxe	7	3	10
Programs	23	12	35	66	Programs	20	16	36
Program Attendance	94	81	175	337	Program Attendanc	36	12	48
Homebound Service	1	1	2	5				
Volunteer Hours	23		23	61				
School Visits		241	241	626				
Circulation	648	714	1362	3408	Circulation	581	393	974
Overdrive	303	210	513	1086	Overdrive	238	194	432
Overdrive Users	7	8	15	40	Overdrive Users	11	14	25
New Users	2	4	6	13	New Users		2	2
New Library Cards	27	8	35	64	New Library Cards	6	3	9

**MINUTES  
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE  
SOUTH EDWARDSBURGH COMMUNITY CENTRE - JOHNSTOWN  
MONDAY MAY 23, 2023  
5:00 PM**

Present: Deputy Mayor Stephen Dillabough, Chair  
Mayor Tory Deschamps  
Councillor Joseph Martelle  
Councillor Waddy Smail  
Councillor Chris Ward  
Regina Hernandez, Advisory Member  
Randy Stitt, Advisory Member  
Clint Cameron, Advisory Member  
Frank McAuley, Advisory Member

Staff: Dave Grant, CAO  
Sean Nicholson, Treasurer  
Robert Dalley, General Manager  
Kevin Saunders, Operations Manager  
Mike Moulton, Operations Manager  
Rebecca Williams, Clerk  
Candise Newcombe, Deputy Clerk  
Rhonda Code, Office Manager  
Jeff Wright, Maintenance Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 5:00 p.m.

2. Approval of Agenda

**Moved by:** W. Smail

**Seconded by:** C. Ward

That Committee approves the agenda as amended to receive item 9 as an information item to be discussed at the June Port Management Committee meeting.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. In Camera Session

**Moved by:** C. Ward

**Seconded by:** W. Smail

That Committee proceeds into closed session at 5:00 p.m. in order to address a matter pertaining to:

1. Section 239 (3.1) Educational or training session; Specifically: Port Committee Orientation Tour

Carried

**Moved by:** W. Smail

**Seconded by:** C. Ward

That the closed meeting does now adjourn and the open meeting of Committee does now resume at 6:04 p.m.

Carried

5. Report Out of In Camera Session – Short Recess to Follow to Relocate –

Committee met in closed session under Section 239(3.1) for educational or training session; Specifically: Port Committee Orientation Tour. The Chair noted the Mayor was able to join the tour a few moments after going into closed session and the Chair called for a recess to allow the Committee to relocate for the remainder of the meeting at the Johnstown Community Centre.

6. Delegations & Presentations – None

7. Minutes of the Previous POJ Committee Meeting

- a) Regular Meeting – April 17, 2023

Attendance of the Township CAO and Treasurer at future Port Management Committee meetings was noted.

**Moved by:** C. Ward

**Seconded by:** W. Smail

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated April 17, 2023.

Carried

8. Business Arising from Previous PMC Minutes – None.

9. Discussion Items

- a) Grain Shrinkage – Committee received the presentation and directed staff to provide a report at the June Port Management Committee meeting.

10. Action/Information Items

- a) Grain Operations Report



Port staff provided an overview of the monthly operations report and highlighted the following areas: overall inventory levels, monthly traffic, grain received/shipped, corn shipped to local processor over Easter weekend, labour wage overages, recordable incidents/injuries and results of the annual GMP and surveillance audit.

b) Maintenance Report

Port staff provided an overview of the monthly report and there was a general discussion on the following topics: monthly premise inspection, weekly and monthly maintenance/electrical work completed.

c) Capital Projects Report

Committee was provided a summary of the report and discussed reasons for delays/deferral in capital projects, project budgets to date, remaining aspects and budget of the automate basement bin valves project. Committee directed staff to provide an up-to-date capital project budget sheet at the June Port Management Committee meeting.

d) Financial Report

Committee was provided with a brief overview of the Port of Johnstown's investments to date and discussed current monthly Port expenses, municipal allocations, year-to-date revenues, management fee amount paid to date, receivables and comparison of actuals/budget for 2022/2023.

e) Vessel Traffic Report

Committee reviewed the traffic report and clarified the location of the liquid calcium chloride storage tanks on the Port property.

f) Health & Safety Report

Committee reviewed the health and safety report.

**Moved by:** C. Ward

**Seconded by:** T. Deschamps

That the Port of Johnstown Management Committee received and reviewed item 10 a) Grain Operations Report; b) Maintenance Report; c) Capital Projects Report; d) Financial Report; e) Vessel Traffic Report; and f) Health and Safety Report.

Carried

g) General Managers Report

Port staff provided an overview of the monthly operations report and highlighted the following areas: met with Environmental Services representative and Environmental Assessment Officer from the Mohawk Council of Akwesasne, met with Ministry of Transportation of Ontario representatives to discuss the challenges and priorities of the Port, clarified MECP concerns regarding salt operations, met with South Nation Conservation Representatives regarding environmental regulations for the Port land development project, attended collective bargaining sessions on May 9 and 10, overview of Port efforts in the Earth Day cleanup organized by Greenfield Global Inc., and discussed future collaborations with the Canadian Grain Commission for controlling pests in the grain.

Committee discussed impending salt operation requirement changes from the Ministry of Environment, Conservation and Parks (MECP). It was noted that following consultation with neighbouring Port representatives, similar concerns were shared regarding the proposed MECP changes and their impact to the distribution of salt cargo in Ontario.

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That the Port of Johnstown Management Committee received and reviewed item 10 g) General Manager's Report.

Carried

h) Land Development POJ Warehouse Grubbing Project #334-02

Committee was provided with a summary of the report, in which the amount of the tender was clarified to be \$248,530.00 and discussed the company's experience, timeline for completion, maintenance, the proposed scope of the project, implications of expanding the project, presenting a business plan for the cleared land, planned prospective clients and alternate access options to the land.

Members noted their support for phase 1 of the project, that includes clearing of approximately 22 acres of the lands for future laydown cargo area. This will be followed by a drainage study prior to the next phase of completion.

**Moved by:** C. Ward

**Seconded by:** T. Deschamps

That the Port Management Committee:

1. Approves the award of the contract for project 334-02 "POJ Warehouse Grubbing" in the amount of \$248,530.00 with a contingency of 15% excluding HST, to R.W Tomlinson Ltd.; and
2. That the Port General Manager and Mayor of the Township execute the contract on behalf of the Port of Johnstown.

Carried

i) Dock Pavement Rehabilitation Project #320-003

Committee was provided with brief overview of the project and discussed additional dock compaction anticipated, budget versus proposed project scope, the condition of the Masterfeeds parking lot and onus of responsibility to replace and liability should issues arise.

**Moved by:** C. Ward

**Seconded by:** W. Smail

That the Port Management Committee awards the 2023 Paving Project #300-003 to R.W. Tomlinson Ltd. in the amount of \$356,895.00 excluding HST with a contingency of 15% for engineering and potential overages incurred.

That the Port General Manager and Mayor execute the contract on behalf of the Port of Johnstown.

Carried

j) Electrical Work for Bin Automation Project #300-507

Committee received a brief summary of the report and discussed future automation expansion plans, grant availability, current vessel loading times and timeline for completion of phase 1 of the automation project.

**Moved by:** W. Smail

**Seconded by:** C. Ward

The Port Management Committee recommends that Council award the Electrical Work for the Bin Automation Project #300-507 to Industrial Contracting Solutions Inc. in the amount of \$374,165.00 (excluding HST) with a 15% contingency.

That the Port Management Committee recommends that Council approve the Port General Manager to sign the purchase order on behalf of the Township.

Carried

k) 2022 Audited Financial Statements

Committee was provided with an overview of the report and discussed the appropriate procedures for receiving and reviewing the financial statements during the Port meeting and waiting to accept and approve the report and

Page 5 of 7

Port Management Committee – May 23, 2023

financial statement until the meeting with the auditors., however, discussed the appropriateness of approving the report prior to meeting with the auditors.

**Moved by:** T. Deschamps

**Seconded by:** W. Smail

That the Port Management Committee receives and reviews the auditor's report on the Port of Johnstown's financial statement as provided by MNP LLP chartered accountants.

That the Port Management Committee recommends that Council receives and approves the auditor's report on the Port of Johnstown's financial statement as provided by MNP LLP chartered accountants.

Carried

11. Approval of Disbursements – Port Accounts

**Moved by:** J. Martelle

**Seconded by:** C. Ward

That Port of Johnstown Management Committee approves payment of Port invoices circulated and numbered as follows:

Withdrawals Total:	\$271,037.31
Batch 6	\$182,034.30
Batch 7	VOID
Batch 8	\$64,988.32
Total of Direct Withdrawals & Batch Listings:	\$518,053.93

Carried

12. Councillor Inquiries/Notices of Motion –

Deputy Mayor Dillabough noted that the new Yellow Pages phone book still lists the Port of Johnstown as the Port of Prescott.

The Mayor inquired about Port Days 2023. It was noted that it would be deferred to 2024.

13. Chair's Report – None

14. Question Period – None

15. In Cameral Session

**Moved by:** T. Deschamps

**Seconded by:** W. Smail

That Committee proceeds into closed session at 8:20 p.m. in order to address a matter pertaining to:

- B) Section 239(2)(d) Labour relations or employee negotiations – Collective Bargaining Update
- Closed session minutes from July 20, 2022
- Closed session minutes from February 22, 2023
- Closed session minutes from March 20, 2023

Carried

**Moved by:** J. Martelle

**Seconded by:** W. Smail

That the closed meeting does now adjourn and the open meeting of Committee does now resume at 9:16 p.m.

Carried

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That Committee approves the closed session minutes dated July 20, 2022, February 22, 2023 and March 20, 2023.

Carried

16. Report Out of In Camera Session -

Deputy Mayor Dillabough reported that Committee met in closed session to discuss collective bargaining progress and review closed session minutes.

17. Adjournment

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That the Committee meeting adjourns at 9:19 p.m.

Carried

These minutes were approved by Port Management Committee this 19 day of June, 2023.

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Chair

---

Deputy Clerk

**MINUTES**  
**COMMITTEE OF THE WHOLE**  
**COMMUNITY DEVELOPMENT**

**Monday, June 5, 2023, 6:30 PM**  
**South Edwardsburgh Community Centre**  
**24 Sutton Dr.**  
**Johnstown Ontario**

PRESENT: Councillor Chris Ward  
Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Waddy Smail  
Dave Dobbie, Advisory Member  
Kimberly Martin, Advisory Member

STAFF: Dave Grant, CAO  
Rebecca Williams, Clerk  
Candise Newcombe, Deputy Clerk  
Wendy VanKeulen, Community Development Coordinator

Others Present Steve Pentz - Novatech Planner  
Jordan Jackson - Novatech Planner

**1. Call to Order – Chair, Chris Ward**

Councillor Ward called the meeting to order at 6:30 p.m.

**2. Approval of Agenda**

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

That the agenda be approved as amended to include a Report Out of Closed Session item.

Carried

**3. Disclosure of Pecuniary Interest & the General Nature Thereof**

None.

**4. Business Arising from Previous Committee Meeting Minutes (if any)**



Committee Advisory Member Kim Martin challenged her disclosure of interest in the request for in-kind support for a community garden at 2140 Dundas Street at the May 1 Committee of the Whole - Community Development meeting.

Committee inquired about the Canada Customs Sign replacement status at the Cardinal boat launch.

**5. Delegations and Presentations**

**6. Action/Information/Discussion Items**

a. Live: Land Use Planning

1. Consent Policy Review

Committee was provided with an overview of the existing Township Official Plan (OP) policies, reviewed the proposed changes from Committee; which include: reducing minimum lot area and frontage, increasing the maximum number of lots that may be created, and redefining original land holding, the amendment process and development trends within the Township.

Committee discussed impending Provincial Policy Statement changes, mandated requirements and rationale for necessitating hydrogeological studies for smaller lots, reducing "red tape" for developers, and the requirement for the Township's policies to be consistent with the Provincial Policy Statement.

**Moved by:** W. Smail

**Seconded by:** S. Dillabough

That Committee direct staff to draft an Official Plan and Zoning Bylaw amendment for Committee and Council review and consideration.

Carried

2. Application for Severance: 27 David Street, Broniszeski

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

That Committee recommend that Council recommend in favour of severance B-38-23, with the following conditions:

1. That the applicant obtain relief from the zoning bylaw, as necessary to address the deficient lot size for the severed and retained parcels.

2. That a development agreement is registered on title of the severed parcel to implement the recommendations of the hydrogeological study, to the satisfaction of the Township.

Carried

3. Action: Agricultural LEAR Consultation

Committee was provided with a summary of the report and discussed the large impact the proposed change to land use designations would have on the Township and clarified the methodology used in the review process. Members reviewed the draft mapping for lands that scored 60-70 and lands that scored 70-100 and questioned whether existing agricultural land designations would be removed where the score was less. Discussion was held on the additional barriers this proposal adds for developers, effects on landowners, and the public consultation process. Committee requested that the County provide notice of the proposed changes to affected residents directly. It was noted that the Counties is required to complete this study prior to their next Official Plan review.

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Committee recommend that Council direct staff to request that the United Counties of Leeds and Grenville mail notice letters to impacted property owners and extend the time frame for comments past the June 30, 2023 deadline.

Carried

b. Work: Economic Development

1. Information: Great Waterfront Trail Adventure

Committee was provided with a summary of the report and discussed the construction detour route and the possibility of an additional event proposed for the area that day.

c. Play: Recreation

1. Information: Recreation Update

Committee was provided with a brief overview of the report and discussed if local schools were provided notice and possible additional advertising opportunities for Township events.

2. Discussion: Tri-Council Recreation Committee

Committee was provided with a summary of the report and discussed defining the mandate of the Tri-Council meetings, establishing terms of reference, streamlining the meeting attendance, designating municipal recreation coordinators to

collaborate as a tri-council recreation committee, and consulting with community organization members on an as needed basis.

d. Discussion: Doors are Open Outreach Display

Committee was provided with a brief summary of the report and discussed the diversity of the proposal, the turnout and effectiveness of the "Doors are Open" sessions to date, the convenience of facilitating public talks at existing events and cancelling the remaining scheduled sessions.

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

That Committee recommend that Council disband the remaining "Doors are Open" meetings effective immediately.

Carried

**7. Inquiries/Notices of Motion**

Mayor Deschamps requested discussion items regarding the continuation of the Tri-Municipal Council meeting and establishing terms of reference for the Tri-Council. Mayor Deschamps requested a subsequent review of the Township comments on the provincial policy statement following the deadline extension be added to the June Community Development meeting.

Councillor Smail inquired if there had been requests for assistance with the Calabogie forest fires.

Councillor Martelle sought and received general support for permitting residents to plant sunflowers on municipal property throughout the Township.

**8. Question Period**

None.

**9. Closed Session**

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Committee proceeds into closed session at 9:22 p.m. in order to address a matter pertaining to:

1. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Industrial Park.
2. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: CAO and Fire Department.

Carried

- a. Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Industrial Park

**Moved by:** T. Deschamps

**Seconded by:** J. Martelle

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

Carried

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

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT the closed meeting of Municipal Council does now adjourn and the open meeting does now resume at 10:47 p.m.

Carried

#### 10. Report Out of Closed Session

.The Chair reported that Committee met in a closed session to discuss the proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Industrial Park land and directed staff to bring forward a report on the outlined industrial lands.

#### 11. Adjournment

**Moved by:** W. Smail

**Seconded by:** J. Martelle

That Committee does now adjourn at 10:49 p.m.

Carried

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Chair

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Deputy Clerk

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

**Monday, June 12, 2023, 4:00 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  
John Hunter (Advisory Member)  
Karen Roussy (Advisory Member)

STAFF: Dave Grant, CAO  
Rebecca Williams, Clerk  
Sean Nicholson, Treasurer  
Gord Shaw, Director of Operations  
Brian Moore, Fire Chief  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Eric Wemerman, Chief Water/Sewer Operator  
Candise Newcombe, Deputy Clerk  
Wendy Van Keulen, Community Development Coordinator

OTHERS PRESENT: Tony Fleming - Cunningham Swan Lawyers

**1. Call to Order – Chair, Mayor Deschamps**

Mayor Deschamps called the meeting to order at 4:02 p.m.

**2. Approval of Agenda**

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

That the agenda be approved as presented.

Carried

**3. Disclosure of Pecuniary Interest & the General Nature Thereof**

None.

**4. Closed Session**

**Moved by:** S. Dillabough  
**Seconded by:** J. Martelle

THAT Committee proceeds into closed session at 4:04 p.m. in order to address a matter pertaining to:

- a) Section 239 (3.1) Educating or training the members; Specifically: Council Orientation Training - Integrity Commissioner

Carried

- a. Section 239 (3.1) Educating or training the members; Specifically: Council Orientation Training - Integrity Commissioner

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT the closed meeting of Committee does now adjourn and the open meeting does now resume at 6:14 p.m.

Carried

## **5. Report Out of Closed Session**

The Chair reported that Committee met in a closed session under Section 239 (3.1) Educating or training the members; Specifically: Council Orientation Training with the Integrity Commissioner.

## **6. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)**

None.

## **7. Delegations and Presentations**

None.

## **8. Consent Agenda**

**Moved by:** C. Ward  
**Seconded by:** S. Dillabough

That the following consent agenda items be received:

- a. Spencerville Lagoon Discharge Report

Carried

## **9. Discussion Items**

- a. Cardinal Canal Cleanup - Councillor Martelle



There was a general discussion regarding the beautification and stabilization of the Cardinal Canal bank including identifying the various government and agencies that would be involved with revitalization of the canal. It was noted that a canal stabilization report was previously completed, which identified areas of concern and suggested signage identifying the instability of the canal walls, which were subsequently installed. Members discussed the validity of the report on the current state of the canal and noted the benefit of reviewing the report for informational purposes.

Committee discussed possible funding sources for the project, the possibility of applying for provincial heritage grants and the necessity for an updated canal stabilization report to identify concerns prior to performing any work in-house or otherwise on the canal walls.

Committee requested staff to draft a report for the September meeting outlining possible next steps of the project including a proposed scope for beautification clean-up and identifying the various authorities that oversee the Cardinal Canal.

#### **10. Action/Information Items**

a. GIC Term Renewal Update

Committee was provided with a brief summary of the report and discussed transferring to the Industrial Park reserve to remain fluid and the proposed County Road 2 Infrastructure Ontario debenture amount and timeline. It was noted that interest on the loan does not accumulate until the loan is debentured.

b. Street Banner Display Policy

Committee was provided with a summary of the report and discussed the cost of erecting additional flag poles in the Township, expanding the banner locations in the future and noted a potential increase to the Parks, Recreation and Facilities Department's overall operating costs.

**Moved by:** J. Martelle

**Seconded by:** C. Ward

That Committee recommends that Council adopt the Street Banner Display Policy as attached.

Carried

c. Industrial Park Lands for Sale and Appraisal

**Moved by:** W. Smail

**Seconded by:** J. Martelle

That Committee recommend that Council acknowledge, by resolution, that the 6.5acre parcel of Industrial Park land is for sale and direct staff to obtain an appraisal for both remaining parcels.

Carried

d. Spencerville Arena Fall Ice Update

Committee was provided with a summary of the report and discussed the Township staff efforts to work collaboratively with the Town of Prescott recreation department and the minor hockey associations to maximize ice rentals and the overall hours committed for the Spencerville arena. Committee clarified the details of the schedule for ice rental and noted five scheduled hockey tournaments in the South Grenville area for the upcoming season.

e. Spencerville Lagoon Discharge Report - CONSENT

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

That the Spencerville Lagoon Discharge Report be received as presented.

Carried

f. Wet Versus Dry Flow Assessment Study

Committee was provided with a summary of the report and discussed the tender response, new versus retroactive Environmental Compliance Authority requirements, recommendations made from the report, government red tape, impact to reserves, AMO delegation topic requests and sending a letter identifying concerns with the new requirements to the Minister of Environment, Conservation and Parks.

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

That Committee recommends that Council award the Wet vs Dry flow assessment study to Stantec Consulting and cover the costs from the Spencerville Wastewater Reserve Fund (98-3806) to an upset limit of \$69,000.00

Carried

g. Firefighter Honorarium and Reimbursement Policy Follow-up

Committee was provided with a summary of the report and discussed the current points system, identified allocated budget for training, justifying volunteer response to events, volunteer versus full-time positions and how

to appropriately value volunteer members' time. Members noted concerns with the proposed changes to the honorarium and requested the item be brought back for further discussion at a future meeting.

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

None.

**12. Mayor's Report**

None.

**13. Question Period**

None.

**14. Adjournment**

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

That Committee does now adjourn at 8:32 p.m.

Carried

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Chair

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Deputy Clerk

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council recommends in favour of severance B-38-23 (27 David St - Broniszeski) with the following conditions:

1. That the applicant obtain relief from the zoning bylaw, as necessary to address the deficient lot size for the severed and retained parcels; and
2. That a development agreement is registered on title of the severed parcel to implement the recommendations of the hydrogeological study, to the satisfaction of the Township.

As recommended by the Committee of the Whole – Community Development.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council direct staff to submit the LEAR Report and Mapping Council Comment letter and request that the United Counties of Leeds and Grenville mail notice letters to impacted property owners and extend the time frame for comments past the June 30, 2023 deadline, as recommended by the Committee of the Whole – Community Development.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

June 13, 2022

Ms. Elaine Mallory  
Planner I, Public Works Division,  
United Counties of Leeds and Grenville  
25 Central Ave. W., Suite 100  
Brockville, ON K6V 4N6

**RE: Draft Land Evaluation and Area Review (LEAR) Report and Mapping  
Comments on behalf of the Committee of the Whole – Community Development**

Dear Ms. Mallory;

Edwardsburgh Cardinal's Committee of the Whole – Community Development extends their thanks to the United Counties of Leeds and Grenville Planning Staff, Advisory Committee, and PLANScape for their work on the Land Evaluation and Area Review (LEAR). The Committee recognizes the need to identify prime Agricultural Areas, as Ontario's most fertile areas where most of our crops are produced; and they appreciate the opportunity to provide feedback on the draft report and mapping, issued May 15, 2023.

The Committee has noted that the draft report and mapping would result in changes for a significant amount of land in Edwardsburgh Cardinal and members feel that many property owners are not aware of the study or how this may impact the future use of their land.

Our Committee of the Whole – Community Development respectfully requests that the following considerations are made:

- It is our preference that any land currently designated Agricultural Area in the Counties Official Plan remain as such.
- We request that any parcel that does not currently have an Agricultural Area designation will not have this designation applied, regardless of the LEAR scoring; however
- should the Counties determine that the Agricultural Area designation must be applied to the new lands identified through the LEAR process, we ask that only the lands scoring between 70.01-100 be subjected to this change.
- We request that individual mailings be sent to all property owners that may experience a change in their land use designation through this study; and



- that the commenting period be extended to allow more time for members of the public to comment following the notice mailings.

Additionally, the Committee has noted in the draft mapping that the proposed prime Agricultural Areas include lands that are presently designated Highway Commercial Policy Area in our local Official Plan, along the 401 near County Road 22 and also near County Road 44. This Highway Commercial designation takes advantage of the transportation infrastructure along these highway interchanges and the International Bridge corridor. As such, permitted uses are exclusively commercial in nature.

Similarly, they've noted that a portion of the area designated as Future Industrial Park Expansion Area in our Official Plan has been identified as a prime agricultural area. This designation strategically plans for an expansion of our Industrial Park Policy Area. Our Industrial Park is not only our Township's primary employment area, but given its ideal location near the Port of Johnstown, CN Railway, Highway 401 / Highway 416 interchange and the International Bridge, it also serves a wider market area by providing economic opportunities on a basis consistent with regional economic growth. At this time, the local Official Plan and Zoning Bylaw only permit existing uses within the Future Industrial Park Expansion Area.

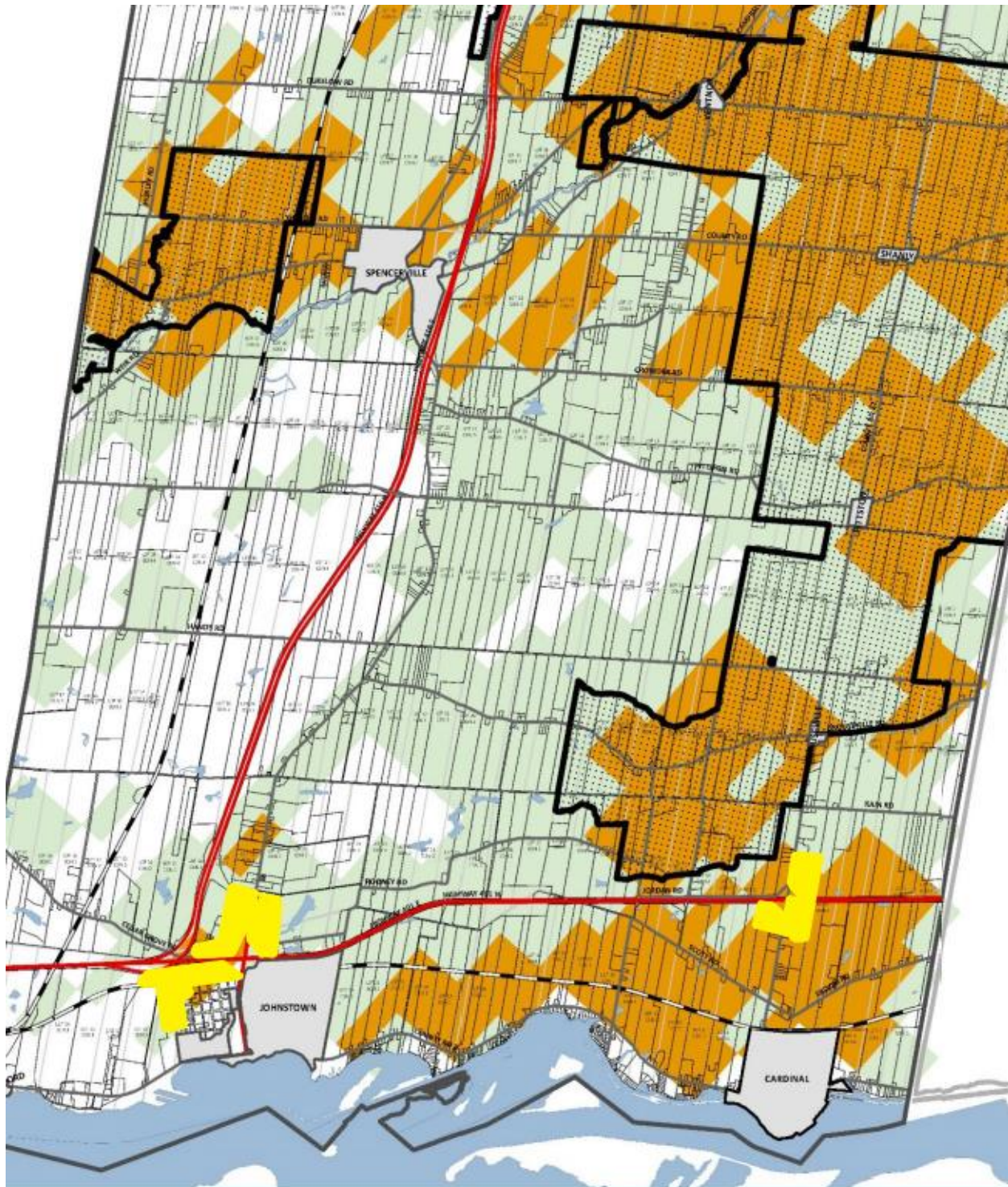
These areas of concern are identified on the attached map. Committee recognizes that these lands include Class 1-3 soils, with a Land Evaluation (LE) score of 40-60; however, they feel that the present land use designations also serve a great importance to our Township and Region. They respectfully request that the final LEAR mapping does not include these areas as prime Agricultural Areas.

We appreciate the work and collaboration that has taken place from all parties that have contributed to this work. Thank you for the opportunity to provide feedback on the draft report and mapping at this stage.

Sincerely,



Dave Grant  
Chief Administrative Officer,  
Township of Edwardsburgh Cardinal



 **Highway Commercial and Future Industrial Park Expansion Area**

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council disband the remaining "Doors and Open" meetings, as recommended by the Committee of the Whole – Community Development.

☐ Carried    ☐ Defeated    ☐ Unanimous

**Mayor:** \_\_\_\_\_

**RECORDED VOTE REQUESTED BY:** \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		



# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council acknowledge that the 6.5 acre parcel of Industrial Park land is for sale and direct staff to obtain an appraisal for both remaining parcels of land, as recommended by the Committee of the Whole – Administration and Operations.

☐ Carried    ☐ Defeated    ☐ Unanimous

**Mayor:** \_\_\_\_\_

**RECORDED VOTE REQUESTED BY:** \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council award the Wet vs Dry Flow Assessment Study to Stantec Consulting and cover the costs from the Spencerville Wastewater Reserve Fund (98-3806) to an upset limit of \$69,000.00, as recommended by the Committee of the Whole – Administration and Operations.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council authorize and direct the Port General Manager and Treasurer to take \$3,499,737.41 from the Scotia Bank GIC, maturing on June 30, 2023 and invest \$1,499,737.41 into a 180-day non-redeemable GIC at the best rate available, with the remaining \$2,000,000.00 invested into a one-year non-redeemable GIC at the best rate available, as recommended by the Port Management Committee.

☐ Carried    ☐ Defeated    ☐ Unanimous

**Mayor:** \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		



# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council:

1. Award the Elastomeric Wall Covering for Port Grain Bin project to Saints Contracting in the amount of \$101,980.00 excluding HST, with a contingency of 10%; and
2. Authorize the Port General Manager to sign and execute the purchase order.

As recommended by the Port Management Committee.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council:

1. Award the Electrical Feeder to Marine Motor Control #6 project to DCore Electric in the amount of \$243,500.00 excluding HST, with a 10% contingency; and
2. Authorize the Port General Manager to sign and execute the purchase order.

As recommended by the Port Management Committee.

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

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

- May 31, 2023
- June 7, 2023
- June 14, 2023
- June 21, 2023

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# RESUMÉ

of correspondence

May 31<sup>st</sup>, 2023

## FROM

## DATE

## SUBJECT

TWP of Evanturel	May 24	Res: School Bus Stop Arm Cameras
UCLG	"	Media Release: Maple View Lodge
AMO	May 25	Watchfile
UCDSB	"	Now Accepting Applications for Ward 7 Trustee
Town of Cobourg	"	Res: Removing Addresses on Municipal Election Forms
Town of Cobourg	"	Res: Municipal Heritage Register
TWP of Evanturel	"	Res: Bill 5 -Stopping Harassment & Abuse by Local Leaders Ac
UCLG	"	Media Release: Paramedic Services Week – May 21st - 27 <sup>th</sup>
Town of Cobourg	"	Res: Support Highway Traffic Act Amendment
City of Port Colborne	May 26	Res: Support Highway Traffic Act Amendments
Monarch butterfly eclipse project	"	Letter to Mayor: Solar Eclipse Glasses Fundraising
AMO	"	REMINDER: 2023 AMO Delegation Form
Northumberland County	"	Res: 'Municipal Oath of Office'
EOWC	"	EO Wardens' Caucus Paramedic Services Report Refresh
County of Lennox & Addington	"	Res: Bill 5-Stopping Harassment & Abuse by Local Leaders Ac

# RESUMÉ

of correspondence

June 7<sup>th</sup>, 2023

FROM	DATE	SUBJECT
AMO	June 1	Watchfile
AMO	"	MPAC - Call for Expressions of Interest for Board of Directors
SNC	June 2	SNC Memo - 2022 Annual Report
TWP of Clearview	June 5	Res: School Bus Stop Arm Cameras
TWP of Clearview	"	Res: Declaring Intimate Partner Violence an Epidemic
TWP of Limerick	"	Res: Proposed Changes to Provincial Policy Statement
TWP of Limerick	"	Res: Reducing Municipal Insurance Costs
TWP of Limerick	"	Res: Retaining Tax Sale Proceeds
TWP of Ryerson	"	Res: Water Aerodromes
Town of Prescott	"	Res: Use of LTC funding to support community care services
Town of Prescott	"	Res: Enbridge Charges
Health Unit	"	Media Release: Summer Temperatures Have Arrived
TWP of Puslinch	"	Res: Bill 5 Stopping Harassment & Abuse by Local Leaders Act
TWP of Puslinch	"	Res: Highway Traffic Act Amendments
TWP of Puslinch	"	Res: Retain Surplus Proceeds from Tax Sales
AMO	"	AMO Land Use Planning Training for Elected Officials
AMO	"	New Dates for Indigenous Community Awareness Training
TWP of South Stormont	"	Res: Bill 97 and Draft Provincial Policy Statement
Municipality of Huron Shores	"	Letter to Ontario Minister of Health re: Health Care Crisis
Rural FASD	"	Thank You Letter & June 17 invite
Town of Amherstburg	"	Res: Support Highway Traffic Act Amendments
MNRF	"	Proposed Streamlining of Approvals: Aggregate Resources Act
Town of Plympton-Wyoming	"	Res: Bell/Hydro Infrastructure
AMO	June 6	AMO Professional Development Line up for Fall 2023
Municipality of Mississippi	"	Res: Support Bill 5
Municipality of Mississippi	"	Res: School bus stop arm cameras
Municipality of Mississippi	"	Res: Rural Education Funding
Municipality of Mississippi	"	Res: Municipal Election Protecting Privacy of Candidates
Health Unit	June 7	Local Vaccine Status Report: LGLHU June 6, 2023
AMO	"	AMO Training: Navigating conflict relationships - elected officials

# RESUMÉ

of *correspondence*

June 14<sup>th</sup>, 2023

## FROM

## DATE

## SUBJECT

Health Unit	June 8	Media Release: 8 <sup>th</sup> Annual MyView Youth Film Festival-Finalists
AMO	"	Watchfile
AMO	June 9	New training dates for indigenous community awareness
Raisin Region Conservation	"	Introduction to the ALUS Ontario East Program
AMO	June 12	2023 AMO Conference: Educational Offerings
Town of Parry Sound	"	Res: permit muni. to retain surplus proceeds from tax sales
SNC	June 13	You're Invited to SNC's 75th Anniversary Party

# RESUMÉ

of *correspondence*

June 21<sup>st</sup>, 2023

FROM	DATE	SUBJECT
SGCC	June 15	2 Upcoming Events
AMO	"	Watchfile
Town of Parry Sound	June 16	Resources to combat opioid, mental health & homelessness
TNPI	"	Municipal Notification for Upcoming Integrity Dig
AMO	"	Policy Update: Strong Mayor Powers Expanded
City of Quinte West	June 19	Res: Improve Municipal Codes of Conduct & Enforcement
TWP of Mataehewan	June 20	Res: Retaining Surplus Proceeds from Tax Sales
TWP of South Glengarry	"	Res: Retaining Surplus Proceeds from Tax Sales
TWP of South Glengarry	"	Res: Reducing Municipal Insurance Costs
SNC	"	Annual Friends of SNC Golf Tournament 2023
TWP of Mataehewan	"	Res: Bill 5: Stopping Harassment & Abuse by Local Leaders Act
Health Unit	June 21	Media Release: Beach Testing Program Starts Next Week



# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023-\_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

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

• Report dated May 26 (2023-098)	\$120,626.61
• Report dated May 31 (2023-099)	\$173,031.96
• Report dated June 2 (2023-101)	\$72,645.59
• Report dated June 15 (2023-108)	\$276,095.86
• Report dated June 16 (2023-109)	\$240,657.59
• Report dated June 22 (2023-110)	\$316,847.37

**TOTAL: \$1,199,904.98**

☐ Carried    ☐ Defeated    ☐ Unanimous

**Mayor:** \_\_\_\_\_

**RECORDED VOTE REQUESTED BY:** \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00098 to 2023-00098

Bank Code - EFT - electronic funds transfer

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>Wolseley Canada</b>				
	3161351a		wtp-one inchn water meter	533.63	
	3147852a		wtp - water meters	6,996.28	7,529.91
PP -	<b>Lifesaving Society</b>				
	M170787		rec- program supplies	283.50	283.50
PP -	<b>O'Reilly's Independent Grocer</b>				
	06 3691		fd- mutual aid mtg	236.87	
	02 9223		fd- supplies/ mtg expense	53.96	290.83
PP -	<b>Postmedia Network Inc</b>				
	821137		adm-agenda adv	155.94	
	823172		Agenda Advertising	155.94	311.88
PP -	<b>Prescott Building Centre</b>				
	2075088		rec- wood to repair bleachers	246.34	
	2075158		rec- lumber for framing at pool	75.34	321.68
PP -	<b>Rideau St. Lawrence Utilities</b>				
	23-024		w/s billing April 2023	3,799.68	3,799.68
PP -	<b>Spencerville Home Hardware</b>				
	82308		rec- misc supplies	31.95	
	82327		rec- cut keys	16.92	
	82333		rec- cleaning supplies	9.59	
	82364		w/d - garbage bags	7,934.07	
	82394		adm-bulbs for upstairs	29.36	
	82423		pw- degreaser	19.19	8,041.08
PP -	<b>Strongco Limited Partnership</b>				
	92328083		pw- fuel bowl - volvo	421.58	421.58
PP -	<b>Ultramar</b>				
	05466141707342		pw-1224.7L Dyed diesel-Dish	1,681.77	1,681.77
PP -	<b>United Counties Of Leeds &amp;</b>				
	INV 20421		adm-AMCTO Lotter license course	489.66	489.66
PP -	<b>Walkerton Clean Water Centre</b>				
	3071567		wtp- course expense	508.50	508.50
PP -	<b>Ketchum Manufacturing Inc.</b>				
	439332		adm-Banners	700.60	700.60
PP -	<b>Xiliticx Inc.</b>				
	967		pw - patrol app	1,017.00	1,017.00
PP -	<b>Acklands-Grainger Inc.</b>				
	9703550799		wmpss-oring	8.00	8.00
PP -	<b>Brenntag Canada Inc.</b>				
	46674483		raw water supply-chemicals (sodiu	6,796.95	
	46674635		es-chemicals - sodium hypo	2,915.97	9,712.92
PP -	<b>Fabco Plastics Wholesale Ltd.</b>				
	20312929-00		wmpss-ball valve	150.99	150.99
PP -	<b>Industrial Electrical</b>				
	3376		wmpss-trouble shoot pump startup	4,478.62	
	3408		lagoon-supply install relays	1,252.61	
	3414		wwtp- installed lights	1,502.18	
	3419		wwtp-repair overvoltage error	722.50	
	3427		lagoon-installed terminals	723.77	8,679.68
PP -	<b>Maple City Veterinary Professional</b>				

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00098 to 2023-00098

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		2720510	Animal Control - stray ill animal	559.35	559.35
PP -	<b>Purolator Courier Ltd.</b>				
		453442118	pw/es-safety shirts Spring2023 ww	15.80	
		453422876	wtp-parts expense	15.96	
		453499491	Adm-Reg Gen	14.41	46.17
PP -	<b>R&amp;S Rhino Glass Shop</b>				
		19186	rec- light for truck	847.50	847.50
PP -	<b>Schneider Electric Systems</b>				
		915426933	es-scada contract services	36,442.50	36,442.50
PP -	<b>Secureway</b>				
		1820823	lib-keys for library	50.57	50.57
PP -	<b>Tribeck Inflatables</b>				
		232	rec-inflatable day program May 27	847.50	847.50
PP -	<b>Abell Pest Control Inc.</b>				
		A4942716	Rec -Pest Inspections	83.50	83.50
PP -	<b>J.R. Brisson Equipment Ltd.</b>				
		SWO027641-1	pw -fuel/air filters GI	1,241.80	
		SWO018593-3	pw- engine replacement - warranty	921.27	2,163.07
PP -	<b>Joe Computer</b>				
		184157	May 2023 Internet Services	138.99	138.99
PP -	<b>Ideal Pipe</b>				
		488967	pw- culverts	6,601.73	6,601.73
PP -	<b>Burchell's Home Hardware</b>				
		46013	wwtp shop supplies	227.30	227.30
PP -	<b>Clean Water Works Inc.</b>				
		W31463	wwtp - hydro vac - dundas st	3,100.72	3,100.72
PP -	<b>Davie Deline</b>				
		Mar 2023	Cleaning Services for Jan 2023	950.00	
		Apr 2023	Cleaning Services for Jan 2023	1,225.00	2,175.00
PP -	<b>Drummond's Gas</b>				
		2471192	wtp-fuel	122.29	122.29
PP -	<b>Mac's Convenience Store Inc.</b>				

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00098 to 2023-00098

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
	Invoice #			
	142407	wtp -fuel	111.02	
	142408	wtp -fuel	117.85	
	142404	wmpgs-fuel	105.26	
	142418	wmpp-fuel	63.91	
	142422	rec- truck fuel	43.78	
	142421	rec- truck fuel	23.08	
	142423	pw -fuel T19-01	124.00	
	142424	wtp-fuel	126.50	
	142426	wtp-fuel	121.02	
	142427	rec-gas for weed trimmer	9.00	
	142429	rec- truck fuel	118.05	
	142430	rec- truck fuel	101.52	
	142431	pw-fuel T22-01	119.00	
	142434	rec- truck fuel	29.08	
	142435	rec- fuel pool pump	27.69	
	142436	pw-fuel T1 rec	117.00	
	142437	rec- truck fuel	28.96	
	142438	fd- fuel T8	87.00	
	142439	rec- truck fuel	110.81	
	142441	rec- truck fuel	115.85	
	142443	fd-fuel T8	100.00	
	142446	rec- truck fuel	8.81	
	142425	rec-truck fuel	171.82	
	142440	wtp-fuel	53.34	
	142433	wtp- fuel	87.88	
	142444	rec-truck fuel	29.95	
	142445	rec-truck fuel	118.00	
	142447	rec-truck fuel	27.00	
	142449	rec-truck fuel	115.74	
	142451	rec-truck fuel	127.30	
	142452	rec- fuel for pressure washer	30.04	
	142453	rec-truck fuel	98.16	
	142448	pw- fuel T22-01	70.01	2,738.43
PP -	<b>Morrisburg Plumbing &amp; Heating</b>			
	25602	wwtp-snake sewer line	483.07	483.07
PP -	<b>Waste Connections of Canada</b>			
	7150-0000420550	wwtp-sludge removal	292.86	292.86
PP -	<b>Bent Wrench Garage Inc</b>			
	10863	fd- tire change/oil change T9	137.80	137.80
PP -	<b>Certified Laboratories</b>			
	849314	pw- Electra coat aerosol	445.95	
	847475	pw-permalube	1,074.23	1,520.18
PP -	<b>Upper Canada Elevators</b>			
	26009	Quarterly Maintenance	260.00	260.00
PP -	<b>Cleary Feed &amp; Seed</b>			
	032143	Rec-Diamond Time	186.45	
	032144	Rec-Diamond Time	186.45	
	032282	Rec-Diamond Time	186.45	559.35
PP -	<b>John Buffet</b>			
	313	Bylaw- Apr 2023	1,620.00	1,620.00
PP -	<b>ACF Electric Ltd</b>			

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00098 to 2023-00098

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
	532	pw- streetlight repair/ped sign	410.60	410.60
PP -	<b>AGO Industries Inc</b>			
	1074542	pw/wwtp/wtp-safety shirts	701.21	701.21
PP -	<b>Beach Home Hardware</b>			
	911516-1	rec- pressure washer	1,016.99	
	911564-1	rec-anchor bolts	51.97	
	911505-1	rec- misc parts	22.98	
	1912119-1	rec-weed trimmer line	134.47	1,226.41
PP -	<b>Caduceon Enterprises Inc.</b>			
	123-004027	wwtp - testing	2,076.79	
	123-004028	lagoon - testing	1,826.93	
	123-004029	wtp-testing	1,980.09	
	123-004030	rec- south centre testing	44.85	
	123-004031	adm- mun office testing	44.85	
	123-004032	ind park testing	645.43	
	123-004033	rec- spen arena testing	44.85	
	123-004034	fd- testing Stn #1	44.85	
	123-004035	rec- Sepn Library testing	44.85	6,753.49
PP -	<b>Coville Electric</b>			
	6166	rec- fixed light timmer	194.08	194.08
PP -	<b>BFP Inc.</b>			
	5266	fd- fire extinguisher R1	107.35	107.35
PP -	<b>Eastlink</b>			
	19979949	pw/fd phone	393.65	393.65
PP -	<b>Electrical Safety Authority</b>			
	99467085	CSSP quarterly invoice	2,644.48	2,644.48
PP -	<b>Grand &amp; Toy</b>			
	T941914	adm-office supplies	144.12	
	T942361	Adm-office supplies	136.26	
	T942068	Admin-Laminator	278.66	
	T965672	pw/fd-copy paper	81.81	640.85
PP -	<b>Hansler Smith Limited</b>			
	5744345	Rec- cleaning supplies	247.49	
	5745189	rec- garbage bags for parks	262.02	509.51
PP -	<b>Howard Campbell &amp; Sons Ltd.</b>			
	MR623-01	portable rental transfer site	120.00	120.00
PP -	<b>Universal Supply Group 3735</b>			
	964-410416	rec- spark plug for tractor	22.19	22.19
PP -	<b>Chris LeBlanc</b>			
	May 2023	pw-road school course exp	1,935.65	1,935.65
Total Proposed Payments:				120,626.61
Total EFT:				120,626.61

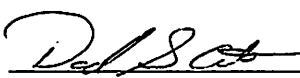
Certified Correct This Friday, May 26, 2023

Date Printed  
5/26/2023 10:19 AM

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00098 to 2023-00098

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\_\_\_\_\_  
Sean Nicholson, Treasurer

  
\_\_\_\_\_  
Dave Grant, CAO

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00099 to 2023-00099

Bank Code - PAD - Preauthorized Debit

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>Hydro One Networks Inc.</b>				
		19876 04-23	spencerville arena	8,035.21	
		02595 04-23	spencerville arena	3,258.79	
		77395 05-23	south centre	232.66	
		10647 05-23	pw-Pittston Shop	731.81	
		14330 05-23	St Lights Var May 2023	981.85	
		03768 05-23	ball diamond	34.45	
		16052 05-23	johnstown pool	101.27	
		64439 05-23	wwtp-3207 Windmill	2,155.80	
		18196 05-23	lagoon-2301 RD 21	299.86	15,831.70
PP -	<b>Rideau St Lawrence</b>				
		270-00 04-23	pw-cardinal streetlights	2,097.29	
		450-00 07-22a	wtp-water tower	2.26	
		435-00 04-23	wwtp-172 Henry	200.31	
		450-00 03-23a	wtp-water tower	415.77	
		370-00 04-23	wwtp-adelaide	751.90	
		430-00 04-23	wtp-2000 Dundas	1,661.39	
		464-00 04-23	4000 John wwtp	6,674.09	
		505-01 04-23	Rec - Dishaw W & H	17,770.00	29,573.01
PP -	<b>Union Gas Limited</b>				
		53951 1 04-23	wwtp-4000 John natural gas	2,466.33	
		44825 1 04-23	Rec - 4050 Dishaw -Card Arena	3,616.13	6,082.46
PP -	<b>Royal Bank Visa</b>				
		2095 04-23	R.Williams RBC visa Apr 2023	65.23	
		5012 04-23	M. Stubbs - RBC Visa Apr 2023	117.56	
		2113 04-23	S.Nicholson Apr 2023	595.31	
		5988 04-23	G Shaw RBC visa Apr 2023	1,989.36	
		2745 05-23	B. Moore RBC Visa May 2023	370.23	3,137.69
PP -	<b>Bell Canada</b>				
		658-3001 05-23	fd/pw- phone split	13.75	
		658-2141 05-23	spencerville arena	14.00	
		658-3055 05-23	admin	52.63	
		536626539 05-23	Cardinal Arena internet	56.44	
		546532571 05-23	Rec- Bell Internet J.Town	132.15	268.97
PP -	<b>Pitney Bowes</b>				
		3202182770	Postage Machine Qtr Lea Mar -Jur	440.53	440.53
PP -	<b>Receiver General For Canada</b>				
		PP 10 2023 PT	PP 10 2023 PT source deduction	3,116.17	
		PP 10 2023 FT	PP 10 2023 FTsource deductions	28,373.99	31,490.16
PP -	<b>Reliance Home Comfort</b>				
		4422619 05-23	rec hot water heater rental	251.31	251.31
PP -	<b>Superior Propane</b>				
		44126564	rec - 4050 Dishaw St	56.78	
		44130789	5 Henderson St	202.27	
		44185449	6055 County Rd #44	1,675.32	
		44211416	rec - 4050 Dishaw St	111.41	
		44237722	Twp Office Propane	1,879.81	
		44237724	rec-24 Sutton Dr. Jtown	397.59	
		44237723	rec-24 Sutton Dr Jtown	1,415.68	5,738.86



Date Printed  
5/31/2023 3:08 PM

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00099 to 2023-00099

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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Township of Edwardsburgh/Cardi				
	PP 10 2023		PP 10 2023 Payroll Clearing	71,525.18	71,525.18
PP -	Workplace Safety & Insurance				
	April 2023		Apr 2023 Premium	6,694.18	6,694.18
PP -	Scotiabank				
	May 29, 2023		Recreation Truck Loan Payment	476.46	476.46
PP -	Telus Mobility				
	16215291176		May 2023	1,521.45	1,521.45
			Total Proposed Payments:		173,031.96

Total PAD: 173,031.96

Certified Correct This Wednesday, May 31, 2023

  
Sean Nicholson, Treasurer

  
Dave Grant, CAO

Date Printed  
6/2/2023 9:48 AM

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00101 to 2023-00101

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Bank Code - PAD - Preauthorized Debit

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Hydro One Networks Inc.				
	25495 05-23		spencerville library	204.40	
	71283 05-23		lagoon- 1 Spencer	722.86	
	03696 05-23		fd stn 1	747.16	1,674.42
PP -	Township of Edwardsburgh/Cardi				
	PP 11 2023		PP 11 2023 Payroll Clearing	70,971.17	70,971.17
			Total Proposed Payments:		72,645.59

Total PAD: 72,645.59

Certified Correct This Friday, June 02, 2023

  
Sean Nicholson, Treasurer

  
Dave Grant, CAO

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00108 to 2023-00108

Bank Code - EFT - electronic funds transfer

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
PP -	<b>Ontario One Call</b>			
	202342719	pw-locate notications - Jan	93.09	
	CN-2023-649	pw-annual credit locates	-500.00	
	202343692	pw -locates Feb 2023	106.08	
	PLAC-070	pw- locate course exp	95.99	
	202344666	pw -locates Mar 2023	93.09	
	202345646	pw -locates Apr 2023	93.09	
	202346624	pw -locates May 2023	93.09	74.43
PP -	<b>Novatech</b>			
	1035370	Planning-Meadowland S-Div	1,785.12	1,785.12
PP -	<b>Howard Campbell &amp; Sons Ltd.</b>			
	MR638	portable rental transfer site	120.00	
	MR726	portable rental transfer site	120.00	240.00
PP -	<b>Secureway</b>			
	1822923	Rec-Security & Pool Cameras	3,055.13	3,055.13
PP -	<b>Burchell's Home Hardware</b>			
	46283	Rec- misc supplies	195.30	
	46335	rec- misc repairs	347.33	
	46344	Rec-misc supplies	136.50	
	46345	rec- paint & various supplies	240.28	
	46471	rec- chemical & misc supplies	403.58	
	46475	Rec- misc supplies	161.44	1,484.43
PP -	<b>Thomas Cavanagh Construction</b>			
	125087	storm-Cty Rd 2 w/s - PB #1	87,476.93	87,476.93
PP -	<b>Ontario East Economic</b>			
	3320	OEEDC Membership -W.Vankeule	310.75	310.75
PP -	<b>Bunzl Canada Inc</b>			
	66440732	rec- repairs to floor scrubber	998.24	998.24
PP -	<b>Waste Connections of Canada</b>			
	7150-000042570	wwtp-sludge removal	292.86	292.86
PP -	<b>Lifesaving Society</b>			
	W45303	rec- program material	151.20	
	210117	rec- course exam fees	695.00	
	M171908	rec-program supplies	298.78	
	M172098	Rec-program supplies	151.20	1,296.18
PP -	<b>Wolseley Canada</b>			
	33338018	rec-water meter for pool	854.89	
	3343077	rec- card pool	172.98	1,027.87
PP -	<b>Ultramar</b>			
	03916792707343	pw-2205L dyed diesel cty22	3,122.54	3,122.54
PP -	<b>Township of Leeds &amp; The 1000</b>			
	0045	fd- fire ground rental - LTC	3,173.67	3,173.67
PP -	<b>Tenaquip Ltd.</b>			
	15375137-00	wwtp - cleaning supplies	204.58	
	15375137-01	wwtp-towels	200.34	
	15401942-00	fd- poly rop - tic removal kit	124.09	529.01
PP -	<b>Superior Group</b>			
	000333	Grass Cutting Oct 2022	4,963.52	4,963.52
PP -	<b>Drummond's Gas</b>			

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00108 to 2023-00108

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		2529398	fd - fuel T1	41.77	
		2529407	fd- fuel T2	95.28	
		2529417	fd- fuel	60.56	
		2529419	fd fuel T9	120.00	
		2529480	fd- fuel	95.28	
		2529482	fd fuel T1	57.25	
		2529506	fd- fuel P1	52.82	
		2529553	fd-fuel T9	125.00	
		2529524	fd- fuel T1	24.95	
		2529584	rec- truck fuel	26.59	
		2529412	Rec- truck fuel	29.24	
		2529425	Rec - truck fuel	168.00	
		2529468	rec- tractor fuel	18.82	915.56
PP -	<b>Caduceon Enterprises Inc.</b>				
		I23-005309	wtp - testing	1,100.77	
		I23-005310	ind park - testing	179.40	
		I23-0005311	wwtp - testing	287.63	
		I23-005312	es-sophia st sampling	319.82	
		I23-005313	lagoon-testing	1,367.92	
		I23-005314	wwtp- sludge removal	618.38	
		I23-005315	wwtp-testing	2,387.35	6,261.27
PP -	<b>Canadian Union Of Public</b>				
	June 2023		May 2023 Union dues collected	940.00	940.00
PP -	<b>Future Office Products</b>				
	FOP215575		admin copier contract May	394.51	394.51
PP -	<b>Smartcell Communications Inc</b>				
	KINBIIN4247		Buidling - R. Huttman - Cell Phon	320.42	320.42
PP -	<b>Image Advantage</b>				
	1347		file hold annual support 2024	1,808.00	1,808.00
PP -	<b>TRS Heating &amp; Cooling Ltd.</b>				
	37208548		Rec- Hookup pool heater	3,352.71	3,352.71
PP -	<b>Hansler Smith Limited</b>				
	5749302		Rec-Program supplies	113.84	113.84
PP -	<b>Jeff Hopkins</b>				
	June 12, 2023		Rec- Canteen Supplies	267.25	267.25
PP -	<b>Eric Wernerman</b>				
	June 2023		wwtp - office supplies	11.99	11.99
PP -	<b>Selleck Mechanical</b>				
	503687		wwtp - refit hold core	2,587.35	
	503688		lagoon- supply gate valve	15,194.15	
	503689		lagoon-pipes for pump guide rails	1,620.39	19,401.89
PP -	<b>Rideau St. Lawrence Utilities</b>				
	23-027		w/s billing May 2023	3,799.68	3,799.68
PP -	<b>Stephen Campbell</b>				
	June 2023		wwtp- mileage - CO2 tank refill	35.80	35.80
PP -	<b>T.A.S. Communications</b>				
	00000369269		Rec-Call in Service	117.38	117.38
PP -	<b>Mike Spencer</b>				
	June 8, 2023		OFRA Renewal&Courses J.Crich/.	2,980.43	
	June 15, 2023		Rec-Memorial benches Lawless fa	4,995.82	
	Jun 15 2023		Rec- replacement chairs	158.20	8,134.45

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00108 to 2023-00108

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>PSD Citywide Inc</b>				
	19210		City Wide Software	7,985.57	7,985.57
PP -	<b>Porter, Rachel</b>				
	Jun 2, 2023		rec-program supplies	601.36	601.36
PP -	<b>Pitney Bowes</b>				
	June 5, 2023		Postage	2,260.00	2,260.00
PP -	<b>Joe Computer</b>				
	185943		June 2023 Internet Services	138.99	138.99
PP -	<b>Spencerville Home Hardware</b>				
	82541		rec- for bridge planter boxes	60.99	
	92544		rec- for bridge planter boxes	67.74	
	92546		rec- for bridge planter boxes	40.65	
	92591		pw - measuring tape	27.65	
	825590		adm- cleaning supplies	26.86	
	82602		pw-motor oil	15.80	
	82619		lagoon - lamps	30.50	270.19
PP -	<b>Smiths Farm Equipment</b>				
	P32560		pw- wet battery - tractor	984.16	984.16
PP -	<b>Selleck Truck &amp; Trailer Repair</b>				
	127755		pw-re/re new tires	5,853.24	5,853.24
PP -	<b>Sands</b>				
	00717046		rec- first aid supplies	250.02	
	00717631		Rec- first aid supplies	492.68	742.70
PP -	<b>Greer Galloway Consulting Eng</b>				
	27447		storm - prof services Jtown drainag	2,401.25	
	27520		Planning-Lockmaster Peer Rev	1,649.80	4,051.05
PP -	<b>Grand &amp; Toy</b>				
	T975803		pw-ink/adm-folders/kitchen supplie	140.06	
	U012966		pw- ink/note books	83.55	
	U018667		adm-paper	81.81	305.42
PP -	<b>Dependable Emergency Vehicles</b>				
	INV23-106552		fd- 4" adaptor & plates	454.53	454.53
PP -	<b>Delta Power Equipment</b>				
	P36755		pw - cab & air filter - tractor	362.64	362.64
PP -	<b>Eastern Ontario Water</b>				
	1164949		fd- water- stn #1	44.50	
	1164951		fd- water - stn #1	5.65	50.15
PP -	<b>Vicki Cucman</b>				
	May 2023		fd- decorating supplies	9.89	9.89
PP -	<b>Coville Electric</b>				
	6083		rec- isntal plug for fire field box	3,339.92	
	6151		rec- pool wiring repair	150.86	3,490.78
PP -	<b>Clean Water Works Inc.</b>				
	W32164		wwtp - sewer clean out - Dundas	4,809.17	
	W32269		wtp - pump station clean up/spen v	2,494.42	
	W32485		wwtp- cleaned valve box storm	2,494.42	9,798.01
PP -	<b>CIMCO Refrigeration</b>				
	90871526		rec-compressor oil change & overh	4,152.80	4,152.80
PP -	<b>Brandt Tractor Ltd</b>				

**Township of Edwardsburgh/Cardinal**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		CS52110	pw- coolant leak/install water tank	1,667.76	
		CS52125	pw - trailer MTO insp	1,937.22	
		CS52178	pw - PM greased unit T20-08	418.19	
		CS52176	pw - PM & full service T19-04	905.97	
		CS52182	pw- PM & maxi repairs T20-03	1,931.05	
		CS52188	pw-PM&broken spring & valve leak	2,274.69	
		CS52189	pw-PM-lights& filters T7	1,027.58	
		CS522111	pw-PM&drum&shoe replacement 1	2,473.45	12,635.91
PP -	<b>BFP Inc.</b>				
		5287	pw- annual fire exp insp Pittston	377.31	
		5302	wwtp-CO2 Bottle refilled	45.20	422.51
PP -	<b>Beach Home Hardware</b>				
		I912293-1	rec-weed trimmer repair	186.45	
		I91267-1	rec- parts for chainsaw	109.59	
		I912308-1	rec - oil for mowers	18.07	
		I912626-1	rec- parts for weed trimmer	124.28	438.39
PP -	<b>Acklands-Grainger Inc.</b>				
		9716476693	wmppts -orings	10.17	10.17
PP -	<b>Abell Pest Control Inc.</b>				
		A4934636	Monthly pest control	80.98	80.98
PP -	<b>1200' Darch Fire</b>				
		CI30006712	fd- 4" fittings	494.51	494.51
PP -	<b>Groeneveld-BEKA Canada Inc</b>				
		020/4017622	pw -green lube	1,647.12	1,647.12
PP -	<b>Spencerville Village Pantry</b>				
		145579	Adm/Council/Election/Ec-Dev/EPV	1,387.83	
		145583	pw/fd/library - supplies	555.04	1,942.87
PP -	<b>G T Automotive</b>				
		047515	ind park - new starter	748.06	
		047843	wmppts -re/re tires	67.80	
		047927	wtp- door harness repairs	442.68	
		047981	es-vehicle repair	56.50	
		048063	rec- fuel line repair	336.70	
		048072	pw - oil change T22-01	90.99	1,742.73
PP -	<b>John Henry</b>				
		May 2023	fd-fire prev- mileage - May	20.46	20.46
PP -	<b>R&amp;S Rhino Glass Shop</b>				
		19210	pw- back rack & lights T22-01	1,638.50	1,638.50
PP -	<b>Purolator Courier Ltd.</b>				
		453388592	adm/rec/storm/wtp-couriers	83.83	
		453610492	adm- reg general	5.25	
		453663351	Adm-Reg gen/Marriage Licenses	28.82	117.90
PP -	<b>Pro-Tech Training Services Inc</b>				
		2026	wwtp/wtp/pw-book 7 training	2,305.20	2,305.20
PP -	<b>Prescott Building Centre</b>				
		2075258	rec- play structure	670.03	670.03
PP -	<b>Postmedia Network Inc</b>				
		824295	adm-agenda advertising	452.00	
		813686		850.89	
		831823	Admin- committee meetings	155.94	1,458.83
PP -	<b>Marley Perrin</b>				

**Township of Edwardsburgh/Cardinal**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		May 2023	May 2023 Cleaning	600.00	600.00
PP -	<b>Candise Newcombe</b>				
		May 2023	Mileage for May 2023	57.66	57.66
PP -	<b>MNP LLP</b>				
		11065069	Admin- 2022 Audit Fee	7,712.25	7,712.25
PP -	<b>Mac's Convenience Store Inc.</b>				
		142420	pw -fuel T1	149.80	
		142450	lagoon- fuel	94.06	
		142454	wtp-fuel	102.14	
		142455	pw- fuel T1	120.63	
		142456	wmpss-fuel	65.84	
		142457	pw-fuel T22-01	106.00	
		142458	wtp-fuel	90.71	
		142459	rec-truck fuel	112.07	
		142460	rec-truck fuel	105.45	
		142461	pw-fuel T19-01	112.00	
		142462	wmpss-fuel	93.75	
		142463	pw-fuel- T22-01	115.00	
		142464	rec- truck fuel	18.68	
		142465	pw-fuel T1	43.04	
		142466	rec- truck fuel	119.79	
		142467	rec-truck fuel	137.00	
		142468	pw-fuel T1	136.00	
		142469	wtp-fuel	15.47	
		142471	rec-truck fuel	52.25	
		142472	pw- fuel T22-01	124.01	
		142473	ind park fuel	104.03	
		142474	rec - truck fuel	22.08	
		142475	lagoon-fuel	104.54	
		142476	rec -truck fuel	110.54	
		142477	rec-truck fuel	137.45	
		142478	pw-fuel T22-01	60.00	
		142479	rec-truck fuel	122.56	
		142486	rec-truck fuel	140.31	
		142485	Rec - truck fuel	40.09	2,755.29
PP -	<b>Chris LeBlanc</b>				
		May 29, 2023	wwtp/wtp/pw- book 7 training	154.40	154.40
PP -	<b>Jewell Engineering</b>				
		00117569	storm-cty rd 2 - April 2023	6,081.10	
		00117627	Storm-prof service Cty Rd 2- May :	21,700.55	27,781.65
PP -	<b>Kevin Spencer</b>				
		1623	fd- defib pads	135.58	
		1604	adm-EPW - Kits	1,197.67	1,333.25
PP -	<b>John Buffet</b>				
		315	Bylaw- May 2023	2,025.00	2,025.00
PP -	<b>Industrial Electrical</b>				
		3454	wtp -power issues	714.73	
		3459	wtp-replaced fittings/lagoon-recept	603.14	1,317.87
PP -	<b>Roger Huttman</b>				
		May 2023	May 2023 Mileage	403.62	403.62
PP -	<b>Hach Sales &amp; Service Canada Lt</b>				



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**Township of Edwardsburgh/Cardinal**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
	Invoice #			
	323293	wtp - batteries/lamp assys	5,361.85	5,361.85
PP -	Wilding Acres			
	1	EcDev/Tourism-RT09 Partnership	3,750.00	3,750.00
		Total Proposed Payments:		276,095.86
		Total EFT:		276,095.86

Certified Correct This Thursday, June 15, 2023

  
Sean Nicholson, Treasurer

  
Dave Grant, CAO

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
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Bank Code - PAD - Preauthorized Debit

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>Bell Canada</b>				
	657-4468 05-23		wtp-water plant May 2023 Phone	118.40	
	925-5822 05-23		south centre J.Town	120.31	
	657-3210 05-23		cardinal arena	131.56	
	657-4606 05-23		pw-Pittston shop	134.62	
	657-4850 05-23		wwtp-John St	173.23	
	657-3765 05-23		wwtp-John st	349.71	
	543665566 05-23		Adm/fd/pw/rec - internet Split	345.60	1,373.43
PP -	<b>Hydro One Networks Inc.</b>				
	84483 05-23		pw- Sophia St	8.38	
	16771 05-23		pw- St. Light - 57 Charlotte	9.83	
	62670 05-23		wwtp-flett st	56.35	
	32562 05-23		lagoon 4 Charles	67.20	
	53082 05-23		lagoon 2803 CR 21	70.48	
	27613 05-23		admin-townhall	870.68	
	24430 05-23		ball diamonds	89.28	1,172.20
PP -	<b>LBC Capital</b>				
	2342044		copier lease	183.06	183.06
PP -	<b>Rideau St Lawrence</b>				
	250-00 05-23		cardinal pool	34.45	
	502-00 05-23		ball diamond Cardinal	34.45	
	504-00 05-23		parks 1800 Dundas	35.74	
	290-00 05-23		parks-1700 Dundas	39.56	
	496-00 05-23		wwtp-417 Hwy2	64.60	
	501-00 05-23		fd stn 2	344.08	
	500-01 05-23		cardinal library	397.83	
	231-00 05-23		pw-4035 Dishaw	972.59	
	119-01 05-23		ind park water	8,247.53	
	435-00 05-23		wwtp-172 Henry	199.63	
	450-00 05-23		wtp-water tower	221.46	
	370-00 05-23		wwtp-adelaide	909.58	
	430-00 05-23		wtp-2000 Dundas	1,684.00	
	270-00 05-23		pw-cardinal streetlights	2,033.41	
	464-00 05-23		4000 John wwtp	7,600.90	
	505-01 05-23		Rec - Dishaw W & H	20,940.49	43,760.30
PP -	<b>Union Gas Limited</b>				
	72687 6 05-23		es-70 Adelaide St	46.11	
	69531 2 05-23		fd- 4035 Dishaw St.- stn 2	74.28	
	72598 5 05-23		Library - 618 Cty Rd 2	140.17	
	72780 5 05-23		pw-4035 dishaw card shop heat	151.75	
	21619 4 05-23		24 Sutton Drive - Jtown	161.51	
	44787 6 05-23		wtp-legion way	553.79	
	53951 1 05-23		wwtp-4000 John natural gas	1,725.28	
	44825 1 05-23		Rec - 4050 Dishaw -Card Arena	3,324.37	6,177.26
PP -	<b>Superior Propane</b>				
	44388076		rec - 4050 Dishaw St	19.78	19.78
PP -	<b>Royal Bank Visa</b>				
	8356 -05-23		D Grant - RBC Visa May 2023	531.67	
	8584 -05-23		M. Spencer May 2023	3,498.49	4,030.16

**Township of Edwardsburgh/Cardinal**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Minister Of Finance				
	May 2023		May 2023 EHT premium	6,133.40	6,133.40
PP -	Ontario Municipal Employees				
	May 2023		May 2023 contributions	52,978.52	52,978.52
PP -	Receiver General For Canada				
	PP 11 2023 PT		PP 11 2023 PT source deduction	3,651.35	
	PP 11 2023 FT		PP 11 2023 FTsource deductions	26,960.32	30,611.67
PP -	Sun Life Financial				
	June 2023		Monthly Premiums	23,149.86	23,149.86
PP -	Township of Edwardsburgh/Cardi				
	PP 12 2023		PP 12 2023 Payroll Clearing	70,591.49	70,591.49
PP -	Scotiabank				
	Jun 12, 2023		Recreation Truck Loan Payment	476.46	476.46
Total Proposed Payments:					240,657.59
Total PAD:					240,657.59

Certified Correct This Friday, June 16, 2023

  
Sean Nicholson, Treasurer

  
Dave Grant, CAO

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2023-00110 to 2023-00110

Bank Code - AP - REVENUE FUND

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>AJ's Water Treatment</b>				
	7086		rec/fd/Lib/Adm- small water system	1,706.30	1,706.30
PP -	<b>Ministry of Transportation</b>				
	Feb/Mar/Apr2023		MTO ARIS	16.50	16.50
PP -	<b>Municipal Equipment</b>				
	4593		fd- 50' Hoses	4,904.98	
	4606		fd- hose delivery costs	102.83	5,007.81
PP -	<b>OFIX</b>				
	4922		adm- council chairs	3,842.00	3,842.00
PP -	<b>Chelsea Robinson</b>				
	06042023		rec- Refund	45.00	45.00
PP -	<b>Thousand Islands Concrete Ltd.</b>				
	38181		rec- playstructure expense	867.28	867.28
PP -	<b>Douglas &amp; Laurie Toms</b>				
	June 6, 2023		refund-overpayment on 2023-046	95.00	95.00
PP -	<b>Conseil Scolaire Catholique de</b>				
	2nd Qtr 2023		2nd Qtr 2023	13,487.92	13,487.92
PP -	<b>Chief Fire Officers</b>				
	OFOALG 2023		fd-membership renewal	150.00	150.00
PP -	<b>DDDG Engineering Services</b>				
	3212		Adm- Office Eng	13,697.86	13,697.86
PP -	<b>Hugh Cameron</b>				
	173		Council Pens	225.00	225.00
PP -	<b>Paul Kingston</b>				
	2060		pw-beaver trapping - RR beds	1,220.40	1,220.40
PP -	<b>P Munro Group Inc</b>				
	236553		pw- annual sweeping contract	21,696.00	21,696.00
PP -	<b>PPE Solutions Inc.</b>				
	PPE10984		fd- hoods	2,564.25	2,564.25
PP -	<b>Realtax Inc.</b>				
	90199		adm- tax reg # 070170104002100	56.50	56.50
PP -	<b>Wagar&amp; Corput Weed Control Inc</b>				
	0000132698		pw - roadside weed spray	7,023.73	7,023.73
PP -	<b>Lloyd McMillan Equipment Ltd.</b>				
	34494		es-replace no coorde adelaide st ti	2,327.80	2,327.80
PP -	<b>Canada Revenue Agency</b>				
	June 2023		Garnishment for June 2023	625.20	625.20
PP -	<b>Levac Fabrications</b>				
	545		rec- aluminum dock supports	1,130.00	1,130.00
PP -	<b>First Stop Tool &amp; Equipment</b>				
	01-78025-0		rec- Auger for Play structure	59.33	59.33
PP -	<b>Backflow Preventers and</b>				
	2023-292		es- portable backflow inspection	282.50	282.50
PP -	<b>Carefree Pools Ltd.</b>				
	291050		rec- pool vaccuum pole	67.79	67.79
PP -	<b>Constant International Inc</b>				
	IN151558		wwtp- flomax	3,118.33	3,118.33
PP -	<b>Ainsley Gordon</b>				
	May 23, 2023		Rec- No longer require course	170.00	170.00

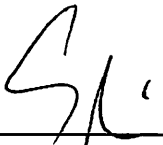
**Township of Edwardsburgh/Cardinal**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Minister of Finance				
	302505230910051	Apr 2023 OPP billing		95,140.00	
	300606231341047	2022 OPP credit - Jan-Mar 2023		-2,239.08	
	300506230736038	fd-college reg fees Jan-Mar 31, 20		325.00	93,225.92
PP -	Planes Precast Concrete				
	0000192683	pw- sign post holders		508.50	
	0000192785	pw - cut off blade		226.00	734.50
PP -	Roadlast Asphalt & Sealing				
	1359	pw- crack sealing 2023		44,493.75	44,493.75
PP -	Robotic & Process Automation C				
	24057	wmpss service call PLC Fault		497.20	497.20
PP -	Spencerville Agricultural				
	220050	fd- appreciation dinner		3,860.08	3,860.08
PP -	St. Lawrence Corridor Economic				
	2023-010	ec dev-SLCEDC 2023 Fee		7,505.00	7,505.00
PP -	Thomson Reuters Canada				
	04/30/2023	Twp - 2023- green books as listed		368.55	368.55
PP -	Katelyn Tuff				
	05012023	Rec- refund for course		115.00	115.00
PP -	Vista Radio Ltd				
	386848-1	adm- EP Week ads		108.48	108.48
PP -	HW Supplies Inc				
	03254	pw-brushhead teeth/hose - backhc		1,562.73	
	03675	pw - oil/bungee cords		289.17	1,851.90
PP -	Edwardsburgh/Cardinal				
	June 20, 2023	Firefighter's Associations Debit Ma		789.00	789.00
PP -	Hewitt (Brockville) Ltd.				
	97707	wwtp -re/re motor weld base plate		3,020.49	3,020.49
PP -	Provincial Paving				
	092	Rec-Paving for Jtown Tennis court		80,795.00	80,795.00
				Total Proposed Payments:	316,847.37

Total AP: 316,847.37

Certified Correct This Thursday, June 22, 2023

  
Sean Nicholson, Treasurer

  
Dave Grant, CAO

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2023**

**“A BY-LAW TO ENTER INTO A LICENCE AMENDING AGREEMENT WITH  
ONTARIO POWER GENERATION INC. (OPG)”**

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 8(1) states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 8(2) states that in the event of ambiguity, the ambiguity shall be resolved so as to include, rather than exclude, municipal powers that existed before the Municipal Act, 2001 came into force; and

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 9 gives the municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to enter into a licence amending agreement with Ontario Power Generation Inc. for the access and use of the lands known as Part Spencer Island in the St. Lawrence River opposite Lot 21 and 22, Concession 1, Geographic Township of Edwardsburgh; Part Bed of the St. Lawrence River Parts 6, 7, 8 & 9, 15R143, PIN 68186-0091, now the Township of Edwardsburgh Cardinal and Part Bed of the St. Lawrence River, Part 48, 15R144, PIN 68186-0095 in the Township of Edwardsburgh Cardinal for a term of one year commencing August 1, 2023 to July 31, 2024;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute the Licence Amending Agreement attached hereto as Schedule “A” on behalf of the Township of Edwardsburgh Cardinal, and it shall form part of this by-law.
2. That this by-law shall come into force and take effect upon passing.

Read a first and second time in open Council this 26 day of June, 2023.

Read a third and final time, passed, signed and sealed in open Council this 26 day of June, 2023.

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**Mayor**

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**Clerk**

## LICENCE AMENDING AGREEMENT

THIS AMENDING AGREEMENT made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

B E T W E E N:

**ONTARIO POWER GENERATION INC.**, a corporation incorporated under the laws of the Province of Ontario (“**OPG**”)

-and-

The **TOWNSHIP OF EDWARDSBURGH/CARDINAL**, a corporation incorporated under the laws of the Province of Ontario (the “**Licensee**”)

(each a “**Party**” and together the “**Parties**”)

### WHEREAS:

- 1) The Parties entered into a licence effective August 12, 2019 (the “**Original Licence**”) for certain lands known as Part Spencer Island in the St. Lawrence River Opposite Lot 21 and Lot 22 Concession 1 Geographical Township of Edwardsburg; Part Bed of the St. Lawrence River Parts 6, 7, 8, & 9, 15R143, PIN 68186-0091, now the Township of Edwardsburgh/Cardinal and Part Bed of the St. Lawrence River, Part 48, 15R144, PIN 68186-0095, in the Township of Edwardsburgh/Cardinal, in the United Counties of Leeds and Grenville for a term of one (1) year commencing August 1, 2019 and ending on July 31, 2020.
- 2) The Rights of Extension provisions of the Licence provided the Licensee with the option to renew the Licence for a total of four (4) Renewal Terms of one (1) year each upon written notice of not less than thirty (30) days prior to the expiry of each Renewal Term.
- 3) In 2020, The Licensee requested and OPG agreed to amend the Licence to provide the Licensee with one additional extension right for a term of one (1) year (the “**First Renewal Term**”). The First Renewal Term expired July 31, 2021.
- 4) In 2021, The Licensee requested and OPG agreed to amend the Licence to provide the Licensee with one additional extension right for a term of one (1) year (the “**Second Renewal Term**”). The Second Renewal Term expired July 31, 2022.
- 5) In 2022, The Licensee requested and OPG agreed to amend the Licence to provide the Licensee with one additional extension right for a term of one (1) year (the “**Third Renewal Term**”). The Third Renewal Term will expire on July 31, 2023.
- 6) On June 2, 2023, the Licensee requested a renewal for the fourth and final extension term of the Original Licence (the “**Fourth Renewal Term**”). OPG has reviewed the Licensee’s compliance as set out in the Original Licence and has agreed to renew the Licence for one additional extension term of one (1) year.
- 7) The Original Licence and the Fourth Renewal Term shall be collectively referred to herein, as (the “**Licence**”).

**NOW THEREFORE THIS AGREEMENT WITNESSES THAT** in consideration of the mutual covenants and agreements of the Parties hereinafter contained, the receipt and sufficiency of which are hereby irrevocably acknowledged by the Parties hereto, the Parties hereto agree as follows:

- 1) Unless otherwise defined herein, all capitalized terms herein shall have the meaning ascribed to them in the Licence.



- 2) OPG hereby grants to the Licensee one additional renewal term of one (1) year, the Fourth Renewal Term, effective August 1, 2023 and expiring July 31, 2024.
- 3) Except as amended by this Amending Agreement, the Licence shall continue in full force and effect, unamended.
- 4) This Amending Agreement may be executed in one or more counterparts and may be delivered by electronic means, each of which shall be deemed an original and all of which when, taken together, shall constitute one and the same instrument.
- 5) This Amending Agreement is governed by and is to be construed and interpreted in accordance with the laws of Ontario and the laws of Canada applicable in Ontario.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Amending Agreement to be executed by the signatures of their proper officers duly authorized in that behalf.

**ONTARIO POWER GENERATION INC.**

\_\_\_\_\_  
Name: Jim Tamas  
Title: Real Estate Associate

I have the authority to bind the corporation.

**TOWNSHIP OF EDWARDSBURGH/  
CARDINAL**

By: \_\_\_\_\_  
Name: Rebecca Williams  
Title: Clerk, Township of  
Edwardsburgh/Cardinal

By: \_\_\_\_\_  
Name: Tory Deschamps  
Title: Mayor, Township of  
Edwardsburgh/Cardinal

[I/We] have the authority to bind  
the corporation.

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2023 -**

**“A BY-LAW TO ADOPT A STREET BANNER DISPLAY POLICY”**

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal recognizes the importance of banner displays within the Township; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal wishes to provide a structured and consistent approach for considering eligible applicants requesting to display banners within the Township; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal recognizes that banners can be an effective means to promoting civic, charitable or community orientated events and activities occurring in the Township; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to adopt a street banner display policy;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. The Street Banner Display Policy attached hereto as Schedule “A” shall form a part of this bylaw.
2. That this by-law shall come into force and take effect on the date of passing.

Read a first and second time in open Council this 26 day of June, 2023.

Read a third and final time, passed, signed and sealed in open Council this 26 day of June, 2023.

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**Mayor**

---

**Clerk**

**SCHEDULE “A”  
BY-LAW 2023 -**

**Street Banner Display Policy**

**1. Purpose:**

**1.1** The purpose of this policy is to outline the process for how street/utility pole banners and cross span street banners are displayed within the Township of Edwardsburgh Cardinal for the following intentions:

- a. To provide an opportunity and venue to promote civic, cultural, historical, charitable or community oriented events and activities occurring in and around the Township which would be of interest to residents and visitors;
- b. To bring colour and beautify the Township and downtown cores;
- c. To increase local tourism and visitation to events, businesses, and other services;
- d. To bring awareness to various organizations and their causes.

**2. Definitions:**

“Council” – means the Council of the Corporation of the Township of Edwardsburgh Cardinal.

“Cross Span Street Banner(s)” – means banner signs which extend across the right-of-way and typically installed on specifically designated poles, which are currently only available in the Village of Cardinal.

“Street/Utility Pole Banner(s)” – means banners that are attached to the utility poles on specific banner installation bars (aka banner arms).

“Township” – means the Corporation of the Township of Edwardsburgh Cardinal and includes its geographical area.

“Township Staff” – means senior management staff employed by the Township.

**3. Scope**

**3.1** This policy applies to banners being erected at the following Township owned banner facilities:

Cross Span Street Banner:

- a. On Bridge St., south of County Rd. 2 and north of the rail crossing.

Street/Utility Pole Banner:

- b. 2 banners in Cardinal – On west end of Dundas St., south of County Rd. 2

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BY-LAW 2023 -**

- c. 2 banners in Johnstown – On Sutton Dr. near the South Edwardsburgh Community Centre
- d. 2 banners in Spencerville - One located near the intersection of Centre St. (County Rd. 21) and Spencer St. (County Rd. 44), and the second located near the intersection of Water St. and Spencer St. (County Rd. 44)

- 3.2** Cross Span Street Banner(s) shall be installed and removed on the prescribed and assigned poles by the Township and Township selected vendor at the cost of the applicant.
- 3.3** Street/Utility Pole Banner(s) shall be installed and removed by the Parks, Recreation & Facilities Department on the prescribed and assigned poles.
- 3.4** Banners are not intended to be used as commercial advertising devices; however, the Township recognizes that banners can be an effective means to promoting events which are organized and hosted by both public and private sectors.

**4. Application Requirements**

- 4.1** Applicants must apply to the Township at least four (4) weeks prior to the date requested for the installation of the cross span street banner(s) and street/utility pole banner(s). The applicant must complete the application form, attached as Appendix A, including the applicants contact information, purpose of the banner(s), event dates, installation dates, and removal dates.
- 4.2** Applicants must provide a digital image/proof of the banner from the design company indicating overall design of the banner(s), text, symbols, graphics, and colours.
- 4.3** Applicants must provide sufficient number of street/utility pole banners (6 banners) to accommodate the 6 banners throughout the Township to promote a unified Township.
- 4.4** The banner(s) is to be delivered to the Township Office, located at 18 Centre St, Spencerville or another agreed upon location, within the same time period.
- 4.5** All banners must meet the design specifications outlined within Section 5 of this policy.
- 4.6** All Cross Span Street Banners and Street/Utility Pole Banners shall be purchased, paid for, and owned by the applicant.

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- 4.7** Maintenance and storage of banners is the responsibility of the applicant of the banner. The Township will not maintain or store any banner(s) beyond one (1) week from removal, and notification of such removal will be provided to the applicant.
- 4.8** The Township assumes no responsibility of the care, maintenance or condition of the banner approved and installed for display.
- 4.9** The Township assumes no responsibility for loss or damage to banners.
- 4.10** All approved banners requests shall be reserved on a first come first serve basis.
- 4.11** The Township staff will provide written confirmation approving the banner installation.

**5. Design Specifications**

- 5.1** The following are design and dimension specifications for the Street/Utility Pole Banners, with example diagram attached as Appendix B:
  - a. Banners shall be designed so that both sides of the banner surface contain a message. There shall be no "backside".
  - b. Banners shall be constructed from vinyl to ensure durability during the display period.
  - c. Banners shall be a minimum width of 20.5 inches to a maximum width of 24 inches.
  - d. Banners shall be a total of 48 inches in length/height with 4 inches at both the top and bottom to accommodate the banner arms.
- 5.2** The following are design and dimension specifications for the Cross Span Street Banners:
  - a. Banners shall be designed so that both sides of the banner surface contain a message. There shall be no "backside".
  - b. Banners shall be constructed from vinyl to ensure durability during the display period.
  - c. Dimension specifications shall be determined during consultation with Township Staff and Rideau St. Lawrence Utilities.

**6. Banner Content**

- 6.1** The visual images and written messages of the banner shall be within good taste and shall only be permitted to promote time-limited festivals,

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bring awareness to various organizations and their causes, promote civic, cultural, historical, charitable and community oriented events and activities.

- 6.2** The following will not be permitted on banners which:
- a. Promote political party, election candidate, or any political views
  - b. Promote tobacco/cannabis/alcohol, tobacco/cannabis/alcohol products and/or their use
  - c. Promote pornography
  - d. Contains misleading, false, or limited opinion representation
  - e. Contains or implies inappropriate content or language
  - f. Contains or implies hatred, violence or violates protected rights
  - g. Presenting demeaning or derogatory portrayals of individuals or groups
  - h. Contain anything which, in light of generally prevailing community standards, is likely to cause deep and widespread offence.
- 6.3** Unless approved by the Township, it cannot contain or mimic the Township’s or the Port of Johnstown’s branding or content style.

**7. Installation and Timeline Requirements**

- 7.1** All Cross Span Street Banners are to be erected and dismantled by the Township and Rideau St. Lawrence Utilities only, at the cost of the applicant.
- 7.2** All Street/Utility Pole Banners are to be installed and dismantled by Township employees only.
- 7.3** All Cross Span Street Banners and Street/Utility Pole Banners shall be installed on designated poles only and will be allowed to hang for a maximum of two weeks; or as time permits.
- 7.4** If the banner causes safety hazards or is damaged, it will be removed as soon as possible, without notice.
- 7.5** Care is taken to have the banner installed as per the applicant’s request; however, other factors such as traffic, weather conditions, and staffing may prevent that from happening from time to time.

**8. Responsibility and Appeal**

- 8.1** The Manager of Parks, Recreation & Facilities is responsible for the implementation and administration of the terms of this policy for the banner application, approving the banners and installation/removal of banners.

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**BY-LAW 2023 -**

- 8.2** Decisions regarding approval of applications may be appealed by the applicant to the CAO. If a resolution with the CAO can not be found, the applicant may appeal to Council.

**9. Indemnification**

- 9.1** The Township of Edwardsburgh Cardinal will not be held liable or responsible for the condition of banner(s), damage to the banner(s), or damages caused by banner(s). All those seeking permission to hang a banner(s) (other than the Township and their respective departments) as provided herein shall sign an agreement, attached as part of Appendix A, as provided by the Township that holds the Corporation of the Township of Edwardsburgh Cardinal harmless and indemnifies them from any liability in the event the banner(s) causes damage to persons or property.



**SCHEDULE "A"**  
**BY-LAW 2023 -**

**Appendix "A"**  
**Banner Display**  
**Application Form**

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Type and Condition of Donation(s): \_\_\_\_\_

**Banner Specifications:**

Banner Type:        Street/Utility Pole Banner        ☐  
                                 Cross Span Street Banner        ☐

Requested Date/Timeframe: \_\_\_\_\_

Purpose of Banner(s) i.e. festival, event, historical, charitable, civic, cultural, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please attach a digital image/proof of the banner from the design company indicating overall design of the banner(s), text, symbols, graphics, and colours.

By providing the above information, you are requesting that the Township review your application for a banner(s) to be erected using Township posts. By signing below, you are confirming that all information provided is correct and you are prepared to pay the associated fees and charges related to the banner installation.

I, the undersigned, hereby agree to hold and save harmless the Corporation of the Township of Edwardsburgh Cardinal, its officers, employees and officials from all claims or causes of action against the Corporation of the Township of Edwardsburgh Cardinal, because of injury or damage to property of others arising from the placement of a banner(s) of the undersigned and placed on, into or above property or premises of the Corporation of the Township of Edwardsburgh Cardinal.

\_\_\_\_\_  
Applicant's Name & Title

\_\_\_\_\_  
Date

Office Use Only:

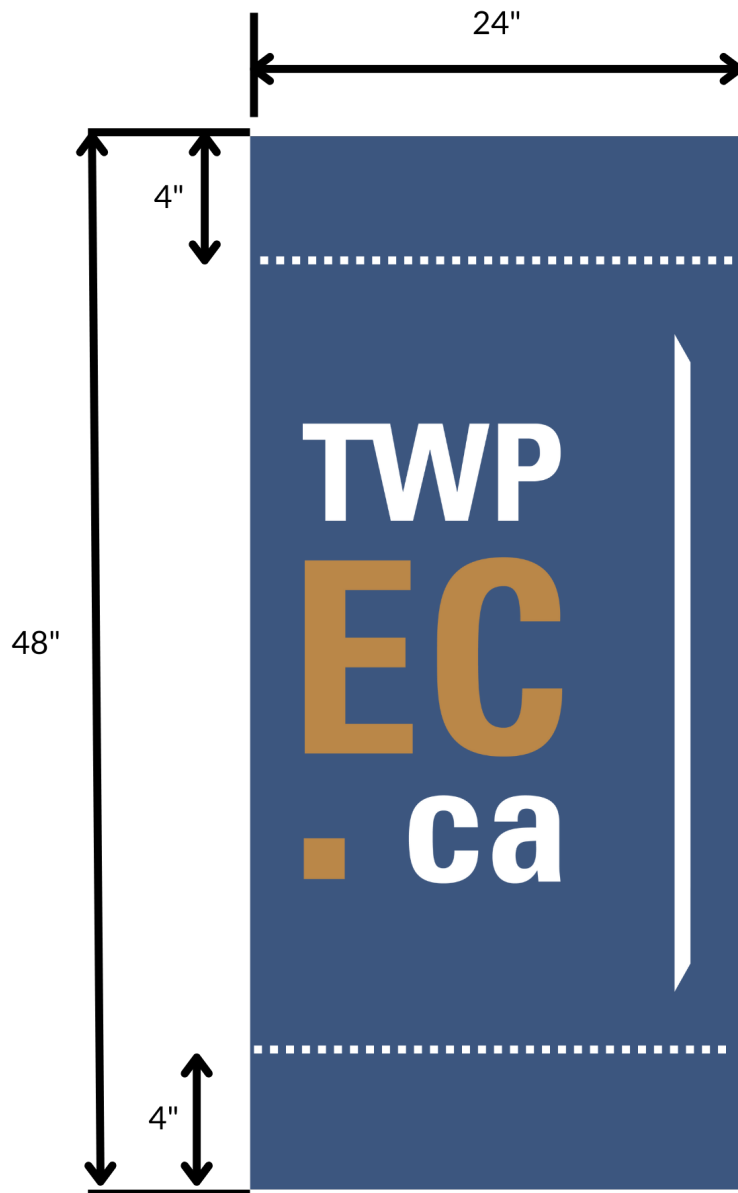
Application by:        Approved ☐        Denied ☐

\_\_\_\_\_  
Manager of Parks, Recreation & Facilities

\_\_\_\_\_  
Date

SCHEDULE "A"  
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Appendix "B"



## CAO's ADMINISTRATIVE UPDATE TO COUNCIL

### ADMINISTRATION / ECONOMIC DEVELOPMENT

Senior Management Team	The 2023 capital program is progressing well. Annual reviews are in process and staff will be bringing an updated procurement policy for council consideration in July.
Economic Development	Staff met with Newmark and MEDJCT to review the next phase report that was generated following the completion of the Jobsite Challenge.
Agricultural LEAR Assessment	Staff attended the public Consultation Session to review the draft report & mapping held at the County building on June 21. The committee of the whole – community development feedback was also submitted on June 13.
Forestry Services Agreement	A kick-off meeting was held with SNC. Staff will provide SNC with a more defined area of focus and a priority list of assessments to be conducted. Assessments are anticipated to occur in mid-July.
Ergonomics for Everyone Campaign	The Joint Health and Safety Committee is just wrapping up this campaign initiative. The awareness campaign was focused on identifying Musculoskeletal Disorder (MSD) causes in the workplace and providing some simple preventative and mitigation measures that everyone can take. Thanks to the JHSC and all participating staff in making our workplace safer.
Training	The first of two accessibility, integrated standards and workplace violence and harassment training sessions has been completed, with the second session scheduled for June 29.
Building	The department has issued 57 permits to date. South Nation Conservation recently advised that some septic permit records were missing from health unit record transfer earlier this year. We are working with the health unit to receive the missing records.
Bylaw	The BLEO continues to identify areas within the Township that require compliance efforts and education. Bylaw maintains open communication with the office of the prosecutor POA for regular updates respecting trials for outstanding summons. Property clean up expected to take place next month for non-compliance court order.
Upcoming meeting schedule <b>Time – 6:30pm unless noted otherwise</b>	Tuesday, July 4 – Committee of the Whole, Community Development Monday, July 10 – Committee of the Whole, Admin/Operations Monday, July 24 – Port Management Committee Monday, July 31 – Regular Council

## TREASURY

2022 Audit	2022 Audit report was finalized and awaiting the final financial statements to be issued to post on the website
2022 FIR	Submitted on time, awaiting final review from the Ministry
GIC	Township GIC is coming due, presented council with preliminary options for renewal. Will present formal options in July committee meeting.

## FACILITIES/RECREATION

Johnstown Pool	Heater hooked up and running, operating temperature will be set at 77 for summer
Cardinal Pool	Heater installed just waiting for Enbridge to complete hook up. The Phase 2 relining tender will be issued again in the next couple of weeks with the project taking place in the Fall.
Pools	Both pools are currently open for the summer. Staff have completed the following training courses for our in-house guards as well as neighboring municipalities over the past six weeks: SFA: 16 candidates received 16 hrs. of instructional time Lifesaving Instructors Course: 6 candidates received 20 hrs. of instructional time Swim Instructors Course: 15 candidates received 20 hrs. of instructional time NL course: 13 candidates received 40 hours of instructional time NL recert: 10 candidates (4 to 6 hrs.) Aquatic Supervisor: 8 candidates received 20 hours instructional time
GT Play structure	Play Structure installation is almost complete. Staff are working on a grand opening event in the next couple of weeks. Staff did an excellent job on this project
Cardinal Docks	Grab bars on all 4 docks were installed last week.
Johnstown Tennis Courts	The paving phase was completed last week. Staff are finalizing the fencing requirements and installation will take place over the summer. The tennis / Pickle Ball line painting will be done early September.
Canadian Flags	New Canadian Flags will be installed at municipal facilities in advance of July 1.
Waterfront Canteen	Canteen opened June 17 <sup>th</sup> and will remaining open with our normal hours till September 4 <sup>th</sup> .
Dive Site	New diver signage installed at both sites (Conestoga and Wee Hawk).

## OPERATIONS – PUBLIC WORKS

Roadside Brushing	Roadside brushing in conjunction with North Grenville on Totem Ranch Rd East is ongoing. Roadside brushing /tree trimming on various roadways within TWPEC.
Misc Work	Maintenance Grading on Granular Road surfaces. Hardtop patching pothole repairs – ongoing. Roadside mowing on TWPEC roadways – ongoing. Assist Parks and Recreation with installation of new play structure on Legion Way. Assist Environmental Services with lawn restoration repairs at various locations. Guiderail post replacements/repairs on Glen Smail Rd, Jochem Rd, and Smith Rd.
Contracts	Street Sweeping contract was completed at all locations. The granular resurfacing program has been completed. Granular M material placed on roadways was 7095.08 mt. Calcium application to granular surfaces has been completed.
Training	Employees attended Workplace Violence and Harassment Prevention and Accessibility Training
Ventnor Bridge Armouring	An onsite kickoff meeting with EC, Keystone and Goldie Mohr (GM), was held June 12 <sup>th</sup> at the Ventnor Bridge. GM has indicated a desire to start the project in July pending receipt of the permit from South Nation Conservation Authority. The construction is expected to be completed in 1-2 weeks. Information letters, (40), were sent to residents in Ventnor and the immediate surrounding area on June 20 <sup>th</sup> .
Johnstown Drainage	Paving on Mary Street was completed. Staff are reviewing deficiencies.

## OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Water Control Treatment Plant	Hewitts replaced the Air Handler Unit motor. Routine maintenance.
Cardinal Water Plant	IECBL installed a new pump panel for high lift pump # 1. Hewitts Brockville repairing motor for high lift pump # 1. Selleck Mechanical replaced a section of low lift pipework (spool piece). DWQMS 3 <sup>rd</sup> party on site audit successfully completed.

Cardinal Distribution System	One water service connection was installed on Adelaide Street. CWW vacuumed and cleaned out water main valve boxes. Annual portable backflow preventer inspections completed.
Industrial Park Water System	DWQMS 3 <sup>rd</sup> party on site audit successfully completed. Spring hydrant flushing completed.
Windmill Pumping Station	Routine rounds.
Spencerville Wastewater System	Team Industrial pressure cleaned Alum Bulk tank. Received bulk order of Alum GAL Power replaced transfer switch at Spencerville Station 1 ( <b>Capital Project</b> ).
Cardinal Sewer and Storm Collection System	Two sanitary laterals replaced due to defective no-corrode piping. CWW vacuumed storm catch basins in Cardinal.
CR2 Project	Site preparation work is complete, and the temporary water line commissioned for Phase 1 of the project, (Dishaw to Shanly Rd). Cavanaugh is installing the new water main.

## FIRE DEPARTMENT

HR	Planning is underway to host this year's women's firefighter bootcamp at the regional training center in Lyndhurst. This has become a county-wide initiative supported by the Fire Chiefs Association.
	A firefighter appreciation dinner was hosted on May 27 at the Drummond building in Spencerville with multiple awards presented. Positive feedback was received regarding the change in venue.
	An honorarium policy based on points is being developed and will be presented to committee at a future meeting.
Training	Two firefighters attended a presentation from Ornge Air Ambulance at Elizabethtown Kitley. The program outlined safety and landing requirements needed for the air ambulance.
	We are still waiting on the Ontario Fire College to approve our learning contracts for NFPA 1072 Hazmat Operations and NFPA 1002 Pumper Operations courses in August and October.
	14 firefighters are currently completing NFPA 1072 Hazmat Awareness online. The program runs June 1 – 30.
	The annual Mutual Aid coordinator training symposium wrapped up on June 19.
Fleet	The mobile radio has been switched over from Tanker 3 to Tanker 1. The new tanker is now in service.

	An action item will be prepared for committee to declare tanker 3 surplus to the townships needs and disposed of by public auction.
Fire Prevention	A fire ban was implemented on June 7 and was further relaxed to allow campfires only on June 16.
	Fire Prevention Officer John Henry attended the Operation SAFER (Smoke Alarm for Every Residence) summit in Vaughan.
	Meeting held on site at Greenfield Global to tour the new “very high quality” project. Items discussed included; new hazards, firefighting foam, site access and future collaborative efforts.
	Several burning complaints were addressed this month.
Other	Hosted the 111th annual Eastern Ontario Firefighters Association convention June 16/17 with 10 fire departments participating. The EC team had a strong performance, scoring points in every race and finishing second overall behind the winner South Mountain. Special thanks to all the township departments that made significant contributions to the success of the event. Proceeds from the 50/50 draw will be utilized to upgrade our thermal imaging cameras.
	Mobile radio programming has been updated to communicate with Prescott & Augusta radio repeater systems. This will improve communications and interoperability when working in Prescott and Augusta.

## EMERGENCY MANAGEMENT

Senior and Elected Officials Workshop	Members of the Emergency Management Program Committee attended a workshop in Prescott on June 15. The main objectives of the workshop included increasing comfort level with the five concepts of comprehensive emergency management and the municipal requirements under the Act. In addition, clarification on the role of elected officials within the context of local emergency management.
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Councilors are reminded to please forward or cc sent/received email correspondence that is a municipal record to [councilmail@twpec.ca](mailto:councilmail@twpec.ca)



# TOWNSHIP OF EDWARDSBURGH CARDINAL

June 26, 2023

Resolution Number: 2023- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

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

☐ Carried    ☐ Defeated    ☐ Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2023-**

**“A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY  
RESOLUTION”**

**WHEREAS** Section 5(3) of the Municipal Act 2001, SO 2001, Chapter 25, as amended, provides that the powers of a municipality shall be exercised by by-law;

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by the municipality does not lend itself to the passage of an individual by-law;

**NOW THEREFORE** the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the actions of the Township of Edwardsburgh Cardinal, at its meeting held on June 26, 2023 in respect of recommendations contained in the reports of committees considered at the meeting and in respect of each motion, resolution and other action taken by the Township of Edwardsburgh Cardinal at its meeting are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Mayor and the appropriate officials of the Township of Edwardsburgh Cardinal are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Township of Edwardsburgh/Cardinal referred to in the preceding section.
3. That except as otherwise provided, the Mayor and Clerk are authorized and directed to execute all documents necessary on behalf of the Township of Edwardsburgh Cardinal.

Read, passed, signed and sealed in open Council this 26 day of June, 2023.

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**Mayor**

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**Clerk**