



AGENDA
REGULAR MEETING OF MUNICIPAL COUNCIL

Monday, September 29, 2025, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

- 1. Call to Order**
- 2. Indigenous Land Acknowledgement Statement**

As we gather, we are reminded that the Township of Edwardsburgh Cardinal is situated on traditional territory of Indigenous peoples dating back countless generations, which is rich in history and home to many First Nations, Métis and Inuit people today.

As a Township, we have a responsibility for the stewardship of the lands on which we live, work and play, and today, this meeting place is still home to Indigenous people, and we are grateful to have the opportunity to work on and call this land home.
- 3. Approval of Agenda**
- 4. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof**
- 5. Delegations & Presentations**
 - a. South Grenville Food Bank - Bonnie Pidgeon
- 6. 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. Regular Council - August 25, 2025 [See item 7.a]
 - b. Committee of the Whole - Community Development - September 2, 2025 [See item 9.a.]
 - c. Committee of the Whole - Administration and Operations - September 8, 2025 [See item 9.b]
 - d. Port Management Committee - September 22, 2025 [See item 9.c]
- 7. Minutes of the Previous Council Meetings**
 - a. Regular Council - August 25, 2025 - CONSENT
- 8. Business Arising from the Previous Council Meeting (if any)**
- 9. Committee Minutes**
 - a. Committee of the Whole - Community Development - September 2, 2025 - CONSENT
 - b. Committee of the Whole - Administration and Operations - September 8, 2025 - CONSENT
 - c. Port Management Committee - June 23, 2025 - CONSENT
- 10. Action and Information Items from Committees**
 - a. Support Resolution - St. Lawrence Region Energy Task Force
 - b. Support Resolution - Ontario Community Infrastructure Fund (OCIF)
 - c. 2026 Circular Materials - P&E Agreement
 - d. Source Water Protection Risk Management Advisor Position

- e. Dundas Street West - Road Authority
- f. Johnstown Pool Tender Award
- g. Port of Johnstown Strategic Plan
- h. Development Agreement Consent Application B-30-25 - Roberts
- i. Award Tender for Asphalt Repairs RFQ EC-PW-25-17

11. Correspondence

12. Municipal Disbursements

13. By-laws

- a. By-law to Update Committee and Board Appointments
- b. Corporate Credit Card Policy
- c. Skyview BESS Agreement - Use of Dobbie Road
- d. Development Agreement - Roberts

14. CAO's Administrative Update

15. Councillor Inquiries or Notices of Motion

16. Member's Report

17. Question Period

18. Closed Session

19. Confirmation By-law

20. Adjournment

South Grenville Food Insecurity

State of Emergency

August 14th 2025



AUGUSTA
EDWARDSBURGH CARDINAL
PRESCOTT

THE SOUTH GRENVILLE FOOD BANK (FFA)

ABOUT US

The South Grenville Food Bank opened its doors in 2002 with a vision and dream to help individuals and families in need by serving three townships: Augusta, Edwardsburgh/Cardinal, and Prescott.

We primarily rely on volunteers, donors, grants, and community support to operate.

Visit our website at sgfoodbank.ca

AVAILABLE PROGRAMS

Agency 2 Agency: We collaborate with other service agencies in identifying and helping clients.

Baby Shelf: Families with infants can receive free baby diapers, formula, and baby food.

Birthday Cake Club: In the month of their birthday, children receive a cake mix, icing, and sprinkles.

Bottles for Babies: We collect alcohol and pop bottles and cans, as well as scrap metal, to support our baby and children programs.

Care Items: We offer Depends and Ensure for seniors or those with health issues, as well as other hygiene and feminine products.

Delivery Program: To help seniors, those with mobility issues, or rural clients access food.

Food Hamper: The points-based allotment system encourages clients to choose the food and household items they need.

Kids Snack Packs: Every school-age child receives a snack pack, which may include snacks, small meals, fresh options, and dairy.

Tools for Launch: Groceries (meant for lunches) are available to individuals for two weeks when beginning a new job, education, or training program.



OUR MISSION

Food For All Food Bank, a community-based organization serving South Grenville, provides food for those in need. Everyone will be treated with respect, dignity, and protection of privacy.

LOCATIONS

Prescott
136 Henry St. W.

Cardinal
Cardinal Public Library
618 King's Hwy #2

Spencerville
Spencerville United Church
16 Centre St.

Augusta
Still serving Augusta Township, more information coming soon!

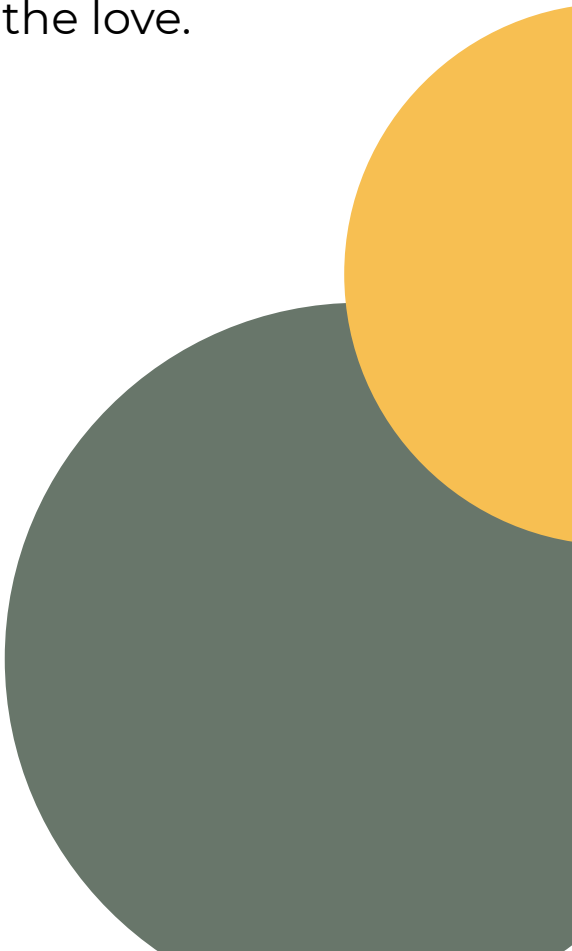


CLIENT TESTIMONY

As a working single mom and with everything going on, the food bank is the one place where they are always kind and accommodating.

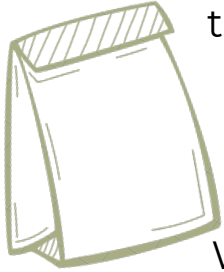
Whether you have a car to bring your groceries home or not, and no matter your circumstances, it is always a judgment-free zone – you feel the love.

- Anonymous Client



PROGRAM SPOTLIGHT:

TOOLS FOR LAUNCH



Tools for Launch was created during the COVID-19 pandemic as a way to eliminate access to food as one of the barriers to success. In partnership with our local CSE Consulting branch, we process referrals for individuals who are starting employment, training, or education.

We provide food for two weeks at a time, and with each individual we help, it costs approximately \$50. So far in 2025, the South Greenville Food Bank has helped 11 people remove food as a barrier to starting a new opportunity!

PROGRAM SPOTLIGHT:

BOTTLES FOR BABIES

Bottles for Babies is our primary initiative to help fund our infant and children programming. We collect alcohol bottles and pop cans, which are then returned for change.

Our baby and infant items, such as formula and diapers, are available to clients during their visit. Additionally, in each of our children's snack packs, they receive one bag of milk, which is bought with this income as well.



POTENTIAL PROGRAM SPOTLIGHT:

MOBILE FOOD BANK TRUCK

Our vision for the program includes setting up various “pop-up” locations within South Grenville where our clients can come on a dedicated day of the week at a closer location to their home. Currently, our volunteers use their own vehicles for some of the programs we offer.

As we grow and serve more clients each year, our capacity has outgrown the ability for them to use their personal vehicles, which is why our dream is to have a permanent transit van for the food bank.

Currently, we offer a monthly delivery service to 25-30 of our senior, rural, and home-bound clients who face barriers accessing our services at our outreach offices in Prescott, Cardinal, and Spencerville. By expanding upon this initiative, we believe our impact can grow and improve our overall service delivery in our local community.



ORGANIZATIONAL STRUCTURE



STAFF

*Executive Director: Bonnie Pidgeon
Warehouse Coordinator: Kevin Towns
Fundraising Coordinator: Jen Axford*

VOLUNTEERS

The South Grenville Food Bank has approximately 70 volunteers across each of our departments: Intake, Counter, and the Warehouse.

BOARD OF DIRECTORS

*Chair: Carol Ravnaas
Vice Chair: Roxanne Riddell
Treasurer: Heather Lawless
Secretary: Vicki Davy
Director: Cora Mills
Director: Karen Ruyter
Director: Tami Portelance
Director: Angela Goyette
Director: Kim Sutherland-Crossman
Director: Angela Gannon*

A MESSAGE FROM OUR EXECUTIVE DIRECTOR

Having been the Executive Director for the past 23 years, I have proudly watched our volunteers be a direct line between the food bank and our clients.

As a grassroots organization, we receive no large funding streams, meaning we must rely heavily on community partners such as yourselves to support our clients throughout the Township of Augusta, Town of Prescott, and the Township of Edwardsburgh-Cardinal.

- Bonnie Pidgeon

BREAKING THE STIGMA SURROUNDING FOOD BANK USAGE

Over the years, our food bank's demographics have shifted significantly.

According to Food Banks Canada, the primary driver of food insecurity is insufficient income. We are seeing this firsthand in our community, with a growing number of individuals who work full-time yet still struggle to cover rent or mortgage payments and other essential bills—often leaving little to no money for food.

The moment a client walks through our doors, volunteers ensure it is a no-judgement zone. No matter if it's their first time coming in or they routinely come in every month, each client is greeted with a warm smile and a welcoming atmosphere.

Additionally, not-for-profits like food banks work collaboratively, building strong relationships with one another and with community partners to ensure we can connect clients with the resources and support they need, regardless of their personal background.

In Food Banks Canada and the Walmart Foundation's PAR study (n = 100), it was identified that 46% of respondents reported "feeling [that] others need it more" and 54% respondents reported "feeling ashamed", leading them to choose not to use the Food Bank even though they couldn't afford their next meal.



Working together to eliminate hunger in South Grenville

July 25, 2025

Mayor Tory Deschamps
Township of Edwardsburgh Cardinal
18 Centre Street
(613) 803-2505

Mayor Gauri Shankar
Town of Prescott
360 Dibble Street West
(613) 924-2812

Mayor Jeff Shaver
Township of Augusta
3560 County Road 26
(613) 925-2306

Dear Mayor Deschamps, Mayor Shankar, and Mayor Shaver,

I am writing to you on behalf of the South Grenville Food Bank to ask for a meeting to review the declaration of a food insecurity emergency within South Grenville. We are asking for your support in facilitating a collaborative discussion both between the South Grenville Food Bank and the leaders of South Grenville but also with the United Counties of Leeds and Grenville regarding this issue.

Attached to this letter is the proposed declaration for your information that we hope will be presented to the Counties Council in October with other local food banks.

Food Banks across the province are experiencing declining resources, yet they are also faced with increasing demand. At the South Grenville Food Bank, we are facing this increased demand across our three locations in Prescott, Spencerville, and Cardinal. Unfortunately, due to the decreased foot traffic at our Augusta location, a mutually agreed upon decision was made to close the physical food bank there last month. Amid this closure, we are taking the time to evaluate how to best serve our more rural clients and believe our dream of creating a mobile food bank could best serve the rural areas of South Grenville.

I hope that we can find a time to discuss this matter as a group (or individually if needed) before our delegation at Counties Council in the fall. I will be out of the office from August 11-15th, so please let me know if there is a time in the next few weeks that works best for your schedule.

Sincerely,

Bonnie Pidgeon

Executive Director, South Grenville Food Bank
(613) 925-2444 | foodforallbonnie@bellnet.ca



Working together to eliminate hunger in South Grenville

Food Insecurity State of Emergency Declaration

Whereas food insecurity is defined as the inadequate or insecure access to food due to financial constraints, a marker of pervasive material deprivation (poverty), and posing a serious public health problem because of its association with higher rates of numerous diseases and chronic health conditions and a higher risk of early death; and

Whereas chronic stressors like disability, precarious work, and/or the cost-of-living crisis, and acute shocks like COVID-19, illness or eviction, make it more difficult to afford life's basic needs and live free from poverty; and

Whereas current social assistance rates are woefully inadequate, making it impossible to afford a healthy diet; and

Whereas the Eastern Ontario health Unit estimates that 1 in 5 households are food insecure; and

Whereas over 36% of food bank visitors were children; and

Whereas food banks are not funded by the Government of Canada and Government of Ontario; and

Whereas Ontario non-profits, including food banks, are collectively experiencing stagnant and declining resources amidst climbing demand, and increased reserve use.

THEREFORE, BE IT RESOLVED THAT THE UNITED COUNTIES OF LEEDS AND GRENVILLE

1. That Council declare food insecurity an emergency in the Counties of Leeds and Grenville; and
2. That Council request the Provincial Government immediately raise social assistance rates to meet life's basic needs; and
3. That Council request the Provincial and Federal Governments act to address the causes of food insecurity by establishing a Guaranteed Liveable Basic Income; and
4. That Council request that the Provincial and Federal Governments include the reduction of food insecurity as a component of all appropriate government policies; and
5. That Council develop a working relationship with Food Banks United and other local food programs to:
 - Communicate local needs and resources.
 - Advocate on behalf of people experiencing food insecurity at the local government level.
 - Strategize solutions to immediate food insecurity needs.



Working together to eliminate hunger in South Grenville

August 21, 2025

The Honourable Michael Barrett, M.P.

Leeds-Grenville-Thousand Islands-Rideau Lakes
68 William Street (Unit 205)
Brockville, ON K6V 4V5
(613) 498-3096

The Honourable Steve Clark, M.P.P.

Leeds-Grenville-Thousand Islands and Rideau Lakes
9 Broad Street (Unit 305)
Brockville, ON K6V 6Z4
(613) 342-9522

Dear Mr. Barrett and Mr. Clark,

Today, I am writing to you on behalf of the South Grenville Food Bank to ask for a meeting to discuss food insecurity within South Grenville. This past June, Brockville City Council passed a declaration regarding food insecurity in their area.

We are also asking for your support in facilitating a collaborative discussion between the South Grenville Food Bank and leaders in the municipal, provincial, and federal levels of government regarding this issue. We will be attending the Leeds-Grenville Counties Council on October 8th 2025, to further discuss this topic and proposed declaration.

Food Banks across the province are experiencing declining resources yet are also faced with increasing demand. At the South Grenville Food Bank, we see this demand firsthand across our three locations in Prescott, Spencerville, and Cardinal. Between January 2023 and January 2024, we saw a 16.9% usage increase across all our locations. By January 2025, our usage increased an additional 14.5%.

Unfortunately, due to the decreased foot traffic at our Augusta location, a mutually agreed upon decision was made to close the physical food bank there last month. Amid this closure, we are taking the time to evaluate how to best serve our more rural clients and believe our dream of creating a mobile food bank could best serve the rural areas of South Grenville.



Working together to eliminate hunger in South Grenville

As both the House of Commons and the Legislative Assembly of Ontario is beginning soon, we wanted to ensure everyone is aware that September is Hunger Action Month in Canada. This is a time when communities across the country focus on raising awareness about food insecurity and taking action to support both food banks and those facing hunger. It is important now, more than ever, to advocate for those facing food insecurity and educate those around us about the emergency we currently face.

I hope that we can find a time to discuss this matter as a group (or individually if needed) before our delegation at Leeds-Grenville Counties Council in the fall. I will be out of the office from September 8-11th, so please let me know if there is a time in the next few weeks that works best for your schedule. Attached to this letter is our proposed declaration for your information.

Sincerely,

Bonnie Pidgeon

Executive Director, South Grenville Food Bank
(613) 925-2444 | foodforallbonnie@bellnet.ca



July 9, 2025

The Right Honorable Mark Carney, Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, IB K1A 0A2
BY EMAIL: PM@pm.gc.ca

Dear Prime Minister Carney:

Re: Resolution regarding Food Insecurity

Please be advised that during the regular Council meeting of June 24, 2025, the following resolution regarding food insecurity was carried.

WHEREAS food insecurity is defined as inadequate or insecure access to food due to financial constraints, and is associated with a higher risk of numerous diseases, chronic health conditions and early death; and

WHEREAS Public Health Ontario estimates that 1 in 7 households in Leeds, Grenville and Lanark are food insecure; and

WHEREAS the Brockville and Area Food Bank reported 21,537 visits in 2024 (including 5,519 visits by or on behalf of children), serves approximately 1 in 13 area residents, and projects over 22,000 visits in 2025; and

WHEREAS the South East Health Unit, in its 2024 report "Addressing Food Insecurity in Leeds, Grenville & Lanark", indicated that the living wage for the region is \$21.65 per hour; and

WHEREAS the South East Health Unit's Low Income Measure – After Tax estimates that approximately 3,150 Brockville residents are in low income, based on 2021 census data.

THEREFORE BE IT RESOLVED THAT the Council of the City of Brockville declare food insecurity an emergency in the City of Brockville; and

THAT Council request that the Provincial and Federal Governments consider the reduction of food insecurity as a component of all applicable government policies; and

THAT Council request the Provincial and Federal Governments explore the expansion of existing school food programs and/or work to establish a province-wide, universal school food program; and

THAT Council request the Provincial and Federal Governments act to address the causes of food insecurity, including income levels, housing affordability and food costs; and

LASTLY THAT a copy of this motion be circulated to the following individuals and organizations: The Right Honorable Mark Carney, Prime Minister of Canada; The Honorable Doug Ford, Premier of Ontario; MP Michael Barrett, Leeds-Grenville-Thousand Islands-Rideau Lakes; MPP Steve Clark, Leeds-Grenville-Thousand Islands-Rideau Lakes; The Federation of Canadian Municipalities; The Association of Municipalities of Ontario; The Rural Ontario Municipal Association; The Ontario Public School Boards Association; The Canadian School Boards Association; Brockville and Area Food Bank

Yours truly,



Sheena Earl,
City Clerk
searl@brockville.com

cc.

Hon. Premier of Ontario, Doug Ford

Hon. Member of Parliament, Leeds-Grenville-Thousand Islands and Rideau Lakes, Michael Barrett

Hon. Member of Provincial Parliament, Leeds-Grenville-Thousand Islands and Rideau Lakes, Steve Clark

The Federation of Canadian Municipalities

The Association of Municipalities of Ontario

The Rural Ontario Municipal Association

The Ontario Public School Boards Association

The Canadian School Boards Association

Brockville and Area Food Bank

DEFINING TERMINOLOGY FROM THE LINK2FEED DATABASE

Client: A Client is a person who is visiting an agency to receive food and/or services. A Client's profile must be complete before a visit can be recorded. Every Client has a unique Client ID number assigned by Link2Feed.

Household: A Client and their household members. They share some common data such as address, housing type, languages, and dietary considerations.

Household Member: A Household Member is a person who lives with a Client, regardless of relation. Household Members only require a partial profile, but its possible to complete their profiles as well.

Individual: An Individual is any client profile in Link2Feed. In reporting, all Clients and Household Members are considered to be Individuals.

DEFINING TERMINOLOGY FROM THE LINK2FEED DATABASE

Visits: The number of times a household receives services.

Existing vs New Households: The number of "Households" that have received services for the first time prior to the reporting period (counted under "Existing") and the number of "Households" who received services for the first time within the reporting period (counted under "New").

Age Group: The age of each client, which is calculated using their "Date of Birth". Some may be estimates.

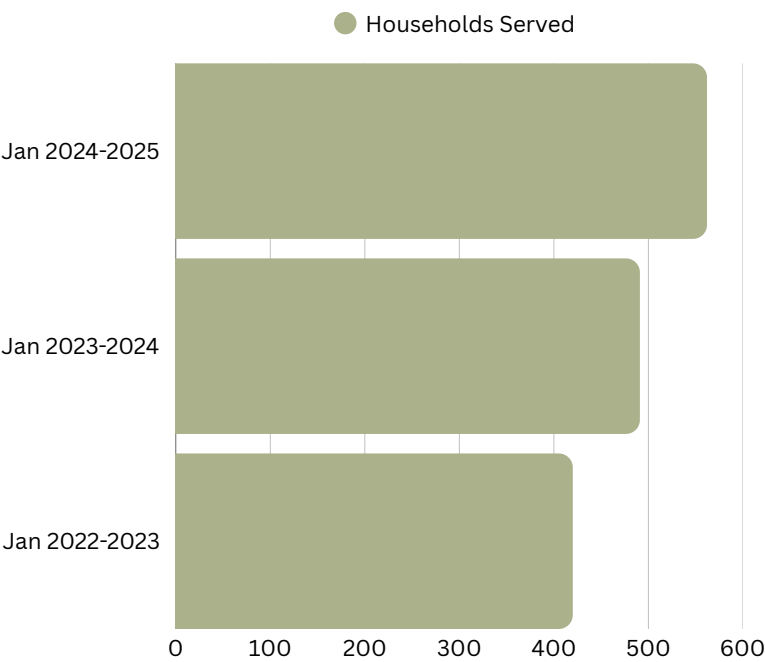
Employment Type: This reports how a client receives any income. To use the Food Bank, there is no means test to establish eligibility (this means that we do not ask how much an individual's income is, rather just the source, if any).

SG Food Bank Statistics (Unique)

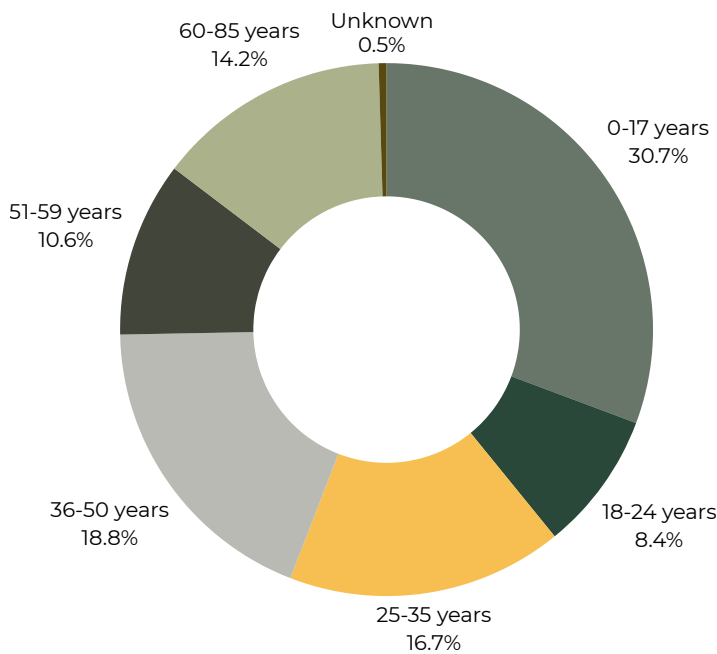
January 2022 - January 2025

A unique count is used when we want to count each individual once, regardless of the number of times they received services during the reporting period.

The number of unique households we serve has been steadily increasing. From January 2023 to January 2024, the Food Bank's usage increased by 16.9%. From January 2024 to January 2025, the Food Bank's usage increased by another 14.5%.



Visits by Age Group



Total Reach :
1473 Households
3059 Individuals

Average Household Visits Per Year:
12 - 13

New Households:
Cardinal - 108
Prescott - 298
Spencerville - 14

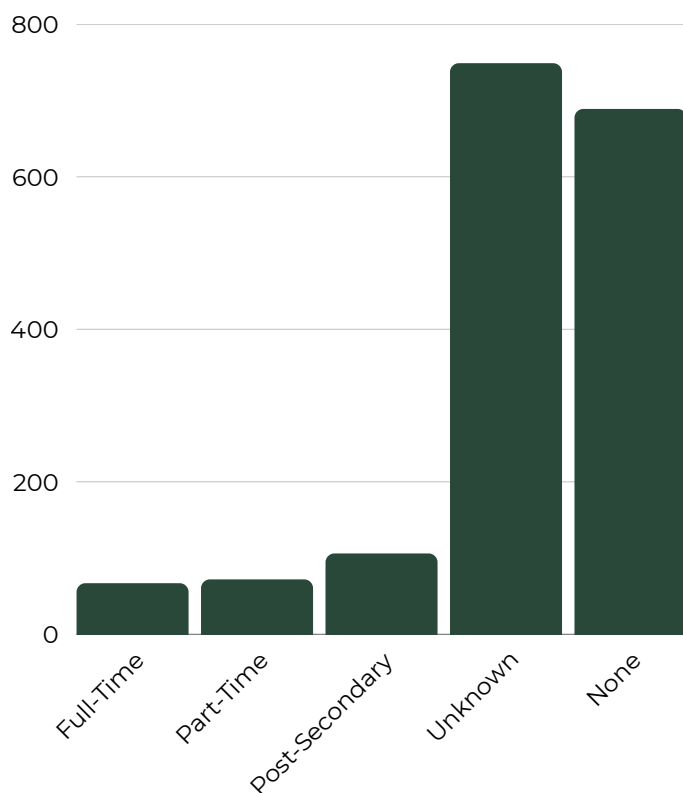
Link2Feed does not recognize individual townships, therefore in 2024, we manually recorded Augusta statistics. We found that there were 54 unique households (80 adults, 24 children, and 3 infants) in this township alone.

SG Food Bank Statistics (Unique)

January 2022 - January 2025

A unique count is used when we want to count each individual once, regardless of the number of times they received services during the reporting period.

Client Employment Type



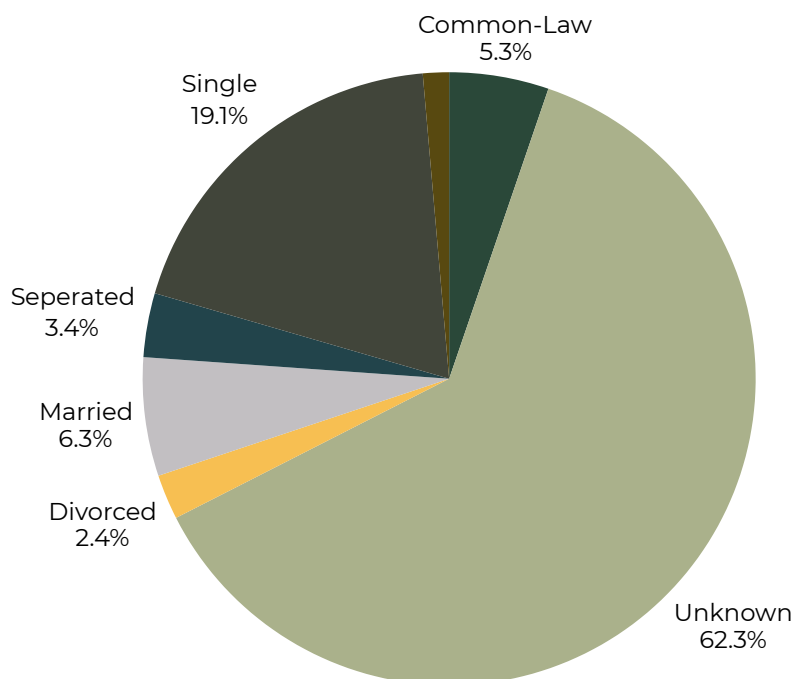
We served
399 single person households
60 households of 5 or more people

The majority of our clients are
Single

Our clients
Rent privately (648)
Rent social housing (54)
Own their home (64)

The majority of our clients receive some form of government assistance, such as ODSP (276 clients) or OW (173 clients).

Client Marital Status

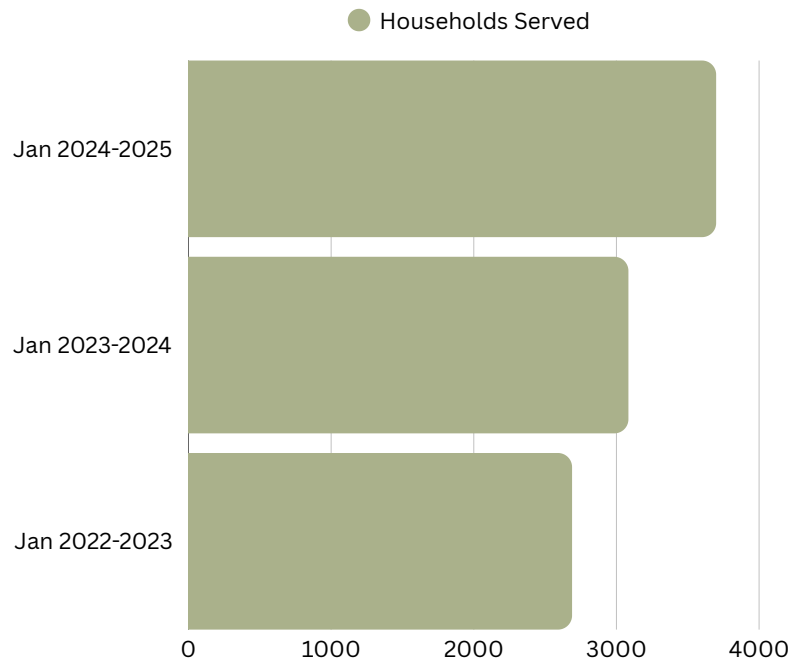


SG Food Bank Statistics (Duplicated)

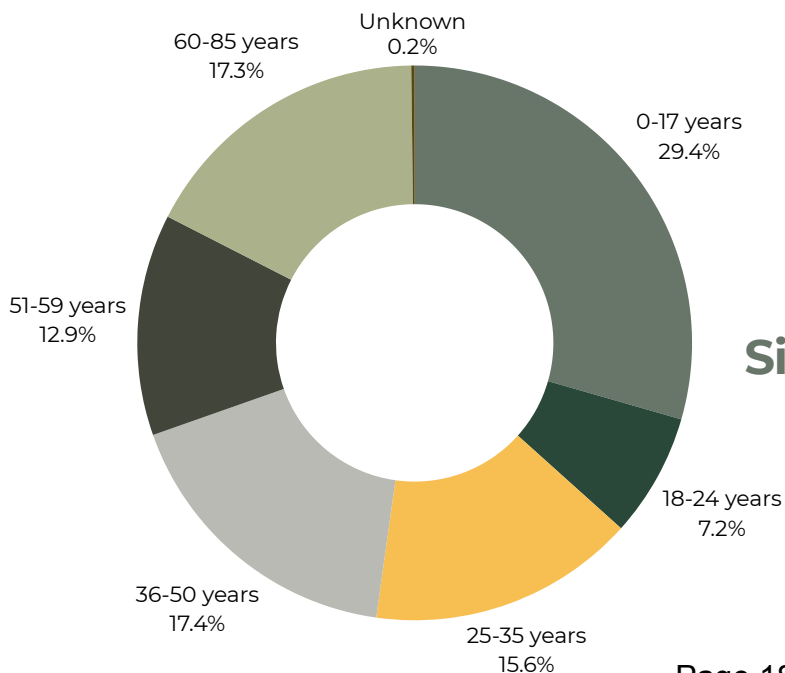
January 2022 - January 2025

A duplicated count is used when we want to count each visit or instance of an individual or household visiting the food bank within a reporting period.

The number households we serve has been steadily increasing. From January 2023 to January 2024, the Food Bank's usage increased by 14.7%. From January 2024 to January 2025, the Food Bank's usage increased by another 19.9%.



Visits by Age Group



Total Reach :
9472 Households
19171 Individuals

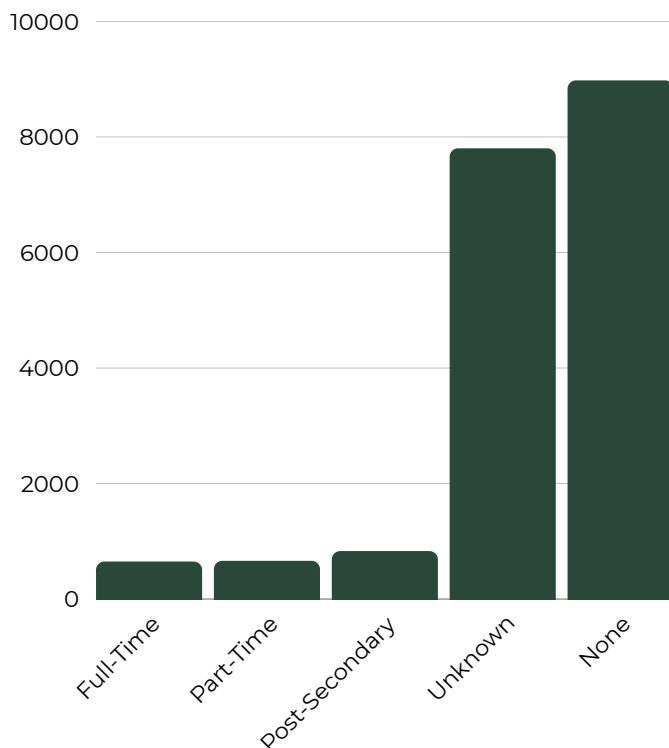
Most often, we served
Single person households (4818)
Two person households (2131)

SG Food Bank Statistics (Duplicated)

January 2022 - January 2025

A duplicated count is used when we want to count each visit or instance of an individual or household visiting the food bank within a reporting period.

Individual Employment Type



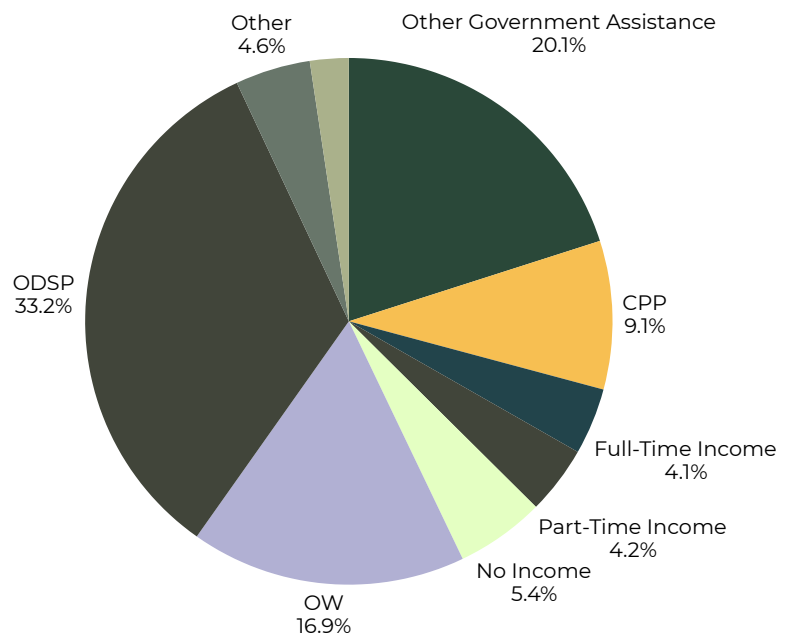
We served
4818 single-person households
630 households of 5 or more people

The majority of our returning clients are
Single

Our clients are often referred by
Another client or friends and family

The majority of our clients receive some form of government assistance, such as ODSP (3837) or OW (1950).

Client Income Type



A Glimpse Into South Grenville

** Statistics are from the Voices United 2020 "Food Banks Clients Speak Out" Report, Leeds, Grenville & Lanark District Health Unit's "Addressing Food Insecurity in Leeds, Grenville & Lanark 2024 Report" as well as our Link2Feed Database.*

The estimated population of South Grenville, according to the 2021 census is 18,969.

This means that between January 2022 and January 2025, we served more than the entire population of South Grenville (19171 individuals).

In Leeds, Grenville & Lanark,
1 in 7 households are food insecure

The approximate cost to feed a family of 4 is
\$1196 per month

Who is food insecure?
28.4% of children
27.5% of renters
46% of single mothers
32.3% of single fathers

** Food insecurity is often seen through clients worrying about running out of food, missing meals and reducing their food intake, and compromising in the quality and/or quantity of food due to a lack of money. In fact, 41% of respondents reported that they go whole days without eating.*

FURTHER READING

1. (2024) Addressing The Stigma That Prevents Many People From Accessing Food Banks. *Food Banks Canada*. <https://foodbankscanada.ca/addressing-the-stigma-that-prevents-many-people-from-accessing-food-banks/>
2. (2024) Addressing Food Insecurity in Leeds, Grenville & Lanark 2024 Report. *Leeds, Grenville & Lanark District Health Unit*. https://healthunit.org/wp-content/uploads/Addressing_Food_Insecurity_in_LGL.pdf
3. Low Income & Poverty Measures Demographic Dashboard. *Leeds, Grenville & Lanark District Health Unit*. <https://healthunit.org/about/health-statistics-reports/demographic-dashboards/low-income-poverty-measures/>
4. (2020) Food Banks Clients Speak Out: Raising the Profile of the Hungry In Stormont, Dundas, Glengarry, and Grenville Counties. *Voices United*.

LINK2FEED STATS: DEEP-DIVE

UNIQUE STATS

Households Served

- January 2022 - January 2023: 420
- January 2023 - January 2024: 491
- January 2024 - January 2025: 562

Visits by Age Group

- 0-17: 517 (30.7%)
- 18-24: 142 (8.4%)
- 25-35: 282 (16.7%)
- 36-50: 317 (18.8%)
- 51-59: 179 (10.6%)
- 60-85: 239 (14.2%)
- Unknown: 8 (0.5%)

Individual Employment Type

- Full-Time: 67
- Part-Time: 72
- Post-Secondary: 106
- Unknown: 749
- None: 689

Client Marital Status

- Common-Law: 42 (5.3%)
- Single: 153 (19.1%)
- Separated: 27 (3.4%)
- Widowed: 11 (1.4%)
- Married: 50 (6.3%)
- Divorced: 19 (2.4%)
- Unknown: 498 (62.3%)



LINK2FEED STATS: DEEP-DIVE

DUPLICATED STATS

Households Served

- January 2022 - January 2023: 2689
- January 2023 - January 2024: 3084
- January 2024 - January 2025: 3699

Visits by Age Group

- 0-17: 2216 (29.4%)
- 18-24: 553 (7.2%)
- 25-35: 1195 (15.6%)
- 36-50: 1336 (17.4%)
- 51-59: 991 (12.9%)
- 60-85: 1327 (17.3%)
- Unknown: 15 (0.2%)

Individual Employment Type

- Full-Time: 650
- Part-Time: 662
- Post-Secondary: 831
- Unknown: 7803
- None: 8979

Client Income Type

- Other Gov. Assistance: 2316 (20.1%)
 - Canada Recovery Benefit (CRB), Canada Recovery Caregiving Benefit (CRCB), Canada Recovery Sickness Benefit (CRSB), Canada Emergency Response Benefit (CERB), Child Tax Benefit, Old Age Security (OAS), Universal Child Benefit
- CPP: 1052 (9.1%)
- Full-Time Income: 472 (4.1%)
- Part-Time Income: 483 (4.2%)
- No Income: 629 (5.4%)
- OW: 1950 (16.9%)
- ODSP: 3837 (33.2%)
- Other: 532 (4.6%)
 - Pension, Spouse/Family Support, Student Loans, WSIB
- Unknown: 274 (2.4%)



Bonnie Pidgeon

Executive Director, South Grenville Food Bank

(613) 925-2444 | foodforallbonnie@bellnet.ca

Fighting Hunger Together - Building Stronger Communities

Visit our website at: <https://sgfoodbank.ca>

September is Hunger Action Month!

Created by:
McKenna Bellemare,
2025 Summer Student



Declaration – Food Insecurity State of Emergency

Whereas food insecurity is defined as the inadequate or insecure access to food due to financial constraints, a marker of pervasive material deprivation (poverty), and posing a serious public health problem because of its association with higher rates of numerous diseases and chronic health conditions and a higher risk of early death; and

Whereas chronic stressors like disability, precarious work, and/or the cost-of-living crisis, and acute shocks like COVID-19, illness or eviction, make it more difficult to afford life's basic needs and live free from poverty; and

Whereas current social assistance rates are woefully inadequate, making it impossible to afford a healthy diet; and

Whereas the Eastern Ontario health Unit estimates that 1 in 5 households are food insecure; and

Whereas over 36% of food bank visitors were children; and

Whereas food banks are not funded by the Government of Canada and Government of Ontario; and

Whereas Ontario non-profits, including food banks, are collectively experiencing stagnant and declining resources amidst climbing demand, and increased reserve use.

THEREFORE, BE IT RESOLVED THAT THE COUNTIES OF LEEDS AND GRENVILLE

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 - Communicate local needs and resources.
 - Advocate on behalf of people experiencing food insecurity at the local government level.
 - Strategize solutions to immediate food insecurity needs.

**MINUTES
MUNICIPAL COUNCIL**

**Monday, August 25, 2025
6:30 PM**

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

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

STAFF: Sean Nicholson, CAO
Dave Grant, Director of Operations/Deputy CAO
Jessica Crawford, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
Tim Fisher, Municipal Planner
Wendy Van Keulen, Community Development Coordinator
Natalie Charette, Interim Clerk

1. Call to Order

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

2. Indigenous Land Acknowledgement Statement

The chair read the Indigenous Land Acknowledgement statement.

3. Approval of Agenda

Decision: 2025-218

Moved by: S. Dillabough

Seconded by: C. Ward

That Municipal Council approves the agenda as presented.

Carried

4. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof

None.

5. Delegations & Presentations

a. NPG - Draft CIP Plan

Consultants presented the Draft CIP Plan to members of Council, outlining the proposed changes which include; adding a marketing component to increase awareness of the CIP, expanding the Community Improvement Project Area (CIPA) to encompass the entire Township, allowing combined funding across all programs, and expanding eligibility of the application and permit fees to include additional residential units. Two new CIP Programs added were; a Signage Improvement Grant and an Accessibility and Safety Renovation Grant. Clarification was given to Council on the Tax Increment Equivalent Rebate Grant.

6. Consent Agenda

Decision: 2025-219

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

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

- a. Regular Council - July 28, 2025
- b. Special Council - August 7, 2025
- c. 2025 Rail Safety Week Proclamation

Carried

7. Minutes of the Previous Council Meetings

- a. Regular Council - July 28, 2025 - CONSENT

Decision: 2025-219

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

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated July 28, 2025.

Carried

- b. Special Council - August 7, 2025 - CONSENT

Decision: 2025-219

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

THAT Municipal Council receives and approves the minutes of the Special Council Meeting dated August 7, 2025.

Carried

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

None.

9. Committee Minutes

None.

10. Action and Information Items from Committees

- a. 2025 Rail Safety Week Proclamation - CONSENT

Decision: 2025-219

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

WHEREAS Rail Safety Week is to be held across Canada from September 15 to 21, 2025; and

WHEREAS 232 railway crossing and trespassing incidents occurred in 2022, resulting in 66 avoidable fatalities and 43 avoidable serious injuries; and

WHEREAS educating and informing the public about rail safety (reminding the public that railways rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the

number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness; and

WHEREAS CN has requested the Township of Edwardsburgh Cardinal to adopt this proclamation in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby proclaims the week of September 15 to 21, 2025 as Rail Safety Week.

Carried

b. Draft Community Improvement Plan for Review

Staff presented report to Council, requesting further direction on the maximum amount and percentage of eligible costs each program would cover. Discussion occurred around the maximum funding available for each program. The CIP document will return to the Community Development Committee in November ahead of final Council approval. Council directed staff to hold a Public Meeting for additional comments on Monday October 6, ahead of the Community Development Committee meeting.

c. Rural Ontario Development Grant Application

Decision: 2025-220

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council support the Township’s application to the Rural Ontario Development program for the Industrial Land Feasibility Study through the adoption of the attached resolution, confirming municipal support for the project and acknowledging that a municipal contribution will be required should the application be successful.

Carried

Decision: 2025-221

Moved by: W. Smail

Seconded by: J. Martelle

WHEREAS the Township of Edwardsburgh Cardinal has experienced significant industrial growth in recent years, including the sale of all municipally-owned Industrial Park parcels and new development by Giant Tiger, Purple Farm Genetics, and Alantra Leasing; and

WHEREAS the Township has also experienced growth in the Industrial Park through expansions by existing occupants, including Prysmian, Greenfield Global, Canadian Rail Equipment Works and Services, and the municipally-owned Port of Johnstown, resulting in substantial capital investment and new jobs; and

WHEREAS further development of employment lands has the potential to create additional jobs and expand the municipal tax base; and

WHEREAS the Township is preparing an application, with the support of Grant Match, to the Ministry of Rural Affairs under the *Rural Ontario Development (ROD) program* for an Industrial Land Feasibility Study to evaluate development constraints, servicing needs, and preparing conceptual plans for these lands; and

WHEREAS the proposed project aligns with *Enabling Opportunity: Ontario's Rural Economic Development Strategy* by strengthening business development and attraction, building local capacity, and preparing the Township's employment lands to support sustainable job creation and long-term growth; and

WHEREAS Council's support for this initiative affirms the Township's commitment to preparing employment lands for investment and aligns with the objectives of the ROD program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Edwardsburgh Cardinal hereby supports the submission of an application to the ROD program for the Industrial Land Feasibility Study; and

THAT the Township acknowledges a municipal contribution will be required should the application be successful, with the final amount to be determined through the 2026 and 2027 budget processes; and

THAT Council affirms its support for this project as a priority initiative to prepare the Township's employment lands for future investment, tax base growth, and job creation.

Carried

d. Port of Johnstown Disbursements

CAO will follow-up with the Port GM on the trailer rental from Alantra.

Decision: 2025-222

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Council of the Township of Edwardsburgh Cardinal approves payment of Port invoices circulated and numbered as follows:

• Withdrawals	\$132,376.01
TOTAL	
\$132,376.01	
• Batch 20 CHEQUES	
\$192,484.53	
• Batch 21 EFT'S	
\$137,866.23	
TOTAL	
\$330,350.76	

TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS
\$462,726.77

Carried

- e. Township Garbage Bags
Staff presented report to Council, requesting for additional direction. Members have received feedback on the quality of the garbage bags that are currently in use, and residents have asked if the bags can be coloured instead of clear. Overall direction was given to remain status quo unless staff would like to ask Council to revisit the topic.
- f. ICI Blue Box Collection Service Proposal
Staff presented the report to Council, highlighting the pushback from Municipalities to the Province on the impact for smaller Industrial, Commercial and Institutional facilities (IC&I) with the hope that additional information will come forward in September or October of 2025. The estimated cost in 2025 is \$12,000.00 which was decided to come out of general taxation. Clarification on the framework was given, specifically limiting the amount of IC&I's that can participate as well as amount collected.
- g. Pharmacy Parking Signage - Cardinal
Council thanked staff for working with and supporting local business owners with this initiative.
Decision: 2025-223
Moved by: S. Dillabough
Seconded by: C. Ward
THAT Municipal Council direct staff to install two 30-minute parking spots in front of Rexall Pharmacy between 9am and 5pm Monday to Friday and install two 30-minute parking spots in front of Cardinal Drug Mart between 9am and 6pm Monday to Saturday.

Carried

- h. 35 Frederick Street Unopened Road Closure Proposal Update
Concerns were raised about future access points.
Decision: 2025-224
Moved by: J. Martelle
Seconded by: W. Smail
THAT Municipal Council direct staff to complete the necessary steps, including public advertising and preparing a bylaw to stop up, close and convey the unopened road allowances identified as PIN 68155-0131, 68155-0179, 68155-0180, 68155-0187, 68155-0188, 68155-0191, 68155-0192, and newly created PIN of 68155-0184.

Carried

- i. Dundas Street West - Road Authority Change Consideration
Staff presented the report to Council, explaining the various impacts depending on whether Township or County standards are maintained. Discussion ensued around the affected area, whether the municipality should take on additional assets and the age of the underground infrastructure. Council asked staff if grant funding is available to assist in offsetting the cost, staff have applied for grant funding in 2025 and will do

so again in 2026. Council moved to defer the motion to the September Committee of the Whole, Administration and Operations.

Decision: 2025-225

Moved by: C. Ward
Seconded by: W. Smail

THAT Municipal Council direct staff to design Dundas Street West using Township criteria with the intent to have road ownership formally transferred from the County to the Township following construction project completion.

Deferred

j. Use of Storm Water Reserves

Staff presented the report to Council, highlighting the challenges that have come forward on the storm sewer reconstruction.

Decision: 2025-226

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

THAT Municipal Council approve the use of the storm sewer reserves account 01-3525, up to a maximum of \$100,000.00, to cover additional costs associated with the storm sewer network.

Carried

k. Pre-budget Approval Johnstown Pool Phase 2

Deputy Mayor Dillabough moved to defer the motion to the September Committee of the Whole, Administration and Operations meeting.

Council requested for additional information on the quotes provided, asking staff to bring back a more comprehensive comparison between the two tenders.

Decision: 2025-227

Moved by: S. Dillabough
Seconded by: W. Smail

THAT Municipal Council awards the tender EC-REC-04-2025 to Benson Pools in the amount of \$ 297,030.16 plus the non-rebated HST amount of \$5,227.73 plus an additional contingency of \$30,000.00 for a total project value of \$332,257.89;

AND THAT any work completed in 2025 will come from the recreation capital budget and to include the project in the 2026 capital budget.

Deferred

l. Ontario Land Tribunal Decision - Becks Quarry

The Municipal Planner presented the report to Council, clarification was given on the decision and next steps for staff.

m. Development Agreement - Consent Application B-06-25 - Reid

Decision: 2025-228

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

THAT Municipal Council enter into a development agreement with the property owner, for the severed and retained parcels of consent application B-06-25.

Carried

- n. Development Agreement - Consent Application B-25-25 - Woods

Decision: 2025-229

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council enter into a development agreement with the property owner, for the severed parcel of consent application B-25-25.

Carried

- o. 2026 Municipal Election - Alternative Voting Methods

Clarification was given on the various methods available to vote in the 2026 municipal election, paper ballot, telephone and internet.

Decision: 2025-230

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council pass a by-law to authorize the use of alternative voting methods, specifically internet and telephone voting for the upcoming 2026 Municipal Election.

Carried

11. Correspondence

Decision: 2025-231

Moved by: W. Smail

Seconded by: J. Martelle

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

- July 31, 2025
- August 12, 2025

Carried

12. Municipal Disbursements

Decision: 2025-232

Moved by: C. Ward

Seconded by: S. Dillabough

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

- | | |
|-------------------------------------|----------------|
| • Report dated July 30 (2025-125) | \$540,547.07 |
| • Report dated August 1 (2025-126) | \$298,894.54 |
| • Report dated August 14 (2025-131) | \$1,076,500.91 |
| • Report dated August 19 (2025-132) | \$252,474.31 |
| • Report dated August 20 (2025-134) | \$23,903.66 |

TOTAL: \$2,192,320.49

Carried

13. By-laws

- a. Stevedoring Operating Agreement

Decision: 2025-233

Moved by: S. Dillabough

Seconded by: C. Ward

THAT the mover be granted leave to introduce a by-law to authorize the Mayor, Interim Clerk and Port General Manager to execute an operating agreement with Logistec Stevedoring (Ontario) Inc. and Les Terminaux Rideau Bulk Terminals Inc., and this shall constitute first and second reading thereof.

Carried

Decision: 2025-234

Moved by: S. Dillabough

Seconded by: C. Ward

THAT a by-law authorizing the Mayor, Interim Clerk and Port General Manager to execute an operating agreement with Logistec Stevedoring (Ontario) Inc. and Les Terminaux Rideau Bulk Terminals Inc., be now read a third and final time and finally passed, signed, sealed and numbered 2025-47.

Carried

- b. Spencerville Splashpad Lease Agreement

Council thanked staff for the agreement.

Decision: 2025-235

Moved by: J. Martelle

Seconded by: W. Smail

THAT the mover be granted leave to introduce a by-law the authorize the Mayor and CAO to execute a lease agreement with the Spencerville Agricultural Society, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-236

Moved by: J. Martelle

Seconded by: W. Smail

THAT a by-law to authorize the Mayor and CAO to execute a lease agreement with the Spencerville Agricultural Society, be now read a third and final time and finally passed, signed, sealed and numbered 2025-48.

Carried

- c. 2026 Municipal Election - Alternative Voting Methods

Decision: 2025-237

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

THAT the mover be granted leave to introduce a by-law to authorize alternative voting methods - voting by internet and telephone for the 2026 Municipal Election, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-238

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

THAT a by-law to authorize alternative voting methods - voting by internet and telephone for the 2026 Municipal Election, be now read a third and final time and finally passed, signed, sealed and numbered 2025-49.

Carried

d. Development Agreement - Reid

Decision: 2025-239

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

THAT the mover be granted leave to introduce a by-law to authorize the execution of a development agreement with Judith Penelope Reid for development of lands described as the severed parcel of severance application B-06-25 of the United Counties of Leeds and Grenville, Part 1 of 15R-12552; PART OF LOT 18, CONCESSION 8 EDWARDSBURGH CARDINAL, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-240

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

THAT a by-law to authorize the execution of a development agreement with Judith Penelope Reid for development of lands described as the severed parcel of severance application B-06-25 of the United Counties of Leeds and Grenville, Part 1 of 15R-12552; PART OF LOT 18, CONCESSION 8 EDWARDSBURGH CARDINAL, be now read a third and final time and finally passed, signed, sealed and numbered 2025-50.

Carried

e. Development Agreement - Woods

Decision: 2025-241

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

THAT the mover be granted leave to introduce a by-law to authorize the execution of a development agreement with John Kenneth Woods and Elizabeth Audrey Woods for development of lands described as the severed parcel of severance application B-25-25 of the United Counties of Leeds and Grenville, Part 1 of 15R-12558, EDWARDSBURGH CARDINAL, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-242

Moved by: S. Dillabough

Seconded by: C. Ward

THAT a by-law to authorize the execution of a development agreement with John Kenneth Woods and Elizabeth Audrey Woods for development of lands described as the severed parcel of severance application B-25-25 of the United Counties of Leeds and Grenville, Part 1 of 15R-12558, EDWARDSBURGH CARDINAL, be now read a third and final time and finally passed, signed, sealed and numbered 2025-51.

Carried

14. CAO's Administrative Update

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

- Council and staff attended the AMO Conference in Ottawa in August, meeting with various Ministries
- The Village Suites opened above the Village Pantry, offering short-term accommodations for tourists in Spencerville
- Final tax bills have been sent out
- Seven teams participated in this year's swim meet
- The Township welcomed various events including; the Bluegrass Festival, TKO Dog Show, Bass Fishing Derby and the SERA Fun Day
- G-TEK on behalf of Xplore Inc. will be installing telecommunications infrastructure within the public right-of-way, all locations will be posted on Municipal 511
- Cardinal PW Garage Bay 5 work is complete
- Various roadwork projects are ongoing, some delayed by weather
- Fall hydrant flushing is scheduled for September 2 to October 31
- A complete burn ban was issued on August 5, conditions will be monitored and risk level adjusted accordingly

Decision: 2025-243

Moved by: J. Martelle

Seconded by: W. Smail

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

Carried

15. Councillor Inquiries or Notices of Motion

Councillor Martelle would like to see a social media post for World Suicide Day on September 10th

16. Member's Report

Members of Council reported on the following:

- Deputy Mayor Dillabough thanked the Fire Department and staff for their service, support and compassion towards a local family. He also noted that the fishing derby was a success with the Seaway Optimist Club also hosting a children's fishing derby on the same day, the Bluegrass Festival was well-attended, the SERA Fun Day was also well-attended and a

success, reminders to the public of the various events occurring throughout Labour Day weekend.

- Councillor Ward was pleased to see so many community events happening, also thanked the Fire Department and thanked the Mayor for his hard work on the AMO Delegations.
- Councillor Smail thanked staff for the sidewalk sweeping.
- Mayor Deschamps thanked staff and Council for their participation and preparation for the various AMO Delegations, reminder that there will be a visit from the Minister of Agriculture at the Port of Johnstown the following day, with another visit and announcement on Wednesday at HFI by the Minister of Energy and Mines. Mayor Deschamps thanked Township staff in all departments for their hard work.

Decision: 2025-244

Moved by: W. Smail

Seconded by: J. Martelle

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

Carried

17. Question Period

None.

18. Closed Session

Decision: 2025-245

Moved by: C. Ward

Seconded by: S. Dillabough

That Municipal Council proceeds into closed session at 9:23 p.m. in order to address a matter pertaining to:

- Section 239 (2)(f) Advice that is subject to solicitor-client privilege, including communication necessary for that purpose; Specifically: Approve Minutes of Closed Session dated August 7, 2025
- Section 239 (2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Land Bank
- Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Review Committee & Board Advisory Member Applications

Carried

- a. Section 239 (2)(f) Advice that is subject to solicitor-client privilege, including communication necessary for that purpose; Specifically: Approve Minutes of Closed Session dated August 7, 2025
- b. Section 239 (2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Land Bank
- c. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Review Committee & Board Advisory Member Applications

19. Report Out of Closed

Council met and reviewed minutes, discussed the proposed land acquisition, received additional information from the CAO and finally gave direction to the CAO.

Decision: 2025-246

Moved by: C. Ward

Seconded by: S. Dillabough

THAT the closed meeting of Municipal Council does not adjourn and the open meeting does now resume at 9:47 p.m.

Carried

Decision: 2025-247

Moved by: C. Ward

Seconded by: S. Dillabough

THAT Municipal Council receives and approves the minutes of Closed Session dated August 7, 2025.

Carried

20. Confirmation By-law

Decision: 2025-248

Moved by: S. Dillabough

Seconded by: C. Ward

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2025-52.

Carried

21. Adjournment

Decision: 2025-249

Moved by: J. Martelle

Seconded by: W. Smail

That Municipal Council does now adjourn at 9:49 p.m.

Carried

Mayor

Interim Clerk

**MINUTES
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT**

**Tuesday, September 2, 2025, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario**

PRESENT: Councillor Chris Ward
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail
David Jansen, Advisory Member
Holly Howard, Advisory Member

REGRETS: Mayor Tory Deschamps

STAFF: Sean Nicholson, CAO
Wendy VanKeulen, Community Development Coordinator
Mary Tessier, Community Engagement Coordinator
Natalie Charette, Interim Clerk

1. Call to Order – Chair, Chris Ward

Councillor Ward called the meeting to order at 6:32 p.m.

2. Approval of Agenda

Moved by: J. Martelle

Seconded by: S. Dillabough

That the agenda be approved as presented.

Carried

3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof

None.

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

None.

5. Delegations and Presentations

None.

6. Action/Information/Discussion Items

The Chair moved item a.1. after b.3.

a. Live: Land Use Planning

1. Official Plan Amendment to Establish a Hydro Energy Corridor

Item was discussed last during the meeting, staff was asking for further direction on the motion that had been brought forward at the previous Council meeting. Committee asked that staff bring back additional information at the next Community Development Committee meeting in October.

b. Work: Economic Development

1. Digital Signage Location, Installation and Hydro Update

The report was presented to Committee, with staff explaining the reasoning behind changing the location of the digital sign. Clarification was given on why the sign could not be placed at the Township Office, as well as the power needs for the Spencerville Clock Tower location. Committee was advised that different locations may need to be scouted for future digital sign locations.

2. Communication and Engagement Strategy

The strategy was presented to Committee, discussion occurred around continuing to share printed communications to the public, encouraging more community groups to submit their events to the Community Calendar on the Township website and encouraging members of the public to subscribe to email communications from various website pages. A suggestion was made by Committee to have the Key Performance Indicator's (KPI's) presented quarterly for the upcoming year so there could be a baseline created for future reporting.

3. Kraft Hockeyville Competition 2026 - Marketing and Communications Plans

The plan was presented to Committee, with further discussion around the support needed from the various community organizations and neighbouring municipalities. Staff were directed to create an ad-hoc committee with members from the local arena user groups and organizations that could assist in supporting this initiative and promote the Township submission come January 1, 2026.

- c. Play: Recreation
No items.

7. Inquiries/Notices of Motion

Councillor Martelle asked if the Township had any input on the SBCC sign, staff provided clarification.

8. Member's Report

Member's reported on the following:

- Deputy Mayor Dillabough participated in the parade in Cardinal with other members of Council and staff, stated it was well attended and that Council received positive feedback on the float, the Cardinal Community Church held an all free gifts event at the Spencerville Arena on Wednesday, September 3
- Councillor Ward also attended the LabourFest event in Cardinal and thanked all organizers

9. Question Period

None.

10. Closed Session

None.

11. Adjournment

Moved by: S. Dillabough
Seconded by: W. Smail

That Committee does now adjourn at 7:37 p.m.

Carried

Chair

Clerk

MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & OPERATIONS

Monday, September 8, 2025, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

PRESENT: Mayor Tory Deschamps
Deputy Mayor Stephen Dillabough
Councillor Joe Martelle
Councillor Waddy Smail
John Hunter (Advisory Member)

REGRETS: Councillor Chris Ward

STAFF: Sean Nicholson, CAO
Dave Grant, Director of Operations/Deputy CAO
Jessica Crawford, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Fire Chief
Chris LeBlanc, Manager of Public Works
Natalie Charette, Interim Clerk

1. Call to Order – Chair, Mayor Deschamps

Mayor Deschamps called the meeting to order at 6:37pm.

2. Approval of Agenda

Moved by: J. Martelle

Seconded by: W. Smail

That the agenda be approved as amended.

Carried

3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof

None.

4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)

None.

5. Delegations and Presentations

None.

6. Consent Agenda

No items.

7. Discussion Items

None.

8. Action/Information Items

a. 2025 Credit Card Policy

Staff presented report to Committee, explaining that the policy is being updated for efficiency purposes and to better align with the organizational chart.

Moved by: S. Dillabough

Seconded by: W. Smail

THAT Committee recommend that Municipal Council approve the 2025 credit card policy as presented.

Carried

b. Pool Tender Award - Follow Up

Staff presented the report to Committee, reviewing the questions and answers provided. Clarification was given on the communication between the SEVA Group and staff, explaining they had no experience in Canada although the Project Manager is out of Oakville Ontario with previous experience.

Discussion ensued around requiring site visits for future tenders and project completion timeline. Committee asked staff to provide more information on where the project funding would come from, being careful to not create a deficit in the 2025 budget.

A recorded vote was requested by Deputy Mayor Dillabough:

Councillor W. Smail - Yea

Councillor J. Martelle - Yea

Deputy Mayor S. Dillabough - Nay

Mayor T. Deschamps - Yea

Moved by: J. Martelle

Seconded by: W. Smail

THAT Committee recommend that Council awards the tender EC-REC-04-2025 to Benson Pools in the amount of \$ 297,030.16 plus the non-rebated HST amount of \$5,227.73 plus an additional contingency of \$30,000.00 for a total project value of \$332,257.89; AND THAT any work completed in 2025 will come from the recreation capital budget and to include the project in the 2026 capital budget.

Carried

c. 2026 Circular Materials P and E Agreement

Staff presented the report to Committee, explaining the previous bylaw and agreement. Clarification was given on the expiration date of the current agreement, December 31, 2025 with the new agreement set to expire at the end of 2026.

Moved by: S. Dillabough

Seconded by: W. Smail

That Committee recommends that Council direct staff to indicate the Township's intention to enter into an agreement with Circular Materials for 2026 recycling promotion and education services and return with the draft agreement.

Carried

d. Skyview BESS Agreement - Use of Dobbie Road

Staff presented the report to Committee, clarity was given on the funds allotted to return the road back to its original state.

Moved by: W. Smail

Seconded by: S. Dillabough

That Committee recommends that Council enter into the Road Use Agreement as presented at Committee.

Carried

e. Source Water Protection Risk Management

Staff presented the report to Committee, explaining the changes made to the Clean Water Act. Committee discussed the requirements and when they were delegated to South Nation Conservation Authority. Surrounding municipalities have shown interest in entering into the agreement. At

minimum, annual reports will be distributed from South Nation Conservation Authority to the municipality.

Moved by: S. Dillabough

Seconded by: J. Martelle

That Committee recommends that Council support the shared source protection risk management advisor position through Raisin-South Nation and direct staff to bring forward a draft agreement for consideration.

Carried

f. Dundas Street West - Road Authority Change

Staff presented the report to Committee, explaining that this item was deferred at the August 25, Regular Council meeting in order to allow staff time to provide additional information to members ahead of making a decision. The various options and their impacts were presented.

Committee discussed the financial impact of taking over assets from the County.

Moved by: J. Martelle

Seconded by: W. Smail

THAT Committee recommends to Council supports Option 2 as presented.

Carried

g. Sidewalk Risk Management Program Update

The information report was presented to Committee, highlighting the success of the program since its implementation. Committee thanked staff for continuing on with the program and noted the visible changes because of its continuation.

h. 416 Northbound Closure

Staff presented the information item to Committee, explaining the proposed closure of the 416 Highway at the Spencerville exit and outlined detour route. The expectation is that there will be OPP present at the intersections to assist in directing traffic to the detour instead of allowing them to pass through Spencerville.

i. Draft Support Resolution - St. Lawrence Region Energy Task Force

Chair Mayor Deschamps spoke to the support resolution, explaining that Council has been advocating for an increase in support from the Ministry to allow for additional energy resources to be built within the St. Lawrence Region.

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

THAT Committee recommend that Municipal Council approves the attached support resolution at the next Regular Council meeting on Monday, September 29, 2025.

Carried

9. Councillor Inquiries/Notices of Motion

Councillor Smail made an inquiry about a sign at the arena that was leaning on the floor and asked if it could be installed. Additionally, he inquired about the Ingredion sign, staff explained it would be painted in the spring.

Deputy Mayor Dillabough asked for an update on the Spencerville Splashpad designs and whether they would be ready for public comment during the Spencerville Fair. Staff informed the Deputy Mayor of the process involved and that it would take more time to produce draft designs.

10. Member's Report

Member's reported on the following:

- Deputy Mayor Dillabough thanked staff for supporting a family that was affected by a house fire
- Councillor Smail reminded residents of the Porch Fest being put on by SERA on September 20th
- Mayor Deschamps thanked staff for the support and work put in to assist the family affected by the house fire and for working with neighbouring municipalities. The Port had a visit from Minister Jones, and look forward to hosting him and other Ministers in the future, thanked staff for the successful visit and tour. Discussions with Minister Lecce during his visit to HFI focused on the lack of hydro and gas expansion in the area.

11. Question Period

None.

12. Closed Session

None.

13. Adjournment

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

That Committee does now adjourn at 7:53 p.m.

Carried

Chair

Interim Clerk

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
TOWNSHIP COUNCIL CHAMBERS - SPENCERVILLE
MONDAY JUNE 23, 2025
6:30 PM**

Present: Deputy Mayor Stephen Dillabough, Chair
Mayor Tory Deschamps
Councillor Chris Ward
Councillor Waddy Smail
Councillor Joe Martelle
Frank McAuley, Advisory Member

Zoom: Clint Cameron, Advisory Member

Regrets: Regina Hernandez, Advisory Member
Randy Stitt, Advisory Member

Staff: Sean Nicholson, CAO
Candise Newcombe, Deputy Clerk
Natalie Charette, Interim Clerk
Leslie Drynan, General Manager
Justin Gunter, Assistant General Foreman
Rhonda Code, Office Manager
Jeff Wright, Maintenance Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 6:33 p.m.

2. Approval of Agenda

Moved by: T. Deschamps

Seconded by: C. Ward

That Committee approves the agenda as presented.

Carried

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

4. Delegations and Presentations

- Grenville County Historical Society (SGHS) - (Status of Fraser House)

Mr. Fraser Laschinger, Past President of the St. Lawrence-Grenville Historical Society, provided a presentation regarding the preservation of heritage assets within Grenville County. He outlined the historical

significance of the Fraser House, located on Windmill Drive, and noted its proximity to the Port of Johnstown's future expansion area.

Mr. Laschinger advised that while no immediate development is planned that would impact the structure, the long-term expansion of the Port may necessitate the relocation of the house. He proposed the relocation of the Fraser House to Windmill Point, adjacent to the Battle of the Windmill National Historic Site, to enhance public engagement and interpretive programming. An estimated cost of \$75,000 was provided for the relocation, including associated municipal approvals and heritage preservation processes.

Members of the Committee sought clarification on the scope of the preservation efforts, confirming that the intent is to preserve the Fraser House specifically, not the entire surrounding site. Members also confirmed that no current plans require demolition of the structure.

The Committee thanked Mr. Laschinger for his presentation.

5. Minutes of the Previous POJ Committee Meeting

a) Meeting of May 20, 2025

Moved by: J. Martelle

Seconded by: T. Deschamps

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated May 20, 2025.

Carried

6. Business Arising from Previous PMC Minutes (if any) – None.

7. Discussion Items – None

8. Action/Information Items

a) Grain Operations & Health and Safety Report

Port staff presented an overview of the monthly operations report. Key highlights included current inventory levels, traffic volumes, grain received and shipped, and the number of vessels loaded in May. Staff reported the second learning event incident of 2025, discussed lockout procedures, and clarified current wheat storage volumes. They also assured that adequate storage capacity will be available for soybeans when needed.

b) Capital Projects

Port staff provided an overview of the report and confirmed that Item #10 – Electrical Feeder to the basement MCC, included in the 2025 Capital Budget, has been completed. Discussion followed regarding concerns about the project timeline for the Covered Storage – Bulk Cargo West Uplands initiative, the process for updating actual costs in the budget, and the scope of the Grain Elevator Bin Walls – Exterior Covering project. Staff noted that the Receiving Area project is complete, with the exception of electrical work, which will be completed in-house. It was also noted that the loading spout repairs will not be covered under warranty, while the annex work will be.

c) Maintenance Report

Port staff provided an overview of the monthly report, highlighting the completion of scheduled maintenance and electrical work, resolution of items from the work order log, and continued progress with contractors on capital projects. An inquiry was made regarding whether the Port currently has a maintenance schedule for the annex bins, which are distinct from the in-house bins. It was noted that maintenance is performed when bins are empty. Staff also discussed the disposal process and potential reuse of old conveyor belts.

d) Financial & Traffic Report

Port staff provided a summary of the report and addressed previous concerns regarding increased labour costs, noting that higher-than-expected revenues have mitigated those impacts. Staff also discussed the scope of the United Counties of Leeds and Grenville's involvement in the replacement of the paved roadway as part of the culvert replacement project on County Road 2.

e) General Manager's Report

Committee received an overview of the report and discussed the increase in casual employees, noting the directive to secure full-time labourers. The benefits of the Rural Change Makers and/or Advanced Agricultural Leadership programs were highlighted. Staff also provided confirmation on the agreement status with V6 Agronomy and their eligibility to obtain a building permit prior to finalizing the agreement.

f) Port of Johnstown Investment

Port staff provided an overview of the report and discussed developing a 5-year financial plan to aid in future investment discussions.

Moved by: C. Ward

Seconded by: W. Smail

That the Port Management Committee authorizes the Port General Manager to purchase a new 12-month non-redeemable GIC from RBC with the best possible rate at date of maturity.

Carried

g) Land Development: Phase II – Culvert Reconstruction

Port staff provided a summary of the report and discussed potential impacts on marina and restaurant operations during the proposed work. Staff confirmed coordination with the United Counties of Leeds and Grenville to reduce paving costs through joint roadwork efforts. The proposed installation location was confirmed, along with the use of reinforced culvert material to accommodate heavy truck traffic.

Moved by: W. Smail

Seconded by: J. Martelle

That the Port Management Committee recommends that Council award the Land Development: Phase II – Culvert Reconstruction Project #324-021 to Willis Kerr Contracting Ltd. in the amount of \$189,049.40 excluding HST; and that the Port Manager executes the contract on behalf of the Port of Johnstown.

Moved by: T. Deschamps

Seconded by: C. Ward

That the Port Management Committee receives and reviews items 8.a) Grain Operations and Health and Safety Report, b) Capital Projects, c) Maintenance Report, d) Financial Report, and e) GM Report as presented.

Carried

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements.

Moved by: C. Ward

Seconded by: W. Smail

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

Withdrawals Total:	\$232,436.68
Batch 12 Cheques	\$39,833.01
Batch 13 EFT's	\$594,723.17

Total of Direct Withdrawal & Batch Listings:	\$866,992.86
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Carried

Page 4 of 5

Port Management Committee –June 23, 2025

10. Councillor Inquiries/Notices of Motion – None.

11. Chair's Report

The Chair reported on the following:

- CAO, Port General Manager Deputy Mayor met with ministerial representatives, regarding future endeavors at the Port of Johnstown.

12. Question Period

- Follow-up regarding a resident inquiry which was directed to the Port General Manager. No contact was noted to date.

13. Adjournment

Moved by: C. Ward

Seconded by: W. Smail

That the Committee meeting adjourns at 7:26 p.m.

Carried

These minutes were approved by Port Management Committee this ___ day of _____, 2025.

Chair

Interim Clerk

TOWNSHIP OF EDWARDSBURGH/CARDINAL

Resolution Number 2025-_____

September 29, 2025

Moved By: _____

Seconded By: _____

COPY

WHEREAS the Province of Ontario, through the Integrated Energy Plan 2025 – Energy for Generations, has directed the Independent Electricity System Operator (IESO) and Ontario Energy Board (OEB) to adopt a more integrated, collaborative, and forward-looking approach to electricity system planning;

AND WHEREAS the directives call for the establishment of Major Project Identification Committees (MPICs) in electricity planning regions by December 31, 2025, to better anticipate and coordinate major load growth and infrastructure needs;

AND WHEREAS the St. Lawrence Region – including municipalities served by Hydro One and Rideau St. Lawrence Power – faces significant electricity infrastructure constraints that are currently limiting investment, job creation, and economic development;

AND WHEREAS the 2021 Needs Assessment and 2022 Regional Infrastructure Plan failed to adequately reflect the region's growth potential and infrastructure needs, leaving communities at risk of missed opportunities until the next planning cycle begins in 2026;

AND WHEREAS Cornwall Electric, serving the eastern portion of the region, benefits from a unique Power Purchase Agreement with Hydro-Québec, while the rest of the region remains at the furthest end of Ontario's bulk electricity system and faces ongoing limitations;

AND WHEREAS municipalities across the region have expressed a shared interest in proactively coordinating energy planning to ensure local priorities are reflected in provincial forecasting and infrastructure development;

AND WHEREAS the region is home to strategic energy assets, growing industrial demand, and a strong network of aligned municipal councils, economic development directors, and industry leaders ready to collaborate;

THEREFORE BE IT RESOLVED THAT the Council of the Township of Edwardsburgh Cardinal formally supports the creation of a St. Lawrence Region Energy Task Force to serve as a pilot model for proactive, integrated energy planning in Ontario;

AND THAT this Task Force be established in partnership with the Ministry of Energy and Mines, the IESO, and other relevant provincial agencies, with a locally driven terms of reference that reflects the unique needs and opportunities of the St. Lawrence Region;

AND THAT the Council urges the Honourable Stephen Lecce, Minister of Energy and Mines, to direct the IESO to begin immediate work with regional stakeholders to

TOWNSHIP OF EDWARDSBURGH CARDINAL

September 29, 2025

Resolution Number: 2025- _____

COPY

establish the St. Lawrence Region Energy Task Force ahead of the December 2025 MPIC deadline;

AND THAT a copy of this resolution be forwarded to:

- The Honourable Stephen, Minister of Energy and Mines
- The Honourable Sam Oosterhoff, Associate minister of Energy – Intensive Industries
- Steve Clark, MPP, Leeds-Grenville-Thousand Islands and Rideau Lakes
- The Independent Electricity System Operator (IESO)
- The Ontario Energy Board (OEB)
- United Counties of Leeds and Grenville
- All Municipalities within the St. Lawrence Region.

☐ 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

Resolution Number 2025-_____

September 29, 2025

Moved By: _____

Seconded By: _____

COPY

WHEREAS the Township of Edwardsburgh Cardinal acknowledges that municipal infrastructure—roads, bridges, water and wastewater systems—underpins public safety, economic vitality and quality of life in Ontario’s rural and small urban communities;

WHEREAS the Ontario Community Infrastructure Fund (OCIF) was created in 2015 to assist small and rural municipalities facing infrastructure deficits that exceed their local revenue capacities;

WHEREAS in 2022 the Government of Ontario committed to increase the annual OCIF envelope from \$100 million to \$400 million over a five-year term, with that commitment scheduled to expire at the end of fiscal 2026;

WHEREAS fixed funding levels amid rising labour, materials and climate resilience costs have eroded the purchasing power of the \$400 million envelope, jeopardizing municipalities’ ability to deliver and sustain essential services without incurring unsustainable debt;

WHEREAS predictable, multi-year funding indexed to real-world cost drivers is critical for municipalities to develop, finance and execute long-term asset management plans, reduce emergency repairs and leverage complementary federal and private infrastructure financing;

WHEREAS the Township of Edwardsburgh Cardinal requires a steadfast provincial partner to extend and enhance OCIF beyond 2026, ensuring infrastructure resilience, fiscal sustainability and equitable access for all small and rural municipalities;

NOW THEREFORE BE IT RESOLVED THAT

1. The Township of Edwardsburgh Cardinal calls upon the Government of Ontario to extend the annual OCIF envelope at not less than \$400 million beyond its current five-year term ending in 2026, with no reductions in subsequent provincial budgets.
2. The Province be requested to index the total annual OCIF envelope—and each individual municipal allocation—to the Ontario Consumer Price Index (CPI), calculated on a calendar-year basis and disbursed in the first quarter of each fiscal year.
3. The Ministry of Infrastructure establish a new five-year OCIF funding framework that guarantees annual envelopes and allocation percentages by municipality, enabling long-term capital planning and stable cash-flow management.
4. The Province undertake a formal review of the OCIF allocation formula at least once every four years, incorporating current municipal asset management data,

TOWNSHIP OF EDWARDSBURGH CARDINAL

September 29, 2025

Resolution Number: 2025- _____

demographic projections, climate resilience metrics and rural equity considerations.

COPY

5. A dedicated contingency reserve equal to 5 percent of the annual OCIF envelope be created within the fund to address extraordinary cost escalations, emergency repairs or project overruns without reallocating core funding.
6. The Ministry of Infrastructure publish an annual OCIF performance report—including program disbursements, allocation adjustments and reserve expenditures—in a transparent, publicly accessible online dashboard.
7. The Clerk of the Township of Edwardsburgh Cardinal forward this resolution to:
 - The Honourable Doug Ford, Premier of Ontario
 - The Honourable Kinga Surma, Minister of Infrastructure
 - The Honourable Rob Flack, Minister of Municipal Affairs and Housing
 - The Honourable Francois-Phillipe Champagne, Minister of Finance
 - Association of Municipalities of Ontario (AMO)
 - Ontario Small Urban Municipalities (OSUM)
 - Federation of Canadian Municipalities (FCM)
 - The United Counties of Leeds and Grenville
 - All upper- and lower-tier municipalities in Ontario

☐ 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

September 29, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council direct staff to indicate the Township's intention to enter into an agreement with Circular Materials for 2026 recycling promotion and education services and return with the draft agreement, as recommended by 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

September 29, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council support the shared source protection risk management advisor position through Raisin-South Nation and direct staff to bring forward a draft agreement for consideration, 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

September 29, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council support Option 2; to have the assets designed to the County criteria and remain status quo with Dundas Street West asset ownership, 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

September 29, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council awards the tender EC-REC-01-2025 to Benson Pools in the amount of \$297,030.16 plus non-rebated HST amount of \$5,227.73 plus an additional contingency of \$30,000.00 for a total of \$332,257.89 as pre-budget approval for the 2026 capital budget;

AND THAT any expenditures incurred in 2025 for preliminary work related to this project be recorded as work-in-progress (WIP) to be carried forward and consolidated with the full project budget in 2026.

☐ 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

September 29, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council approves the Port of Johnstown Strategic Plan, 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		



***Port of
Johnstown***

Port of Johnstown

Strategic Plan

2025



Table of Contents

What is a Strategic Plan?	1-2
Message from Administration	3
Message from Council	4
Community Engagement	5-7
Where Do We Want To Go?	8-9
Vision & Mission	10
Values	11
How Do We Want To Get There?	13
Strategic Priorities	14
Governance & Management	15-16
Infrastructure & Maintenance	17
Operational Efficiency & Optimization	18-19
Economic Growth & Business Development	20
Environmental & Regulatory Compliance	21



What is a Strategic Plan?

A Strategic Plan is a guiding document that sets the direction for the Port of Johnstown's future. It outlines key priorities, goals, and actions to ensure the Port continues to grow in a way that reflects its values, strengths, and role as a regional economic driver. This plan serves as a roadmap for decision-making, ensuring that infrastructure investments, operations, and partnerships align with a shared long-term vision.

Why Do We Need It?

A Strategic Plan helps the Port of Johnstown:

- Make informed decisions by focusing on long-term priorities.
- Manage growth responsibly while maintaining high standards of safety, service, and sustainability.
- Invest strategically in infrastructure, operations, and innovation.
- Support regional economic development and global trade connections.
- Strengthen relationships with stakeholders, businesses, and the surrounding community.

This is the Port's roadmap — a clear path from today's priorities to tomorrow's progress.



How Is It Used?

The Port's management team and the Township of Edwardsburgh Cardinal will use this plan to guide decisions, operations, and investments. It ensures resources are allocated effectively, supports transparency and accountability, and provides flexibility to adapt to evolving opportunities and challenges. Most importantly, it keeps the Port moving forward with purpose—supporting economic vitality and community benefit.



The Process

Our approach began with an in-depth assessment of the current state of the Port of Johnstown, followed by internal workshops to gather insights from the Port's board, staff and the Township Council. We then developed an outline of the strategy, engaging the broader community to ensure all voices were heard. Based on this extensive feedback, we refined and finalized our strategy, ready for implementation. This integrative process culminates with a health check to evaluate the effectiveness of our initiatives, ensuring our actions align with the Port's long-term vision and goals.

1. **Project Initiation and Current State Assessment:** Conducted a detailed review of the Port, including an analysis of local conditions and gathered relevant information and resources.
2. **Internal Engagement:** Held workshops with the Port's board, staff and the Township Council to gather insights and perspectives.
3. **Planning and Strategy Development:** Developed an outline of the strategy, detailing objectives and aligning with key goals.
4. **External Engagement:** Engaged with the community to gather external perspectives and ensure broad-based support.
5. **Refinement and Finalization:** Refined the strategy based on feedback and analysis, ensuring all elements align with the overall objectives.
6. **Implementation:** Ongoing execution of the finalized strategy, ensuring all actions align with the set goals and milestones.
7. **Health Check:** Conduct a thorough evaluation of the implemented strategy to identify strengths and areas for improvement.



A message from Administration

As General Manager of the Port of Johnstown, I'm proud to share this important milestone in our Strategic Planning journey. The Port plays a vital role in connecting our local economy to national and international markets, and the insights gathered from community members and stakeholders throughout this process have been invaluable.

Your engagement helped us look both inward—at our operations, infrastructure, and values—and outward, at the opportunities that lie ahead. From strengthening our role as a logistics hub to enhancing sustainability, safety, and innovation, this plan reflects not only where we are, but where we're going.

Thank you for contributing your voice to this shared vision. I look forward to continuing to build on this momentum with our dedicated team, partners, and the broader community.

Sincerely,

Leslie Drynan
General Manager, Port of Johnstown



Mayor Tory Deschamps | Deputy Mayor Stephen Dillabough |
Ward 1 Councillor Joseph Mortelle | Ward 2 Councillor Walter
Smail | Ward 3 Councillor Christopher Ward

A message from Council

The Township of Edwardsburgh Cardinal is proud to be the owner of the Port of Johnstown—a vital regional asset and economic engine for our municipality and beyond. As stewards of the Port, we are committed to ensuring it remains a high-performing, future-focused operation that reflects the needs and ambitions of our community.

Through this Strategic Planning process, we've seen how meaningful engagement and collaboration can help shape a long-term vision that is both ambitious and grounded in reality. We are especially grateful to the residents, businesses, and partners who shared their perspectives. Your voices are reflected throughout this plan.

On behalf of Council, thank you for your ongoing interest and investment in the success of the Port. We look forward to the next chapter, working together to advance growth, opportunity, and resilience at the Port of Johnstown.



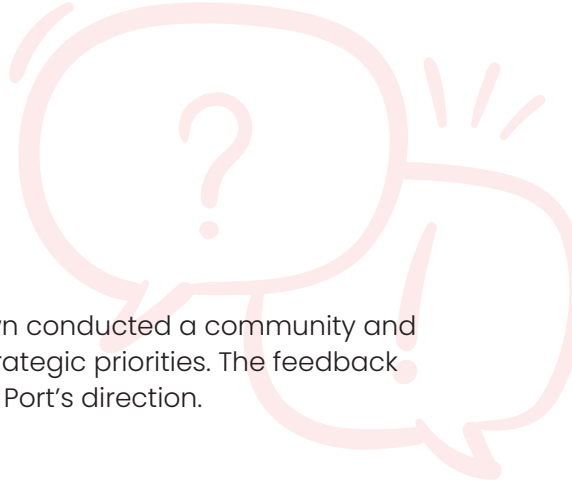
***Port of
Johnstown***

Strategic Plan 2025:

Community Engagement



What We Heard



As part of the development of the Strategic Plan, the Port of Johnstown conducted a community and stakeholder survey to validate the draft vision, mission, values, and strategic priorities. The feedback we received was constructive, thoughtful, and highly aligned with the Port's direction.

Community Strengths & Opportunities

Participants identified the Port's greatest strength as its **strategic location** at the crossroads of major transportation corridors, supported by **strong leadership** and **significant storage capacity**. Looking ahead, respondents suggested opportunities such as expanding receiving hours during harvest, investing in cruise ship or tourism infrastructure, and improving multimodal logistics through liquid storage and ship-to-rail connections.

Feedback on Vision, Mission, and Values

Survey respondents showed strong support for the proposed Vision, Mission, and Values statements, with the vast majority selecting "Yes, I agree" across all three. This indicates a high level of alignment between the Port's strategic direction and the community's expectations. Overall, the feedback affirmed the strength of the Port's guiding statements and offered valuable enhancements.

Priorities and Areas of Focus

Respondents affirmed that the proposed strategic priorities align with the Port's future direction and stakeholder needs. The most important areas of focus identified were:

- Economic Growth & Business Development
- Operational Efficiency & Optimization
- Infrastructure & Maintenance
- Environmental & Regulatory Compliance

For a deeper look at the feedback we received and the themes that shaped this Strategic Plan, please refer to the full **Community Engagement Report**.



**This plan transforms
ideas into action, and
vision into reality.**



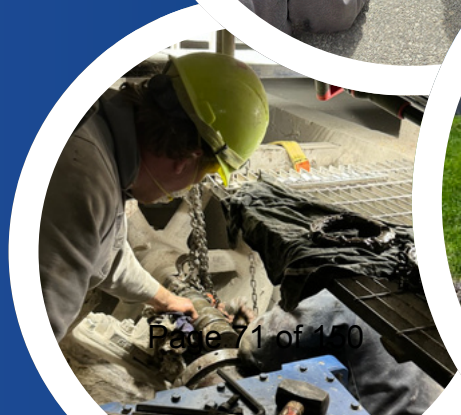


***Port of
Johnstown***

Strategic Plan 2025:

Where Do We Want To Go?

The Port of Johnstown's consistently high-level performance is based on the Township of Edwardsburgh Cardinals' deep commitment to operational excellence through safe, modern and efficient facilities, along with premier customer service and a proactive approach to community engagement. By enabling international trade, the Port generates significant economic benefits that come with an active, sustainable and beneficial flow of commerce. The Port also understands its duty to be a responsive and responsible community partner and neighbour. With this in mind, we have developed the Port's Strategic Plan to set our priorities for increasing our competitiveness, financial well-being and environmental sustainability while also enhancing our positive impact on the economy. We stand at the forefront of innovation and information technology to track our progress in attaining wide-ranging objectives while meeting our immediate responsibilities to our partners, our diverse set of stakeholders and our neighbours.



Vision and Mission



Vision

To enrich community by being the Port of choice in Eastern Ontario.

Mission

To support foreign and domestic trade and economic development through full-service logistics.

Values



Safety

Maintaining the highest standards of safety through proactive risk management and a culture of awareness, ensuring a secure and reliable environment for all



Teamwork

Fostering a culture of mutual support, open communication, and shared goals, we work together to achieve excellence in all we do.



Accountability

Ensuring ownership of our commitments through upholding a standard of integrity, transparency, and responsibility.



Efficiency

Delivering exceptional results through continuous improvement, sustainable solutions, and innovative practices.



Respect

Fostering an inclusive and respectful environment, valuing all people, cultures, and the land we operate on.







***Port of
Johnstown***

Strategic Plan 2025:

How Do We Want To Get There?





Strategic Priorities

Driving economic growth across Eastern Ontario. Protecting and sustaining our shoreline and natural assets. Strengthening regional connections through trade and transportation. Fostering innovation in logistics and infrastructure. Supporting people—those who work here, partner with us, and rely on the Port to deliver. Our Strategic Priority areas are:

- Governance & Management
- Infrastructure & Maintenance
- Operational Efficiency & Optimization
- Economic Growth & Business Development
- Environmental & Regulatory Compliance

These commitments will guide the Port as it makes decisions, sets priorities, invests in infrastructure, and engages with stakeholders.

1.0 Governance & Management

Objective	Action(s)	Measure of Progress
1.1 Enhance Inventory Management	1.1.1 Develop a standardized inventory management policy. 1.1.2 Implement processes for consistent inventory tracking and monitoring. 1.1.3 Train staff on best practices and utilize technology to improve inventory accuracy.	A standardized inventory management policy is established and adopted. Ongoing inventory reporting is completed. Inventory errors are reduced, and overall accuracy is increased.
1.2 Proactive Capital Budget Planning	1.2.1 Develop and maintain a 5-year capital plan. 1.2.2 Conduct pre-planning for the capital budget in Q3 of the previous year. 1.2.3 Increase communication with staff during budget preparation stages.	A 5-year capital plan is in place and updated annually. Staff engagement in budget discussions is improved. An annual harvest season debrief is conducted to help inform the Operating and Capital budgets.
1.3 Review Ownership Structure	1.3.1 Investigate and assess ownership options, including enhanced and optimized governance. 1.3.2 Present findings and recommendations to Council. 1.3.3 Conduct an employee satisfaction survey if structural changes are implemented.	The ownership structure review is completed. Council decision is made based on recommendations. Employee feedback is gathered and analyzed following any changes.
1.4 Improve Communication	1.4.1 Hold quarterly town hall meetings and project check-ins to ensure the execution of plans. 1.4.2 Ensure the grain inspector and weighman receive regular updates on operations. 1.4.3 Involve Council and the Port Committee in port management through site visits and operational previews.	Regular meetings are held and attended. Improved alignment and awareness across roles. Council and Committee engagement and understanding of port operations are increased.

1.0 Governance & Management

Objective	Action(s)	Measure of Progress
1.5 Optimize & Upgrade Organizational Roles & Responsibilities	1.5.1 Conduct an organizational review. 1.5.2 Define and clarify roles and responsibilities. 1.5.3 Address gaps and realign positions as needed.	The organizational review is completed. Roles and responsibilities are clearly outlined. Improved staff morale and operational efficiency.

2.0 Infrastructure & Maintenance

Objective	Action(s)	Measure of Progress
2.1 Increase Preventive Maintenance for Sustainability and Longevity	2.1.1 Complete an Impact Study & Asset Needs study. 2.1.2 Develop an Asset Management Plan. 2.1.3 Establish a Preventative Maintenance Program with recurring inspections and routine servicing. 2.1.4 Implement a lifecycle tracking system for infrastructure and equipment.	Impact and Asset Needs Studies are completed and inform maintenance planning. An Asset Management Plan is developed and in active use. A Preventative Maintenance Program is implemented with scheduled inspections and servicing. A lifecycle tracking system is operational, with maintenance schedules and replacements tracked consistently. Reduced frequency of unplanned repairs and extended lifespan of critical assets.
2.2 Modernize Infrastructure	2.2.1 Prioritize infrastructure investments based on Asset Needs Study findings. 2.2.2 Develop a phased approach to infrastructure upgrades and replacements. 2.2.3 Secure funding and partnerships for modernization projects. 2.2.4 Implement technology and automation solutions to improve efficiency and safety.	Investment priorities are clearly identified. A phased implementation plan is in place and underway. Funding and partnerships are secured. New technologies and automation are adopted and integrated.



3.0 Operational Efficiency & Optimization

Objective	Action(s)	Measure of Progress
3.1 Increase efficiency through automation	3.1.1 Upgrade bin floor automation system to streamline operations. 3.1.2 Complete capacity planning and create a prioritization schedule for automation initiatives.	Bin floor automation upgrades are completed. Capacity planning is finalized. A prioritization schedule is developed and implemented. Measurable time and cost savings are realized.
3.2 Optimize technology	3.2.1 Develop and maintain a 5-year capital plan. 3.2.2 Conduct pre-planning for the capital budget in Q3 of the previous year. 3.2.3 Improve the user-friendliness of tools and platforms. 3.2.4 Protect the Port's information systems and intellectual capital to ensure data integrity and secure Port-wide operations.	Staff are trained and engaged in tech upgrades. A technology replacement plan is developed. IT partnership options with the Township are explored. The cyber insurance policy is in place.
3.3 Attract and retain staff	3.3.1 Improve and formalize staff training and cross-training programs. 3.3.2 Implement succession planning. 3.3.3 Provide leadership training opportunities. 3.3.4 Transition key casual roles into full-time positions.	Training and cross-training programs are in place. A succession plan is developed and maintained. Leadership development opportunities are offered. Casual positions are transitioned to full-time where appropriate. Staff retention and satisfaction improve over time.

3.0 Operational Efficiency & Optimization

Objective	Action(s)	Measure of Progress
3.4 Improve workplace culture	3.4.1 Continue to enhance internal communication. 3.4.2 Implement employee engagement efforts and culture-building initiatives. 3.4.3 Establish a staff-led committee to support workplace culture. 3.4.4 Organize team-building activities and monthly staff events.	Increased participation in engagement and team-building activities. A staff committee is established and active. Improved communication and morale reported through feedback.



4.0 Economic Growth & Business Development

Objective	Action(s)	Measure of Progress
4.1 Enhance and Diversify Revenue Streams	4.1.1 Investigate the viability of new opportunities, including cruise ships, rail, fertilizer, container shipping, crude oil export, and a crush plant. 4.1.2 Support local and regional industries through collaboration. 4.1.3 Engage industry experts and other levels of government to explore partnerships.	Viability studies are completed. Investors and partners are engaged. 1-3 new revenue sources are implemented.
4.2 Upgrade and Implement Marketing to Expand Partnerships, Revenue, and Customer Engagement.	4.2.1 Upgrade the Port's branding and website. 4.2.2 Complete and launch a Marketing Plan. 4.2.3 Host a Customer Appreciation Day. 4.2.4 Promote the Port's role in agriculture.	A marketing plan is launched. Branding and website upgrades are completed. Public engagement increased. Partnerships and investment interest increased.
4.3 Examine and Review Partnership Agreements	4.3.1 Review the existing partnership agreement with stevedores. 4.3.2 Conduct a market study to assess competitors and identify opportunities.	A partnership agreement is reviewed and updated as needed. The market study is completed and informs strategic decisions.
4.4 Promote Winter Berthing and Maintenance Upgrades	4.4.1 Develop and promote a winter berthing program in partnership with shipping companies.	The winter berthing program is implemented. Ships are docked at the Port throughout the winter season.

5.0 Environmental & Regulatory Compliance

Objective	Action(s)	Measure of Progress
5.1 Improve Salt Management	5.1.1 Implement a salt spray system to reduce salt spread on roads and vehicles. 5.1.2 Test and explore on-site washing options.	Salt contamination is reduced.
5.2 Improve Dust Containment	5.2.1 Review dust extraction options to meet environmental regulations. 5.2.2 Obtain quotes for system upgrades or new installations. 5.2.3 Upgrade the existing dust system and extend it to the annex.	A dust containment system is in place. Air quality and health and safety are improved.
5.3 Reduce and Optimize for Spill Hazards	5.3.1 Prepare proactively for hydraulic leaks and potential spill events.	Spill response supplies are fully stocked and properly located. Hydraulic leak and spill response is faster and more effective.
5.4 Advance Environmental Sustainability	5.4.1 Leverage the Port's role as a regional leader to promote sustainable and innovative environmental practices that complement industry, government agencies and the public's economic, regulatory and quality of life needs.	Environmental initiatives are aligned with economic, regulatory, and quality-of-life goals. Regional partnerships and sustainability efforts are strengthened.





Port of Johnstown

Questions?

Address

3035 County Rd. 2,
Johnstown ON, K0E1T1

Phone

613.925.4228

Web

www.portofjohnstown.com

Email

ldrynan@portofjohnstown.com

Committee: Regular Council Meeting

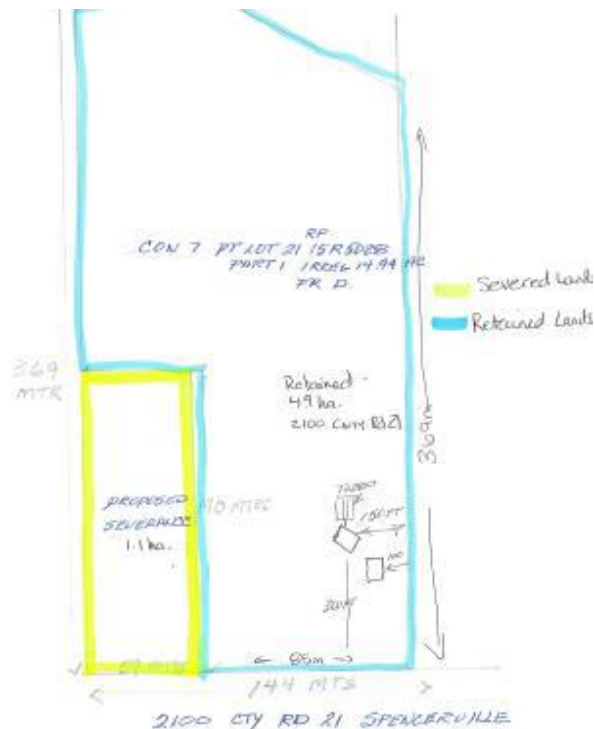
Date: September 29, 2025

Department: Community Development/Planning

Topic: Development Agreement, B-30-25, Roberts

Purpose: To review a draft development agreement prepared for the severed parcel of severance B-30-25 at 2100 County Road 21, to satisfy a condition of provisional consent approval to create a new lot.

Background: Application for severance, B-30-25, which proposes to create a 1.1-hectare parcel of undeveloped land with 59 metres of road frontage on County Road 21, located in the Rural Policy Area of the township. The retained parcel of land will have 4.9 hectare parcel of land will have 85 metres of road frontage on County Road 21, and will maintain the single detached dwelling on private services and accessory buildings.



The Consent Granting Authority of the United Counties of Leeds and Grenville granted the provisional approval of the consent application by way of a Notice of Decision, issued on June 5, 2025. As per 53 of the Planning Act, the applicant has up to two years from the issuance date of the Notice to satisfy all conditions of provisional approval.

The applicant provided a copy of registered reference plan (15R-12564) and their surveyor confirmed that road widening is not required along the county road frontage of the severed and retained parcels.

The draft development agreement attached to this report provides standard wording and

warning clauses regarding development in the Township of Edwardsburgh Cardinal. A copy of the Notice of Decision, and Reference Plan 15R-12564, are attached to the agreement for reference.

By way of registering the Development Agreement on title of the severed parcel, will ensure that any future residential development will be located outside of the Minimum Distance Separation setback from a known livestock facility located at 2207 County Road 21 and informing future landowners with standard conditions related to living in the rural area.

Policy Implications: Sections 51(25) and section 53(12) of the Planning Act allow the approval authority to impose certain conditions of approval for severance decisions, including a condition that the owner enter into an agreement with the municipality. The agreement will be registered on title of the severed lot so that it is available to future owners.

Strategic Plan Implications: This development agreement aligns with the Township's Growth and Economic Development priority by supporting residential development in a manner that ensures sustainable and responsible growth.

Financial Considerations: The applicant is required to pay a fee to the Township for the preparation and registration of the development agreement, in accordance with the Planning Fees Bylaw 2022-40. This will be collected prior to the registration of the agreement.

Recommendation: THAT Municipal Council enter into a development agreement with the property owner at 2100 County Road 21, for the severed parcel of consent application B-30-25.



Municipal Land Use Planner

**THE TOWNSHIP OF EDWARDSBUGH/CARDINAL
DEVELOPMENT AGREEMENT**

THIS AGREEMENT, made in triplicate, the ____ day of _____ 2025.

BETWEEN:

ALLAN WAYNE ROBERTS AND ROBERTA ANNE ROBERTS
(the "Owner")

-and-

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBUGH/CARDINAL
(the "Township")

FOR LANDS DESCRIBED AS

The severed parcel of severance application B-30-25
of the United Counties of Leeds and Grenville

Part 1 of 15R-12564; EDWARDSBURGH/CARDINAL

RECITALS:

1. The Owner is the owner of the lands described in Schedule "A" to this Agreement and proposes to subdivide it for the purpose of selling, conveying, or leasing it in lots.
2. The said lands are the subject matter of consent application B-30-25 which has received conditional approval from the United Counties of Leeds and Grenville Consent Granting Authority, a copy of which is annexed hereto as Schedule "B";
3. The Township, pursuant to Section 53 of the Planning Act, R.S.O. 1990, as amended, has the authority to enter into an agreement imposed as a condition of the approval of consent.
4. This agreement shall be registered at the cost of the Owner against the land to which it applies subject to the Registry Act and the Land Titles Act;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the other good and valuable consideration and the sum of One (\$1.00) Dollar of lawful money of Canada, now paid by each of the other parties hereto (the receipt whereof is hereby acknowledged) the Parties hereby covenant, promise and agree with each other as follows:

1. This Agreement affects the Lands described in Schedule "A" to this Agreement and shall ensure to the benefit of and be binding upon parties hereto, and their respective successors and assigns, The Owner hereby agrees to the registration of this Agreement against the title to the severed lands, at the sole cost of the Owner.
2. The Owner hereby agrees to obtain all required municipal approvals and comply with all applicable Zoning By-Laws of the Township, the Building Code Act, 1992, S.O. 1992, c.23 requirements and approvals required by applicable government authorities which may be required prior to the development of the lands.
3. In the event the Owner defaults in the performance of an obligation under this agreement or for reasons of public safety as determined by the Chief Building Official under the Building Code Act of Ontario or the Fire Marshall under the Fire Protection & Prevention Act of Ontario, the Township may, at the expense of the Owner, enter upon the lands and do all such matters and things as may be required to comply with any Order of the Chief Building Official or Assistant to the Fire Marshall (local Fire Chief). Such actual costs incurred by the Township plus an overhead charge of 15%, shall be deemed to be recoverable from the Owner by invoice and may be recovered in like manner as municipal taxes pursuant to the Municipal Act.
4. That the owner be advised that a portion of the severed parcel is located within the Minimum Distance Separation (MDS) setback from an existing livestock facility, located on the property at 2207 County Road 21. Any new residential development on the severed lot shall be outside of the required MDS setback of the existing and any new livestock or manure facility at time of building permit.
5. In the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132) and the Township's Building Department (613-658-3055) must be immediately contacted.
6. In the event that human remains are encountered, all work must immediately cease, and the site must be secured. The Grenville County Ontario Provincial Police (613-925-4221), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8404), the Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132), and the Township's Building Department (613-658-3055) must be immediately contacted.

7. Any notice to be given hereunto shall be in writing to all other parties and either delivered personally or sent by prepaid registered mail, and in the latter case shall be deemed to have been given three (3) business days following the date upon which it was mailed. The address of the parties for the purpose hereof shall be:

to the Owner at:

Allan Wayne Roberts; and
Roberta Anne Roberts
2100 County Road 21
Spencerville ON K0E 1X0

to the Township at:

Township of Edwardsburgh/Cardinal
PO Box 129
Spencerville ON K0E 1X0

8. The following schedules will form part of this agreement:

SCHEDULE "A" – Description of the Property

SCHEDULE "B" – Decision of the United Counties of Leeds and Grenville
Consent Granting Authority (Application B-30-25)

SCHEDULE "C" – Site Survey 15R-12564

IN WITNESS WHEREOF the parties hereto have executed this agreement.

OWNERS, ALLAN WAYNE ROBERTS AND ROBERTA ANNE ROBERTS

Owner

Owner

I/We are the registered owners of the
property.

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Mayor

Clerk

I/We have authority to bind the
Corporation.

DATED AT Spencerville, ON this _____ day of _____, 2025

SCHEDULE "A"

DESCRIPTION OF THE PROPERTY

The severed parcel of severance application B-30-25
of the United Counties of Leeds and Grenville

Shown as Part 1, on Registered Survey 15R-12564

SCHEDULE “B”

**DECISION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE
CONSENT GRANTING AUTHORITY
APPLICATION B-30-25**



UNITED COUNTIES OF LEEDS AND GRENVILLE CONSENT GRANTING AUTHORITY

DECISION

APPLICATION B-30-25

We the undersigned members of the Consent Granting Authority of the United Counties of Leeds and Grenville; do hereby certify that the following is a decision reached by the Committee on **June 4, 2025**. The said decision was reached on the application of **Allan & Roberta Roberts** to sever a parcel of land being; part of Lot 21, Concession 7; **Township of Edwardsburgh Cardinal** having dimensions of approximately 59 metres by 190 metres with an area of 1.1 hectares.

DECISION: **GRANTED** providing the conditions as stated below are met.

REASONS:

Division of land is compatible with the intent and purpose of the Official Plan and meets the criteria in Section 51 (24) of the Planning Act providing conditions are met.

EFFECT OF WRITTEN SUBMISSIONS ON THE DECISION:

No written comment(s) were submitted by a member of the public on this consent application to the approval authority.

CONDITIONS:

- (1) That all conditions imposed in the granting of this decision be met and one (1) original paper copy and one (1) digital copy of the deposited reference plan of the subject lands, which conforms substantially with the application as submitted, and the instrument relating to the transaction (deed/transfer, Service Ontario parcel register, grant of right-of-way, etc.) be presented to the Secretary-Treasurer of the Consent Granting Authority for the Certificate of Consent no later than **June 5, 2027**.
- (2) That the owner/ applicant shall provide a paper and digital (PDF) copy of the final registered plan (R-Plan) to the Township Planning Department for Township files, and that the plan meets the general intent of the approved consent sketch. It may be beneficial to have the draft plan provided to the Township for review prior to registration.
- (3) That a Development Agreement between the landowner and the Township be registered on title of the severed parcel of land with the following clauses:
 - That the owner be advised that the subject lot is located in the rural area and may be in proximity to active or future agricultural operations and may experience odours, sounds and vehicle traffic associated with the standard operation of agricultural uses.
 - That the owner be advised that any new or expanding livestock facility or manure storage facility on a lot in the rural area or new residential dwelling is subject to a Minimum Distance Separation (MDS) calculation.
 - That the owner be advised that any new or altered entrances require an entrance permit from the County of Leeds and Grenville, prior to the commencement of any work.
 - That the owner be advised that Township encourages the preservation and enhancement of existing natural vegetation on the site and to limit the removal of any vegetation only to the proposed development area. The owner(s) may contact the Township of Edwardsburgh Cardinal or South Nation Conservation Authority for more information.
 - That the owner be advised that the subject lot is approximately 300 metres south of the South Nation River.
 - That the owner be advised that the Township is not responsible to extend any municipal services to the subject property if its private on-site well or sewage disposal system fails. It is the homeowner's obligation to repair, replace and maintain the private on-site services on the property.
- (4) The applicant provides South Nation Conservation (Septic Review) with a signed letter stating that all private sewage systems are a minimum of three (3) metres from the proposed property lines.

- (5) That road widening across the severed and retained parcel to 13.1 metres from existing centerline of the road allowance of County Road 21 (if required) be conveyed to the Corporation of the United Counties of Leeds and Grenville. If the current road allowance is within 0.5 m of the required width, this requirement may be waived based on a surveyor’s confirmation email/letter and at the Counties discretion. Should sufficient road allowance exist, a letter from a surveyor and confirmation of registration from a lawyer would meet the Counties' condition. The lands to be transferred for road widening purposes shall be free and clear of all encumbrances. The deed for this road widening is to be registered and submitted to the Consent Granting Authority prior to endorsement on the deed to the severed land.
- (6) That written release of conditions 2 and 3 from the Township be submitted to the Consent Granting Authority prior to endorsement of consent on the deed for the severed land.
- (7) That written release of condition 4 from South Nation Conservation (Septic Review) be submitted to the Consent Granting Authority prior to endorsement of consent on the deed for the severed land.

NOTES:

- (1) The Township had no objection providing conditions 2 and 3 are complied with.
- (2) South Nation Conservation had no objection.
 - The north side of the retained lot borders the South Nation River. SNC’s floodplain mapping study limit is located adjacent to the property, therefore, SNC does not have floodplain mapping for the severed and retained lots.
 - SNC notes the proposed lot creation is not located in the vicinity of the South Nation River.
 - A SNC permit may be required before undertaking development activities or other activities in or near the following areas: floodplains; watercourses; unstable slopes; unstable soils and bedrock; hazardous lands; wetlands; and areas within 30 metres of wetlands.
 - Any alteration to a shoreline or watercourse requires a permit from SNC, and restrictions may apply.
- (3) South Nation Conservation (Septic Review) had no objection providing the required setbacks in Ontario Building Code, Part 8, Sewage Systems, are maintained and condition 4 is complied with.
- (4) County Roads Department has not objection providing condition 5 is complied with.

OTHER RELATED APPLICATIONS:

There are no known related planning applications.

ADDITIONAL INFORMATION:

- You will be entitled to receive notice of any changes to the conditions of the provisional consent, if you have made a written request to be notified of changes to the conditions of the provisional consent.
- Only the applicant, the Minister, a specified person (under the Planning Act) or any public body (i.e. Municipality) may appeal a consent application to the Ontario Land Tribunal.
- Any appeal to the Ontario Land Tribunal must be received by the Secretary-Treasurer of the Consent Granting Authority at the United Counties of Leeds & Grenville **before 4:00 pm on the appeal date** shown on this notice and it must:
 - Set out the reasons for the appeal.

HOW TO FILE AN APPEAL:

Appeals are to be submitted to the Secretary-Treasurer via the Ontario Land Tribunal’s (OLT) online e-file service. Go to <https://olt.gov.on.ca/e-file-service/>. If the OLT’s e-file service is not working, please contact the Secretary-Treasurer at the address shown on the first page in the header. The steps to file an appeal are as follows:

- 1. Sign in to your My Ontario Account on the e-file service (first-time users will need to register for a My Ontario Account).
- 2. Submit the appeal via the e-file service and ensure that you select the correct approval authority, which in this case is listed as “Leeds & Grenville (United Counties of)”.
- 3. Pay the fee required by the OLT. The fee schedule and methods of payment can be found on the OLT website at <https://olt.gov.on.ca/fee-chart/>.
- 4. Anyone filing an appeal that does not use the OLT’s e-file portal may submit the required material directly to the Secretary-Treasurer at the address shown on the first page in the header.

I hereby certify this to be a true and exact copy

Cherie Mills

Chair

K. Weidenaar

Secretary-Treasurer

This Decision was mailed on June 5, 2025

The last date for appealing this decision is June 25, 2025

SCHEDULE "C"
SITE SURVEY 15R-12558

PLAN of SURVEY of
PART OF LOT 21, CONCESSION 7
Geographic Township of Edwardsburgh
TOWNSHIP OF EDWARDSBURGH/CARDINAL
COUNTY of GRENVILLE

SCALE = 1:750

15metres 0 15 30 45 60 75metres

HOPKINS CHITTY LAND SURVEYORS INC.
-2025-

THE INTENDED PLOT SIZE OF THIS PLAN IS 610MM IN HEIGHT
BY 457MM IN WIDTH WHEN PLOTTED AT A SCALE OF 1:750

OBSERVED REFERENCE POINTS (ORPs) UTM ZONE 18, NAD83 (CSRS)
(2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS
COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP 'A'	4967272.07	458058.99
ORP 'B'	4967414.98	458231.85

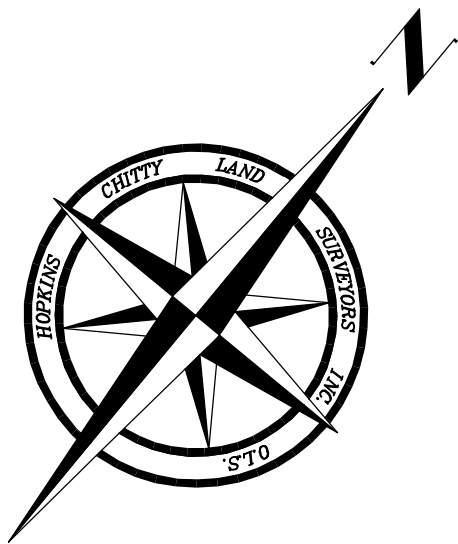
COORDINATES CANNOT, IN THEMSELVES BE USED TO
RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE
POINTS A AND B BY REAL TIME NETWORK (RTN) OBSERVATIONS,
UTM ZONE 18, NAD83 (CSRS) (2010).

FOR BEARING COMPARISONS, A ROTATION OF 0°27'15" CLOCKWISE WAS
APPLIED TO BEARINGS ON (P1), (P2) & (P3).

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612

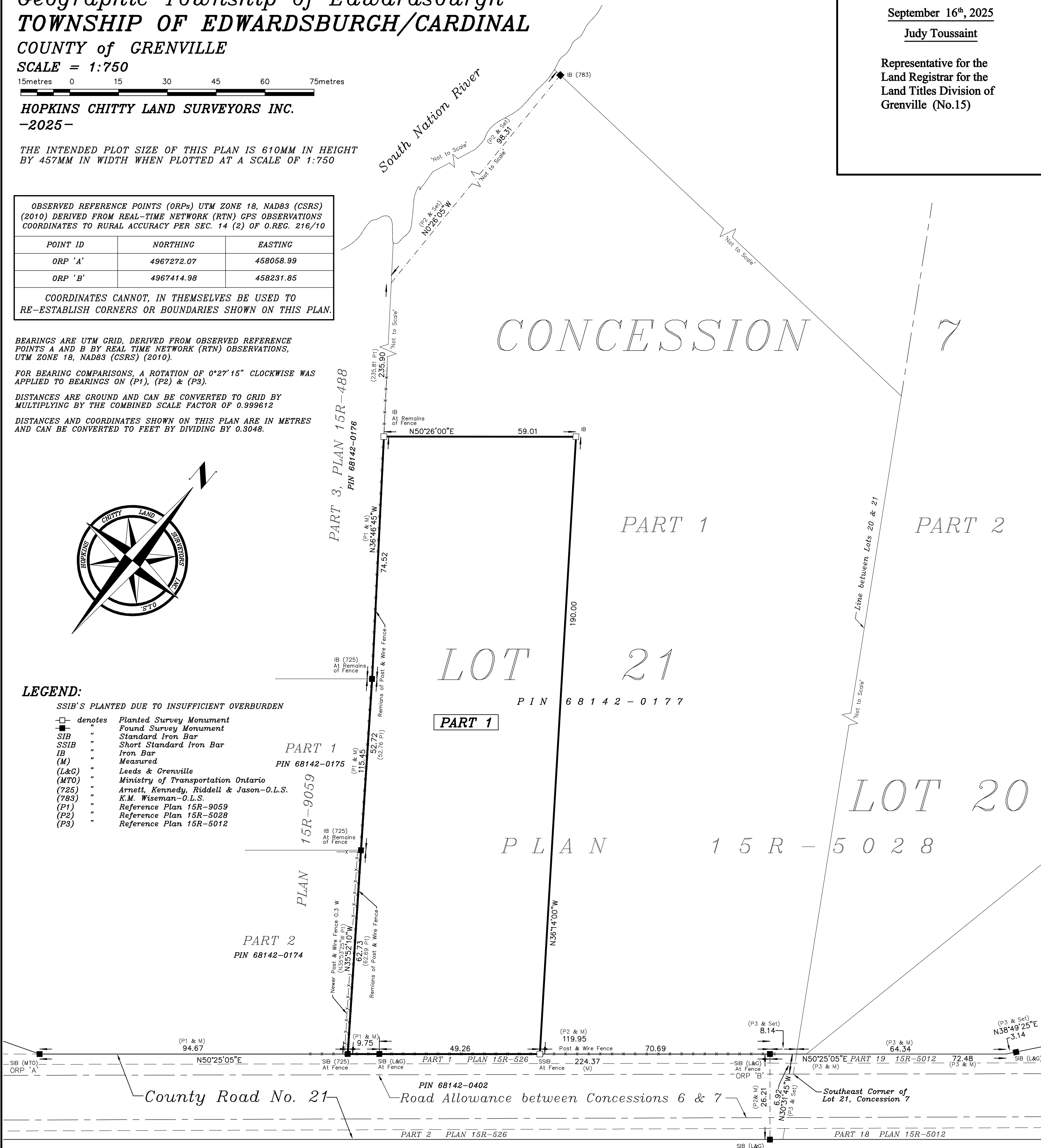
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.



LEGEND:

SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN

- denotes Planted Survey Monument
- " Found Survey Monument
- SIB " Standard Iron Bar
- SSIB " Short Standard Iron Bar
- IB " Iron Bar
- (M) " Measured
- (L&G) " Leeds & Grenville
- (MTO) " Ministry of Transportation Ontario
- (725) " Arnett, Kennedy, Riddell & Jason-O.L.S.
- (783) " K.M. Wiseman-O.L.S.
- (P1) " Reference Plan 15R-9059
- (P2) " Reference Plan 15R-5028
- (P3) " Reference Plan 15R-5012



SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

1. This Survey and Plan are correct and in accordance
with the SURVEYS ACT, the SURVEYORS ACT and the
LAND TITLES ACT and the REGULATIONS made under them.

2. The SURVEY was completed on the 18th day of
August 2025.

DATE: AUGUST 26, 2025

PHIL W. CHITTY - O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION
FORM NUMBER V-109146

SCHEDULE			
PART	LOT	CON.	PIN No.
1	Part of 21	7	Part of 68142-0177

PLAN 15R-12564

Received and deposited

September 16th, 2025

Judy Toussaint

Representative for the
Land Registrar for the
Land Titles Division of
Grenville (No.15)

DATE: AUGUST 26, 2025

PHIL W. CHITTY - O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION
FORM NUMBER V-109146



Party Chief: BK	Instrument: PK	Checked By: PWC	Plan By: FF
HOPKINS CHITTY LAND SURVEYORS INC. Ontario Land Surveyors www.hopkinschitty.com			
1224 CARDINERS ROAD, SUITE 102 KINGSTON, ONTARIO K7P-0G2 Tel (613) 384-9266 Fax (613) 384-3513		PROJECT No. 2025-0432 LOT 21, CONCESSION 7 TOWNSHIP OF EDWARDSBURGH	



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Regular Council Meeting

Date: September 29, 2025

Department: Public Works

Topic: Asphalt Repairs – RFQ – EC-PW-25-17

Purpose: To award the supply of asphalt for repairs to Blair Asphalt Products Ltd at the bid pricing of \$141,500.00 excluding non-rebated HST.

Background: The RFQ was issued on August 28th, 2025 to local companies and placed on the township website for the supply and application of approximately 700 metric tonnes of asphalt for repairs allocated between the following locations: Windmill Rd, Reilly St, Dundas St, Dishaw St, and two locations on Goodin Rd as directed by the Manager of Public Works.

Four submissions were received by the September 23rd, 2025 closing date. Tenders were opened publicly after closing and the results are listed as follows:

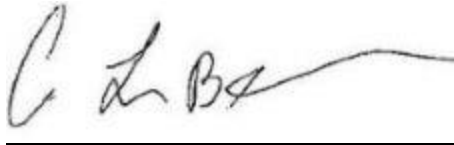
	<u>Bidders</u>	<u>Total Tender</u>
1	GIP Paving Inc	\$185,870.00
2	G. Tackaberry & Sons Ltd	\$161,500.00
3	Blair Asphalt Products Ltd	\$141,500.00
4	Cornwall Gravel Co Ltd	\$157,600.00

Policy Implications: By-law 2023-51 establishes policies with respect to the procurement of goods and services. Expenditures above \$75,000 require approval of Council.

Strategic Plan Implications: Nil

Financial Considerations: The low bid submitted by Blair Asphalt Ltd meets the requirements of the tender documents. The 2025 operations budget allocated \$139,500.00 to complete this work. Based on the pricing received, staff recommends completing additional work and applying up to 700 metric tonnes of asphalt. The bid amount is \$141,500.00 plus non-rebated HST of \$2,490.40 plus a contingency allowance of \$7,075.00 for a total project value of \$151,065.40. The variance can be accommodated within the overall operating budget for hardtop maintenance, as other items are projected to be under budget.

Recommendation: THAT Municipal Council awards RFQ-EC-PW-25-17 for the supply and installation of asphalt for asphalt repairs to Blair Asphalt Products Ltd., at the total tender price of \$141,500.00 plus the non-rebated HST amount of \$2,490.40 plus an additional contingency of \$7,075.00 for a total project value of \$151,065.40.

A handwritten signature in black ink, appearing to read "C. L. B.", written over a horizontal line.

Manager of Public Works

A handwritten signature in black ink, appearing to read "J. B.", written over a horizontal line.

Treasurer

RESUMÉ

of correspondence

August 28th, 2025

FROM	DATE	SUBJECT
Ministry of Natural Resources	Aug 13	Letter: Support Proposed Geologic Carbon Storage Act, 2025
Township of North Glengarry	Aug 13	RES: Amend Blue Box: Inclusion of Currently Ineligible Source
SG Chamber of Commerce	Aug 13	Partnered Brockville Sunset Boat Cruise
AMO	Aug 14	AMO Watchfile – August 14, 2025
Municipality of West Nipissing	Aug 14	RES: Request Moratorium on Aerial Spraying of Glyphosate
South East Health Unit	Aug 18	Media Release: Low Cost Rabies Vaccination Clinics
Stop the Spray Canada	Aug 19	Support Moonbeam's Call to End Aerial Herbicide Spraying
Township of Terrace Bay	Aug 19	RES: Exemption to Firefighter Certification Requirements
Town of Grimsby	Aug 19	RES: Support Motion – Opposition to Bill 5
Town of Grimsby	Aug 19	RES: Support Motion – Elect Respect Pledge
AMO	Aug 21	AMO Watchfile – August 21, 2025
South Nation Conservation	Aug 21	SNC Board of Directors - June 19 2025 Meeting Minutes
United Way Leeds & Grenville	Aug 21	Invitation: United Way Campaign Launch +3M Harvest Lunch
South East Health Unit	Aug 22	Media Release: Human Cases of West Nile
Town of Goderich	Aug 22	RES: Standing Senate Committee on Agriculture & Forestry
Edwardsburgh Cardinal Resident	Aug 22	Lack of School Zone Signage at Centennial '67 PS
MECP	Aug 25	Letter: Minister McCarthy
Twp Brudnell, Lyndoch & Raglan	Aug 26	RES: Increased Income Support for Canadian Veterans
MEM	Aug 26	Letter: Associate Minister Oosterhoff
South East Health Unit	Aug 26	Recognizing International Overdose Awareness Day
Town of Fort Erie	Aug 26	Support Letter: Town of Aurora Bill 17 Concerns
Town of Fort Erie	Aug 26	Support Letter: Town of Aurora Bill 5 Concerns
Twp Brudnell, Lyndoch & Raglan	Aug 26	RES: Exemption to Mandatory Firefighter Certification Req.
Township of Woolwich	Aug 27	RES: Strong Mayor Legislation
AMO Events	Aug 27	AMO Trade and Tariff Forum, October 24, 2025
Ontario Honours and Awards	Aug 27	2025 Ontario Senior Achievement Awards
South East Health Unit	Aug 28	Board of Health Update for August 2025
South Nation Conservation	Aug 28	SNC Memo: Level 3 Low Water Advisory
AMO	Aug 28	AMO Watchfile – August 28, 2025

RESUMÉ

of correspondence

September 16th, 2025

FROM	DATE	SUBJECT
AMO	Aug 28	Policy Update: 2025 AMO Conference Highlights
AMO	Aug 28	AMO's 2 nd Annual Healthy Democracy Forum
City of Brantford	Aug 29	RES: Advocacy for Provincial Scrap Metal Legislation
Member of the Public	Sept 2	Letter: Emerging Distribution Warehousing/Logistics Corridor
AMO	Sept 3	Policy Update: Build Canada Homes Market
Town of Cobalt	Sept 3	RES: Support Mandatory Firefighter Certification Req.
ROMA	Sept 3	ROMA August Board Update
Township of Perry	Sept 4	Letter: Increased Income Support Thresholds for Veterans
Township of Perry	Sept 3	RES: Increased Income Support Thresholds for Veterans
Municipality of Bluewater	Sept 4	RES: Closure of Before and After School Programs
Town of Fort Frances	Sept 5	RES: Opposition of Strong Mayor Powers
Town of Fort Frances	Sept 5	RES: Support Elect Respect Pledge
Edwardsburgh Cardinal	Sept 8	Public Meeting Notice: Community Improvement Plan Oct 6
Ministry of Transportation	Sept 8	HWY 416 Northbound Closure: Spencerville to Oxford Station
UCLG	Sept 8	Media Release: G. Tackaberry & Family Home Close to Goal
Potentia	Sept 10	Notice of Completion of Draft Environmental Study Report
Township of Larder Lake	Sept 10	RES: Requesting Moratorium on Glyphosate Aerial Spraying
Township of Larder Lake	Sept 10	RES: Req. for Extension of Firefighter Certification Deadlines
AMO	Sept 10	Policy Update: Blue Box Amendments
UCLG	Sept 11	Media Release: G. Tackaberry and Family Home Visit
AMO	Sept 11	AMO Watchfile: September 11, 2025
AMO	Sept 11	Find Certainty Among Tariff and Trade Disruptions
Rural FASD	Sept 14	Press Release: Rural FASD Trillium Grow Grant
AMO	Sept 15	Policy Update: Federal Gov. Launches Build Canada Homes
UCLG	Sept 15	RES: St. Lawrence Region Energy Task Force
Town of Petrolia	Sept 15	RES: Cobalt VFF Training Support
Town of Petrolia	Sept 15	RES: City of Brantford Support for Bail Reform

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00139 to 2025-00139

Bank Code - PAD - Preauthorized Debit

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Bell Canada				
		658-2141 08-25	spencerville arena	135.29	
		658-3055 07-25	admin	491.78	
		658-3001 08-25	fd/pw- phone split	151.95	
		53662539 08-25	Cardinal Arena internet	56.44	
		5465232571 08-2	Rec- Bell Internet J.Town	132.15	967.61
PP -	Eastlink				
		23984090	pw/fd phone	230.04	230.04
PP -	Hydro One Networks Inc.				
		19876 07-25	spencerville arena	505.65	
		02595 07-25	REC-Spencerville Arena	990.63	
		03768 07-25	ball diamond	87.48	
		16052 07-25	johnstown pool	481.28	
		77395 07-25	south centre	684.26	
		64439 07-25	wwtp-3207 Windmill	4,007.46	
		10647 08-25	pw-Pittston Shop	515.27	
		14330 08-25	St Lights Var Aug 2025	1,026.07	
		18196 08-25	lagoon-2301 RD 21	67.71	
		03696 07-25	fd stn 1	1,479.84	
		62670 08-25	wwtp-flett st	45.59	
		71283 08-25	lagoon- 1 Spencer	180.90	
		25495 08-25	spencerville library	275.43	10,347.57
PP -	Ontario Municipal Employees				
		July 2025	Jul 2025 Contributions	51,198.32	51,198.32
PP -	Pitney Bowes				
		3202596940	Postage Machine Qtr Lea Apr - Jul	440.53	440.53
PP -	Reliance Home Comfort				
		442619 08-25	REC-Hot water heater rental - Jul	251.31	251.31
PP -	Royal Bank Visa				
		8912 07-25	B. Moore RBC Visa Jul 2025	1,203.86	
		2067 07-25	D. Grant RBC Visa Jul 2025	3,376.90	
		8940-07-25	J. Crawford RBC Visa Jul 2025	1,529.35	
		8247 07-25	L. Drynan RBC Visa Jul 2025	1,948.76	
		7159 07-25	M. Spencer RBC Visa Jul 2025	2,884.63	
		1258 07-25	R.Crich RBC visa Jul 2025	61.00	
		2076 07-25	S. Nicholson RBC Visa Jul 2025	28.98	
		8940 07-25a	M. Spencer RBC Visa Jul 2025a	27.11	
		8912 07-25a	B. Moore RBC Visa Jul 2025	8.23	11,068.82
PP -	Superior Propane				
		546071797	rec - 4050 Dishaw St	145.65	145.65
PP -	Telus Mobility				
		16215291203	Aug 2025 Corporate Account	759.35	759.35
PP -	Township of Edwardsburgh/Cardi				
		PP 17 2025 PT/F	PP 17 2025 PT/FTP Payroll	174,610.81	174,610.81
PP -	Union Gas Limited				
		96342 3 07-25	Rec-4044 Dishaw St	917.93	917.93
PP -	Workplace Safety & Insurance				
		July 2025	Jul 2025 Premium	10,201.72	10,201.72
				Total Proposed Payments:	261,139.66

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Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00139 to 2025-00139

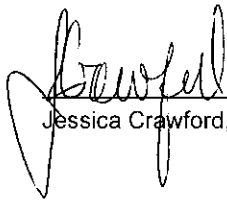
Page 2

PROPOSED PAYMENTS

Payment #	Vendor Name			
	Invoice #	Reference	Invoice Amount	Payment Amount

Total PAD: 261,139.66

Certified Correct This Friday, August 29, 2025



Jessica Crawford, Treasurer



Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00141 to 2025-00141

Bank Code - EFT - electronic funds transfer

PROPOSED PAYMENTS

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
Invoice #				
PP -	2461508 Ontario Inc Selleck Truck			
	137975	FD-Stn 1 Generator Battery	161.58	161.58
PP -	Abell Pest Control Inc.			
	A7202196	Monthly pest control	97.90	
	A7166194	rec- pest control	97.08	194.98
PP -	Backflow Preventers and			
	2025-222	ES-wwtp - backflow preventer leak	1,463.35	1,463.35
PP -	Brandt Tractor Ltd			
	CS54932CR	PW-T7 Credit - PM invoiced twice	-306.91	
	CS55327	PW-T20-08 - Power steering line k	2,278.51	
	CS55338	PW-T6 - PM Maintenance & Repai	4,378.23	
	CP229811	PW - T6 - Parts	271.72	
	CP230076	PW-T6 - Horn Return	-31.82	
	CS55368	PW-T20-08 - Annual Safety Inspect	4,137.53	10,727.26
PP -	Burchell's Home Hardware			
	53989	PW-grass seed spreader & level/	335.46	
	54030	PW-grass seed	692.61	1,028.07
PP -	C&D Excavating Ltd.			
	2392	PW-EC-PW-25-05	2,502.95	
	2393	PW-EC-PW-25-05 Tree removal	5,898.60	
	2394	PW-EC-PW-25-05 Cardinal Sign c	2,734.60	
	2396	PW-EC-PW-25-05 Canal Bank/Ca	2,198.98	
	2395	PW-EC-PW-25-05 WO 5335 Tree	2,214.80	15,549.93
PP -	Caduceon Enterprises Inc.			
	I25-013198		44.78	44.78
PP -	Charette, Natalie			
	Aug 2025	AMO - mileage & Conference lunc	345.72	345.72
PP -	Clean Water Works Inc.			
	W48223	ES-Cleaned pump stations	2,012.30	2,012.30
PP -	Compass Group of Canada			
	I372001	REC- canteen supplies	428.06	428.06
PP -	Cornwall Gravel Co. Ltd.			
	0000505631	EC-PW-28-09 - PP # 1	138,848.56	138,848.56
PP -	Coville Electric			
	7303	PW-Re/Re - CO Alarms - Pittston	10,188.37	10,188.37
PP -	Da-Lee Group Dust Control			
	INV0102717a	PW- Mag chloride - 25,083L short	999.00	999.00
PP -	Davie Deline			
	July 2025	Cleaning Services for Jul 2025	1,550.00	1,550.00
PP -	Dican Inc.			
	33072	PW- GPS	965.02	965.02
PP -	Drummond's Gas			

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00141 to 2025-00141

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		2590116	PW-T22-01 fuel	89.00	
		2590121	PW-T23-01 fuel	109.23	
		2590160	PW-T23-01 fuel	109.25	
		2590165	PW-T22-01 fuel	106.00	
		2590166	PW-T19-01 fuel	97.07	
		2590139a	FD-T1 - fuel short paid pay differer	4.00	
		2590146	PW-T22-01 fuel	55.00	
		2590153	PW-T19-01 fuel	93.00	
		2590178	PW-T23-01	45.31	
		2590194	PW-T22-01 fuel	68.00	
		2590207	PW-T19-01 fuel	98.01	
		2590208	PW-T23-01 fuel	92.68	
		2590220	PW-T22-01 fuel	89.00	
		2590221	PW-T23-01 fuel	67.72	
		2590226	PW-T19-01 fuel	113.89	
		2590234	PW-T19-01 fuel	66.90	
		2590235	PW-T22-01 fuel	64.00	
		2590243	PW-T23-01 fuel	101.35	
		2590244	PW-T22-01 fuel	85.01	
		2590254	PW-T22-01 fuel	67.01	
		2590281	PW-T22-01 fuel	94.01	
		2590287	PW-T19-01 fuel	74.74	
		2590291	PW-T23-01 fuel	94.00	1,884.18
PP -	Eastern Rink Services				
	2578		REC-ice paint for arenas	2,580.47	2,580.47
PP -	Easy-Kleen				
	232680		FD - Hose Assy - Compressor	316.40	316.40
PP -	Evoqua Water Technologies Ltd				
	907159788		ES-wtp - Cl2 injectors x3	627.67	627.67
PP -	Fire Marshal's Public Fire				
	IN169159		FD-Fire Prevention Kit	374.74	374.74
PP -	G T Automotive				
	052577		PW-T19-01 Oil Change/Tire Rotati	1,689.92	1,689.92
PP -	G. Tackaberry & Sons				
	W-0001479B		PW-Brouseville entrance culvert &	5,072.49	
	W-0001880		PW- Stone	323.66	5,396.15
PP -	Gordon Signs				
	2050		PW-Gov't Funding Signs	542.40	542.40
PP -	Greer Galloway, a division of Jp2g Cor				
	45877		Building Capital - Oil Separator rep	1,572.94	1,572.94
PP -	HGC Management Inc				
	58925		PW-w/d contract collection Jul 202	33,214.10	33,214.10
PP -	HW Supplies Inc				
	220000032902		PW- Drum Dolly	56.50	
	220000033515		PW-Culvert & Coupling	523.00	579.50
PP -	Hansler Smith Limited				
	5847154		FD-Hand Towels	84.42	
	5847816		REC-cleaning supplies	377.96	
	5847819		REC-cleaning supplies	377.96	
	5847845		REC- ear plugs	61.25	
	5848311		REC-cleaning supplies	787.82	1,689.41

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00141 to 2025-00141

PROPOSED PAYMENTS

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
Invoice #				
PP -	Ignite Printing			
	251744	ADM-Spencerville Fair Ad	589.86	589.86
PP -	Industrial Electrical			
	6020	ES-wwtp - repair float valves	740.40	740.40
PP -	J. Quattrocchi & Co Ltd			
	00859410	Wellness Committee-BBQ hot dog	335.67	
	00859411	REC- canteen supplies	249.46	585.13
PP -	J.R. Brisson Equipment Ltd.			
	SWO067336-1	PW-Grader I - Oil Leak Repairs	845.89	845.89
PP -	Jewell Engineering			
	00121981	Storm - Prof Services Cty Rd 2 - Ji	395.50	
	00121995	see below	44,188.31	44,583.81
PP -	K E Bush Construction Ltd.			
	30477	PW-Garage Capital Repairs	32,209.52	32,209.52
PP -	Ketchum Manufacturing Inc.			
	451919	ADM-Fake chq and maps	310.75	310.75
PP -	Kim Durant			
	06 2025	REC-Program purchases	139.85	139.85
PP -	Limerick Environmental Svcs			
	2025-1052	bin pickup transfer site	4,548.45	4,548.45
PP -	Local Authority Services Ltd.			
	MGBP000020837	ADM-Batteries, note pad, pens	50.42	50.42
PP -	Marley Perrin			
	Aug 2025	Aug 2025 Cleaning	750.00	750.00
PP -	Martelle, Joseph			
	August 25, 2025	Cou-AMO Conference expenses	886.57	886.57
PP -	Nine Mile Repair Inc			
	1104	PW-Brush Head - Teeth	2,391.08	
	1116	PW-T19-04 - Blown Hydraulic Hos	1,319.65	3,710.73
PP -	O'Reilly's Independent Grocer			
	05 0034	FD- Water/Gatoraid	103.12	103.12
PP -	OFIX Furniture Warehouse			
	5112	REC- used office chair	293.80	293.80
PP -	PPE Solutions Inc.			
	PPE13231	FD-Ventilation Fan	7,587.39	7,587.39
PP -	Pivotech Doors Inc.			
	55021	REC- maintenance service call for	1,263.63	1,263.63
PP -	Postmedia Network Inc			
	IN290254	ADM-Agenda Advertising	226.00	226.00
PP -	Provincial Road Markings Inc			
	14672	PW-2025 line painting	26,490.99	26,490.99
PP -	Purolator Courier Ltd.			
	550163474	PW-Courier - Bid Bond Returns	22.64	22.64
PP -	R & D Icecream Plus			
	999.B248255	REC-canteen supplies	610.50	610.50
PP -	R. A. Howard Bus Services Ltd			
	34505	REC- Day Trip Bus to Mont Casca	875.75	875.75
PP -	Realtax Inc.			
	108231	AADM- Tax Registration #07 01 70	1,243.00	1,243.00
PP -	Safesidewalks Canada Inc.			
	ON25020	PW-Annual Sidewalk Inspections	3,390.00	3,390.00

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00141 to 2025-00141

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Sands				
		00729384	FD-Station uniform	231.90	231.90
PP -	Sean Nicholson				
		21-Aug-25	AMO Conference expenses	332.54	332.54
PP -	Secureway				
		2650725	REC- service call to fix washroom	124.30	124.30
PP -	Selleck Truck & Trailer Repair				
		137681	PW-GII - New tires/installation	15,081.39	15,081.39
PP -	South Nation Conservation				
		IN11810	PW - Professional Services - June,	533.36	533.36
PP -	Spencerville Home Hardware				
		90248	REC- misc	6.77	
		90270	REC- cleaning supplies	8.69	
		90305	REC- oil for tractor	13.19	
		90313	REC- misc supplies	18.07	
		90324	FD-AA Batteries	19.18	65.90
PP -	Tessier, Mary				
		SI-175	Ed dev - Mary Consulting Services	4,068.01	4,068.01
PP -	Top Graphics Design Inc.				
		14267	REC- program supplies	117.52	117.52
PP -	Township of Leeds & The 1000				
		2025-122	FD-NFPA 1002 Course	390.00	390.00
PP -	Tremblay, Rachel				
		Aug 27, 2025	REC-Canteen Pruchases/Program	621.25	621.25
PP -	Ultramar				
		03916792707453	PW-2267.7L Color Diesel - Cty Rd	2,942.78	
		05466141707454	PW-1094.5L Colored diesel - Dish;	1,408.58	
		05466141707456	PW-1436.10L Clear Diesel - Disha	2,002.36	6,353.72
PP -	Universal Supply Group 3735				
		964-465571	ES-wwtp - air elements	153.91	
		964-467495	PW-Cardinal Shop - Truck Wash	137.93	
		964-467497	PW-Cardinal Shop - Shop Towels	261.00	
		964-467498	PW-Cardinal Shop - Gloves	42.69	595.53
PP -	Vicki Cucman				
		Aug 18, 2025	FD-coffee	29.84	
		August 18, 2025	FD-House fire & hose testing	193.81	223.65
PP -	W.O. Stinson & Sons Ltd.				
		2178199	PW-Bulk Oil	1,853.99	1,853.99
PP -	Wagar& Corput Weed Control Inc				
		0000135783	PW-Weed Control Process	1,130.00	1,130.00
PP -	Walter Smail				
		Aug 21, 2025	Council-mileage & AMO conferenc	949.84	949.84
PP -	Waste Connections of Canada				
		7150-0000475398	Bin Collection -Jun	2,631.46	2,631.46
PP -	Willis Kerr Contracting Ltd.				
		129907B	PW-McNeily Rd Gravel difference	50.00	50.00
PP -	eSCRIBE Software Ltd.				
		16467	adm-scribe annual licenses	28,393.42	28,393.42
				Total Proposed Payments:	430,780.84

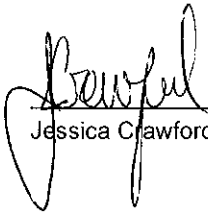
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Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00141 to 2025-00141

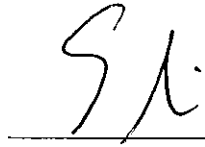
Page 5

Total EFT: 430,780.84

Certified Correct This Friday, August 29, 2025



Jessica Crawford, Treasurer



Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00148 to 2025-00148

Bank Code - EFT - electronic funds transfer

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	ACF Electric Ltd				
	930		REC-\$ 5 extra wiring for security c	522.78	
	931		REC/Pw- St lights	339.60	
	938		REC- #5 sensor push button unit i	225.72	1,088.10
PP -	Abell Pest Control Inc.				
	A7246727		rec- pest control	100.97	100.97
PP -	Acklands-Grainger Inc.				
	9604002445		WWTP-spray nozzle	97.70	
	9611263857		WWTP-fan	164.37	
	9628936701		WWTP- Rotopac clamps	109.77	371.84
PP -	Alarm Systems - Brockville				
	1407416		ES-172 Henry St	163.85	
	1398476		ES- Alarm monitoring- Henry St St	159.33	
	1427814		REC-CR for monitoring system sw	-174.02	
	1448523		wdp - upgrade to wireless contact a	299.45	
	1446083		Raw Water Station- security Monit	732.24	
	1446084		Flett Station- security monitoring	528.84	1,709.69
PP -	Ault & Ault LLP In Trust				
	21293		PW-Legal Fees	90.83	90.83
PP -	Barco Products Canada				
	INVCAN4833		Rec-Picnic tables	14,179.92	
	INVCAN4893		REC- purchased waste bin for the	1,976.66	16,156.58
PP -	Beach Equipment & Hardware				
	I # 931460-1		PW- leaf blower	275.69	275.69
PP -	Beach Home Hardware				
	I # 931546-1		REC- keys cut for the dump	18.03	18.03
PP -	Black Dog Tirecraft Morrisburg				
	IM0065812		PW-Tractor - Tire Replacement	2,033.61	2,033.61
PP -	Brandt Tractor Ltd				
	CP230175		PW-T-6 - Electric Horn	31.82	
	CP230310		PW-T19-04 - Hub & Nut cover	477.98	
	CP230500		PW-T20-03 - Truck Wash	26.23	
	CS55466		PW-annual safety inspection	4,802.41	
	CS55472		PW - T19-04 - MTO Inspection	4,832.65	10,171.09
PP -	Burchell Fencing				
	8437		REC- # 5 fencing work for new cc	49,607.00	49,607.00
PP -	CIMCO Refrigeration				
	90985960		REC- brine leak repair	903.87	903.87
PP -	Caduceon Enterprises Inc.				
	I25-014950		ES-Industrial Park Water Sampling	223.91	
	I25-014945		ES-Cardinal Wastewater Sampling	1,970.27	
	I25-014946		ES- Cardinal Sanitary sampling.	262.67	
	I25-014947		ES- Spencerville Lagoon Sampling	95.67	
	I25-014949		ES-water Sampling.	2,733.85	5,286.37
PP -	Canadian Union Of Public				
	Sept 2025		Aug 2025 Union dues collected	760.00	760.00
PP -	Capital General Exteriors Inc				
	3565		REC- cou approv extra cost for Pa	22,224.84	22,224.84
PP -	Clean Water Works Inc.				
	W50881		Cardinal Public Works Garage stor	5,605.70	5,605.70
PP -	Coca-Cola Refreshments Canada				
	48559302008		REC - canteen supplies	1,375.51	1,375.51
PP -	Colbourne & Kembel,				

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00148 to 2025-00148

PROPOSED PAYMENTS

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
	7506	FD-Station 2 Feasibility Study	5,621.75	5,621.75
PP -	Cornwall Gravel Co. Ltd.			
	0000138837	Storm - Dishaw St Storm Repairs	1,222.78	
	0000139105	Storm - Dishaw St Storm Repairs	622.82	1,845.60
PP -	Culligan Water			
	31231TO	FD-drinking water	43.82	
	SC41204	ES- 25 Elizabeth Street service Ca	202.27	246.09
PP -	Drummond's Gas			
	2590304	REC-Truck Fuel	107.01	
	2590305	PW-T22-01 fuel	100.00	
	2590310	ES- fuel	72.02	
	2590312	REC-Truck Fuel	82.36	
	2590314	FD-Fuel	98.27	
	2590317	REC-Tractor Fuel	27.38	
	2590336	ES-Fuel	91.92	
	2590334	FD-T9 Fuel	96.00	
	2588946	REC-Truck Fuel	82.67	
	2588969	ES- Fuel	84.45	
	2588971A	PW-T19-01 fuel	97.00	
	2588851	REC-Truck Fuel	77.82	
	2588854	FD- fuel	84.33	
	2588973	REC-Truck Fuel	102.00	
	2588894	ES- Fuel	56.35	
	2588862	REC-Truck Fuel	100.01	
	2588898	PW-T22-01 fuel	96.00	
	2588871	ES-Fuel	87.52	
	2588873	REC-Truck Fuel	77.47	
	2588876	FD-T7 fuel	83.00	
	2588856	REC-Truck Fuel	96.85	
	2588884	REC-Truck Fuel	47.27	
	2588891	REC-Side by side and trimmers Fu	34.09	
	2588892	FD-T1 Fuel	65.00	
	2588955	PW-T22-01 fuel	95.01	
	2588956	REC-Truck Fuel	103.00	
	2588957	FD-P1 fuel	120.00	
	2588904	FD-R1 fuel	126.26	
	2588911	FD-fuel	64.12	
	2588912A	FD-T9 fuel	102.00	
	2588915	REC-Truck Fuel	96.21	
	2588937	ES- Fuel	93.00	
	2588939	FD-P1 fuel	100.00	
	2590339	ES- Fuel	84.86	
	2590340	REC-Truck Fuel	16.40	
	2588919	REC-Truck Fuel	78.01	
	2588976	FD-T9 fuel	112.00	
	2590343	REC-Truck Fuel	80.86	
	2588980	REC-Truck Fuel	19.61	
	2588985	FD-fuel	25.27	
	2588986	FD-fuel	49.02	3,312.42
PP -	Eastern Rink Services			
	25134	REC- split 50-50 template for inst	887.05	887.05
PP -	Emond Harnden LLP			
	280504	Admin Legal fees	601.16	601.16
PP -	Fire Marshal's Public Fire			
	IN169276	FD-Back to School kit	113.00	113.00

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00148 to 2025-00148

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Future Office Products				
	FOP235744		ADM-Aug 2025 Monthly Contract	979.18	979.18
PP -	G T Automotive				
	052624		ES-wwtp - oil change	146.36	
	052635		PW-T23-01 Plug tire	22.60	
	052684		wwtp - oil change - 2015 (Truck#15	160.20	
	052703		PW-T22-01 Oil change	90.99	
	052707		PW-T23-01 Oil change	114.95	535.10
PP -	GAL Power Systems Ottawa Ltd				
	132017		WTP-PM#2 & Oil Change	1,373.29	
	132018		WWTP- Annual Service/replace be	706.77	2,080.06
PP -	Greer Galloway A Division of				
	45984		Waste Disp Scott Road Consult	857.39	857.39
PP -	Greer Galloway, a division of Jp2g Cor				
	460078		WTP-prof services - UV Shop Drav	339.00	
	46201		PW - Contract- Waddell St - Aug 2	14,983.80	
	46203		Road Use Agreement - Dobbie Rd	1,695.00	
	46207		PW - Consult Fees - South St - Au	28,255.65	
	46256		PW-Consulting Costs - Aug 2025	4,271.40	49,544.85
PP -	HW Supplies Inc				
	220000033919		PW - Hydraulic Hose	138.12	
	220000034119		PW - Culvert & Coupler	280.94	
	220000034205		PW - Culverts & Couplers	2,363.56	2,782.62
PP -	Hansler Smith Limited				
	5837814		REC- cleaning supplies	455.49	
	5839192		REC-cleaning supplies	81.03	
	5840120		REC-garbage bags for parks	353.58	
	5840777		REC- cleaning supplies	159.30	
	5839193		REC-cleaning supplies	81.03	
	5847061		REC- garbage bags	304.42	
	5849025		FD-Hand Towells	84.42	
	5849069		REC- cleaning supplies	327.52	
	5850328		REC-cleaning supplies	233.46	
	5850329		REC-garbage bags	116.73	
	5850330		REC- garbage bags for parks	295.21	
	5850344		REC- cleaning supplies	211.81	2,704.00
PP -	Howard Campbell & Sons Ltd.				
	P59942		portable rental transfer site	255.00	
	MR7075		portable rental transfer site	150.00	405.00
PP -	Industrial Electrical				
	6020a		ES-wwtp troubleshoot and Replace	96.25	96.25
PP -	J. Quattrocchi & Co Ltd				
	00860082		REC-Canteen supplies	239.61	
	00860770		REC- canteen supplies	559.21	
	00861193		REC-canteen supplies	179.07	977.89
PP -	Joe Computer				
	223759		Internet	138.99	138.99
PP -	John Buffet				
	396		Bylaw- Aug 2025	1,620.00	1,620.00
PP -	John Henry				
	Aug 2025		fd- Mileage Aug 2025	72.80	72.80
PP -	Kollaard & Associates Inc.				
	46543		PW - Canal Bank Stabilization - Sil	3,559.50	3,559.50
PP -	Limerick Environmental Svcs				

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00148 to 2025-00148

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		2025-1513	bin pickup transfer site	4,111.47	
		2025-1514	bin pickup transfer site	324.92	4,436.39
PP -	Lloyd McMillan Equipment Ltd.				
		39898	Storm - Dishaw St Storm Repairs	3,265.47	
		39909	Storm - Dishaw St Storm Repairs	4,325.08	
		39923	Storm - Dishaw St Storm Repairs	4,322.25	
		39924	Storm - Dishaw St Storm Repairs	4,277.62	16,190.42
PP -	Local Authority Services Ltd.				
		MGBP000022831	ADM-Office supplies/Kitchen suppl	139.67	
		MGBP000024034	ADM-Desk pad & envelopes	131.82	271.49
PP -	M&L Supply Fire & Safety				
		027807	FD-P4 flashlights & charger	1,519.85	1,519.85
PP -	Matrix Foods Inc				
		999.B139022	REC- Canteen supplies	97.29	97.29
PP -	Minister of Finance				
		422808251415061	Jul 2025 OPP billing	96,547.00	
		420209250744187	OPP credit -Apr-Jun 2025	-2,492.55	94,054.45
PP -	OnServe				
		69971	ADM-total protection for computers	15,838.49	15,838.49
PP -	Ottawa Restaurant Service Inc.				
		83733	FD-Station 1 HVAC Repair	1,996.71	1,996.71
PP -	Poppa Corn Corp.				
		378021	REC- Canteen supplies	620.84	
		378065	REC- new popcorn machine for Sp	1,049.77	1,670.61
PP -	Postmedia Network Inc				
		IN293144	ADM-Agenda Advertising	226.00	
		IN296161	ADM-Agenda Advertising	226.00	452.00
PP -	Prescott Building Centre				
		2084657	REC- materials for new shelving st	602.93	
		2084471	REC- picnic table repairs	61.00	
		2084770	REC-Misc supplies	192.71	
		2084799	REC- lumber to repair picnic table	121.99	978.63
PP -	Pro-Ledsign Technology Inc.				
		C3357	Digital Signage Screens (deposit)	6,836.50	6,836.50
PP -	Purolator Courier Ltd.				
		580188230	ES- Purolator- Microcystin sample	12.40	12.40
PP -	R & D Icecream Plus				
		999.B248346	Rec Canteen supplies	506.00	
		999.B248347	Rec Canteen supplies	42.50	
		999.B248436	Rec Canteen supplies	292.50	841.00
PP -	R. A. Howard Bus Services Ltd				
		34480	REC-Day Trip	875.75	
		34518	REC- bus for the fishing derby	565.00	1,440.75
PP -	Rideau St. Lawrence Utilities				
		EDCWS-09	es- Sep 2025 w/s billing as listed	4,018.95	4,018.95
PP -	Sally Mellon				
		EC2509	Animal Control Sep 2025	1,469.00	1,469.00
PP -	Sands				
		00729430	FD-Station Uniform - Ramos	251.14	251.14
PP -	Sani Gear Inc				
		20108	FD-Gear Rental	494.38	494.38
PP -	Secureway				
		2597025	ADM- upgrades to the alarm syste	3,194.39	
		2597225	LIB- upgrades to alarm system	1,843.02	
		2620225	REC- upgrades to alarm system	3,444.97	8,482.38

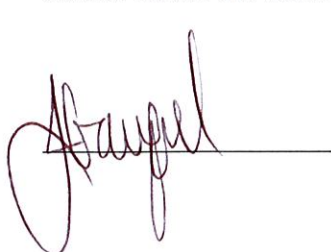
Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00148 to 2025-00148

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Smartcell Communications Inc				
	SMARTIN230897		Ec Dev- SIM card for digital signag	73.45	73.45
PP -	South Grenville Beacon				
	869		ES-Hydrant flushing	111.87	111.87
PP -	Spencerville Home Hardware				
	90301		ES-wwtp - supplies	27.99	
	90371		REC- flower weed & feed	20.33	
	90372		Lagoon - Hose Clamps	34.66	
	90387		REC-Misc	4.51	
	90390		ADMIN- cleaning supplies	150.23	
	90396		REC- misc	2.70	
	90449		ADM-Fruit fly traps	40.66	
	90473		REC- filters for the UV system	102.45	
	90478		REC- plumbing supplies	16.93	
	90480		REC-misc supplies	30.14	
	90490		REC-plumbing supplies	70.58	501.18
PP -	Stryker Canada ULC				
	31707823		FD-Defib Pads	140.91	140.91
PP -	Technical Standards & Safety				
	10332932		ADMIN- Lift renewal fee inspectio	347.50	347.50
PP -	Tenaquip Ltd.				
	16954263-00		WWTP-latex gloves	285.62	285.62
PP -	Tessier, Mary				
	SI-176		Ed dev - Mary Consulting Services	2,949.30	2,949.30
PP -	The Grass Man				
	Aug 25, 2025		REC- Grass Cutting R # 702 005 3	226.00	226.00
PP -	Total Power Limited				
	132117		ES-wmpps - PM#2 Windmill Rd	1,730.39	
	132313		Adelaide Station-Semi-annual gen	1,453.25	
	132331		WWTP-PM Maintenance - 3 Spen	1,252.13	4,435.77
PP -	Tyler Selleck				
	Sep 8, 2025		Tyler Selleck- doctor note.	25.00	25.00
PP -	Ultramar				
	03916792707457		PW-1729.11L Clear Diesel - Cty R	2,253.60	
	05466141707458		PW-468.6L Clear Diesel - Dishaw :	615.77	
	05466141707459		PW-963.9L Clear Diesel - Dishaw :	1,364.67	4,234.04
PP -	Universal Supply Group 3735				
	964-468778		PW - Green Stripe	103.51	103.51
PP -	WE Finance				
	20633		wwtp-copier lease May-Sep	495.28	495.28
Total Proposed Payments:					372,042.68

Total EFT: 372,042.68

Certified Correct This Tuesday, September 16, 2025




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Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00148 to 2025-00148

Page 6

Jessica Crawford, Treasurer

Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00153 to 2025-00153

Bank Code - PAD - Preauthorized Debit

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Bell Canada				
		657 4468 08-25	WTP Phone	150.65	
		925 5822 08-25	Rec-South Centre Johnstown	151.15	
		657 4606 08-25	Pittston Phone	159.85	
		657 3210 08-25	Cardinal Arena	163.75	
		657 4850 08-25	WWTP phone	204.85	
		543665566 08-25	Admin/Fd/PW Rec Internet	389.67	
		657 3765 08-25	John St	398.13	1,618.05
PP -	Canada Life Groupnet Insured				
		181390 09-25	ADM-Sep 2025 Monthly Premiums	23,578.88	23,578.88
PP -	Hydro One Networks Inc.				
		84483 08-25	pw- Sophia St	9.65	
		53082 08-25	lagoon 2803 CR 21	40.06	
		32562 08-25	lagoon 4 Charles	40.26	
		24430 08-25	ball diamonds	177.81	
		27613 08-25	admin-townhall	922.23	
		41324 08-25	parks-CR44 clock	57.02	1,247.03
PP -	Northpoint Commercial Finance Inc				
		3052488	Adm-Sep-Oct 2025 Copier Lease	183.06	183.06
PP -	Ontario Municipal Employees				
		Aug 2025	Aug 2025 Contributions	52,628.84	52,628.84
PP -	Rideau St Lawrence				
		119-01 08-25	ind park water	7,483.10	
		270-00 08-25	pw-cardinal streetlghts	4,223.71	
		502-00 08-25	ball diamond Cardinal	43.62	
		496-00 08-25	wwtp-417 Hwy2	56.64	
		504-00 08-25	parks 1800 Dundas	72.24	
		501-00 08-25	fd stn 2	295.89	
		290-00 08-25	parks-1700 Dundas	376.22	
		500-01 08-25	cardinal library	609.41	
		231-00 08-25	pw-4035 Dishaw	1,237.64	
		250-00 08-25	cardinal pool	1,330.14	
		435-00 08-25	wwtp-172 Henry	212.15	
		370-00 08-25	wwtp-adelaide	394.67	
		430-00 08-25	wtp-87 Legion Way	3,431.23	
		505-01 08-25	cardinal arena	6,238.83	
		464-00 08-25	4000 John wwtp	9,280.23	
		450-00 08-25	wtp-water tower	46.41	35,332.13
PP -	Superior Propane				
		54736494	rec - 4050 Dishaw St	9.89	9.89
PP -	Telus Mobility				
		39265058 08-25	adm-Aug 2025 Business Phone Ac	1,854.70	1,854.70
PP -	Township of Edwardsburgh/Cardi				
		PP 18 2025 PT/F	PP 18 2025 PT/FTP Payroll	146,313.11	
		PP 9 2025 Fee	PP 9 2025 ADP Payroll Fee	1,287.17	
		PP 9 2025 Counc	PP 9 2025- Council Payroll	8,649.08	156,249.36
PP -	Union Gas Limited				

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Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00153 to 2025-00153

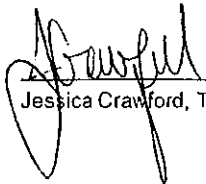
Page 2

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		69531 2 08-25	4035 Dishaw St	34.19	
		72598 5 08-25	Library -618 Cty Rd 2 Aug 2025	34.19	
		72687 6 08-25	70 Adelaide St	43.02	
		96342 3 08-25	Rec-4044 Dishaw St	97.90	
		21619 4 08-25	24 sutton Dr	19.94	
		44787 6 08-25	ES-87 Legion Way	114.27	
		53951 1 08-25	wwtp-4000 John natural gas	744.64	1,088.15
PP -	Walker Climate Care				
		142340420	Lib-maitenance pkg	20.32	
		142340736	Lib-maitenance pkg	20.32	
		142340509	rec-maitenance pkg	52.77	
		142340639	adm-maitenance pkg-furnance & A	67.18	160.59
			Total Proposed Payments:		273,950.68

Total PAD: 273,950.68

Certified Correct This Wednesday, September 24, 2025


Jessica Crawford, Treasurer


Sean Nicholson, CAO

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Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00160 to 2025-00160

Page 1

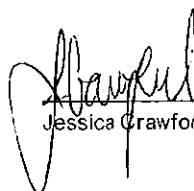
Bank Code - AP - REVENUE FUND

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	613 Mobile Polishing				
	INV-61		PW- Truck Polishing - Truck#24-01	881.40	
	INV-60		PW- Truck #19-04 Truck Polishing	853.15	
	INV-59		PW-Truck polishing T20-03	853.15	2,587.70
PP -	A.J. Stone Co. Ltd				
	0000193984		FD-Dry Hydrant Plugs	727.58	727.58
PP -	Beck's Construction Compnay Ltd.				
	4467		PW- Top Soil for Lawn Restoration	4,393.44	4,393.44
PP -	Enviromark Inc				
	250326-2		wvtp - flowmeter	3,830.70	3,830.70
PP -	FireFixx				
	2114		FD-Hose Testing/Repair	2,996.48	2,996.48
PP -	Inkspired Print + Promo				
	1182		Cou-t-shirts	542.40	542.40
PP -	J & A Hydrovac Services Ltd				
	3500		Sani mhcleaning- 334 County Rd 2	1,653.19	1,653.19
PP -	John Courtney				
	# 1		ed dev -cormorant project 2025	10,000.00	10,000.00
PP -	Judith Morrell				
	Walker 2025		Walker House 2025	25.00	25.00
PP -	Marmak Information Services				
	1725		REC- setup for having lazer floor n	1,695.00	1,695.00
PP -	Ministry of Transportation				
	May/Jun/Jul 202		MTO ARIS	66.00	66.00
PP -	Station Mont Cascades Resort				
	ORD_HPWWGZ		Rec- Day Trip to Mont Cascades	1,067.69	1,067.69
PP -	Watts' Small Engines				
	32512		PW- Chainsaw Parts and Supplies	161.59	161.59
Total Proposed Payments:					29,746.77

Total AP: 29,746.77

Certified Correct This Wednesday, September 24, 2025


Jessica Crawford, Treasurer


Sean Nicholson, CAO

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL
BY-LAW NO. 2025-53**

**“TO APPOINT MEMBERS AND REPRESENTATIVES
TO CERTAIN BOARDS AND COMMITTEES.”**

WHEREAS Section 11 of the Municipal Act 2001, S.O. 2001, c.25, as amended, in part provides that a lower-tier municipality may pass by-laws respecting the governance and structure and its local boards;

AND WHEREAS it is deemed desirable to appoint representatives to various boards and committees;

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

1. That the following are appointed to the Committee of Adjustment:

Donald Gibson
Tim Nason
Stephanie Summers
Tim Fisher (Secretary/Treasurer)

2. That the following are appointed as Fenceviewers:

Doug Cleary
Gary Cooper
John Hunter

3. That the following are appointed to the Edwardsburgh Cardinal Cemetery Board:

Barry Brown
Steve Deschamps
James Deyo
Robert Hamilton
Henk Heykoop
Greg Modler
Brian Purcell
Jim Purcell
Dave Robertson
Jessica Crawford (Treasurer)

4. That the following is appointed as the Livestock Valuer:

John Hunter

5. That the following are appointed to the Committee of the Whole – Administration and Operations:

Tory Deschamps (Chair)
Stephen Dillabough
Joe Martelle
Waddy Smail
Chris Ward
John Hunter (Advisory Member)

By-law 2025-53
Appoint Boards & Committees

Kimberly Goyette (Advisory Member)

6. That the following are appointed to the Committee of the Whole - Community Development:

Chris Ward (Chair)
Tory Deschamps
Stephen Dillabough
Joe Martelle
Waddy Smail
Chris Ward
David Jansen (Advisory Member)
Holly Howard (Advisory Member)

7. That the following is appointed to the Prescott Wastewater Treatment Facility Management Board:

Tory Deschamps

8. That the following is appointed to the Rideau-St. Lawrence Utilities Inc. Board of Directors:

Randy Stitt

9. That the following are appointed to the Spencerville Arena Wall of Honour Selection Committee:

Stephanie Summers

10. That the following is appointed to the South Grenville O.P.P. Detachment Board:

Tory Deschamps

11. That all appointments except where indicated are for the term January 1, 2023 to November 14, 2026.

11. That structure, representation, practices, appointment policy, honourariums and terms of reference for Boards and Committees is guided by the policy adopted by by-law 2022-71.

12. That the duties and responsibilities of each committee are as outlined in statute or by-law and the committee may make recommendations to Council for revisions to the terms of reference;

13. That the Mayor is hereby appointed as an ex-officio member of each committee;

14. That all previous by-laws and resolutions to appoint members to boards and committees including by-law 2023-06 and by-law 2025-03, as amended, are hereby repealed.

15. That this by-law will come into effect upon passing and may be referred to as the Committee Appointments By-law.

Read a first and second time this 29 day of September, 2025.

Read a third and final time, passed, signed and sealed this 29 day of September, 2025.

Mayor

Interim Clerk

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

BY-LAW NO. 2020-54

“BEING A BYLAW TO ADOPT A CREDIT CARD POLICY”

WHEREAS Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to adopt a policy with respect to the use of corporate credit cards;

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Edwardsburgh/Cardinal enacts as follows:

1. That the Corporate Credit Card Policy, as described in Schedule “A” attached hereto and forming part of this by-law, is hereby adopted.
2. That By-law 2020-19 is hereby repealed.
3. That this by-law shall come into force and effect upon passing.

Read a first and second time in open Council this 29 day of September, 2025.

Read a third and final time, passed, signed and sealed in open Council this 29 day of September, 2025.

Mayor

Interim Clerk

Schedule “A”
By-law 2025-54
Corporate Credit Card Policy

Objective:

The following policy applies to all operations and employees of the Township. The use of the credit card must be in compliance with all other policies of the Township. The objective is to maintain financial and operational management controls while streamlining and simplifying the purchasing process and to give the end user a tool to purchase lower value items with minimal procedural obstacles, subject to the provisions of this policy.

Overview:

Credit cards will be issued to any member of the Township Senior Management Team where it is deemed practical and beneficial to the municipality. The approved credit card listing shall be held by the Treasurer. The purpose of the cards is to purchase goods or services not covered under some other form of purchase agreement where Vendor credit has already been established.

Monthly credit limits must be strictly adhered to in order to avoid additional fees and charges. Monthly credit limits will range from \$2,000 to \$5,000 as determined by the CAO.

General Guidelines:

- The card will only be used with companies that are Visa merchants, provided the purchase falls within the spending limit of the cardholder.
- The liability for charges on the credit card rests with the cardholder’s department.
- The Township is not liable for unauthorized use of the card after notification to Visa of the loss, theft or cancellation of the card.
- The Township will pay the sales taxes on all invoices but will continue to receive the HST rebates or input tax credits in the normal manner.

Cardholder’s Responsibilities:

- The recipient of the card is required to sign an “Acknowledgement of Responsibilities and Obligations” form which acknowledges the card was received and will only be used for authorized purchases.
- Use of the card must be authorized by the individual whose name appears on the card.
- The back of the card must be signed by the cardholder as soon as it is received.
- The card must be kept in a secure location when not in use.
- The card must not be left in a vehicle.
- If lost or stolen, or if any unauthorized transaction is detected or suspected the cardholder must report to Visa and the Chief Administrative Officer immediately.
- The cardholder must return the card to the Chief Administrative Officer:
 - upon request
 - upon termination or resignation of employment, or
 - when the card is no longer required.
- The cardholder must obtain sufficient supporting documentation to validate each expense with detailed receipts, credit card authorization slips are not sufficient.
- Review the monthly statement and attach receipts with appropriate general ledger accounts.
- Forward the monthly statement to the approver for review and approval.
- The card shall not to be used for personal use purchases or to obtain cash advances. If it is determined that the card has been used for personal reasons, the employee is required to immediately reimburse the Township.

Treasury Responsibilities:

- Accounts payable will process credit card account payments in a timely manner in order to avoid interest charges.
- Maintain an up to date register of cardholders.

- Ensure compliance with Township procurement and related policies.
- Provide assistance for credit card account disputes.

Chief Administrative Officer Responsibilities:

- Ensure issuance of credit cards in accordance with this policy.
- Communicate the credit card policy and internal procedures to all cardholders.
- Cancellation and/or recall of credit cards.
- Review and approve monthly credit card statements for each member of the Senior Management Team.

Township Signing Authorities Responsibilities:

- A signing authority of the Township shall review and approve the monthly credit card statement of the CAO.

Breach of Policy and Misconduct

- Wherever a breach of this policy occurs, the Chief Administrative Officer must assess the nature of the breach and institute an appropriate disciplinary action.

**Employee Acknowledgment of Responsibilities and Obligations for the
Use of the Township Credit Card**

- 1. I understand that the card is approved for corporate purchases only, and I agree not to charge any personal purchases.
- 2. I agree to immediately notify the Royal Bank if the card is lost or stolen. I further agree to confirm the telephone call by mail or facsimile with copy of such notification to the Chief Administrative Officer.
- 3. I agree to surrender the card immediately upon termination of employment with the Township of Edwardsburgh/Cardinal whether for retirement, resignation or termination.
- 4. I understand that the card is issued in my name under the Corporation of the Township of Edwardsburgh/Cardinal. I will undertake to protect the card and card account number from unauthorized use and realize that it is for my use only and not to be divulged to any other person (except a merchant with whom I am transacting business on behalf of the Township of Edwardsburgh/Cardinal)
- 5. All charges will be billed to the Township of Edwardsburgh/Cardinal and paid by the Township of Edwardsburgh/Cardinal. The Royal Bank cannot accept any monies from me directly; therefore any personal charges billed to the Township of Edwardsburgh/Cardinal will be considered misappropriation of public funds.
- 6. I understand that the card is the property of the Royal Bank of Canada assigned to me on behalf of the Township of Edwardsburgh/Cardinal and I agree to comply with internal control procedures designed to protect corporate assets.
- 7. I understand that the card may be revoked by the Chief Administrative Officer for failure to adhere to established policies and procedures
- 8. I understand that the Township will receive a monthly statement and that I will verify all purchases, ensure efficient supporting documentation is attached to the monthly statement when it is submitted for approval with appropriate general ledger accounts, and certify that goods or services paid using the credit card have been delivered or provided.
- 9. I understand that the card is not provided to all employees and assignment of a card is based on the need to purchase goods and services for the Township of Edwardsburgh/Cardinal. The card is not an entitlement; nor is it reflective of title or position in any way.
- 10. I have received a copy of the Policy, have been afforded the opportunity to seek clarification and fully understand the Credit Card User Guidelines.

I, _____ hereby acknowledge receipt of the Credit	
(Print Name)	
Card issued by the Royal Bank of Canada, Card Number _____	
(Print Card Number)	
_____	_____
(Cardholder Signature)	(Date)
_____	_____
Chief Administrative Officer	(Date)

**CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL
BY-LAW NO. 2025-55**

**“A BY-LAW TO AUTHORIZE THE CAO
TO EXECUTE A ROAD USE AGREEMENT WITH SKYVIEW BESS INC.”**

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 desirable to enter into a Road Use Agreement with Skyview Bess Inc., for the use of Dobbie Road during construction, commissioning, and de-mobilization phases of the Skyview Battery Energy Storage System project., beginning on the date of this by-law passing; and

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

1. That the CAO is hereby authorized to execute a Road Use Agreement with Skyview BESS Inc.;
2. That this Road Use Agreement and its Schedules attached thereto shall form part of this by-law;
3. That this by-law shall come into force and take effect on its passing.

Read a first and second time in open Council this 29th day of September 2025.

Read a third and final time, passed, signed and sealed in open Council this 29th day of September 2025.

Mayor

Interim Clerk

Skyview BESS Road Use Agreement

Between

Skyview BESS Inc. ("Company")

– and –

Township of Edwardsburgh Cardinal ("Township")

(Collectively, the "Parties" and each individually a "Party")

Effective Date: September __, 2025

1. RECITALS

1.1 **WHEREAS** the Company is developing, constructing and operating the Skyview Battery Energy Storage System (the "Project") located in the Township;

1.2 **AND WHEREAS** construction and operation of the Project will require the transportation of materials and equipment in connection with the construction and operation of the Project over certain Township roads, including *Dobbie Road* and connecting municipal roadways (collectively, the "Township Roads");

1.3 **AND WHEREAS** pursuant to Section 8 of the *Municipal Act, 2001 (Ontario)* and any other applicable legislation, the Township has jurisdiction over the Township Roads and may regulate their use and impose conditions for the protection of municipal infrastructure and the safety of the travelling public;

1.4 **AND WHEREAS** the Parties desire to enter into this Road Use Agreement ("Agreement") to set out the terms and conditions under which the Company may use the Township Roads during construction, commissioning, and de- mobilization phases of the Project;

NOW THEREFORE in consideration of the mutual covenants and agreements herein, the Parties agree as follows:

2. DEFINITIONS

"Contractor" means any contractor, subcontractor, supplier or carrier retained by the Company for the Project and utilizing Township Roads.

"Engineering Consultant" means a professional engineering firm qualified in road condition assessments to perform pre- and post- construction surveys.

"Haul Period" means the period commencing on the Effective Date (or such later date as agreed) and ending on the date the Township issues written acknowledgement that all restoration obligations are complete.

"**Security**" has the meaning set out in Section 8.1.

3. GRANT OF PERMISSION

3.1 Subject to compliance with this Agreement, the Township hereby permits the Company and its Contractors to use the Township Roads, solely for purposes related to the Project, during the Haul Period.

4. CONDITIONS PRECEDENT

4.1 **Pre- Construction Road Condition Assessment.** Prior to any heavy haul, the Engineering Consultant shall complete a video and photographic survey of the Township Roads and prepare a written report ("Pre- Condition Report") documenting existing conditions, including pavement/gravel types, drainage, culverts, signage, and any existing deficiencies.

4.2 **Delivery & Acceptance.** The Pre- Condition Report shall be delivered to the Township and distributed to both parties for review. Both parties shall have ten (10) Business Days to comment; failing comment, the report shall be deemed accepted.

4.3 **Security.** The Company shall deliver the Security (Section 8) and Certificates of Insurance (Section 9) before hauling commences.

5. HAUL ROUTES & RESTRICTIONS

5.1 **Approved Routes.** Hauling is restricted to the roads and segments listed in *Schedule A* ("Haul Routes"). Any deviation requires prior written Township approval.

5.2 **Load Limits & Permits.** The Company shall comply with all weight and dimension limits under the *Highway Traffic Act* and obtain oversize/overweight permits where required, at its own cost.

5.3 **Traffic Control.** The Company shall implement traffic control measures (flaggers, signage, etc.) as set out in *Schedule A* and as reasonably required by the Township, particularly for the turning movement from County Road 22 to Dobbie Road.

6. MAINTENANCE DURING USE

6.1 The Company shall maintain the Haul Routes in a safe and passable condition throughout the Haul Period, including dust suppression, grading, and snow removal where necessary.

6.2 If the Township identifies any condition that it reasonably considers to be unsafe, it may provide written notice to the Company describing such condition. The Company shall have thirty (30) Business Days from the date of receipt of the notice to remedy the

unsafe condition to the satisfaction of the Township. If the Company fails to cure the condition within such thirty (30) Business Day period, the Township may, but shall not be obligated to, undertake the necessary corrective actions.

7. POST- CONSTRUCTION INSPECTION & RESTORATION

7.1 The parties shall use commercially reasonable efforts to cause, within thirty (30) days after the completion of heavy hauling, the Engineering Consultant to, in the presence of a Township representative and a Company representative, conduct a post- construction survey and prepare a "Post- Condition Report" comparing the road condition against the Pre- Condition Report.

7.2 Restoration Work. The Company shall, at its sole cost, restore the Township Roads (including ditches, culverts, signage, drainage structures, and shoulders) to the condition documented in the Pre- Condition Report, ordinary wear and tear excepted.

7.3 The Company shall complete all restoration work within ninety (90) days of the Township’s issuance of a restoration notice, unless otherwise agreed by the parties, or where completion is delayed due to weather conditions or other events beyond the reasonable control of the Company.

7.4 Upon fulfillment of the conditions outlined in Sections 7.1 and 7.2 of this Agreement, within ten (10) Business Days of such fulfillment, the Township shall issue a final acceptance certificate in a form acceptable to the Company (“**Final Acceptance Certificate**”). Issuance of a such Final Acceptance Certificate shall constitute the Township’s confirmation that all obligations of the Company under this Agreement have been satisfactorily completed. Upon such issuance of the Final Acceptance Certificate, the Company shall be released from any further duties and responsibilities arising from or in connection with this Agreement,

8. SECURITY

8.1 To secure performance of its obligations, the Company shall provide to the Township prior to hauling an irrevocable **letter of credit, cash, guarantee or bond (“Security”)** in the amount of:

Distance (Kilometres of Road)	Rehab / Maintenance Cost per Kilometre	Total Cost
2.6	\$2,500	\$6,500

8.2 The Township may draw upon the Security solely to cover costs of repairs or any unpaid amounts owing under this Agreement, provided that it has first given the Company written notice specifying the nature of the default and allowed the Company a reasonable period, not less than thirty (30) Business Days, to cure such default. Any draw on the Security shall be limited to the amount necessary to remedy the uncured default. Following issuance of the Final Acceptance Certificate in accordance with Section 7.4, any remaining balance of the Security shall be promptly returned to the Company.

9. INSURANCE & INDEMNITY

9.1 **Insurance.** The Company shall maintain, and provide the County with a copy of, a comprehensive general liability insurance policy with coverage limits of five million dollars (\$5,000,000.00) per occurrence.

9.2 **Certificates.** Insurance certificates, in the form set out in *Schedule D*, shall be delivered to the Township.

9.3 **Indemnity.** The Company shall indemnify and hold harmless the Township, its councillors, officers, employees, and agents from all claims, damages, losses, and expenses including reasonable and documented legal fees, arising out of the Company’s use of the Township Roads during the term of this Agreement, except to the extent caused by the negligence or willful misconduct of the Township.

10. NOTICE

Any notice, request, or other communication required or permitted under this Agreement shall be in writing and shall be deemed duly given when delivered in person, sent by registered mail, courier, or by email (with confirmation of receipt), to the following addresses:

To the Township:

Planning Department

Township of Edwardsburgh Cardinal

P.O. Box 129

18 Centre Street

Spencerville ON K0E 1X0

Email: tfisher@twpec.ca

To the Company :

ATTN: Legal Department

Skyview BESS Inc.

c/o Potentia Renewables Inc.

200 Wellington St W, Suite 1102, PO Box 169

Toronto, ON PM5V 3C7

Email: legalnotices@potentiarenewables.com

Attention: General Counsel

11. DEFAULT & REMEDIES

11.1 If the Company fails to comply with any material obligation under this Agreement and does not cure such default within thirty (30) Business Days after receiving written notice from the Township, the Township may:

- (a) suspend the Company's right to use the Township Roads;
- (b) perform the required work and draw upon the Security;
- (c) seek any other remedies available at law or in equity.

12. TERM & TERMINATION

12.1 This Agreement commences on the Effective Date and continues until the earlier of: (i) issuance of the Final Acceptance Certificate confirming restoration is complete; or (ii) termination under Section 12.2.

12.2 Either Party may terminate this Agreement upon thirty (30) days' written notice if the other Party commits a material breach that remains uncured beyond the applicable cure period.

13. MISCELLANEOUS

13.1 **Notices.** All notices shall be in writing and delivered by hand, courier, or email to the addresses set out in *Section 10*.

13.2 **Assignment.** The Company shall not assign this Agreement without prior written consent of the Township, such consent not to be unreasonably withheld, provided, however, that the Company may assign this Agreement, and any rights or obligations hereunder without such consent to any of its affiliates or to any lenders, or any trustee or agent of such lenders, as collateral security in connection with the financing of the Project.

13.3 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein.

13.4 **Entire Agreement.** This Agreement (including its Schedules) constitutes the entire agreement between the Parties relating to the subject matter hereof and supersedes all prior negotiations or agreements.

13.5 **Amendments.** Any amendment must be in writing and signed by both Parties.

13.6 **Severability.** If any provision is invalid or unenforceable, the remainder shall remain in force.

13.7 **Counterparts.** This Agreement may be executed in counterparts (including electronic or PDF signatures), each of which shall be deemed an original, and all together shall constitute one instrument.

14. EXECUTION

IN WITNESS WHEREOF the Parties have executed this Agreement as of the Effective Date.

Skyview BESS Inc.

Township of Edwardsburgh Cardinal

[Name, Title]

[Name, Title]

Date: _____

Date: _____

SCHEDULES (to be completed)

Schedule A – Approved Haul Routes & Load Restrictions

(Include map highlighting Dobbie Road and turning movement from County Road 22, plus any time- of- day or seasonal restrictions.)

Schedule B – Pre- Construction Road Condition Report

(Attach Engineering Consultant’s video/photo survey and written assessment.)

Schedule C – Post- Construction Condition Report & Restoration Confirmation

(To be completed after construction.)

Schedule D – Certificate of Insurance Requirements

**CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL**

BY-LAW NO. 2025-56

**“A BY-LAW TO AUTHORIZE THE EXECUTION OF A DEVELOPMENT
AGREEMENT WITH ALLAN WAYNE ROBERTS AND ROBERTA ANNE
ROBERTS”**

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal is authorized to enter into a development agreement and register it against the title to the land pursuant to section 53 of the Planning Act, R.S.O. 1990; and

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal recommended in favour of Consent to Sever Application B-30-25 conditional upon entering into a Development Agreement to the satisfaction of the Township of Edwardsburgh Cardinal; and

WHEREAS the Consent to Sever Application B-30-25 has received conditional approval from the United Counties of Leeds and Grenville Consent Granting Authority; and

WHEREAS it is deemed expedient to enter into such a development agreement with Allan Wayne Roberts and Roberta Anne Roberts for development of lands described as the severed parcel of severance application B-30-25 of the United Counties of Leeds and Grenville, Part 1 of 15R-12564; EDWARDSBURGH/CARDINAL.

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

1. That the Mayor and Interim Clerk are hereby authorized to execute the development agreement attached hereto as Schedule “A” and shall form part of this bylaw.
2. That this bylaw shall come into force and take effect on the date of final passing.

Read a first and second time in open Council this 29th day of September, 2025.

Read a third and final time, passed, signed and sealed in open Council this 29th day of September, 2025.

Mayor

Interim Clerk

**THE TOWNSHIP OF EDWARDSBUGH/CARDINAL
DEVELOPMENT AGREEMENT**

THIS AGREEMENT, made in triplicate, the ____ day of _____ 2025.

BETWEEN:

ALLAN WAYNE ROBERTS AND ROBERTA ANNE ROBERTS
(the "Owner")

-and-

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBUGH/CARDINAL
(the "Township")

FOR LANDS DESCRIBED AS

The severed parcel of severance application B-30-25
of the United Counties of Leeds and Grenville

Part 1 of 15R-12564; EDWARDSBURGH/CARDINAL

RECITALS:

1. The Owner is the owner of the lands described in Schedule "A" to this Agreement and proposes to subdivide it for the purpose of selling, conveying, or leasing it in lots.
2. The said lands are the subject matter of consent application B-30-25 which has received conditional approval from the United Counties of Leeds and Grenville Consent Granting Authority, a copy of which is annexed hereto as Schedule "B";
3. The Township, pursuant to Section 53 of the Planning Act, R.S.O. 1990, as amended, has the authority to enter into an agreement imposed as a condition of the approval of consent.
4. This agreement shall be registered at the cost of the Owner against the land to which it applies subject to the Registry Act and the Land Titles Act;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the other good and valuable consideration and the sum of One (\$1.00) Dollar of lawful money of Canada, now paid by each of the other parties hereto (the receipt whereof is hereby acknowledged) the Parties hereby covenant, promise and agree with each other as follows:

1. This Agreement affects the Lands described in Schedule "A" to this Agreement and shall ensure to the benefit of and be binding upon parties hereto, and their respective successors and assigns, The Owner hereby agrees to the registration of this Agreement against the title to the severed lands, at the sole cost of the Owner.
2. The Owner hereby agrees to obtain all required municipal approvals and comply with all applicable Zoning By-Laws of the Township, the Building Code Act, 1992, S.O. 1992, c.23 requirements and approvals required by applicable government authorities which may be required prior to the development of the lands.
3. In the event the Owner defaults in the performance of an obligation under this agreement or for reasons of public safety as determined by the Chief Building Official under the Building Code Act of Ontario or the Fire Marshall under the Fire Protection & Prevention Act of Ontario, the Township may, at the expense of the Owner, enter upon the lands and do all such matters and things as may be required to comply with any Order of the Chief Building Official or Assistant to the Fire Marshall (local Fire Chief). Such actual costs incurred by the Township plus an overhead charge of 15%, shall be deemed to be recoverable from the Owner by invoice and may be recovered in like manner as municipal taxes pursuant to the Municipal Act.
4. That the owner be advised that a portion of the severed parcel is located within the Minimum Distance Separation (MDS) setback from an existing livestock facility, located on the property at 2207 County Road 21. Any new residential development on the severed lot shall be outside of the required MDS setback of the existing and any new livestock or manure facility at time of building permit.
5. In the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132) and the Township's Building Department (613-658-3055) must be immediately contacted.
6. In the event that human remains are encountered, all work must immediately cease, and the site must be secured. The Grenville County Ontario Provincial Police (613-925-4221), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8404), the Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132), and the Township's Building Department (613-658-3055) must be immediately contacted.

7. Any notice to be given hereunto shall be in writing to all other parties and either delivered personally or sent by prepaid registered mail, and in the latter case shall be deemed to have been given three (3) business days following the date upon which it was mailed. The address of the parties for the purpose hereof shall be:

to the Owner at:

Allan Wayne Roberts; and
Roberta Anne Roberts
2100 County Road 21
Spencerville ON K0E 1X0

to the Township at:

Township of Edwardsburgh/Cardinal
PO Box 129
Spencerville ON K0E 1X0

8. The following schedules will form part of this agreement:

SCHEDULE "A" – Description of the Property

SCHEDULE "B" – Decision of the United Counties of Leeds and Grenville
Consent Granting Authority (Application B-30-25)

SCHEDULE "C" – Site Survey 15R-12564

IN WITNESS WHEREOF the parties hereto have executed this agreement.

OWNERS, ALLAN WAYNE ROBERTS AND ROBERTA ANNE ROBERTS

Owner

Owner

I/We are the registered owners of the
property.

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Mayor

Clerk

I/We have authority to bind the
Corporation.

DATED AT Spencerville, ON this _____ day of _____, 2025

SCHEDULE "A"

DESCRIPTION OF THE PROPERTY

The severed parcel of severance application B-30-25
of the United Counties of Leeds and Grenville

Shown as Part 1, on Registered Survey 15R-12564

SCHEDULE "B"

**DECISION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE
CONSENT GRANTING AUTHORITY
APPLICATION B-30-25**



UNITED COUNTIES OF LEEDS AND GRENVILLE CONSENT GRANTING AUTHORITY

DECISION

APPLICATION B-30-25

We the undersigned members of the Consent Granting Authority of the United Counties of Leeds and Grenville; do hereby certify that the following is a decision reached by the Committee on **June 4, 2025**. The said decision was reached on the application of **Allan & Roberta Roberts** to sever a parcel of land being; part of Lot 21, Concession 7; **Township of Edwardsburgh Cardinal** having dimensions of approximately 59 metres by 190 metres with an area of 1.1 hectares.

DECISION: **GRANTED** providing the conditions as stated below are met.

REASONS:

Division of land is compatible with the intent and purpose of the Official Plan and meets the criteria in Section 51 (24) of the Planning Act providing conditions are met.

EFFECT OF WRITTEN SUBMISSIONS ON THE DECISION:

No written comment(s) were submitted by a member of the public on this consent application to the approval authority.

CONDITIONS:

- (1) That all conditions imposed in the granting of this decision be met and one (1) original paper copy and one (1) digital copy of the deposited reference plan of the subject lands, which conforms substantially with the application as submitted, and the instrument relating to the transaction (deed/transfer, Service Ontario parcel register, grant of right-of-way, etc.) be presented to the Secretary-Treasurer of the Consent Granting Authority for the Certificate of Consent no later than **June 5, 2027**.
- (2) That the owner/ applicant shall provide a paper and digital (PDF) copy of the final registered plan (R-Plan) to the Township Planning Department for Township files, and that the plan meets the general intent of the approved consent sketch. It may be beneficial to have the draft plan provided to the Township for review prior to registration.
- (3) That a Development Agreement between the landowner and the Township be registered on title of the severed parcel of land with the following clauses:
 - That the owner be advised that the subject lot is located in the rural area and may be in proximity to active or future agricultural operations and may experience odours, sounds and vehicle traffic associated with the standard operation of agricultural uses.
 - That the owner be advised that any new or expanding livestock facility or manure storage facility on a lot in the rural area or new residential dwelling is subject to a Minimum Distance Separation (MDS) calculation.
 - That the owner be advised that any new or altered entrances require an entrance permit from the County of Leeds and Grenville, prior to the commencement of any work.
 - That the owner be advised that Township encourages the preservation and enhancement of existing natural vegetation on the site and to limit the removal of any vegetation only to the proposed development area. The owner(s) may contact the Township of Edwardsburgh Cardinal or South Nation Conservation Authority for more information.
 - That the owner be advised that the subject lot is approximately 300 metres south of the South Nation River.
 - That the owner be advised that the Township is not responsible to extend any municipal services to the subject property if its private on-site well or sewage disposal system fails. It is the homeowner's obligation to repair, replace and maintain the private on-site services on the property.
- (4) The applicant provides South Nation Conservation (Septic Review) with a signed letter stating that all private sewage systems are a minimum of three (3) metres from the proposed property lines.

- (5) That road widening across the severed and retained parcel to 13.1 metres from existing centerline of the road allowance of County Road 21 (if required) be conveyed to the Corporation of the United Counties of Leeds and Grenville. If the current road allowance is within 0.5 m of the required width, this requirement may be waived based on a surveyor's confirmation email/letter and at the Counties discretion. Should sufficient road allowance exist, a letter from a surveyor and confirmation of registration from a lawyer would meet the Counties' condition. The lands to be transferred for road widening purposes shall be free and clear of all encumbrances. The deed for this road widening is to be registered and submitted to the Consent Granting Authority prior to endorsement on the deed to the severed land.
- (6) That written release of conditions 2 and 3 from the Township be submitted to the Consent Granting Authority prior to endorsement of consent on the deed for the severed land.
- (7) That written release of condition 4 from South Nation Conservation (Septic Review) be submitted to the Consent Granting Authority prior to endorsement of consent on the deed for the severed land.

NOTES:

- (1) The Township had no objection providing conditions 2 and 3 are complied with.
- (2) South Nation Conservation had no objection.
 - The north side of the retained lot borders the South Nation River. SNC's floodplain mapping study limit is located adjacent to the property, therefore, SNC does not have floodplain mapping for the severed and retained lots.
 - SNC notes the proposed lot creation is not located in the vicinity of the South Nation River.
 - A SNC permit may be required before undertaking development activities or other activities in or near the following areas: floodplains; watercourses; unstable slopes; unstable soils and bedrock; hazardous lands; wetlands; and areas within 30 metres of wetlands.
 - Any alteration to a shoreline or watercourse requires a permit from SNC, and restrictions may apply.
- (3) South Nation Conservation (Septic Review) had no objection providing the required setbacks in Ontario Building Code, Part 8, Sewage Systems, are maintained and condition 4 is complied with.
- (4) County Roads Department has not objection providing condition 5 is complied with.

OTHER RELATED APPLICATIONS:

There are no known related planning applications.

ADDITIONAL INFORMATION:

- You will be entitled to receive notice of any changes to the conditions of the provisional consent, if you have made a written request to be notified of changes to the conditions of the provisional consent.
- Only the applicant, the Minister, a specified person (under the Planning Act) or any public body (i.e. Municipality) may appeal a consent application to the Ontario Land Tribunal.
- Any appeal to the Ontario Land Tribunal must be received by the Secretary-Treasurer of the Consent Granting Authority at the United Counties of Leeds & Grenville **before 4:00 pm on the appeal date** shown on this notice and it must:
 - Set out the reasons for the appeal.

HOW TO FILE AN APPEAL:

Appeals are to be submitted to the Secretary-Treasurer via the Ontario Land Tribunal's (OLT) online e-file service. Go to <https://olt.gov.on.ca/e-file-service/>. If the OLT's e-file service is not working, please contact the Secretary-Treasurer at the address shown on the first page in the header. The steps to file an appeal are as follows:

1. Sign in to your My Ontario Account on the e-file service (first-time users will need to register for a My Ontario Account).
2. Submit the appeal via the e-file service and ensure that you select the correct approval authority, which in this case is listed as "Leeds & Grenville (United Counties of)".
3. Pay the fee required by the OLT. The fee schedule and methods of payment can be found on the OLT website at <https://olt.gov.on.ca/fee-chart/>.
4. Anyone filing an appeal that does not use the OLT's e-file portal may submit the required material directly to the Secretary-Treasurer at the address shown on the first page in the header.

I hereby certify this to be a true and exact copy

Cherie Mills

Chair

K. Weidenaar

Secretary-Treasurer

This Decision was mailed on June 5, 2025

The last date for appealing this decision is June 25, 2025

SCHEDULE "C"
SITE SURVEY 15R-12558

PLAN of SURVEY of
PART OF LOT 21, CONCESSION 7
Geographic Township of Edwardsburgh
TOWNSHIP OF EDWARDSBURGH/CARDINAL
COUNTY of GRENVILLE

SCALE = 1:750

15metres 0 15 30 45 60 75metres

HOPKINS CHITTY LAND SURVEYORS INC.
-2025-

THE INTENDED PLOT SIZE OF THIS PLAN IS 610MM IN HEIGHT
BY 457MM IN WIDTH WHEN PLOTTED AT A SCALE OF 1:750

OBSERVED REFERENCE POINTS (ORPs) UTM ZONE 18, NAD83 (CSRS)
(2010) DERIVED FROM REAL-TIME NETWORK (RTN) GPS OBSERVATIONS
COORDINATES TO RURAL ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP 'A'	4967272.07	458058.99
ORP 'B'	4967414.98	458231.85

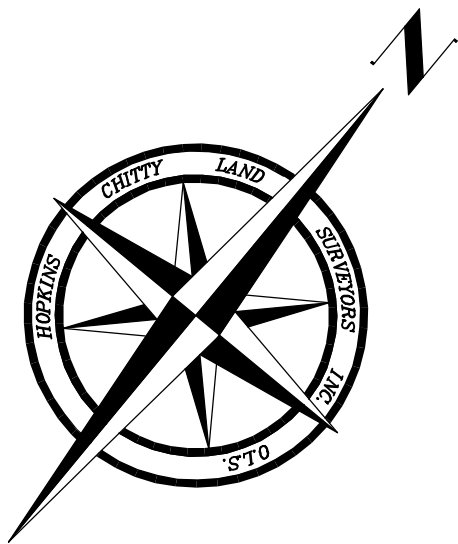
COORDINATES CANNOT, IN THEMSELVES BE USED TO
RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE
POINTS A AND B BY REAL TIME NETWORK (RTN) OBSERVATIONS,
UTM ZONE 18, NAD83 (CSRS) (2010).

FOR BEARING COMPARISONS, A ROTATION OF 0°27'15" CLOCKWISE WAS
APPLIED TO BEARINGS ON (P1), (P2) & (P3).

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999612

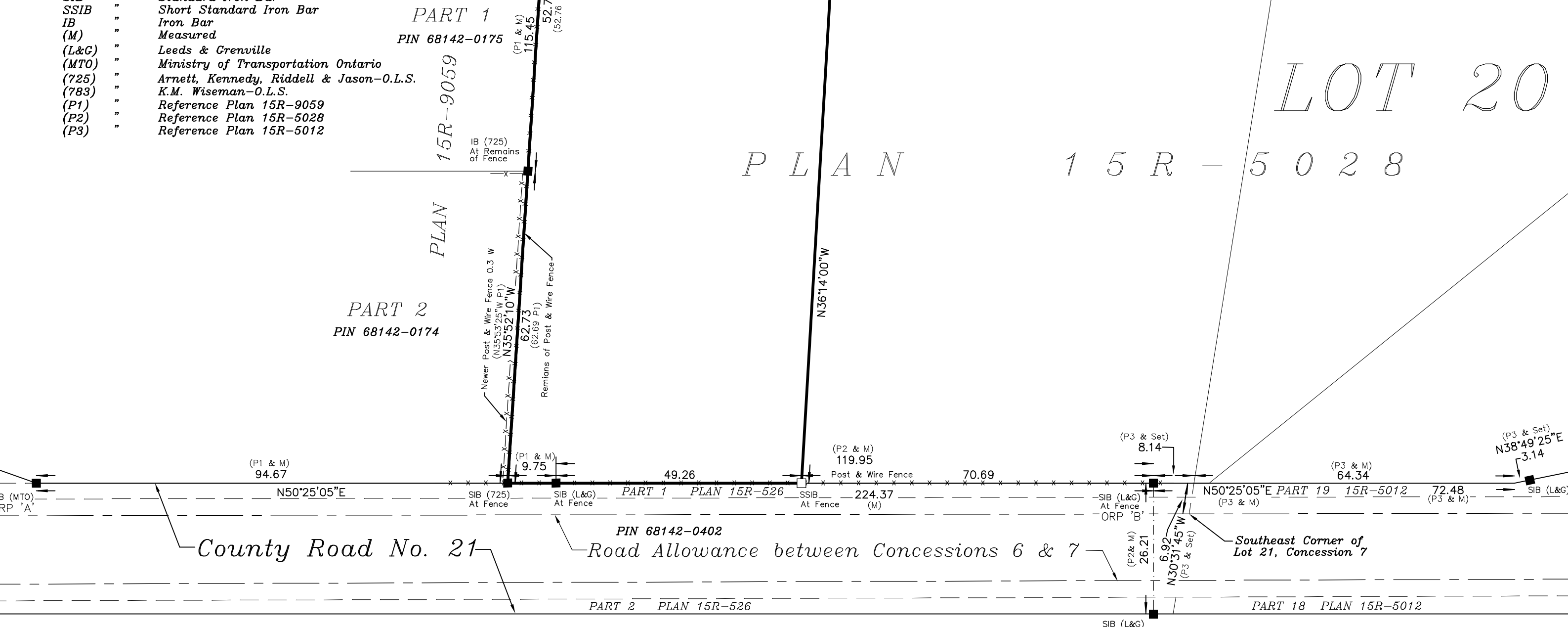
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.



LEGEND:

SSIB'S PLANTED DUE TO INSUFFICIENT OVERBURDEN

- denotes Planted Survey Monument
- " Found Survey Monument
- SIB " Standard Iron Bar
- SSIB " Short Standard Iron Bar
- IB " Iron Bar
- (M) " Measured
- (L&G) " Leeds & Grenville
- (MTO) " Ministry of Transportation Ontario
- (725) " Arnett, Kennedy, Riddell & Jason-O.L.S.
- (783) " K.M. Wiseman-O.L.S.
- (P1) " Reference Plan 15R-9059
- (P2) " Reference Plan 15R-5028
- (P3) " Reference Plan 15R-5012



SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

1. This Survey and Plan are correct and in accordance
with the SURVEYS ACT, the SURVEYORS ACT and the
LAND TITLES ACT and the REGULATIONS made under them.

2. The SURVEY was completed on the 18th day of
August 2025.

DATE: AUGUST 26, 2025

PHIL W. CHITTY - O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION
FORM NUMBER V-109146

SCHEDULE			
PART	LOT	CON.	PIN No.
1	Part of 21	7	Part of 68142-0177

PLAN 15R-12564

Received and deposited

September 16th, 2025

Judy Toussaint

Representative for the
Land Registrar for the
Land Titles Division of
Grenville (No.15)

CONCESSION

7

PART 1

PART 2

LOT 21

PIN 68142-0177

PART 1

PLAN

15R-5028

LOT 20

CONCESSION 6

Party Chief: BK	Instrument: PK	Checked By: PWC	Plan By: FF
HOPKINS CHITTY LAND SURVEYORS INC. Ontario Land Surveyors www.hopkinschitty.com			
1224 CARDINERS ROAD, SUITE 102 KINGSTON, ONTARIO K7P-0G2 Tel (613) 384-9266 Fax (613) 384-3513		PROJECT No. 2025-0432 LOT 21, CONCESSION 7 TOWNSHIP OF EDWARDSBURGH	

CAO's ADMINISTRATIVE UPDATE TO COUNCIL

ADMINISTRATION / ECONOMIC DEVELOPMENT

CGIS	Since EC went with online applications, the Township leads all municipalities on CGIS with 44% of all applications completed online. In the fall applications that were started manually will be able to download additional information online.
CIP	Public meeting will be held on October 6, 2025.
ROD Grant	Successfully submitted to the Ministry. Will find out results in early January. Grant Match assisted with the submission.
BESS	Site Plan Control application received from Skyview BESS Inc. for the proposed battery energy storage project on Dobbie Rd. The developer has also circulated notice of completion of a Class Environmental Assessment for Transmission Facilities, which is required and reviewed by MECP. We continue to share project updates on our website at twpec.ca/BESS .
CF Grenville	Staff attended CF Grenville's annual general meeting (35th birthday celebration) on September 19. TWPEC's Measurements International was the recipient of the new Lifetime Achievement Award. Other recipients at this meeting were MTJB Childcare, B&H Your Community Grocer, and Beach Equipment and Hardware.
Spencerville Fair	Staff prepared a booth at the Spencerville fair to share Township information with attendees (EC Connects, Port of Johnstown, Follow 44, Live, Work, Play and Build brochures).
Kraft Hockeyville	We have reached out to hockey organizations that use the Spencerville Arena to invite participation in an ad hoc Committee for Hockeyville 2026. The Committee will be chaired by Councillor Martelle.
JHSC	The Joint Health and Safety Committee has reviewed the Administrative Health and Safety Policy with minor amendments. The Committee has also reviewed the Workplace Violence and Harassment Prevention Policy with no changes recommended. Members have recommended training and certification in 2026.
Grenville Historical Society	Staff and members of Council attended the unveiling of a new plaque by the Grenville Historical Society on September 20 in Prescott. The plaque recognizes and celebrates the lost hamlet and rail station of Prescott Junction.

TREASURY

Realtax Final Notices	Final notices have been sent to two separate properties. The bylaw officer will be hand delivering letters to the two properties as a final attempt before a tax sale date is set.
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FACILITIES/RECREATION

Arenas	Both Ingredion Centre and Spencerville Arena have their ice in Spencerville's first day was September 25 – Both canteens are fully operational for the season
Kids Art Class	Our kid's art class will begin on Wednesday, October 2
Adult Fitness Class	The adult fitness class held in Johnstown will begin on October 1
Cardinal Pickleball/Basketball Courts	At this time, we have opened the pickleball and tennis courts to the public and once the basketball nets are installed we will have a grand opening (hopefully October 4)
Senior Exercise Class	Senior exercise in Johnstown will begin on October 6 and will begin on October 8 in Spencerville from 9am until 10am
Ingredion Centre Walking Track	The walking track at the Ingredion Centre has returned to regular hours of operation – 7:45 a.m. until 11 p.m.
Public Skating	Public skating at the Ingredion Centre will begin on October 3 from 6 p.m. until 7:30 p.m. Public skating at the Spencerville Arena began on September 28 from 2 p.m. until 3:30 p.m.
Parent and Tot Skating	Parent and Tot skating will begin at both arenas on October 2. In Spencerville from 10 a.m. until 11 a.m. and in Cardinal from 9:30 a.m. until 10:30 a.m.

OPERATIONS – PUBLIC WORKS

Reid St/George St	Sod installations were undertaken and completed at locations.
Topsoil Restorations	Topsoil restorations have been completed on Hwy#2, Circle K Gas Bar, Cardinal Mall, Hwy #2 paved sidewalks, Ingredion Centre Parking Area. Cardinal Tennis/Pickleball courts remain and scheduled for later in September or early October. (Weather Permitting)
Cardinal Work Yard	Repair/Replace deficient storm water piping and catch basins at Public Works Yard. Work at location is completed.
Roadside Mowing	Roadside Mowing in TWPEC completed for the season. 2 cuts were completed for the 2025 season.
Sidewalk Reinstatement	Sidewalk Reinstatements in Cardinal are scheduled to be completed this fall. Exact timeframe unknown at this time. 4 locations scheduled for completion.
Waddell St Reconstruction	Waddell St reconstruction has been completed to date. Waiting for pavement markings to be installed.
Henderson St Reconstruction	Henderson St Reconstruction has been completed to date. Asphalt driving surface has been installed. Awaiting crew to complete entrance reinstatement tie-ins.

South St/Water St Reconstruction	South St/Water Reconstruction has been completed to date. Fine grading of granular materials on South St and Water St in preparation for asphalt scheduled for the week of Sept 29 th ,2025. Asphalt is scheduled after fine grading of granular materials is completed.
Roadside Brushing	Roadside Brushing is ongoing on Buckwheat Rd West. Continue with Brushing at new Scott Rd Waste Transfer Site
Tenders	Tender for Asphalt Repairs at various locations – Closes September 23 rd ,2025. Tender for Winter Parking Lot Snow Clearing and Removal – Closes on September 23 rd ,2025.
Road Patrols	Summer Road Patrols in TWPEC were completed and ongoing to date.
Pittston Garage	Oil/Grit separator installation has commenced. The scope of work is ongoing to date.

OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Wastewater Treatment Plant	Falcon Security replaced the alarm keypad and communication panels. GAL Power completed annual fuel tank inspections. GFL removed five truckloads of biosolids.
Cardinal Water Plant	Falcon Security upgraded the alarm communicator. GAL Power completed annual fuel tank inspections. Bell serviced and repaired the water tower communication line. Sodium Hypochlorite bulk order was received. Schneider Electric completed semi-annual maintenance of the SCADA system. The workstation replacement project (capital) is scheduled to be completed in November. 60% design review meeting completed for the Dundas Street Engineering Project (capital). MECP inspection report received. No non-compliances or best management practices cited.
Cardinal Distribution System	Two curb stops were repaired on Wadell Street. One water service was repaired and capped on East Street. Fire Hydrant flushing on going.
Industrial Park Water System	MECP inspection report received. No non-compliances or best management practices cited.
Windmill Pumping Station	Fall shutdown completed. Routine rounds completed. Falcon Security serviced alarm panel.
Spencerville Wastewater System	Pre-construction meeting completed with Louis Bray Construction for Spencerville Station # 1 upgrades. Project is expected to start on September 29 th , 2025. GAL Power completed annual fuel tank inspections.

	Received a bulk order of Alum for the lagoons. Pulled and unplugged pump at Station # 3 and Station # 1.
Cardinal Sewer and Storm Collection System	Falcon Security upgraded the alarm communicator. Catch basin on Henry/Dundas Street repaired. Vacuumed and cleaned a sanitary manhole on County Road 2. Storm main replacement completed on Waddell Street.

OPERATIONS – MUNICIPAL DRAINS

	Nothing to report
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FIRE DEPARTMENT

Training	Preparation is underway for the arrival of the Ontario Fire College (OFC) Mobile Live Fire Training Unit (MLFTU). The unit will operate October 1-5 with 2 sessions dedicated to the NFPA 1001 FFII class. Prescott and Augusta fire departments will be participating as well. The unit is provided by the OFC along with 2 staff at no cost to the municipality.
	Seventeen upcoming OFC courses are scheduled for FD members on various topics including; hazmat awareness, instructor, officer, water rescue, fire and life safety educator and legislation.
Fleet	Annual safety inspections and maintenance are completed on large trucks. The pick-up trucks are outstanding.
Fire Prevention	The fire chief joined UCLG staff to inspect their buildings at 240 Helen in Cardinal and 33 Bennett Street in Spencerville.
	Inspections completed at Spencerville Fair food vendors.
	Large FD presence at this year's Spencerville Fair assisting with fire coverage at various events and fire prevention/recruitment display inside the arena.
	Open burning continues to be restricted to campfires only. Conditions continue to be monitored.
	Inspection completed at Giant Tiger Warehouse with FD and Building Dept. Staff.
	On September 28 a fall market was hosted at station 1 in concurrence with a fire station open house. Several demonstrations are planned along with hotdogs and drinks for attendees. Fire Prevention staff will be on site to educate residents of "Test Your Smoke Alarm Day" which also happens to take place on September 28.

Other	The fire department has been very busy since the July break with 174 calls YTD. Only 2 less than last year's total of 176.
	A co-op student from Cardinal will be doing a 1-day/week placement with the fire department this semester.
	The fire chief attended the fall emergency management sector meeting in Selby.

EMERGENCY MANAGEMENT

	Nothing to report
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Councillors are reminded to please forward or cc sent/received email correspondence that is a municipal record to councilmail@twpec.ca.

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

BY-LAW NO. 2025-57

**“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 September 29, 2025 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 29 day of September, 2025.

Mayor

Interim Clerk