



AGENDA
REGULAR MEETING OF MUNICIPAL COUNCIL

Thursday, October 30, 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

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 - September 29, 2025 [See item 7.a]
- b. Special Council - October 16, 2025 [See item 7.b]
- c. Public Library Board - June 24, 2025 [See item 9.a]
- d. Port Management Committee - September 22, 2025 [See item 9.b]
- e. Public Meeting - Community Improvement Plan (CIP) - October 6, 2025 [See item 9.c]
- f. Committee of the Whole - Community Development - October 6, 2025 [See item 9.d]
- g. Committee of the Whole - Administration and Operations - October 14, 2025 [See item 9.e]

7. Minutes of the Previous Council Meetings

- a. Regular Council - September 29, 2025 - CONSENT
- b. Special Council - October 16, 2025 - CONSENT

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

9. Committee Minutes

- a. Public Library Board - June 24, 2025 - CONSENT
- b. Port Management Committee - September 22, 2025 - CONSENT
- c. Public Meeting - Community Improvement Plan (CIP) - October 6, 2025 - CONSENT
- d. Committee of the Whole - Community Development - October 6, 2025 - CONSENT
- e. Committee of the Whole - Administration and Operations - October 14, 2025 - CONSENT

10. Action and Information Items from Committees

- a. 2025 Rate-Based Budgets Q3 Update
- b. Port of Johnstown Strategic Plan
- c. Johnstown Water Wells Reserve Fund Transfer
- d. 2025 Audit Plan and Engagement Letter
- e. 2025 Plow Truck Financing Options
- f. Award Tender EC-PW-25-24 - Collection of Curbside Solid Waste
- g. Community Safety Zone - Henderson & Section of Bennett/CR44
- h. Site Plan Agreement Modification - SPC-2025-003 - 2320 Brouseville Rd

11. Correspondence

12. Municipal Disbursements

13. By-laws

- a. Community Safety Zone By-law
- b. Site Plan Amendment Agreement By-law - Desjardins
- c. Plow Truck Financing By-law

14. CAO's Administrative Update

15. Councillor Inquiries or Notices of Motion

16. Member's Report

17. Question Period

18. Closed Session

- a. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approve closed session minutes from October 6, 2025.
- b. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Staffing and Succession Planning for 2026.

19. Report Out of Closed

20. Confirmation By-law

21. Adjournment

MINUTES
MUNICIPAL COUNCIL

Monday, September 29, 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
Natalie Charette, Interim Clerk

1. Call to Order

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

2. Indigenous Land Acknowledgement Statement

Chair read the Indigenous Land Acknowledgement Statement.

3. Approval of Agenda

Decision: 2025-250

Moved by: C. Ward

Seconded by: S. Dillabough

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. South Grenville Food Bank - Bonnie Pidgeon

Ms. Pidgeon presented to Council, going into detail on the various programs including; Bottles for Babies, Kids Snack Packs, Delivery Program and Food Hamper. There was some discussion around the challenges of recruiting and retaining volunteers.

Clarification was given on the following; donations remain at the location in which they are donated and individuals are able to use the Food Bank once a month, however there are emergency allotments which allow two uses per month and children are allotted additional items. Ms. Pidgeon encourages those who have questions to reach out and have a conversation with her.

The South Grenville Food Bank locations and times of operation in Edwardsburgh Cardinal are as follows;

Cardinal Public Library
618 King's Hwy #2

Wednesday 10am-2pm and 5pm-7pm
Phone: 613-657-1967

Spencerville United Church
16 Centre Street
Thursday 11am-1pm
Phone: 613-925-2444

Cell: 613-213-6636
Email: foodforall@bellnet.ca

Staff were directed to bring back a report at a future meeting explaining what the municipality already does to assist the South Grenville Food Bank and bring forward a support resolution including sending letters to the various ministers and upper levels of government.

6. Consent Agenda

Decision: 2025-251

Moved by: W. Smail

Seconded by: J. Martelle

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

- a. Regular Council - August 25, 2025
- b. Committee of the Whole - Community Development - September 2, 2025
- c. Committee of the Whole - Administration and Operations - September 8, 2025
- d. Port Management Committee - June 23, 2025

Carried

7. Minutes of the Previous Council Meetings

- a. Regular Council - August 25, 2025 - CONSENT

Decision: 2025-251

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated August 25, 2025.

Carried

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

None.

9. Committee Minutes

- a. Committee of the Whole - Community Development - September 2, 2025 - CONSENT

Decision: 2025-251

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Community Development meeting dated September 2, 2025.

Carried

- b. Committee of the Whole - Administration and Operations - September 8, 2025 - CONSENT

Decision: 2025-251

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Administration and Operations meeting dated September 8, 2025.

Carried

- c. Port Management Committee - June 23, 2025 - CONSENT

Decision: 2025-251

Moved by: W. Smail

Seconded by: J. Martelle

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated June 23, 2025.

Carried

10. Action and Information Items from Committees

- a. Support Resolution - St. Lawrence Region Energy Task Force

Decision: 2025-252

Moved by: J. Martelle

Seconded by: W. Smail

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 Utilities – 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 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 Lecce, 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

b. Support Resolution - Ontario Community Infrastructure Fund (OCIF)

Mayor Deschamps spoke to the motion and the possibility of the amount changing, Council is requesting a delegation be submitted for ROMA.

Decision: 2025-253

Moved by: S. Dillabough

Seconded by: W. Smail

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, demographic projections, climate resilience metrics and rural equity considerations.
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

c. 2026 Circular Materials - P&E Agreement

Decision: 2025-254

Moved by: C. Ward

Seconded by: S. Dillabough

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

d. Source Water Protection Risk Management Advisor Position

Decision: 2025-255

Moved by: W. Smail

Seconded by: J. Martelle

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

e. Dundas Street West - Road Authority

Decision: 2025-256

Moved by: S. Dillabough

Seconded by: W. Smail

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

f. Johnstown Pool Tender Award

Deputy Mayor would like a different approach in the future.

Moved by: J. Martelle

Seconded by: W. Smail

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

g. Port of Johnstown Strategic Plan

Council Ward would like to see the section 3.4.4. changed or removed ahead of approval. The motion was deferred to the next Regular Council meeting on Thursday, October 30, 2025.

Decision: 2025-258

Moved by: C. Ward

Seconded by: J. Martelle

THAT Municipal Council approves the Port of Johnstown Strategic Plan, as recommended by the Port Management Committee.

h. Development Agreement Consent Application B-30-25 - Roberts

Decision: 2025-259

Moved by: W. Smail

Seconded by: J. Martelle

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.

Carried

i. Award Tender for Asphalt Repairs RFQ EC-PW-25-17

Council noted that all submissions were very close in price. Staff clarified that the amount exceeds the \$75,000.00 threshold for delegated authority, meaning this requires Council approval.

Decision: 2025-260

Moved by: S. Dillabough

Seconded by: W. Smail

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.

Carried

11. Correspondence

Councillor Ward spoke to the letter submitted from a resident about a Safety Zone, noting he will bring forward a notice of motion later in the agenda. Councillor Ward also highlighted another letter regarding a logistics site in Long Sault and how Edwardsburgh Cardinal is poised for similar opportunities.

Decision: 2025-261

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

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

- August 28, 2025
- September 16, 2025

Carried

12. Municipal Disbursements

Decision: 2025-262

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

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

- Report dated August 29 (2025-139) \$261,139.66
- Report dated August 29 (2025-141) \$430,780.84
- Report dated September 16 (2025-148) \$372,042.68
- Report dated September 24 (2025-153) \$273,950.68
- Report dated September 24 (2025-160) \$29,746.77

TOTAL: \$1,367,660.63

Carried

13. By-laws

- a. By-law to Update Committee and Board Appointments

Decision: 2025-263

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

THAT the mover be granted leave to introduce a bylaw to appoint members and representatives to certain boards and committees, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-264

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

THAT a bylaw to appoint members and representatives to certain boards and committees, be now read a third and final time and finally passed, signed, sealed and numbered 2025-53.

Carried

- b. Corporate Credit Card Policy

Decision: 2025-265

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

THAT the mover be granted leave to introduce a bylaw to adopt a Corporate Credit Card Policy, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-266

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

THAT a bylaw to adopt a Corporate Credit Card Policy, be now read a third and final time and finally passed, signed, sealed and numbered 2025-54.

Carried

c. Skyview BESS Agreement - Use of Dobbie Road

Clarification was given on time of day for the use of the road, which would come forward during the site plan agreement and application phase, the applicants would have to adhere to the Township Bylaws and Policies.

Decision: 2025-267

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

THAT the mover be granted leave to introduce a bylaw to authorize the CAO to execute a Road Use Agreement with Skyview BESS Inc., and this shall constitute first and second reading thereof.

Carried

Decision: 2025-268

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

THAT a bylaw to authorize the CAO to execute a Road Use Agreement with Skyview BESS Inc., be now read a third and final time and finally passed, signed, sealed and numbered 2025-55.

Carried

d. Development Agreement - Roberts

Decision: 2025-269

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

THAT the mover be granted leave to introduce a bylaw to authorize the execution of 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, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-270

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

THAT a bylaw to authorize the execution of 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, be now read a third and final time and finally passed, signed, sealed and numbered 2025-56.

Carried

14. CAO's Administrative Update

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

- Since the Township went online with building permit application's they are the leading municipality
- There is a Public Meeting for the CIP on October 6th
- Grant Match assisted in the ROD Grant submission
- There has been no feedback on the preliminary review of the BESS site plan application
- The Township had a booth at the Spencerville Fair
- Staff have reached out to local hockey organizations to join the ad-hoc Hockeyville Committee and continue to build the campaign
- Joint Health and Safety Committee have recommended training and certification in 2026
- Final tax arrear? notices have been sent to two different properties
- Ice is in both arenas and both canteens are operational for the season
- Adult and senior fitness classes start in October
- Sidewalk and paving projects are ongoing
- Pre-construction meeting has been completed for the Spencerville Station #1 upgrades
- Fire training courses have been scheduled and annual inspections have been completed on large trucks
- Open burning restricted to campfires only and continue to be monitored

Fire Chief clarified that the higher call volume is not only caused by the weather but also call assists on the 400 series highways.

Decision: 2025-271

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

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

Carried

15. Councillor Inquiries or Notices of Motion

Councillor Ward referred to the letter from a resident in the correspondence package, asking for school zone safety signage from the Counties in front of Centennial '67 School.

Councillor Smail inquired about safety signage at the school on Sophia Street, asked if there could be speed monitoring put in the area and for an increased OPP presence. Clarification was given to Councillor Smail on the usage of the Cardinal baseball diamond.

16. Member's Report

Members of Council reported on the following:

- Deputy Mayor Dillabough presented a certificate to Eugene "Pud" Johnston who celebrated his 100th Birthday.

Decision: 2025-272

Moved by: J. Martelle

Seconded by: W. Smail

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

Carried

17. Question Period

There were no questions or comments.

18. Closed Session

None.

Mayor Deschamps noted that Council wore orange to show their support for National Truth and Reconciliation Day and the importance of the day by moving towards building better relationships as well as taking time to reflect and learn.

19. Confirmation By-law

Decision: 2025-273

Moved by: C. Ward

Seconded by: S. Dillabough

THAT a bylaw to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2025-57.

Carried

20. Adjournment

Decision: 2025-274

Moved by: W. Smail

Seconded by: J. Martelle

That Municipal Council does now adjourn at 7:55 p.m.

Carried

Mayor

Interim Clerk

MINUTES
SPECIAL MUNICIPAL COUNCIL

Thursday, October 16, 2025
5:00 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

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

REGRETS: Councillor Waddy Smail

STAFF: Sean Nicholson, CAO
Tim Fisher, Planner
Natalie Charette, Interim Clerk

1. Call to Order

Mayor Deschamps called the meeting to order at 5:04 p.m.

2. Approval of Agenda

Decision: 2025-275

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council approves the agenda as presented.

Carried

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

None.

4. Action and Information Items from Committees

- a. Site Plan Control Agreement SPC - 2025-002 - Skyview BESS Project - 114 and 206 Dobbie Road

Council asked for clarification on the construction process and whether there would be negative impacts on the neighbours as the facility is being built. Council also inquired about the need for any fire apparatus' or special equipment as well as public access to the studies and any additional documents.

Staff went through the application and the various conditions within, which included having Potentia adhere to the municipality's bylaws and policies regarding noise and nuisance complaints. Staff also explained that Potentia has prepared their own Emergency Response Plan which has been reviewed by the municipality's Emergency Services.

Council was informed that the municipality has been provided the required list of plans, a draft stormwater management plan and ecological plan and despite being in draft form the Conservation Authority has given them approval. They have applied for an access permit, a 911 sign has been issued for the site and the developer has entered into a Road Use Agreement with the municipality for the development and will have to enter into another one at time of decommissioning.

The CAO assured Council that they are comfortable with the site plan and conditions, and once the agreement has been finalized and signed they will work with staff on having all studies and records that can be published on the website to be done so. There may be some items that can only be accessible through viewing at the Township Office, and those will be highlighted on the website with contact information provided to schedule an appointment with a member of staff.

Decision: 2025-276

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

THAT Municipal Council enter into a site plan control agreement with the property owners at 114 Dobbie Road and 206 Dobbie Road and the developer, Skyview BESS Inc., for the battery storage facility development through site plan application SPC-2025-002; AND THAT the agreements be registered on title of each property.

Carried

5. By-laws

- a. Bylaw to Authorize Site Plan Control Agreement SPC -2025-002 - Skyview BESS Project - 206 Dobbie Road

Decision: 2025-277

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

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a site plan control agreement with 1159305 ONTARIO Inc. and Skyview BESS Inc., respecting the development of a property described as 206 Dobbie Road, Concession 8 E 1/2 PART Lot 2, Township of Edwardsburgh/Cardinal, PIN: 681380171, Roll Number: 070170104500300, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-278

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

THAT a bylaw to authorize the execution of a site plan control agreement with 1159305 ONTARIO Inc. and Skyview BESS Inc., respecting the development of a property described as 206 Dobbie Road, Concession 8 E 1/2 PART Lot 2, Township of Edwardsburgh/Cardinal, PIN: 681380171, Roll Number: 070170104500300, be now read a third and final time and finally passed, signed, sealed and numbered 2025-58.

Carried

- b. Bylaw to Authorize Site Plan Control Agreement SPC - 2025-003 - Skyview BESS Project - 114 Dobbie Road

Decision: 2025-279

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

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a site plan control agreement with JF Dobbie and Sons Limited and Skyview BESS Inc., respecting the development of a property described as 114 Dobbie Road, Concession 8, PART Lot 1, RP 15R-

12216, Parts 2,4,6,8 and 10, Township of Edwardsburgh Cardinal, PIN: 681380175, Roll Number: 070170104500203, and this shall constitute first and second reading thereof.

Carried

Decision: 2025-280

Moved by: C. Ward

Seconded by: S. Dillabough

THAT a bylaw to authorize the execution of a site plan control agreement with JF Dobbie and Sons Limited and Skyview BESS Inc., respecting the development of a property described as 114 Dobbie Road, Concession 8, PART Lot 1, RP 15R-12216, Parts 2,4,6,8 and 10, Township of Edwardsburgh Cardinal, PIN: 681380175, Roll Number: 070170104500203, be now read a third and final time and finally passed, signed, sealed and numbered 2025-59.

Carried

6. Councillor Inquiries or Notices of Motion

7. Member’s Report

None.

8. Question Period

There were no questions or comments.

9. Closed Session

None.

10. Confirmation By-law

The Mayor thanked staff for the work that has been put into this project, explaining that it is the largest in Edwardsburgh Cardinal history and the largest project of its kind in Canada so far, and thanked staff for being able to continue to not only meet but come in ahead of deadlines. Thanks was also given to Council for bringing this project to the table.

Decision: 2025-281

Moved by: J. Martelle

Seconded by: S. Dillabough

THAT a bylaw to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2025-60.

Carried

11. Adjournment

Decision: 2025-282

Moved by: S. Dillabough

Seconded by: C. Ward

THAT Municipal Council does now adjourn at 5:46 p.m.

Carried

Mayor

Interim Clerk

Edwardsburgh Cardinal Public Library Board Meeting Minutes

June 24, 2025 Cardinal Branch

Present: A. Barratt, T. East, H. Cameron, P. Tierney, J. Cameron, J Martelle
Phone: T. Wilson
Regrets: MA. Gaylord
Staff: D. Gladstone,

1. Call to order

The meeting was called to order at 5:02 pm, by Chair, Tim East.

2. Disclosure of interest – None

3. Additions to agenda

Motion by Anne Barratt, to approve the agenda, seconded Judy Cameron.
CARRIED

4. Approval of minutes from previous meeting

Motion by Tammy Wilson to approve the May 27, 2025 minutes, seconded by Hugh Cameron. **CARRIED**

5. Business arising from minutes –

Live Write looking at a Halloween program with promotion during Labour Day Festivities and Spencerville Fair. Joe will keep the Board updated.

6. Correspondence --

Friends of the Library Cardinal Branch 2024 Annual Report.
The Board received the report. The Board expressed their Thanks to the FOL for their support and the great work they do for the Library. The Board looks forward to receiving the Annual Report from the Friends of the Spencerville Branch.

7. Policy Review

Motion by Hugh Cameron that **OP-06 Programming** has been reviewed and approved, seconded by Joe Martelle. **CARRIED**

Motion by Judy Cameron that **OP-07 Internet Services and Technology** has been reviewed and approved, seconded by Anne Barratt. **CARRIED**

Motion by Hugh Cameron that **OP-08 Use of Space** has been reviewed and approved, seconded by Pat Tierney. **CARRIED**

Motion by Joe Martelle that **OP-09 Community Information** has been reviewed and approved, seconded by Hugh Cameron. **CARRIED**

Motion by Tammy Wilson that **OP-10 Children in the Library (includes Unattended Children)** has been reviewed and approved, seconded by Joe Martelle. **CARRIED**

8. Treasurer's report

Motion by Joe Martelle that the Board receive the May 2025 financial report as presented, seconded by Anne Barratt. **CARRIED**

9. CEO/Supervisor report attached

10. Report from Municipal Council

- Docks have been placed in Cardinal and Spencerville
- Many roads are being paved throughout the Township
- Pools are open
- Ingridion Centre will be a cooling area during the heat advisories.

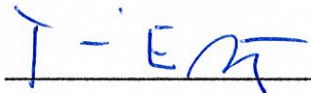
11. New business/Community Activities

The Board will review the current legacy document and think about the challenges, successes, future plans etc. This review will be done over the summer by Board members. The document is a snap shot for the next Board that will be appointed in 2026.

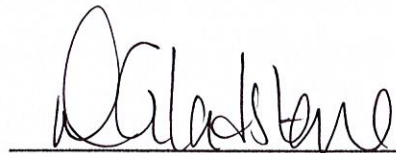
12. Date of Next Meeting: Tuesday September 23rd, 2025 5pm Cardinal Branch

13. Adjournment

Motion by Joe Martelle seconded by Tammy Wilson that the meeting of the Library Board does now adjourn at pm 6:04pm. **CARRIED**



Chair



Recording Secretary

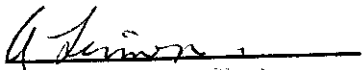
One Friends of Cardinal Library Annual Report 2024

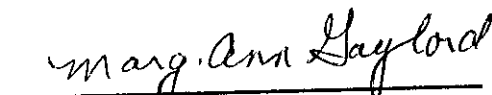
We held eight meetings and have ten active members working to promote and support the Cardinal Branch.

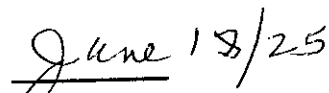
Our members

- Helped with take away bags for kids programming
- We invited a member from the Alzheimer's Association to speak in the library for the public to attend.
- We had one memory kit made to support the Alzheimer patients.
- Purchased bookmarkers for the winners of the Bookmark contest.
- Paid for two blocks of 50 rotating large print books.
- Supplied snacks & drinks for the T.D. Summer reading programming.
- Supplied snacks & drinks for Baby & Tot Storytime.
- One member kept checking our Geo-Caching station inside and outside of the Library
- Supported the South Grenville Seaway Horticultural Society.
- Thanks to Jean Drodza's leadership our book Club met regularly and continues to grow.
- Purchased a colourful area Carpet for the children's section
- Paid for cricket membership *Cricut.*
- Purchased the second more economical printer
- Supported Train Day.
- Brought in Reptile Rainforest Roadshow for a Saturday morning performance.
- Supported and supplied treats during Library Week.
- Our volunteers helped and supported our CEO in the Labour Day parade, and as needed during the year.

We are looking forward to continuing our support of the Cardinal Library and working with our sister Library Branch in Spencerville.


Anna Linnen, Chair


Margaret Ann Gaylord, Secretary


Date

**THE FRIENDS OF CARDINAL PUBLIC LIBRARY
ANNUAL FINANCIAL REPORT 2024**

REVENUES:

Donations	\$296.25
Misc. Donations	<u>\$208.95</u>

TOTAL	\$505.20
--------------	-----------------

EXPENCES:

Large print Books	\$400.00
TD summer reading	\$124.64
Cricutt Maker subscription	\$129.99
Childrens Bookmarks	\$197.70
Reptile Rainforest	\$282.50
Children Reading Area Carpet	\$1,057.76
Memory Kits	\$146.45
Printer	<u>\$395.49</u>

TOTAL	\$2,734.53
--------------	-------------------

GIC \$11,264.47

To: ECPL Board Members
From: Donna Gladstone, Library CEO
Meeting Date: June 24, 2025
Subject: Library CEO Report

Upcoming programs

- Train Visit – Cardinal Branch - Tuesday July 8, 11am-1pm
- TD Summer Reading Program – Thursday July 10, 17,24,31 and Thursday August 7 and 14
- Fire Truck Visit Spencerville Branch August 19
- Fire Truck Visit Cardinal Branch August 21
- We are planning to take part in both the Labour Day Parade and the Spencerville Fair Parade again this year.

Cardinal Branch

Seaway Horticultural Society has started the first phase of the Pollinator Garden. The plants have been planted around the stone in the front yard. The plan is to build out each year. This was all coordinated with the Township.

The Reptile Rainforest Roadshow was a big success. We welcomed 160 people into the branch. Busy three hour shift at the library.

On June 9th at the Committee of the Whole Administration and Operations meeting, the Township of E/C was presented with a sculpture created by Millie Bennett. Judie Martin made a special presentation to the Township in memory of Millie. The sculpture is displayed at the Cardinal Branch, as Millie resided and raised her family in Cardinal. Click link below for more information.

<https://www.typec.ca/.../celebrating-millie-bennett.../>

Spencerville Branch

The FOL will be having their June Book Sale on Saturday June 21.

Both Branches

The 3rd Annual Design a Bookmark Contest, winners have been contacted and bookmarks will be posted on our website, Facebook, Instagram and in the branches.

Policy Review

- OP-06 Programming
- OP-07 Internet Services and Technology
- OP-08 Use of Space
- OP-09 Community Information
- OP-10 Children in the Library (includes Unattended Children)

Survey/Questionnaire

A survey was posted on our social media and in branch on June 5nd. It will be live until June 28th, which will give us three weeks, on line.

May 2025 Stats

Cardinal Spencerville Total YTD

Persons Entering	456	615	1071
WorkflowHolds	30	20	50
Email Inquires	11	4	15
Phone Inquires	21	6	27
In-person Inquires	26	75	101
ILL	19	6	25
PC Use	12	39	51
Wireless Use	28	8	36
Photocopying/Faxes	19	6	25
Programs	22	10	32
Program Attendance	71	72	143
Home Bound Service	4	2	6
Volunteer Hours	21		21
School vists	1	5	6
#of students		372	372
Circulation	882	853	1735
Overdrive	233	222	455
Overdrive Users	44	45	89
New Users	1	4	5
New Library Cards	9	9	18

May 2024 Stats

Cardinal Spencerville Total YTD

Persons Entering	424	540	964	4355
WorkflowHolds	20	20	40	165
Email Inquires	2	1	3	27
Phone Inquires	7	14	21	111
In-person Inquires	10	91	101	411
ILL	9	15	24	81
PC Use	16	30	46	230
Wireless Use	12	9	21	92
Curbside Pick-up			0	0
Photocopying/Faxes	13	15	28	159
Programs	21	10	31	144
Program Attendance	137	57	194	552
Home Bound Service		1	1	6
Volunteer Hours	18.5		18.5	145.5
School vists	1	5	6	23
#of students		383	383	1449
Circulation	566	596	1162	6183
Overdrive	285	215	500	2598
Overdrive Users	50	41	91	450
New Users	1	3	4	20
New Library Cards	4	6	10	53

**MINUTES
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE
TOWNSHIP COUNCIL CHAMBERS - SPENCERVILLE
MONDAY SEPTEMBER 22, 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
Clint Cameron, Advisory Member
Randy Stitt, Advisory Member
Regina Hernandez, Advisory Member

Staff: Sean Nicholson, CAO
Natalie Charette, Interim Clerk
Leslie Drynan, General Manager
Rhonda Code, Office Manager
Jeff Wright, Maintenance Manager
Mike Moulton, Operations Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 6:30 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

- Draft Port of Johnstown Strategic Plan – Presented by Rob Adams and Emily Adams

Mr. Adams presented the Draft Port of Johnstown Strategic Plan to Committee, highlighting the priorities and areas of focus which are; Economic Growth & Business Development, Operational Efficiency & Optimization, Infrastructure & Maintenance and Environmental & Regulatory Compliance. The values identified are; teamwork,

accountability, efficiency and respect. Mr. Adams explained the process that was undertaken to come to the conclusion of the strategic plan the Committee sees in front of them, which encompassed public engagement and meetings with staff and stakeholders.

The Committee requested to see the community feedback reports and wanted clarification on who would be responsible for the identified priorities. Mr. Adams explained that there would be software implemented to assist the Port GM in tracking the progress of the Strategic Plan and its initiatives, while also highlighting the individuals and departments responsible for the specific priorities. Committee asked the consultants to adjust the format of the priorities, to present them in bullet point format for easier reading.

The Committee thanked Mr. Adams for his presentation.

5. Minutes of the Previous POJ Committee Meeting

a) Meeting of May 20, 2025

Moved by: J. Martelle

Seconded by: W. Smail

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated June 23, 2025.

Carried

6. Business Arising from Previous PMC Minutes (if any)

Councillor Martelle asked if there was any update on the presentation from the Historical Society.

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 wheat traffic was steady for the month, slightly down from 2024, the uncertainty of corn/soybean yields due to drought conditions have possibly led farmers to hold grain on their farms, bin entries for cleaning and inspections have continued, with 250 confined space bin entries completed so far in 2025. There have been no additional learning events in 2025.

b) Maintenance Report

Port staff provided an overview of the monthly report, highlighting the replacement of the valve on the GSI 4000 dryer, the replacement of several broken windows, removal and replacement of the old grading office trailer, preharvest maintenance of #6 and #8 receiving conveyors, the servicing of both the old and new dryers, the installation of lights and signals for the new truck loading and unloading area to weighman's office, and performing routine electrical maintenance.

c) Financial & Traffic Report

Committee received an overview of the report which outlined the decrease in revenue of approximately \$790K compared to 2024, this was anticipated as the corn export was completed in early 2025 compared to being completed in September of the previous year. The Port has seen an increase in expenses by approximately \$378K over the last three months compared to 2024, the contributing factors are labour and benefits costs, there has also been an increase in necessary training compared to last year, there have also been several repairs done and the Port has invested in the local youth programming with new sponsorships.

d) GM Report

Port GM presented the report to Committee, explaining that the Port was issued a Provincial Officer's Order, with a compliance date of August 1, 2025 to ensure that the Salt Storage and Handling Operations Manual is implemented at the site with the basic recommendation of having covered salt storage on site. The GM highlighted the delivery of a temporary replacement grading trailer and washroom services trailer for truckers, the feedback has been overwhelmingly positive. The Port has welcomed many visitors, including the Ministry of Agriculture, Food and Agri-Business, and will continue to meet with various ministries and partners to build relationships and showcase how much of an asset the Port is.

e) Capital Projects

Port staff provided a summary of the report and requested that item 1. Covered Storage – Bulk Cargo West Uplands, be deferred to 2026 once they have received study results. Committee asked for clarification on the trailer that has been leased, it was explained that the trailer is temporary, a design has been sent to Elantra and the new trailer will be built and delivered in 2026 at a lower cost than budgeted. Discussion ensued around the Grain Elevator Bin Walls and their exterior covering, there will be a new contract issued and the application will be reassessed.

Moved by: C. Ward

Seconded by: W. Smail

That the Port Management Committee received and reviewed items 8.a) Grain Operations & Health and Safety Report; b) Maintenance Report; c)

Financial & Traffic Report; d) General Manager's Report; and e) Capital Projects Report.

Carried

f) Strategic Plan

Committee requested that the proposed changes be implemented into the Strategic Plan ahead of Council approval.

Moved by: J. Martelle

Seconded by: T. Deschamps

That the Port Management Committee recommend that Council approve the Port of Johnstown Strategic Plan with proposed changes implemented.

Carried

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements.

Moved by: W. Smail

Seconded by: S. Ward

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

Withdrawals		\$158,490.55
	TOTAL	\$158,490.55
Batch 22 cheques		\$390,653.25
Batch 23 EFT'S		\$134,555.69
Batch 24 CHEQUES		\$10,985.40
	TOTAL	\$536,194.34
TOTAL OF DIRECT WITHDRAW & BATCH LISTINGS		\$694,684.89

Carried

10. Councillor Inquiries/Notices of Motion

Councillor Martelle asked if staff could provide an update at the next Port Management Committee meeting on the status of the Fraser House and the options available for it.

11. Chair's Report

The Chair reported on the following:

- Minister Jones visited the Port on August 26th, the visit and meeting was very positive, and the Chair apologized to Advisory Member Clint Cameron and Jon Marshall of the South Grenville Beacon for being left behind during the tour.

12. Question Period

- None.

13. Closed Session

Moved by: T. Deschamps

Seconded by: C. Ward

That Committee proceeds into closed session at 7:38 p.m. in order to address a matter pertaining to:

- Section 239 (2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; Specifically: Approve minutes from May 20, 2025 closed session.
- Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Collective Bargaining Mandate and 6-month Observations & Organizational Review.

Carried

14. Report Out of Closed

Moved by: J. Martelle

Seconded by: W. Smail

That the closed meeting of Committee does now adjourn and the open meeting does now resume at 9:14 p.m.

Carried

Moved by: W. Smail

Seconded by: J. Martelle

That Committee receives and approves the minutes of Closed Session dated May 20, 2025.

Carried

Chair reported that Committee reviewed the minutes from the May 20, 2025 closed session and gave direction to the Port General Manager.

15. Adjournment

Moved by: C. Ward

Seconded by: T. Deschamps

That the Committee meeting adjourns at 9:16 p.m.

Carried

These minutes were approved by Port Management Committee this 22 day of September, 2025.

Chair

Interim Clerk

MINUTES
PUBLIC MEETING
COMMITTEE OF THE WHOLE - COMMUNITY DEVELOPMENT

Monday, October 6, 2025, 6:00 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

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

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

PUBLIC: Gerard VanderBurg
Susan Crawford Vanderburg
Darren Gallacher

1. Call Meeting to Order

The Public Meeting was called to order 6:00 p.m. by the chair

2. Approval of Agenda

Moved by: J. Martelle

Seconded by: W. Smail

That the agenda be moved as presented.

Carried

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

None.

4. Process and Information

Staff explained that the CIP is being prepared under Section 28 of the Planning Act, which requires municipalities to hold a Public Meeting to give members of the public an opportunity to share feedback.

Notice of this meeting was:

- Sent to the required agencies and public bodies
- Advertised in the Recorder and Times and the South Grenville Beacon
- Shared on the Township's social media channels and website

This Public Meeting is a chance to share feedback; no decision will be made during this meeting. Comments can also be shared in writing to the Community Development Coordinator, who requests that all comments be received by October 24th, 2025.

Community members who do not share feedback at the Public Meeting or in writing before Council adopts the Plan may not have the right to appeal Council's decision.

5. Proposed New Community Improvement Plan

a. Presentation by Denise Horne, NPG Consulting

Denise Horne was welcomed by the chair and presented the Community Improvement Plan to Committee, explaining the process that has been taken to update the Township CIP and the new programs that have been added to the plan; the Signage Improvement Grant and the Accessibility and Safety Renovation Grant.

The new CIP has been designed to align with the Townships' Strategic Plan and to offer incentives to support on-going investments as well as the creation of affordable and attainable housing.

b. Public Comment

Darren Gallacher from Community Futures asked if the grants could be stacked, Ms. Horne explained to Committee and Mr. Gallacher that they could be for the same property, but there was a recommendation to allow only one project to be approved at a time, to ensure the completion of one ahead of another to ensure there would be enough funding, and to allow the projects to be tracked easier for staff.

c. Committee Discussion

Committee discussed where the CIP would be offered and available in the Township, the intent is to have Township-wide. There was further discussion on stacking grants, the amount of grant money that would be available annually and how it should be distributed amongst each grant, as well as the possible implications of the Tax Increment Grant Program on the property owners by the end of the ten years.

6. Next Steps

Following the Public Meeting, NPG Consulting, will prepare a new draft CIP that takes into consideration all comments from the public, agencies and committee members which will be presented and reviewed at an upcoming Committee of the Whole - Community Development meeting. Once approved at the COW-CD the CIP will be brought to Council for final approval. After Council's approval there will be a twenty-day appeal period. If members of the public would like to be notified of Council's decision they must submit a written request to the Community Development Coordinator.

Members of the public can also view updates on the review and approval process on the Township website at www.twpec.ca/new-cip.

7. Adjournment

Moved by: T. Deschamps

Seconded by: S. Dillabough

That the Committee does now adjourn at 6:42 p.m.

Carried

Interim Clerk

MINUTES
COMMITTEE OF THE WHOLE
COMMUNITY DEVELOPMENT

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

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

STAFF: Sean Nicholson, CAO
Mike Spencer, Manager of Parks, Recreation & Facilities
Tim Fisher, Planner
Rachel Porter, Recreation 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 6:47 p.m.

2. Approval of Agenda

Moved by: T. Deschamps

Seconded by: J. Martelle

That the agenda be approved as presented.

Carried

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

Councillor Martelle submitted a declaration of pecuniary interest to the Interim Clerk, pertaining to item 8.b.1. and will remove himself from the table at that time.

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

None.

5. Delegations and Presentations

- a. Leeds Grenville's Greatest Entrepreneur - CF Grenville, Darren Gallacher
- Mr. Gallacher presented Leeds Grenville's Greatest Entrepreneur Competition to Committee, highlighting who can apply, the timeline and key dates as well as how to apply. Mr. Gallacher will send a one-pager to staff to assist with advertising the competition. Committee asked how the winners will be policed, while Community Futures does not have a process in place to police, they will be doing some background work on the applicants and will offer assistance to the winners once announced.
- Committee thanked Mr. Gallacher for his presentation, wish the best of luck to all competitors and look forward to see the uptake from local entrepreneurs.

6. Action/Information/Discussion Items

- a. Live: Land Use Planning
1. Consent Review and Recommendation B-69-25 and B-70-25 - 1419 Pittston Road
- Staff presented the report to Committee, giving a high overview of the application and clarification on the location of the property.
- Moved by:** J. Martelle
Seconded by: W. Smail
- THAT Committee consider the following recommendations to the Consent Granting Authority, subject to any additional conditions placed by the Consent Granting Authority;
- AND THAT Committee recommends approval of severance application B-69-25, to sever a 1 hectare parcel of undeveloped land with approximately 68 metres of road frontage on Pittston Road, subject to the list of conditions as per Schedule 'A' attached to this report;
- AND THAT Committee recommends approval of severance application B-70-25, to sever a 1 hectare parcel of undeveloped land with approximately 68 metres of road frontage on Pittston Road, subject to the list of conditions as per Schedule 'B' attached to this report.
- Carried
2. Consent Review and Recommendation B-71-25 and B-72-25 - 1302 Pittston Road

Staff presented the report to Committee, stating that in order for the application to move forward there needs to be an easement approved due to tile drainage that goes partially onto the retained properties. The concern of strip development was discussed and explained.

Moved by: W. Smail

Seconded by: S. Dillabough

THAT Committee consider the following recommendations to the Consent Granting Authority, subject to any additional conditions placed by the Consent Granting Authority;

AND THAT Committee recommends approval of severance application B-71-25, to sever a 0.7 hectare parcel of undeveloped land with approximately 56 metres of road frontage on Pittston Road, subject to the list of conditions as per Schedule 'A' attached to this report;

AND THAT Committee recommends approval of severance application B-72-25, to sever a 0.7 hectare parcel of undeveloped land with approximately 56 metres of road frontage on Pittston Road, subject to the list of conditions as per Schedule 'B' attached to this report.

Carried

3. Consent Review and Recommendation B-76-25 - Hoy Street

Staff presented the report to Committee, explaining how the severance would work for the two separate lot, creating one service per lot (each half of the semi). Staff explained that there should be no negative impact, the parking is still situation on the separate properties and there will still be outdoor space for the inhabitants. Committee discussed the usage of services, parking spaces and outdoor space.

Moved by: S. Dillabough

Seconded by: W. Smail

THAT Committee consider the following recommendations to the Consent Granting Authority, subject to any additional conditions placed by the Consent Granting Authority;

AND THAT Committee recommends approval of severance application B-76-25, to sever a 0.2 hectare parcel of land will have approximately 7.7 metres of road frontage on Hoy Street, containing the eastern half of the semi-detached dwelling, and

retain a 0.2 hectare parcel of land with 7.5 metres of frontage on Hoy Street containing the western half of the semi-detached dwelling, subject to the list of conditions as per Schedule 'A' attached to this report.

Carried

4. 'LEAR' Mapping Update - Draft County OPA No.5

Staff explained that the changes brought forward by local municipalities were applied by the Counties staff as directed by County Council. Committee requested that wording be looked at more closely on page 67 item 8h regarding prohibiting the construction of any additional dwellings, the Municipal Planner explained this would be looked at on a site by site basis.

Committee thanked the Municipal Planner and the Mayor for their work on this process.

b. Work: Economic Development

1. Request Letter from SBCC - Community Halloween Event

Councillor Martelle stepped away from the table. CAO presented the letter to Committee as an information item and will retain for future requests. Committee fully supports the request.

c. Play: Recreation

1. Summer 2025 Year End Report

Councillor Martelle returned to the table. Staff presented the report to Committee, highlighting the various programs and projects that have occurred in the Recreation Department throughout the summer.

Committee discussed the attendance numbers for summer camp and swim lessons, and thanked staff for their work and dedication to the programs. Staff informed Committee that there is a snack offered to children in summer camp programs, with the possibility of increasing the food component in the future with additional funding from local partners.

Committee recommended staff survey the public and the operators to assist in growing the program year over year, and requested staff send a copy of the year-end report and thank you letters to program partners.

7. Inquiries/Notices of Motion

Councillor Smail asked for the closing date of the municipal boat ramps, staff will assess week by week based on weather, however the current date is October 29th.

8. Member's Report

None.

9. Question Period

There were no questions or comments.

10. Closed Session

Moved by: T. Deschamps

Seconded by: S. Dillabough

That Committee of the Whole proceeds into closed session at 8:14pm. in order to address a matter pertaining to:

- Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approve closed session minutes from September 22, 2025.
- Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: 6-month Observations & Organizational Review, Port of Johnstown.

Carried

- a. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approve closed session minutes from September 22, 2025
- b. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: 6-month Observations & Organizational Review

11. Report Out of Closed

Councillor Ward reported that Committee reviewed the minutes of closed session dated September 22, 2025 and received information pertaining to Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: 6-month Observations & Organizational Review.

Moved by: T. Deschamps

Seconded by: S. Dillabough

THAT the closed meeting of Committee does now adjourn and the open meeting does now resume at 8:28 p.m.

Carried

Moved by: T. Deschamps
Seconded by: S. Dillabough

THAT Committee receives and approves the minutes of closed session dated September 22, 2025.

Carried

12. Adjournment

Moved by: T. Deschamps
Seconded by: J. Martelle

That Committee does now adjourn at 8:29 p.m.

Carried

Chair

Interim Clerk

MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & OPERATIONS

Tuesday, October 14, 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: John Hunter (Advisory Member)
Kimberly Goyette (Advisory Member)
Sean Nicholson, CAO
Dave Grant, Director of Operations/Deputy CAO
Jessica Crawford, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Fire Chief
Eric Wemerman, Chief Water/Sewer Operator
Chris LeBlanc, Manager of Public Works
Natalie Charette, Interim Clerk

1. Call to Order – Chair, Mayor Deschamps

Deputy Mayor Dillabough called the meeting to order at 6:30pm.

Deputy Mayor Dillabough noted the Mayor's delay in arrival and welcomed the new Advisory Member, Kimberly Goyette.

2. Approval of Agenda

Councillor Ward proposed that Committee reorder the agenda to move to Consent and then to Item 8.c. in order to allow the arrival of the Mayor for the Presentation and Discussion Items.

Moved by: C. Ward

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. Consent Agenda

Moved by: C. Ward

Seconded by: J. Martelle

That Committee receives the following consent agenda items as presented:

- a. Q3 2025 Council Remuneration Report
- b. 2025 Q2 and Q3 Bylaw Report

Carried

6. Action/Information Items

- a. Q3 2025 Council Remuneration Report - CONSENT

Moved by: C. Ward

Seconded by: J. Martelle

That Committee receives the Q3 2025 Council Remuneration report as presented.

Carried

- b. 2025 Q2 and Q3 Bylaw Report - CONSENT

Moved by: C. Ward

Seconded by: J. Martelle

That Committee receives the 2025 Q2 and Q3 Bylaw report as presented.

Carried

- c. 2025 Combined Q2 and Q3 Operations Report

Staff presented the report to Committee, highlighting the amount of service requests and work orders as well as the solid waste amounts and metric tonnage of items moved off-site of the Transfer Station, and finally under environmental services provided a summary of flows and operating parameters conducted.

- d. Q2 Fire Report 2025

Staff presented the report to Committee, highlighting the calls, training and pancake breakfast that was well attended. Further discussion occurred around the number of new recruits on the current roster for both Fire Stations.

e. 2025 MTO Interim Report

Staff presented the report to Committee, highlighting the costs associated with calls. Staff reported that there has been no follow-up from MTO after their delegation at the AMO Conference in August.

f. Cardinal and Industrial Park Water System MECP Inspection Reports

Staff presented a high overview of the reports to Committee.

g. Johnstown Water Wells Reserve Fund Transfer

Staff presented the report to Committee, explaining that the reserve fund was created in 2015 and that it's atypical for two systems to need replacing in the same year and that there are only seven properties in total remaining that were identified by the MTO report prior to transferring ownership of Hwy#2 to the County. Road salt was cited as the cause and that there is no known end date to this program.

Moved by: W. Smail

Seconded by: J. Martelle

That Committee recommends Municipal Council direct the Treasurer to transfer \$11,513.26 from the Johnstown Water Wells Reserve Fund (Account 98-3805) to cover the reverse osmosis and water softener replacements.

Carried

h. 2025 Audit Plan and Engagement Letter

Staff presented the report and letter to Committee, explaining their plan to move forward with the auditors.

Mayor Deschamps arrived at 6:48pm

Committee asked if the township was planning on going out to tender for auditors in 2026, staff explained that the Counties will be doing an RFP and has asked other municipalities to join. Staff further explained that there are only a few municipal auditors available and that they will remain status quo for this year, and are allowing the Counties to take the lead on preparing the RFP.

Moved by: W. Smail

Seconded by: J. Martelle

THAT Committee recommends that Municipal Council receives the 2025 audit plan and authorizes the CAO to sign the engagement letter as a requirement of the annual audit.

Carried

7. Delegations and Presentations

a. 2026 Pre-Budget Presentation

Treasurer presented to Committee, discussion ensued around the reserves vs expenses, assessment values, OCIF (Ontario Community Infrastructure Fund) amounts and how that could affect the capital budget. Committee asked for clarification on the washroom improvements, which are located at the pool facilities. Debate around the road program and more specifically Pittston Rd occurred, with various options discussed around the type of surface work to be completed.

8. Discussion Items

a. 2026 Capital Business Case Studies

The CAO explained the packages in front of them, that nothing will be approved at this meeting, however items can be removed or added and will be brought back in November with the funding component attached. Committee was directed to reach out to the CAO with any questions over the next month, who will direct their questions to the appropriate Department Head.

Committee discussed the material used for the accessible ramp, life expectancy of the holiday signage, and the addition of the play structure in Spencerville. Staff were asked if they could get another year out of the side-by-side and if some of the new picnic tables could be placed at the Cardinal pavilions.

Committee would like to keep the Spencerville play structure and washroom upgrades in the budget to see what funding options are brought forward by staff, i.e. accessibility grants.

Committee requested staff submit permit applications to South Nation Conservation Authority for remediation efforts along the shoreline in Cardinal as part of the waterfront clean-up efforts.

Committee decided to move forward with Pittston Road and the joint tender with SDG, discussing the various resurfacing techniques and desired asphalt thickness. Committee requested staff remove Cedar Grove from the Capital Budget for 2026 and move it to 2027 allowing for additional funds to be allotted for the Pittston Rd project if necessary.

The remaining items will return in November with funding attached for Committee to review, discuss and offer direction.

b. Spencerville Lagoon ECA Amendment

Staff presented report to Committee, explaining that Phase 1 is complete with Phase 2 requiring a Public Meeting Centre, recommending to Committee that they wait to move onto Phases 3 and 4 as they come with much higher costs and the hope is that there will be new solutions and technology available that could cost less. Staff explained that currently the system could see 20-30 homes added.

c. ICI Bluebox Collection Service Update

Staff presented to Committee, explaining that the service will no longer be offered to municipalities who are offering to pay for the service. Mayor Deschamps has requested staff apply for a delegation at ROMA (Rural Ontario Municipal Association Conference) with MECP (Ministry of the Environment, Conservation and Parks). Discussion ensued around various options, whether the municipality can offer bins or other pick-up options, with the concern that waste contributions will increase if there is no recycling pick up for ICI's.

Staff confirmed that Edwardsburgh Cardinal has approximately 130 ICI's, and Committee requested that additional communication goes out to each ICI ahead of the January 1st, 2026 transition, allowing them enough time to make arrangements.

9. Councillor Inquiries/Notices of Motion

Councillor Martelle thanked his fellow Council members for their ability to work together.

10. Member's Report

Member's reported on the following:

- Deputy Mayor Dillabough reported that there are sweaters being made up for the Kraft Hockeyville campaign and that there will be pictures taken within the next few weeks.

11. Question Period

There were no questions or comments.

12. Closed Session

None.

13. Adjournment

Moved by: C. Ward

Seconded by: J. Martelle

That Committee does now adjourn at 9:09 p.m.

Carried

Chair

Interim Clerk



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Regular Council

Date: October 30, 2025

Department: Finance

Topic: 2025 Rate-Based Budgets Q3 Update

Background:

Over the past five years (2021-2025), the Township's rate-based systems have shown overall stability, with a combined surplus of approximately \$39,800 across all systems. While some systems have maintained positive results, others have experienced deficits. During this same period, the Township made significant capital investment of approximately \$4.77 million, primarily within the Cardinal Water and Wastewater systems, to support critical infrastructure renewal. However, these substantial capital commitments were not accompanied by corresponding rate increases, which have contributed to pressure on reserve levels.

An attachment to this report illustrates the five-year trends for surplus and deficits results, rate adjustments, and capital spending for each of the Township's rate-based systems.

As we begin looking ahead to the 2026 budget discussions, an overview of the financial position of our rate-based departments is being provided to help support council's planning and decision-making.

Spencerville Wastewater:

As of the third quarter of 2025, the Spencerville wastewater system is in a stable financial position, with both revenues and expenses to remain closely aligned with budget projections. Revenues are projected to finish the year slightly below budget; however, this is expected to be offset by lower-than-budgeted operating expenses.

Staff will plan to continue with a 3.8% rate increase for 2026 in accordance with the Township's asset management plan to maintain long-term financial sustainability and support future infrastructure needs.

Revenues

Budget	Q3	Remaining	% Remaining
\$171,014	\$115,876	\$55,138	32.24%

Operating Expenses

Budget	Q3	Remaining	% Remaining
\$172,014	\$91,058	\$80,956	47.06%

Reserves

Budget Transfer to	Budget Transfer Out	Projected Year-End Amount	Required Min. Amount
\$4,701	\$40,000	\$238,195	\$43,004

Industrial Park Wastewater & Water:

The industrial park wastewater and water systems continue to operate within a sustainable financial framework. For wastewater, operating expenses are minimal due to the fact that the majority of these expenses are invoiced annually from the Town of Prescott. It is anticipated that it will be lower than in previous years due to reduced wastewater flows resulting from the dry conditions experienced this year.

Effective July 1, 2025, rates for both systems were increased by 10%. This adjustment reflected the Town of Prescott's 2024 rate increase, along with 4% for 2025. For 2026, staff will align the rate adjustment with the increase decided by the Wastewater Treatment Facility Board.

Revenues

	Budget	Q3	Remaining	% Remaining
Wastewater	\$112,316	\$75,992	\$36,324	30.34%
Water	\$208,530	\$117,457	\$91,073	43.67%

Operating Expenses

	Budget	Q3	Remaining	% Remaining
Wastewater	\$96,231	\$895	\$95,336	99.06%
Water	\$187,401	\$117,986	\$69,415	37.04%

Reserves

	Budget Transfer To	Budget Transfer From	Projected Year-End Amount	Required Min. Amount
Wastewater	\$16,085	\$0	\$49,140	\$24,058
Water	\$16,129	\$0	\$235,860	\$46,850

Raw Water:

Overall, the raw water system services a single user and continues to demonstrate a strong financial position, with stable revenues, controlled operating costs and healthy reserve balance to support future maintenance requirements.

Revenues

Budget	Q3	Remaining	% Remaining
\$127,616	\$95,712	\$31,904	25.00%

Operating Expenses

Budget	Q3	Remaining	% Remaining
\$107,616	\$66,129	\$41,487	38.55%

Reserves

Budget Transfer to	Budget Transfer From	Projected Year-End Amount	Required Min. Amount
\$20,000	\$0	\$348,770	\$26,904

Cardinal Wastewater & Water:

There are several key items to note for the Cardinal Wastewater and Water systems for 2025. Revenues for both systems are expected to fall short of the budgeted amount. As of the third quarter, 39.15% of the wastewater revenue budget and 35.29% of the water revenue budget remain, whereas approximately 25% remaining would be expected at this point in the year. This shortfall will be partly offset by reduced operating expenses, which are trending below budgeted levels for the year.

Revenues

	Budget	Q3	Remaining	% Remaining
Wastewater	\$760,357	\$462,629	\$297,728	39.15%
Water	\$680,833	\$439,904	\$240,929	35.29%

Operating Expenses

	Budget	Q3	Remaining	% Remaining
Wastewater	\$733,206	\$493,840	\$239,366	32.65%
Water	\$579,008	\$379,687	\$199,321	34.42%

Reserves

	Budget Transfer to	Budget Transfer From	Projected Year-End Amount	Required Min. Amount
Wastewater	\$67,151	\$123,000	(\$45,211.25)	\$183,302
Water	\$101,824	\$490,000	\$274,346.20	\$144,752

A more detailed analysis of reserve levels, consumption trends, and the rates required to sustain operating and capital needs has been completed. The primary area of concern is the wastewater system, which now includes a debenture payment that requires additional offsetting revenue to remain sustainable.

To address this concern, staff have developed a few potential strategies to improve the system's financial position while minimizing the impact on user rates:

1. Transfer a portion of the Cardinal Water reserve to the Cardinal Wastewater reserve to help balance funding between the two systems.
2. Redirect the annual dividend received from Rideau St. Lawrence to the Cardinal Wastewater reserve instead of the Cardinal Hydro reserve until the wastewater reserve reaches a healthy balance.

Attachments to this report include financial projections for the years 2025 through 2030, illustrating the long-term impacts of these two proposed strategies. The projections assume stable consumption, 3% annual operating expenses increase, no transfers from reserves, and no new users added to the system. The analysis shows that by the end of 2030, the required rate adjustments would result in both systems reaching their minimum reserve balance targets, ensuring financial stability and compliance with the reserve policy.

The proposed rate increases for 2026 would result in the following dollar value increase for the average homeowner per month:

	Rate Increase	Average Monthly Increase
Water	3.5%	\$1.76
Sewer	10%	\$5.27
Sewer with strategy #1	9%	\$4.74
Sewer with strategy #1 & 2	8%	\$4.22

	Combined Rate Increase	Combined Monthly Increase
Proposed	6.83%	\$7.03
Strategy #1	6.27%	\$6.50
Strategy #1 & 2	5.76%	\$5.97

Implementing these strategies would help reduce the magnitude of future rate increases and support the long-term financial sustainability of the Cardinal systems.



Treasurer



CAO

SURPLUS/(DEFICIT) ANALYSIS - 5-YEAR TREND

System Name	2021	2022	2023	2024	2025	Total
Industrial Park Wastewater	\$ 3,215.20	(802.23)	\$ (10,227.40)	\$ (28,396.11)		\$ (36,210.54)
Industrial Park Water	\$ 24,089.39	42,421.29	\$ 513.67	\$ (33,870.68)		\$ 33,153.67
Spencerville Wastewater	\$ 39,047.87	3,978.95	\$ 681.95	\$ (21,206.83)		\$ 22,501.94
Cardinal Wastewater	\$ 90,000.77	(14,545.91)	\$ 27,705.17	\$ (147,598.30)		\$ (44,438.27)
Cardinal Water	\$ 126,942.70	(78,508.15)	\$ 140,809.45	\$ (124,419.30)		\$ 64,824.70
						<u>\$ 39,831.50</u>

RATE INCREASES - 5-YEAR TREND

System Name	2021	2022	2023	2024	2025	Total
Industrial Park Wastewater		0%	0%	0%	0%	10%* 10% *Effective July 1
Industrial Park Water		0%	0%	0%	0%	10%* 10% *Effective July 1
Spencerville Wastewater		0%	1%	0%	0%	3.80% 4.80%
Cardinal Wastewater		0%	0%	0%	0%	3.80% 3.80%
Cardinal Water		0%	0%	0%	0%	5.80% 5.80%

BUDGETED CAPITAL SPENDING - 5-YEAR TREND

System Name	2021	2022	2023	2024	2025	Total
Industrial Park Water & Wastewater			\$ 11,854.00			\$ 11,854.00
Spencerville Wastewater	\$ 23,000.00	23,000.00	\$ 35,467.00	\$ 86,000.00	\$ 571,910.00	\$ 739,377.00
Cardinal Water & Wastewater	\$ 143,000.00	222,970.00	\$ 2,857,994.00	\$ 183,291.00	\$ 613,000.00	\$ 4,020,255.00
						<u>\$ 4,771,486.00</u>

Cardinal Water Rate Projection 2025-2030													
Year	Rate Increase	Base	Under 20 m3	Over 20m3	Projected Revenue	Capital Levy	Total Revenue	Operating Cost (Estimate 3%)	Reserve Requirement	Available for Reserves	Cumulative Reserve	Shortfall vs Reserve Target	
2025		273,151.32	179,161.68	55,884.00	508,197.00	\$ 44,208.00	\$ 552,405.00	540,000.00	135,000.00	\$ 12,405.00	\$ 286,751.20	\$ 151,751.20	
2026	3.50%	282,711.62	185,432.34	57,839.94	525,983.90	\$ 44,208.00	\$ 570,191.90	556,200.00	139,050.00	\$ 13,991.89	\$ 300,743.10	\$ 161,693.10	
2027	3.50%	292,606.52	191,922.47	59,864.34	544,393.33	\$ 44,208.00	\$ 588,601.33	572,886.00	143,221.50	\$ 15,715.33	\$ 316,458.43	\$ 173,236.93	
2028	3.50%	302,847.75	198,639.76	61,959.59	563,447.10	\$ 44,208.00	\$ 607,655.10	590,072.58	147,518.15	\$ 17,582.52	\$ 334,040.94	\$ 186,522.80	
2029	3.50%	313,447.42	205,592.15	64,128.18	583,167.75	\$ 44,208.00	\$ 627,375.75	607,774.76	151,943.69	\$ 19,600.99	\$ 353,641.93	\$ 201,698.24	
2030	3.50%	324,418.08	212,787.87	66,372.66	603,578.62	\$ 44,208.00	\$ 647,786.62	626,008.00	156,502.00	\$ 21,778.62	\$ 375,420.55	\$ 218,918.55	

Transferring Reserves to Wastewater

Year	Rate Increase	Base	Under 20 m3	Over 20m3	Projected Revenue	Capital Levy	Total Revenue	Operating Cost (Estimate 3%)	Reserve Requirement	Available for Reserves	Cumulative Reserve	Shortfall vs Reserve Target	
2025		273,151.32	179,161.68	55,884.00	508,197.00	\$ 44,208.00	\$ 552,405.00	540,000.00	135,000.00	\$ 12,405.00	\$ 149,405.00	\$ 14,405.00	
2026	3.50%	282,711.62	185,432.34	57,839.94	525,983.90	\$ 44,208.00	\$ 570,191.90	556,200.00	139,050.00	\$ 13,991.89	\$ 163,396.90	\$ 24,346.89	
2027	3.50%	292,606.52	191,922.47	59,864.34	544,393.33	\$ 44,208.00	\$ 588,601.33	572,886.00	143,221.50	\$ 15,715.33	\$ 179,112.23	\$ 35,890.73	
2028	3.50%	302,847.75	198,639.76	61,959.59	563,447.10	\$ 44,208.00	\$ 607,655.10	590,072.58	147,518.15	\$ 17,582.52	\$ 196,694.74	\$ 49,176.60	
2029	3.50%	313,447.42	205,592.15	64,128.18	583,167.75	\$ 44,208.00	\$ 627,375.75	607,774.76	151,943.69	\$ 19,600.99	\$ 216,295.73	\$ 64,352.04	
2030	3.50%	324,418.08	212,787.87	66,372.66	603,578.62	\$ 44,208.00	\$ 647,786.62	626,008.00	156,502.00	\$ 21,778.62	\$ 238,074.35	\$ 81,572.35	

Cardinal Wastewater Rate Projection 2025-2030

Year	Rate Increase	Base	Under 20 m3	Over 20m3	Projected Revenue	Capital Levy	Total Revenue	Operating Cost (estimate 3%)	Reserve Requirement	Available for Reserves	Cumulative Reserve	Shortfall vs Reserve Target
2025		303,048.00	183,336.00	58,056.00	544,440.00	53,460.00	\$ 597,900.00	657,003.39	164,250.85	(59,103.39)	(81,314.64)	(245,565.49)
2026	10.00%	333,352.80	201,669.60	63,861.60	598,884.00	53,460.00	\$ 652,344.00	676,713.49	169,178.37	(24,369.49)	(105,684.13)	(274,862.50)
2027	9.50%	365,021.32	220,828.21	69,928.45	655,777.98	53,460.00	\$ 709,237.98	697,014.90	174,253.72	12,223.08	(93,461.05)	(267,714.77)
2028	9.00%	397,873.23	240,702.75	76,222.01	714,798.00	53,460.00	\$ 768,258.00	717,925.34	179,481.34	50,332.65	(43,128.39)	(222,609.73)
2029	9.00%	433,681.83	262,366.00	83,081.99	779,129.82	53,460.00	\$ 832,589.82	739,463.10	184,865.78	93,126.71	49,998.32	(134,867.45)
2030	8.92%	472,357.57	285,763.80	90,491.25	848,612.62	53,460.00	\$ 902,072.62	761,647.00	190,411.75	140,425.62	190,423.94	12.19

Transferring Reserves from Water

Year	Rate Increase	Base	Under 20 m3	Over 20m3	Projected Revenue	Capital Levy	Total Revenue	Operating Cost (estimate 3%)	Reserve Requirement	Available for Reserves	Cumulative Reserve	Shortfall vs Reserve Target
2025		303,048.00	183,336.00	58,056.00	544,440.00	53,460.00	\$ 597,900.00	657,003.39	164,250.85	(59,103.39)	55,896.61	(108,354.24)
2026	9.00%	330,322.32	199,836.24	63,281.04	593,439.60	53,460.00	\$ 646,899.60	676,713.49	169,178.37	(29,813.89)	26,082.72	(143,095.65)
2027	8.00%	356,748.11	215,823.14	68,343.52	640,914.77	53,460.00	\$ 694,374.77	697,014.90	174,253.72	(2,640.13)	23,442.59	(150,811.13)
2028	8.00%	385,287.95	233,088.99	73,811.01	692,187.95	53,460.00	\$ 745,647.95	717,925.34	179,481.34	27,722.61	51,165.20	(128,316.14)
2029	7.25%	413,221.33	249,987.94	79,162.30	742,371.58	53,460.00	\$ 795,831.58	739,463.10	184,865.78	56,368.47	107,533.67	(77,332.11)
2030	6.57%	440,349.31	266,399.65	84,359.31	791,108.27	53,460.00	\$ 844,568.27	761,647.00	190,411.75	82,921.27	190,454.94	43.19

Including Dividend from RSL - Cardinal Hydro

Year	Rate Increase	Base	Under 20 m3	Over 20m3	Projected Revenue	Capital Levy	Total Revenue	Operating Cost (estimate 3%)	Reserve Requirement	Available for Reserves	Cumulative Reserve	Shortfall vs Reserve Target
2025		303,048.00	183,336.00	58,056.00	544,440.00	53,460.00	\$ 597,900.00	657,003.39	164,250.85	(59,103.39)	82,396.61	(81,854.24)
2026	8.00%	327,291.84	198,002.88	62,700.48	587,995.20	53,460.00	\$ 641,455.20	676,713.49	169,178.37	(35,258.29)	73,638.32	(95,540.05)
2027	7.75%	352,656.96	213,348.10	67,559.77	633,564.83	53,460.00	\$ 687,024.83	697,014.90	174,253.72	(9,990.07)	90,148.25	(84,105.47)
2028	7.01%	377,382.09	228,306.15	72,296.45	677,984.69	53,460.00	\$ 731,444.69	717,925.34	179,481.34	13,519.35	130,167.60	(49,313.74)
2029	3.50%	390,590.46	236,296.87	74,826.83	701,714.16	53,460.00	\$ 755,174.16	739,463.10	184,865.78	15,711.05	172,378.65	(12,487.13)
2030	3.50%	404,261.13	244,567.26	77,445.76	726,274.15	53,460.00	\$ 779,734.15	761,647.00	190,411.75	18,087.15	190,465.80	54.06

TOWNSHIP OF EDWARDSBURGH CARDINAL

October 30, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council approves the Port of Johnstown Strategic Plan with suggested amendments, 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.



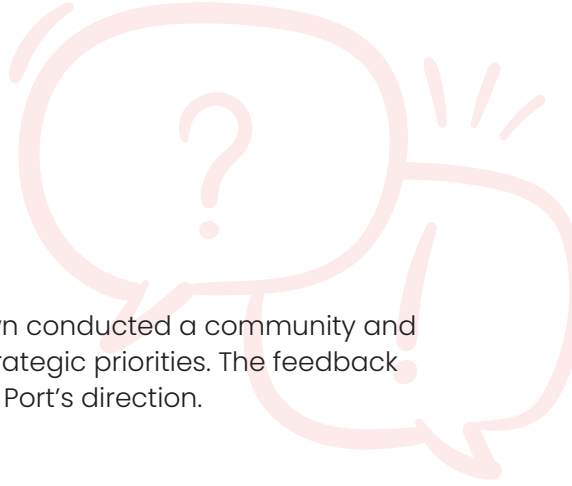
***Port of
Johnstown***

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.**



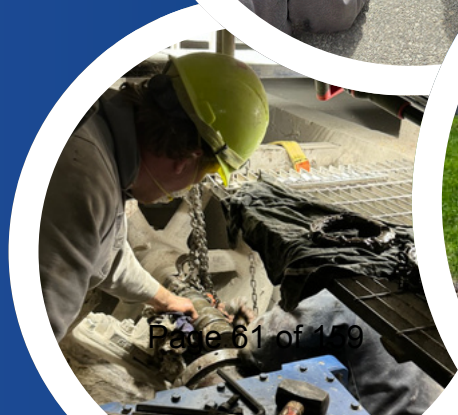


***Port of
Johnstown***

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.	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

TOWNSHIP OF EDWARDSBURGH CARDINAL

October 30, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council direct the Treasurer to transfer \$11,513.26 from the Johnstown Wells Reserve Fund (Account 98-3805) to cover the reverse osmosis and water softener replacements, 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

October 30, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

THAT Municipal Council receives the 2025 audit plan and authorizes the CAO to sign the engagement letter as a requirement of the annual audit, 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
ACTION ITEM**

Committee: Regular Council

Date: October 30, 2025

Department: Finance

Topic: 2025 Plow Truck Financing Options

Purpose: To provide Council with an overview of financing options available for the purchase of the 2025 plow truck.

Background: In July 2024, Council awarded (R2024-182) the 5 Tonne Truck plus related Snow Plow Equipment Tender EC-PW-24-07 to Premier Truck Group with a delivery timeline of fall 2025. The purchase of a new plow truck will support winter operations and maintain service levels. The approved funding source for the purchase is debt financing. The total purchase price of the plow truck, including HST is \$403,625.25. The estimated delivery of the plow truck is before the end of November 2025.

Preliminary discussions with the bank regarding the equipment credit facility indicate the following options for a term loan amortized over a 7-year period, subject to monthly blended payments:

Option	Interest Rate	Blended Monthly Payment	Notes
4-year fixed	3.72%	\$5,461.48	Loan renewal at end of 4 years
5-year fixed	3.81%	\$5,478.12	Loan renewal at end of 5 years
7-year fixed	4.01%	\$5,515.20	Fully amortized over 7 years

Policy Implications: All financial items over \$75,000 require Council approval. The Debt Management Policy 2017-61 allows for use of term loan with any Canadian Bank 6-10 years for specialized vehicle/equipment.

Strategic Plan Implications: Financing through a structured loan arrangement supports the Township's strategic goal of delivering services effectively and efficiently

by spreading the cost over time. The Township can maintain service levels without significant impact to the operating budget or depleting reserves.

Financial Considerations: The total purchase price of the plow truck, including HST, is \$403,625.25. The bank has provided three term loan options, two have renewals and one is fully amortized. The 4-year and 5-year term loans carry interest rate renewal risk, as the rates may change with the loan is renewed at the end of the fixed term. The 7-year term loan mitigates this risk with a fully amortized rate. Staff have reviewed the budget impacts and confirm that payments can be accommodated under all scenarios.

Recommendation: THAT Municipal Council approve financing for the purchase of the plow truck in the amount of \$403,625.25 through a term loan AND direct the treasurer to enter into a 7-year fixed term loan at 4.01%.



Treasurer



CAO



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Regular Council

Date: October 30, 2025

Department: Public Works

Topic: EC-PW-25-14 Collection of Curbside Solid Waste Award

Purpose: To recommend award of EC-PW-25-14 for the collection of curbside solid waste to HGC Management Inc.

Background: On September 11th, the Township issued a request for proposals for the provision of curbside collection and disposal of waste in accordance with the specified service requirements, terms and conditions. The contract effective date listed was January 1, 2026 and duration specified was three (3) years with the option of two (2) one (1) year extensions subject to mutual agreement by both parties.

On October 1st, an addendum was issued in response to inquiries related to the request for proposal. Submitters were required to provide information in the following areas:

- Company Profile: listing key team members, any MOL or MECP orders within the last 3 years, H&S plan and WSIB clearance certificate
- Relevant Reference and Experience
- List of Subcontractors
- Fleet details: including CVOR Level 2 report
- Plans related to operations, quality control and communications

At the time of closing, one submission was received from HGC Management Inc. and determined to meet all the submission requirements. Staff reached out to (3) three other potential submitters that had communicated interest in the opportunity to determine rationale for declining to provide a submission. Responses varied from each vendor and included the following:

- Insufficient lead time to secure a vehicle.
- Given the area and potential competitors, determined they were unable to provide competitive pricing.

The provision of curbside collection presents some challenges and opportunities for improvement. In evaluating the current contract, HGC Management Inc. has performed the service satisfactorily over the contract duration. Complaints have arisen and will continue to arise with this type of service regardless of the service provider. There are two main areas that must continue to be focused on moving forward and they center around education and respect.

Education: open lines of communication between service provider, Township and residents in understanding their roles and responsibilities in the process. The changes in the Blue Box regime add greater complexity.

Respect: Have appreciation and empathy for the frontline people providing the service.

Policy Implications: The procurement policy requires that contracts above the value of \$75,000.00 and where contracts extend beyond the current term of Council, must be approved by Council.

Strategic Plan Implications: Aligns with objective 2.3 ensuring that services delivered are effective and efficient.

Financial Considerations: HGC Management Inc. submitted the following pricing listed in the table below:

Year	2026	2027	2028
Dollar Value (excluding HST)	\$354,000.00	\$365,000.00	\$375,000.00

The pricing submitted is competitive based on our current one-year extension agreement at \$342,000.00 and the table below, which lists the dollar values submitted by the (3) three other proponents for the solid waste portion of the previous RFP issued in late 2021 for the years 2022-2024.

Year	Bidder #1	Bidder # 2	Bidder # 3
2022	\$337,699.00	\$355,021.00	\$452,400.00
2023	\$358,835.00	\$373,648.00	\$470,496.00
2024	\$381,240.00	\$393,197.00	\$489,315.00

Recommendation: THAT Municipal Council award EC-PW-25-14 for the collection of curbside solid waste to HGC Management Inc. and direct staff to prepare the bylaw and contract documents for execution.



Director of Operations



Manager of Public Works



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Regular Council

Date: October 30, 2025

Department: Public Works

Topic: Community Safety Zone – Henderson & Section of Bennett/CR44

Purpose: To recommend the establishment of a designated community safety zone on Henderson Street and along the section of Bennett Street/CR44 between Sloan Street and Goodin Road.

Background: A member, under the Council inquiries portion of the September 29 Council meeting, noted a resident letter from the correspondence package requesting the establishment of a rate of speed in the school zone around Centennial 67.

School zones are a specific type of community safety zone that includes the area around a school property, with reduced speed limits during certain hours (ex. arrivals/departures), and may or may not have doubled fines depending on whether it's also designated as a community safety zone.

Community safety zones (CSZs) are designated road sections, typically near schools, hospitals, and parks, where fines for traffic violations are doubled to improve safety for pedestrians and other vulnerable road users.

Staff have reviewed the area with UCLG, the Centennial 67 principal and OPP community safety officer. There seems to be support for the establishment of a community safety zone in this area. This would be consistent with the CSZ that exists in Johnstown near the South Edwardsburgh public school (Bylaw 1999-0015).

The posted 50km/h speed limit would remain and the safety zone would be effective at all times. We would educate through social media messaging to advise users of the change and requirements.

Area Map



Policy Implications: Section 214.1(1) of the Highway Traffic Act permits municipal council to pass a by-law designating a part of a highway under its jurisdiction as a community safety zone, if, in the council's opinion, public safety is of special concern on that part of the highway.

In 2016, a community safety zone policy was established to assist in the decision-making process. A copy of the policy is attached.

Strategic Plan Implications: In alignment with the mission statement "to grow a safe, healthy community, while providing sustainable services for all to enjoy."

Financial Considerations: There would be some costs associated with signage purchase and installation. The enforcement component would be a base cost under the current policing model and not an additional fee for service.

Recommendation: That Municipal Council pass a bylaw to establish a designated community safety zone on Henderson Street and along the section of Bennett Street/CR44 between Sloan Street and Goodin Road.

A handwritten signature in dark ink, appearing to read 'D. Scott', written over a horizontal line.

Director of Operations

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

Manager of Public Works

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

BY-LAW NO. 2016-37

“A BY-LAW TO ESTABLISH A COMMUNITY SAFETY ZONE POLICY”

WHEREAS Section 214.1(1) of the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended by Bill 26, Chapter 6, Statutes of Ontario 1998 provides the Council of a municipality to designate community safety zones on parts of highways under its jurisdiction;

WHEREAS the Council of the Corporation of the Township of Edwardsburgh/Cardinal deems it advisable to adopt a Community Safety Zone Policy;

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

1. The Community Safety Zone Policy attached hereto as Schedule “A” shall form apart of this by-law.
2. That this By-law shall come into force and take effect upon passing.

Read a first and second time in open Council this 24th day of May, 2016.

Read a third and final time, passed, signed and sealed in open Council this 24th day of May, 2016.

Mayor

Deputy Clerk

Schedule “A”

Community Safety Zone Policy

BACKGROUND

Community Safety Zones are designated on roadways deemed advisable for safety reasons near areas of high pedestrian traffic and sensitive users such as schools, day-care centres, retirement residences and areas defined as high collision locations. Public safety is of special concern at these locations. Community Safety Zones are regulated under the *Highway Traffic Act* and are designated by by-law specifying the zone limits, and hours, days of the week and months of the year during which it is in effect.

OBJECTIVE

With the intent of modified motorist behaviour and increased safety for all road users, the Township of Edwardsburgh/Cardinal has established criteria that must be met in order to designate a Community Safety Zone. There are three criteria that must be satisfied in order to designate a section of a road as a Community Safety Zone; all three criteria must be satisfied.

Criteria #1 – Areas of Special Consideration

Community Safety Zones must only be implemented at locations of special concern that are obvious to the road user. Therefore, Community Safety Zones may only be implemented at the following locations:

- Elementary or Secondary schools
- Daycare centres
- Retirement residences or seniors centres
- Community centres
- High pedestrian traffic locations

For purposes of this criteria, a high pedestrian traffic location is defined as a location that experiences more than 75 pedestrians per hour, for any 8 hours of the day.

Criteria #2 – Safety Criteria

The safety criteria is comprised of a collision component and a risk component. Either the collision component or the risk component must be met in order to satisfy the Safety Criteria.

Collision Component: A Community Safety Zone may be implemented if the collision ratio is less than 1:900 (collisions per year: AADT) averaged over 36 consecutive months.

Risk Component: It is recognized that a significant safety concern may exist even though it is not reflected in the collision component; the risk component addresses

this safety concern and assesses the elements of risk that may exist on the potential Community Safety Zone site.

Below is a list of six risk factors that are considered to be essential in assessing the level of risk at a potential Community Safety Zone. If 6 points are scored then the area is at low risk, if 7-12 points are scored then the area is at moderate risk, and if 13-18 points are scored then the area is at high risk. **Therefore, a minimum of 13 points must be accumulated to satisfy the risk component of the safety criteria.**

RISK FACTOR	RISK FACTOR SCORING			SCORE
	HIGH (score 3)	MODERATE (score 2)	LOW (score 1)	
85 th Percentile Speed (above posted speed limit)	>20	15-20	<15	
AADT	>2000	1000-2000	<1000	
Truck Volume (% of traffic)	>5%	3%-5%	<3%	
Pedestrian Volume (in any 8 hours)	>75	40-75	<40	
Length of Sidewalks (% of road)	<25%	25%-75%	>75%	
Intersections and Entrances (per kilometer)	>10	4-10	<4	
TOTAL SCORE:				

Prior to assessing the risk component of the safety criteria, field observations or local law enforcement must verify that there is an unusually high violation rate in the subject location.

Criteria #3 – Ability to Enforce

The implementation of a Community Safety Zone requires the commitment of enforcement. Community Safety Zones are enforced by local law enforcement which in the case of the Township of Edwardsburgh/Cardinal would be the OPP. This criteria ensures that sufficient resources are available to provide the necessary enforcement.

ADDITIONAL NOTIFICATION

The legislation does not specify limits on the size of a Community Safety Zone. The size of a zone will depend on the nature of the safety issue(s). A Community Safety Zone, for example, could encompass all streets surrounding a particular site or contrarily, only a section of a street fronting a particular site.

The legislation does not specify duration for a Community Safety Zone. The intention of a Community Safety Zone is to address a specific problem and is to be removed once the problem is resolved.

The time period that a Community Safety Zone is in effect will vary per location, depending on the site and the nature of the safety issue(s). A zone may only be in effect during certain times of the day, days of the week or months of the year.

**CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH**

BY-LAW NO. 99-15

**“BEING A BY-LAW TO ESTABLISH A COMMUNITY SAFETY
ZONE UNDER THE HIGHWAY TRAFFIC ACT.”**

WHEREAS subsection 214.1 of the Highway Traffic Act, R.S.O. 1990, Chapter H.8 as amended, authorizes municipal councils to designate, by by-law, a part of a highway under its jurisdiction as a community safety zone;

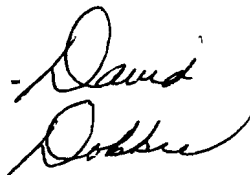
AND WHEREAS Council has deemed that there are school zones within the municipality that merit designation as community safety zones;

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

1. That the following parts of municipal highway be designated as community safety zones:
 - a) Second Street from Sophia Street to Mary Street in front of South Edwardsburg Public School;
 - b) Mary Street, Elizabeth Street and Sophia Street north from County Road 2 to Fourth Street.
2. By-law No. 99-12 is hereby revoked.
3. This by-law shall come into force and take effect upon the erection of the regulated signage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 7th DAY
OF JUNE , 1999.**

HEAD OF COUNCIL (-



CLERK (-





TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

COMMITTEE: Regular Council Meeting

DATE: October 30, 2025

DEPARTMENT: Community Development Planning

TOPIC: Site Plan Amendment Agreement (SPC-2025-003), 2320 Brouseville Road

PURPOSE:

To review a draft Site Plan Control Amendment Agreement for site plan control application number SPC-2025-003, affecting the property addressed as 2320 Brouseville Road.

The applicant proposes to amend an existing site plan control agreement (By-Law 2022-63) which is registered on title at the property municipally addressed 2320 Brouseville Road. The owner/applicant is ready to proceed with Phase 2 to expand the self-storage facility.

Phase 2 proposes three multi-unit, self-storage buildings (buildings 3, 4 and 5 as per the submitted site plan drawing) totaling 668.61 square metres, north of the existing self-storage buildings (Phase1).

The total combined building area of Phases 1 and 2 is 1,256.8 square metres which results in 2.3% lot coverage.

The site plan drawing also provides a concept for Phase 3 which will be addressed through a future site plan control amendment application.

The cover-all building with on-site services approved through Phase 1 has been removed from the original site plan.

THE ORIGINAL CO. Annable Designs Co. Ltd. EST. 2012
RESIDENTIAL DESIGN-CONSULTING-PLANNING

Annable Designs Co. Ltd.

All Official Plans are stamped with RED INK of our "Official Plans for Permit / Construction" stamp. In addition to our RED INK stamp, if plans are not to be stamped and signed they are to be considered "Not for Construction" and should be rejected for our office's use.

SITE PLAN UPDATE

For: **#2320 BROUSEVILLE RD**

Being: **PART OF LOT 23 CONCESSION 3**
Geographic Township of Edwardsburgh-Cardinal
COUNTY OF GRENLEIGH

Scale: 1:1000

CAUTION - NOT PLAN OF SURVEY
Original Plans of Lot 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 7

THE ORIGINAL CD, Annable Designs Co. Ltd. EST. 2012

RESIDENTIAL CONSULTING-PLANNING

PARTIAL SITE PLAN
 Part
 #000 BROUSEVILLE RD

Being:
 PART OF LOT 23 CONCESSION 3
 Geographic Township of Edwardsburgh-Cardinal
 COUNTY OF GREENVILLE

CAUTION - NOT PLAN OF SURVEY
 This Plan is NOT a Legal Plan of Survey. The Plan should be used only as a Guide Plan of Survey. The Plan should be used only as a Guide Plan of Survey. The Plan should be used only as a Guide Plan of Survey.

SUBJECT LANDS
 LOT 23 CONCESSION 3

RU - RURAL
 (Zoned)

CH. HIGHWAY 26

BROUSEVILLE ROAD

LOT 22

LOT 21

LOT 20

LOT 19

LOT 18

LOT 17

LOT 16

LOT 15

LOT 14

LOT 13

LOT 12

LOT 11

LOT 10

LOT 9

LOT 8

LOT 7

LOT 6

LOT 5

LOT 4

LOT 3

LOT 2

LOT 1

LOT 0

LOT 1

LOT 2

LOT 3

LOT 4

LOT 5

LOT 6

LOT 7

LOT 8

LOT 9

LOT 10

LOT 11

LOT 12

LOT 13

LOT 14

LOT 15

LOT 16

LOT 17

LOT 18

LOT 19

LOT 20

LOT 21

LOT 22

LOT 23

LOT 24

LOT 25

LOT 26

LOT 27

LOT 28

LOT 29

LOT 30

LOT 31

LOT 32

LOT 33

LOT 34

LOT 35

LOT 36

LOT 37

LOT 38

LOT 39

LOT 40

LOT 41

LOT 42

LOT 43

LOT 44

LOT 45

LOT 46

LOT 47

LOT 48

LOT 49

LOT 50

LOT 51

LOT 52

LOT 53

LOT 54

LOT 55

LOT 56

LOT 57

LOT 58

LOT 59

LOT 60

LOT 61

LOT 62

LOT 63

LOT 64

LOT 65

LOT 66

LOT 67

LOT 68

LOT 69

LOT 70

LOT 71

LOT 72

LOT 73

LOT 74

LOT 75

LOT 76

LOT 77

LOT 78

LOT 79

LOT 80

LOT 81

LOT 82

LOT 83

LOT 84

LOT 85

LOT 86

LOT 87

LOT 88

LOT 89

LOT 90

LOT 91

LOT 92

LOT 93

LOT 94

LOT 95

LOT 96

LOT 97

LOT 98

LOT 99

LOT 100

LOT 101

LOT 102

LOT 103

LOT 104

LOT 105

LOT 106

LOT 107

LOT 108

LOT 109

LOT 110

LOT 111

LOT 112

LOT 113

LOT 114

LOT 115

LOT 116

LOT 117

LOT 118

LOT 119

LOT 120

LOT 121

LOT 122

LOT 123

LOT 124

LOT 125

LOT 126

LOT 127

LOT 128

LOT 129

LOT 130

LOT 131

LOT 132

LOT 133

LOT 134

LOT 135

LOT 136

LOT 137

LOT 138

LOT 139

LOT 140

LOT 141

LOT 142

LOT 143

LOT 144

LOT 145

LOT 146

LOT 147

LOT 148

LOT 149

LOT 150

LOT 151

LOT 152

LOT 153

LOT 154

LOT 155

LOT 156

LOT 157

LOT 158

LOT 159

LOT 160

LOT 161

LOT 162

LOT 163

LOT 164

LOT 165

LOT 166

LOT 167

LOT 168

LOT 169

LOT 170

LOT 171

LOT 172

LOT 173

LOT 174

LOT 175

LOT 176

LOT 177

LOT 178

LOT 179

LOT 180

LOT 181

LOT 182

LOT 183

LOT 184

LOT 185

LOT 186

LOT 187

LOT 188

LOT 189

LOT 190

LOT 191

LOT 192

LOT 193

LOT 194

LOT 195

LOT 196

LOT 197

LOT 198

LOT 199

LOT 200

LOT 201

LOT 202

LOT 203

LOT 204

LOT 205

LOT 206

LOT 207

LOT 208

LOT 209

LOT 210

LOT 211

LOT 212

LOT 213

LOT 214

LOT 215

LOT 216

LOT 217

LOT 218

LOT 219

LOT 220

LOT 221

LOT 222

LOT 223

LOT 224

LOT 225

LOT 226

<

BACKGROUND:

An application under Section 41 of the Planning Act was submitted by David Annable of Annable Designs on behalf of the owner McKenzie Desjardins, to amend an existing site plan agreement for the property at 2320 Brouseville Road. The application was deemed complete by staff on October 8th, 2025 and circulated to internal and external agencies for comments.

The subject property is subject to an existing site plan approval through By-Law 2022-63, being a site plan agreement for Phase 1 which is registered on title of the property. The site is developed with two multi-unit, self-storage buildings within a fenced and graveled area with secure access from Brouseville Road.

Phase 1 also included a cover all building north of Phase 1 which also proposed a sewage disposal system and well to provide services to the cover-all building. The new owner of the property (McKenzie Desjardins) does not wish to proceed with the cover-all building and on-site services and proposes to expand the self-storage use through Phases 2 and 3.

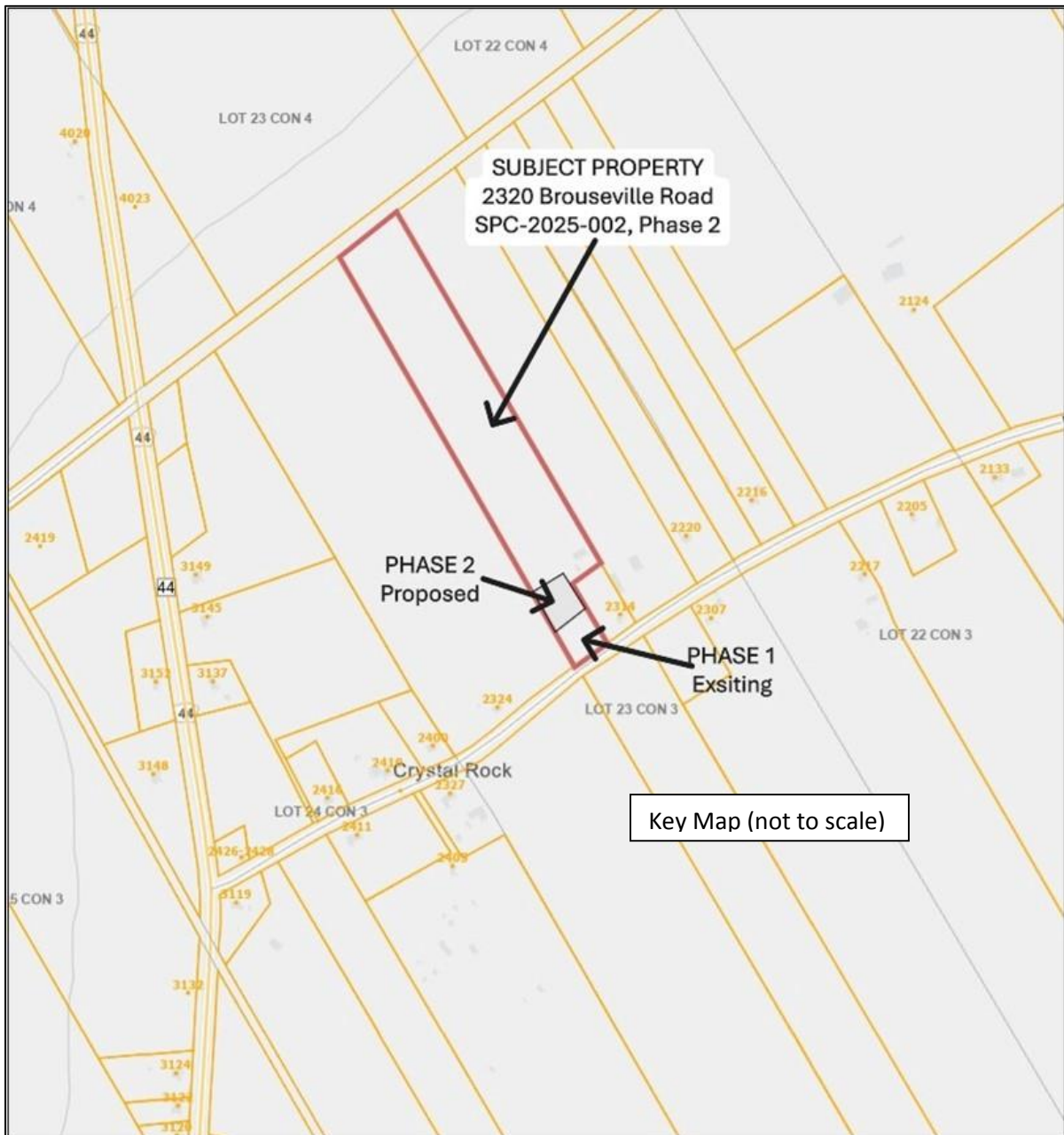
The owner/applicant and agent, consulted with township staff regarding the proposed expansion of the self-storage units and was informed to submit a site plan control amendment application and its required application fee.

The application has been deemed complete and opened. Planning staff reviewed the application for Phase 2 and determined that the expansion of the use, design, fencing, access and use of existing vegetation as per Phase 1 will comply with Official Plan policies and requirements of the Zoning By-Law. Phase 2 appears to be located within the graveled and fenced area as per the approved site plan drawing in By-Law 2022-63.

LOCATION:

The subject property has a lot area of 5.47 hectares with approximately 49 metres of road frontage on Brouseville Road and a lot depth of approximately 612 metres. The site is developed with two multiple unit, self-storage buildings with secured gated access from Brouseville Road.

Two pre-existing accessory structures (agricultural storage buildings) remain on the site.



POLICY & BY-LAW

County Official Plan Designation:

Rural Area, Mineral Aggregate Resources (Tertiary), Natural Heritage System.

Township Official Plan Designation:

Rural Policy Area, Significant Woodland, Sand and Gravel Resources

Zoning By-Law 2022-37:

Highway Commercial (CH) Zone

SITE PLAN CONTROL AMENDMENT APPLICATION, SPC-2025-003:

The existing and proposed development is subject to the Site Plan Control Application process and therefore subject to Section 41 of the *Planning Act* and the policies of Section 7.3, Site Plan Control in the Township Official Plan.

Township staff have been working with the applicant to address technical comments raised by internal and external agencies through the technical circulation process.

Copies of the Site Plan Agreement (By-Law 2022-63), Phase 2 drawings and Draft Site Plan Amending agreement are attached as Exhibits to this report.

The following is a breakdown of the proposed amendments to the plan:

- i. Proposed Changes to Original Site Plan: The previous owner (2788821 Ontario Inc, applied for Site Plan Approval in 2021/2022 to establish a landscaping business and self-storage units on the site. The site plan was approved and the Site Plan Agreement (By-Law 2022-63) was registered on title of the property.

The development was to permit two multi-unit, self storage building located in a fenced area with a graveled area while providing an area north of the storage buildings to provide open storage of recreation vehicles, etc. A coverall building was proposed behind the secure storage area which was intended to house a landscaping business serviced with a proposed well and sewage disposal system.

The current owner does not intend to proceed with the coverall building or establish a well and sewage disposal system and proposes to expand the self-storage use in two additional Phases.

The site plan amendment application (SPC-2025-003) is only for Phase 2 of the development which is intended to establish three multi-unit, self storage buildings within the area previously approved for open storage. Grading and drainage will remain as previously approved however fencing may have to be altered to adjust for the location of the new buildings.

The future Phase 3 will be required to undergo the site plan approval process.

- ii. Road Access: The existing secure/ gated access from Brouseville Road will be maintained. Alterations to the internal driveway and access not proposed.
- iii. Drainage: An existing drainage ditch which was established through Phase 1, is located along the eastern lot line, parallel with the abutting property at 2314 Brouseville Road. Phase 2 will be located within the area intended for outdoor storage and will continue to maintain the approved grades which will continue to direct surface water to the drainage ditch and discharge into the roadside ditching along Brouseville Road.

Phase 2 would appear to have no negative impacts on the existing grades and drainage, however Phase 3 will require additional grading and drainage information which will be reviewed through a future site plan control application.

- iv. Landscaping and Buffering: Phase 2 proposes no additional landscaping and will maintain the existing landscaping which was established through Phase 1 which provides buffering from the residential use on the adjacent lot at 2314 Brouseville Road. The row of trees will continue to provide visual buffering between the two properties and its uses and is not anticipated to result in any negative impacts.

CONCLUSION:

Staff determined that the proposal is in keeping with the intent of the Rural Area policies and the policies pertaining to site plan control in the Official Plan, and complies with the regulations of the Zoning By-law.

The proposal will allow a growing business within the township to expand its existing development on an existing lot to meet their intended needs. The township's policies encourages and promotes the growth of new and existing businesses in the township.

The site plan control amending agreement (Exhibit A) which will be registered on title of the property will recognize the approved plans, studies and reports and will provide the developer with conditions which are required to be satisfied throughout the development.

APPROVED DRAWINGS, REPORT AND STUDIES:

Exhibit A – Draft Site Plan Control Amending Agreement (SPC-2025-003)

Exhibit B – Existing Site Plan Control Agreement (By-Law 2022-63)

POLICY IMPLICATIONS:

Section 41 of the Planning Act permits a municipality to establish a site plan control area (or areas) within the municipality. The Township has established a Site Plan Control By-law through By-Law 2023-47.

STRATEGIC PLAN IMPLICATIONS:

This site plan control amending agreement aligns with the Township's Growth and Economic Development priority by supporting commercial and industrial development in a manner that ensures sustainable and responsible growth, while providing employment growth and commerce.

FINANCIAL CONSIDERATIONS:

The applicant has submitted the required application fee to the Township for the site plan control application, in accordance with the Planning Fees Bylaw 2022-40.

The applicant will be responsible for the cost of the agreement to be registration on title by Township Legal Counsel.

RECOMMENDATION:

That Municipal Council enter into a site plan control amending agreement with the property owner at 2320 Brouseville Road, for the expansion of the self-storage units for Phase 2 through site plan application SPC-2025-003; AND THAT the agreement be registered on title of the property.



Tim Fisher
Municipal Land Use Planner

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL
SITE PLAN CONTROL AMENDING AGREEMENT**

THIS AGREEMENT made in triplicate this ____ day of _____, 2025

BETWEEN:

MCKENZIE DESJARDINS

Hereinafter called the "Owner"

of the first part,

- and -

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Hereinafter called the "Township"

of the second part.

WHEREAS: The Council of the Corporation of the Township of Edwardsburgh/Cardinal deems it advisable under Section 41 of the Planning Act, RSO 1990, to enter into a Site Plan Control Amendment Agreement with the property Owner, McKenzie Desjardins, respecting the further development of a property being more particularly described in Schedule 'A' attached;

AND WHEREAS: the Owner has applied to the Township in accordance with the Site Plan Control provisions of By-law No. 2023-47, to modify the "original" site plan control agreement between the former owner, 2788821 Ontario Inc. and the Township of Edwardsburgh/Cardinal through By-Law 2022-63 which was registered in the Ontario Land Registry Office as instrument No. C80819 on December 5, 2022;

AND WHEREAS: The Original Agreement is hereby amended as set out herein, all of which is hereinafter referred to as "the Site Plan Agreement" and the amendment affects all of the lands described in Schedule "A" hereto, which lands are herein called the "subject lands";

AND WHEREAS: the Owner has agreed with the Township to undertake, furnish and perform the works, material, matter and things required to be done, furnished and performed in the manner hereafter described in connection with the proposed use of the land and in conformity with the Zoning By-law;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of other good and valuable consideration and the sum of two dollars (\$2.00) of lawful money of Canada now paid by the Owner to the Municipality, the receipt of which is hereby acknowledged, the Parties hereby agree as follows:

1. LAND TO WHICH THIS AGREEMENT APPLIES

- 1.1 This is an agreement made pursuant to the provisions of Section 41 of the Planning Act, RSO 1990, as amended and applies to the lands described in Schedule "A" to this agreement.

2. STATUTES, BYLAWS, LICENSES, PERMITS AND REGULATIONS

- 2.1 The Owner undertakes and agrees that prior to the commencement of any development, redevelopment, site alteration, construction or other works, the Owner shall obtain all necessary permits and approvals required by the Government of Canada, the Province of Ontario or any agency thereof, the Township and any other affected agency.
- 2.2 The Owner undertakes and agrees to comply with the requirements of all relevant municipal bylaws, provincial and federal statutes and regulations, permits, approvals or licenses in addition to the terms of this agreement.

3. SCHEDULES

- 3.1 The Owner hereby agrees that prior written approval by the Township and/or an amendment to a Schedule shall be required for any departure, change or modification from the Schedules.
- 3.2 That the documents listed in Schedule "B" and Schedule "C", and their amendments, are electronically filed with the Township. The approved drawings, studies and reports, and their amendments are available for viewing by contacting the Township Office.
- 3.3 The following list of schedules attached hereto are deemed to be and form part of this Agreement:

Schedule "A" - Legal Description of the Subject Lands

Schedule "B" - Drawing List

Schedule "C" – Drawing SP1, Site Plan Update

Schedule "D" - Special Conditions

4. REGISTRATION OF AGREEMENT AND COMMENCEMENT OF WORK

- 4.1 The Owner covenants that he/she/they shall not commence any development or site alteration whatsoever until this Agreement is registered on title against the land at the expense of the Owner.
- 4.2 The Owner may submit a written request to commence with site servicing, grading and/or foundation work to the Township, prior to registration of the Site Plan Agreement. The Township shall be satisfied that all required sign off and approvals have been obtained and that there are no further outstanding issues to be resolved.
- 4.3 The Townships Chief Administrative Officer will provide written approval for any works prior to the registration of the agreement.

5. ENTRY BY TOWNSHIP

- 5.1 Notwithstanding any additional authority in law, the Township, by its officers, servants, agents and contractors, for the life of this Agreement are entitled to enter on the Lands or any part thereof as well as any buildings or structures erected thereon to inspect the construction, operation and maintenance of the works, services and facilities on the Lands for the purposes of determining compliance with this Agreement.

6. COMPLETION DATE

- 6.1 The owner agrees to complete the work required under this Agreement within two (2) years of the date of the commencement of works. Notwithstanding, if exceptional circumstances prevent the owner from complying with the requirements, the Township may extend the completion date.

7. DEFAULT

- 7.1 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.

8. FACILITIES AND WORK TO BE PROVIDED AND MAINTAINED

8.1 The Owner covenants and agrees to provide and maintain, at his/her/their sole expense each and every facility, work or other matter illustrated on the Schedules to the satisfaction of the Township, acting in a commercially reasonable manner, and to engage qualified professionals, where required, to design and carry forth any of the work undertaken under this Agreement. This shall include the restoration of any faulty workmanship or materials.

9. CERTIFICATE OF COMPLIANCE

9.1 Upon the satisfactory completion of all matters and things to be provided and maintained by the Owner pursuant to this Agreement, the Owner shall be entitled to obtain a Certificate of Compliance from the Township confirming that all provisions of this Agreement have been complied with in full to the date of such Certificate.

10. NOTICE TO PARTIES

10.1 Any Notice by any party to this agreement to another shall be given in writing and mailed or delivered to the Party:

In the case of the Municipality:

Township of Edwardsburgh/Cardinal

Attention: Township Clerk
18 Centre Street
P.O. Box 129
Spencerville, ON KOE 1X0

In the case of the Owner(s):

McKenzie Desjardins

218-93 Norman Street
Ottawa Ontario K15 5X9

11. SEVERABILITY:

11.1 The terms of this agreement are severable, and the unenforceability of any part hereof shall not render the whole unenforceable. No forbearance or failure by the Township to strictly enforce any term or covenant herein shall prevent the Township from insisting upon strict compliance by the Owner subsequent to such forbearance or failure to strictly enforce its terms. The terms of this agreement may not be altered except by a subsequent agreement in writing between the parties.

12. SUCCESSORS AND ASSIGNS

12.1 This Agreement shall ensure to the benefit of and be binding upon the respective heirs, personal representatives, successors and assigns of each of the parties hereto.

13. FORCE AND EFFECT

13.1 This Agreement comes into force after it has been executed by all parties hereto and registered against the title to the lands described in Schedule "A".

IN WITNESS WHEREOF the Parties have hereunto set their hands and seals, corporate parties over the hand(s) of their duly authorized signing officers in that regard.

OWNER/AUTHORIZED AGENT

McKenzie Desjardins

I have the authority to bind the corporation.

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

Mayor

Clerk

We have the authority to bind the corporation.

SCHEDULE "A"

DESCRIPTION OF THE PROPERTY

2320 BROUSEVILLE ROAD
CONCESSION 3, PART LOT 23
TOWNSHIP OF EDWARDSBURGH/CARDINAL

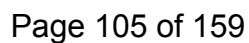
PIN: 681460431

ROLL NUMBER: 070170103012300

SCHEDULE "B"
DRAWING LIST

The following drawings shall form part of this Schedule:

1. Drawing SP-1, Site Plan Update
Revision 3, Dated 09-30-25
Prepared by Annable Designs



**SCHEDULE “D”
SPECIAL CONDITIONS**

1. LOCATION OF BUILDING STRUCTURES AND FACILITIES

- 1.1. Building structures and facilities shall be located as per the approved drawings listed in Schedule “B” to this Agreement and shall comply with the requirements of Township Zoning By-Law No. 2022-37.

2. DRAINAGE AND STORMWATER

- 2.1. Drainage and stormwater shall be managed as per the approved drawings listed in Schedule “B” to this agreement:

3. SERVICING

- 3.1. Site servicing and installation of the new hydrant location on the east side of Commerce Drive, shall be installed and managed as per the approved drawings and reports listed in Schedule “B” to this agreement:
- 3.2. The Owner is responsible for contacting Hydro One Networks, Enbridge or any other utility or service provider and obtain the necessary permits and approvals prior to development.

4. SITE ACCESS & ROADS

- 4.1. The site shall be accessed as per the approved drawings listed in of Schedule “B”.
- 4.2. An entrance permit shall be obtained from the Township for any extension or relocation of the existing entranceway.
- 4.3. No additional entranceways shall be established without the consent of the appropriate road authority.

5. REFUSE STORAGE AND DISPOSAL

5.1. The property shall be maintained in a neat and tidy condition and all refuse shall be deposited in proper containers which are screened from view.

5.2. The owner shall be responsible for the disposal of refuse from his/her/their property.

6. SNOW REMOVAL

6.1. Snow removal on the site is the responsibility of the owner.

7. SCREENING

7.1. The existing bush and vegetation buffer areas shown on the approved site plan, as per Schedule "B", shall be maintained to provide visual buffering from neighbouring residential uses.

8. LIGHTING

8.1. All outdoor lighting, including fixtures and signs, shall be designed, installed and maintained to prevent light spill over or glare onto the Township Road allowance and neighbouring properties.

9. MAINTAINANCE OF TRAVELED ROADS

9.1. The roadways leading to the subject site shall be kept safe, unobstructed, free of debris as a result of the development or construction vehicles leading to or leaving the site. These roadways are:

9.1.1. Brouseville Road (Township Road)

9.2. The Township may request the owner to clean and dispose of any debris on the roadway from time to time during the development. Clean up may result from road debris such as but not limited to sand, gravel, mud, soil and construction debris.

9.3. Any damage to the roadway, curbing or any other structure within the road allowance as a result of the development, shall be repaired or replaced at the owners cost, to the satisfaction of the township or authority.

9.4. Failure to maintain the roadway in a safe state may result in the township conducting the works and transferring the costs of the works to the Owner.

**CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL**

BY-LAW NO. 2022-63

**"BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A SITE PLAN
CONTROL AGREEMENT WITH 2788821 ONTARIO INC."**

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to enter into a Site Plan Control Agreement with 2788821 Ontario Inc. respecting development of a property described as:

W 1/2 OF THEE 1/2 LT 23 CON 3 LYING N OF PT 1, 15R7880;
PIN 68146-0431
TOWNSHIP OF EDWARDSBURGH CARDINAL

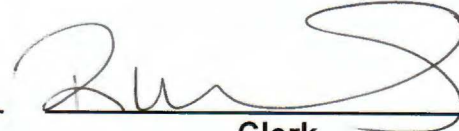
WHEREAS Authority is granted under Section 41 of the Planning Act, RSO 1990, c.P. 13, as amended to the Council of the Corporation of the Township of Edwardsburgh Cardinal to enter into and amend such agreements; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute an agreement with 2788821 Ontario Inc. and that a signed copy of said agreement is attached hereto as Schedule "A".
2. That this by-law shall come into force and effect upon passing.

Read a first and second time in open Council this 2 day of November, 2022.

Read a third and final time, passed, signed and sealed in open Council this 2 day of November, 2022.

 _____ Mayor	 _____ Clerk
---	--

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL
SITE PLAN CONTROL AGREEMENT**

THIS AGREEMENT made in triplicate this 1st day of December, 2022

BETWEEN: 2788821 Ontario Inc.

Hereinafter called the "Owner" of the first part

AND: THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Hereinafter called the "Township" of the second part

WHEREAS the Owner has applied to the Township in accordance with the Site Plan Control provisions of Bylaw No. 2002-31, to permit the development of the lands described in Schedule "A" attached hereto;

AND WHEREAS the Owner has agreed with the Township to undertake, furnish and perform the works, material, matter and things required to be done, furnished and performed in the manner hereafter described in connection with the proposed use of the land and in conformity with the Zoning Bylaw;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of other good and valuable consideration and the sum of two dollars (\$2.00) of lawful money of Canada now paid by the Owner to the Municipality, the receipt of which is hereby acknowledged, the Parties hereby agree as follows:

1. Land to Which this Agreement Applies

This is an agreement made pursuant to the provisions of Section 41 of the Planning Act, RSO 1990, as amended, and applies to the lands described in Schedule "A" to this agreement.

2 Statutes, Bylaws, Licenses, Permits and Regulations

The Owner undertakes and agrees that prior to the commencement of any development, redevelopment, site alteration, construction or other works, the Owner shall obtain all necessary permits and approvals required by the

**SITE PLAN CONTROL AGREEMENT
BETWEEN 2788821 ONTARIO INC. AND
THE TOWNSHIP OF EDWARDSBUGH CARDINAL**

Government of Canada, the Province of Ontario or any agency thereof, the Township and any other affected agency. The Owner undertakes and agrees to comply with the requirements of all relevant municipal bylaws, provincial and federal statutes and regulations, permits, approvals or licenses in addition to the terms of this agreement.

3. Schedules

The Owner hereby agrees that prior written approval by the Township and/or an amendment to a Schedule shall be required for any departure, change or modification from the Schedules.

The following list of schedules attached hereto are deemed to be and form part of this Agreement:

3.1 Schedule "A" -Legal Description of the Land to which this Agreement applies.

3.2 Schedule "B" -Site Plan.

3.3 Schedule "C" -Special Conditions

4. Registration of Agreement and Commencement of Work

The Owner covenants that he/she/they shall not commence any development or site alteration whatsoever until this Agreement is registered on title against the land at the expense of the Owner.

5. Completion Date

The owner agrees to complete the work required under this Agreement within one (1) year of the date of the commencement of works. Notwithstanding, if exceptional circumstances prevent the owner from complying with the requirements, the Township may extend the completion date.

6. Default

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

7

**SITE PLAN CONTROL AGREEMENT
BETWEEN 2788821 ONTARIO INC. AND
THE TOWNSHIP OF EDWARDSBURGH CARDINAL**

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.

7. Facilities and Work to be Provided and Maintained

The Owner covenants and agrees to provide and maintain, at his/her/their sole expense each and every facility, work or other matter illustrated on the Schedules to the satisfaction of the Township, acting in a commercially reasonable manner, and to engage qualified professionals, where required, to design and carry forth any of the work undertaken under this Agreement. This shall include the restoration of any faulty workmanship or materials.

8. Certificate of Compliance

Upon the satisfactory completion of all matters and things to be provided and maintained by the Owner pursuant to this Agreement, the Owner shall be entitled to obtain a Certificate of Compliance from the Township confirming that all provisions of this Agreement have been complied with in full to the date of such Certificate.

9. Notice to Parties

Any Notice by any party to this agreement to another shall be given in writing and mailed or delivered to the Party:

9.1 In the case of the Municipality:

To the Clerk of the Township of Edwardsburgh/Cardinal
18 Centre Street
P.O. Box 129
Spencerville, ON KOE 1X0

9.2 In the case of the Owner(s):

2788821 Ontario Inc.
c/o Matthew Nikander
10022 County Rd 2
Iroquois ON KOE 1K0

**SITE PLAN CONTROL AGREEMENT
BETWEEN 2788821 ONTARIO INC. AND
THE TOWNSHIP OF EDWARDSBURGH CARDINAL**

10. Severability

The terms of this agreement are severable, and the unenforceability of any part hereof shall not render the whole unenforceable. No forbearance or failure by the Township to strictly enforce any term or covenant herein shall prevent the Township from insisting upon strict compliance by the Owner subsequent to such forbearance or failure to strictly enforce its terms. The terms of this agreement may not be altered except by a subsequent agreement in writing between the parties.

11. Successors and Assigns

This Agreement shall ensure to the benefit of and be binding upon the respective heirs, personal representatives, successors and assigns of each of the parties hereto.

12. Force and Effect

This Agreement comes into force after it has been executed by all parties hereto and registered against the title to the lands described in Schedule "A".

IN WITNESS WHEREOF the Parties have hereunto set their hands and seals, corporate parties over the hand(s) of their duly authorized signing officers in that regard.

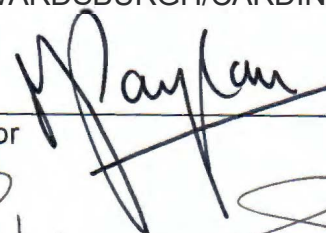
OWNER/AUTHORIZED AGENT

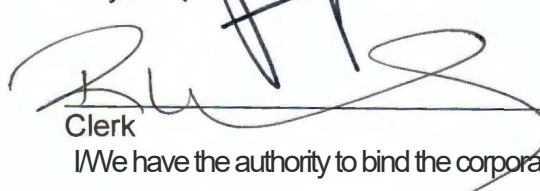


Owner - 2788821 Ontario Inc.

I/We have the authority to bind the corporation.

CORPORATION OF THE TOWNSHIP OF
EDWARDSBURGH/CARDINAL



Mayor

Clerk

I/We have the authority to bind the corporation.

**SITE PLAN CONTROL AGREEMENT
BETWEEN 2788821 ONTARIO INC. AND
THE TOWNSHIP OF EDWARDSBURGH CARDINAL**

SCHEDULE "A"

Site Plan Control Agreement

DESCRIPTION OF THE PROPERTY

W 1/2 OF THEE 1/2 LT 23 CON 3 LYING N OF PT 1, 15R7880;;
TOWNSHIP OF EDWARDSBURGH/CARDINAL

PIN: 68146-0431

Annable Designs Co. Ltd.

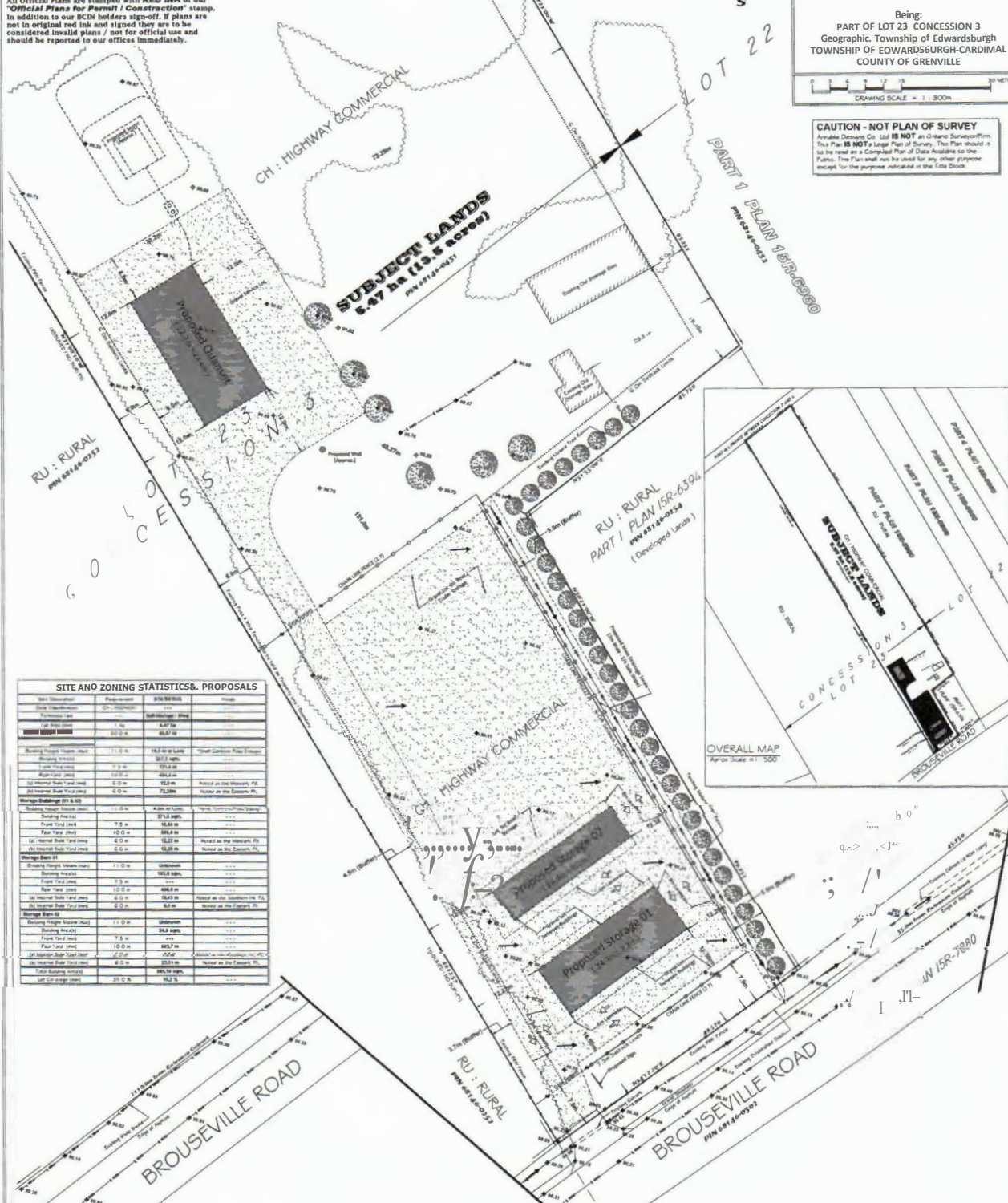
All Official Plans are stamped with **RED INK** of our "Official Plans for Permit / Construction" stamp. In addition to our BCIN holders sign-off, if plans are not in original red ink and signed they are to be considered invalid plans / not for official use and should be reported to our offices immediately.

For:
#000 BROUSEVILLE RD

Being:
PART OF LOT 23 CONCESSION 3
Geographic. Township of Edwardsburgh
TOWNSHIP OF EOWARD56URGH-CARDINAL
COUNTY OF GRENVILLE

DRAWING SCALE = 1 : 300m

CAUTION - NOT PLAN OF SURVEY
Annable Designs Co. Ltd. **IS NOT** an Ontario Surveyor/Firm.
This Plan **IS NOT** a Legal Plan of Survey. This Plan should
be read as a Computed Plan of Data Available to the
Public. This Plan shall not be used for any other purpose
except for the purposes indicated in the Title Block.



SITE AND ZONING STATISTICS&. PROPOSALS				
Site #	Area	Size	Site Value	
Block	Block	Acres	\$/Ac	
1	Portsmouth Ave			Subdivision - 10mg
2	10th Street	0.20	100,000	250,000
3	10th Street	0.20	100,000	65,000
4	10th Street	0.20	100,000	65,000
5	10th Street	0.20	100,000	65,000
6	10th Street	0.20	100,000	65,000
7	10th Street	0.20	100,000	65,000
8	10th Street	0.20	100,000	65,000
9	10th Street	0.20	100,000	65,000
10	10th Street	0.20	100,000	65,000
11	10th Street	0.20	100,000	65,000
12	10th Street	0.20	100,000	65,000
13	10th Street	0.20	100,000	65,000
14	10th Street	0.20	100,000	65,000
15	10th Street	0.20	100,000	65,000
16	10th Street	0.20	100,000	65,000
17	10th Street	0.20	100,000	65,000
18	10th Street	0.20	100,000	65,000
19	10th Street	0.20	100,000	65,000
20	10th Street	0.20	100,000	65,000
21	10th Street	0.20	100,000	65,000
22	10th Street	0.20	100,000	65,000
23	10th Street	0.20	100,000	65,000
24	10th Street	0.20	100,000	65,000
25	10th Street	0.20	100,000	65,000
26	10th Street	0.20	100,000	65,000
27	10th Street	0.20	100,000	65,000
28	10th Street	0.20	100,000	65,000
29	10th Street	0.20	100,000	65,000
30	10th Street	0.20	100,000	65,000
31	10th Street	0.20	100,000	65,000
32	10th Street	0.20	100,000	65,000
33	10th Street	0.20	100,000	65,000
34	10th Street	0.20	100,000	65,000
35	10th Street	0.20	100,000	65,000
36	10th Street	0.20	100,000	65,000
37	10th Street	0.20	100,000	65,000
38	10th Street	0.20	100,000	65,000
39	10th Street	0.20	100,000	65,000
40	10th Street	0.20	100,000	65,000
41	10th Street	0.20	100,000	65,000
42	10th Street	0.20	100,000	65,000
43	10th Street	0.20	100,000	65,000
44	10th Street	0.20	100,000	65,000
45	10th Street	0.20	100,000	65,000
46	10th Street	0.20	100,000	65,000
47	10th Street	0.20	100,000	65,000
48	10th Street	0.20	100,000	65,000
49	10th Street	0.20	100,000	65,000
50	10th Street	0.20	100,000	65,000
51	10th Street	0.20	100,000	65,000
52	10th Street	0.20	100,000	65,000
53	10th Street	0.20	100,000	65,000
54	10th Street	0.20	100,000	65,000
55	10th Street	0.20	100,000	65,000
56	10th Street	0.20	100,000	65,000
57	10th Street	0.20	100,000	65,000
58	10th Street	0.20	100,000	65,000
59	10th Street	0.20	100,000	65,000
60	10th Street	0.20	100,000	65,000
61	10th Street	0.20	100,000	65,000
62	10th Street	0.20	100,000	65,000
63	10th Street	0.20	100,000	65,000
64	10th Street	0.20	100,000	65,000
65	10th Street	0.20	100,000	65,000
66	10th Street	0.20	100,000	65,000
67	10th Street	0.20	100,000	65,000
68	10th Street	0.20	100,000	65,000
69	10th Street	0.20	100,000	65,000
70	10th Street	0.20	100,000	65,000
71	10th Street	0.20	100,000	65,000
72	10th Street	0.20	100,000	65,000
73	10th Street	0.20	100,000	65,000
74	10th Street	0.20	100,000	65,000
75	10th Street	0.20	100,000	65,000
76	10th Street	0.20	100,000	65,000
77	10th Street	0.20	100,000	65,000
78	10th Street	0.20	100,000	65,000
79	10th Street	0.20	100,000	65,000
80	10th Street	0.20	100,000	65,000
81	10th Street	0.20	100,000	65,000
82	10th Street	0.20	100,000	65,000
83	10th Street	0.20	100,000	65,000
84	10th Street	0.20	100,000	65,000
85	10th Street	0.20	100,000	65,000
86	10th Street	0.20	100,000	65,000
87	10th Street	0.20	100,000	65,000
88	10th Street	0.20	100,000	65,000
89	10th Street	0.20	100,000	65,000
90	10th Street	0.20	100,000	65,000
91	10th Street	0.20	100,000	65,000
92	10th Street	0.20	100,000	65,000
93	10th Street	0.20	100,000	65,000
94	10th Street	0.20	100,000	65,000
95	10th Street	0.20	100,000	65,000
96	10th Street	0.20	100,000	65,000
97	10th Street	0.20	100,000	65,000
98	10th Street	0.20	100,000	65,000
99	10th Street	0.20	100,000	65,000
100	10th Street	0.20	100,000	65,000

GENERAL DESIGN NOTES:

IX
D1...
DLAI...
... LLOOI...
1A

GENERAL SHE NOTES:

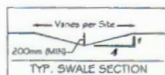
***** 1. U1
L T10 T0111 — TCU(I,O,IT, ...RPH: M

..U.D.T01CU. O...I'M fo IMU1U)-CM111
1 1 1 - R R -

111.00 L TO I 1 1 1 O 1 USE I A. a T t O f f W
NCJIT. Of t t f. --- L L W S T H -
--- T O M - a n c t -

ELEVATION NOTES:

a1...00oT>C1...o...w:-o
...caa...o...4
ONERW...crouKT...LID(•OOLILON11-(11.2DZJ



PLAN CERTIFICATION / VALIDATION

$\bullet \bullet i_{\dots} - l > s - \dots$. o.....ta,t,,fl.

PLAN: 100%

8	DATA	REPT 3-23	
9	DATA	APR 22-22	REVISED per Public Works Committee on Amendment 1
10	DATA	AUG 09-22	GRADED - issued for pre-construction to the contractor
11	DATA	MAY 20-22	REVISIT & REPOST - for Public Works Committee
12	DATA	APR 19-22	PELICU MAPS - for Public Committee review
13	DATA	APR 19-22	RE-TRACED - program plan within site office
14	DATA	DEC 17-22	IN OFFICE - processing & preparing for release into field
15	DATA	DEC 17-22	DATE OF RELEASE

Planning Consultant / Design Consultant

Annable Designs
RESIDENTIAL DESIGN-CONSULTING-PLANNING

Sole Office: C-13, 926, 530
Singapore 119078

...Cf. ... 99

11527 SP1

AUTHORIZATION SIGNATURE - COMBATANT 	COMPLETION DATE: JUNE 2022
--	----------------------------

COMPUTER NO: 1527-SPI DWG
BY: D. T. ANNABLE **Re**

**SITE PLAN CONTROL AGREEMENT
BETWEEN 2788821 ONTARIO INC. AND
THE TOWNSHIP OF EDWARDSBUGH CARDINAL**

SCHEDULE "8"

Site Plan Control Agreement

SITE PLAN

EXHIBITS: The following Exhibits attached hereto shall form part of this Schedule:

Exhibit 1- General Site Plan

SCHEDULE "C"

Site Plan Control Agreement

SPECIAL CONDITIONS

1. Location of Building Structures and Facilities

Building structures and facilities shall be located as per Site Plan forming Exhibit 1 of Schedule "B" to this Agreement.

2. Drainage and Stormwater

Drainage and stormwater shall be managed as per Exhibit 1 of Schedule "B" to this agreement.

3. Servicing

Sanitary waste shall be disposed of as per the requirements of the South Nation Conservation Authority. The private well shall be sited, constructed and maintained in accordance with O.Reg 903 under the *Ontario Water Resources Act*.

4. Site Access & Roads

The site shall be accessed as per the site plan forming Exhibit 1 of Schedule "B". A permit shall be obtained from the Township for any extension or relocation of the existing entranceway. No additional entranceways shall be established without the consent of the appropriate road authority.

5. Refuse Storage and Disposal

The property shall be maintained in a neat and tidy condition and all refuse shall be deposited in proper containers which are screened from view. The owner shall be responsible for the disposal of refuse from his/her/their property.

6. Snow Removal

Snow removal is the responsibility of the owner.

7. Screening

The existing bush and vegetation buffer areas shown on the site plan forming Exhibit 1 of Schedule "B" shall be maintained to ensure privacy for neighbouring residential uses.

8. Lighting

All outdoor lighting, including fixtures and signs, shall be designed, installed and maintained to prevent light spill over or glare onto the Township Road allowance and neighbouring residential properties.

ACKNOWLEDGEMENT AND DIRECTION

TO: WARREN LEORY
(Insert lawyer's name)

AND TO: AULT & AULT
(Insert firm name)

RE: SPCA-68146-0431 _____ ("the transaction")
(Insert brief description of transaction)

This will confirm that:

- I/We have reviewed the information set out in this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on my/our behalf the Documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Ontario as the date of the Agreement of Purchase and sale herein. I/We hereby acknowledge the said Agreement has been reviewed by me/us and that I/We shall be bound by its terms;
- The effect of the Documents has been fully explained to me/us, and I/we understand that I/we are parties to and bound by the terms and provisions of the Documents to the same extent as if I/we had signed them; and
- I/we are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.
- I, _____, am the spouse of _____, the (Transferor/Charger), and hereby consent to the transaction described in the Acknowledgment and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

DESCRIPTION OF ELECTRONIC DOCUMENTS

The Document(s) described in the Acknowledgement and Direction are the document(s) selected below which are attached hereto as "Document in Preparation" and are:

- ☐ A Transfer of the land described above.
- ☐ A Charge of the land described above.
- ☒ Other documents set out in Schedule "B" attached hereto.

Dated at Spencerville, Ontario, this _____ day of November, 2022.

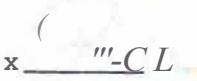
WITNESS

(As to all signatures, if required)

SAMANTHA BERRY

THE CORPORATION OF THE TOWNSHIP OF
EDWARDSBURGH/CARDINAL

x 
T. DESCHAMPS-MAYOR

x 
REBECCA WILLIAMS - CLERK

WE HAVE AUTHORITY TO BIND THE CORPORATION

This document has not been submitted and may be incomplete.

Consideration

Consideration \$0.00

Applicant(s)

The notice is based on or affects a valid and existing estate, right, interest or equity in land

Name THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL
Acting as a company
Address for Service 18 Centre Street, P.O. Box 129, Spencerville, Ontario, K0E
1X0

This document is not authorized under Power of Attorney by this party.
This document is being authorized by a municipal corporation Tory Deschamps, Mayor and Rebecca Williams, Clerk.

Statements

This notice is pursuant to Section 71 of the Land Titles Act.
This notice is for an indeterminate period
Schedule: See Schedules

File Number

Applicant Client File Number: 1369-372

The applicant(s) hereby applies to the Land Registrar.

1 Properties

PIN 68146 - 0431 LT
Description W 1/2 OF THEE 1/2 LT 23 CON 3 LYING N OF PT 1, 15R7880;; TOWNSHIP OF EDWARDSBURGH/CARDINAL
Address BROUSEVILLE ROAD
CARDINAL

Consideration

Consideration \$0.00

Applicant(s)

The notice is based on or affects a valid and existing estate, right, interest or equity in land

Name THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL
Address for Service 18 Centre Street, P.O. Box 129,
Spencerville, Ontario, K0E 1X0

This document is not authorized under Power of Attorney by this party.
This document is being authorized by a municipal corporation Tory Deschamps, Mayor and Rebecca Williams, Clerk.

Statements

This notice is pursuant to Section 71 of the Land Titles Act.
This notice is for an indeterminate period
Schedule: See Schedules

Signed By

Amanda Jayne Spink Box 428, 522 St. Lawrence St acting for Signed 2022 12 05
Winchester Applicant(s)
K0C 2K0

Tel 613-774-2670
Fax 613-774-2266

I have the authority to sign and register the document on behalf of the Applicant(s).

Submitted By

AULT & AULT Box 428, 522 St. Lawrence St 2022 12 05
Winchester
K0C 2K0

Tel 613-774-2670
Fax 613-774-2266

Fees/Taxes/Payment

Statutory Registration Fee \$69.00
Total Paid \$69.00

File Number

Applicant Client File Number: 1369-372

TOWNSHIP OF EDWARDSBURGH CARDINAL

October 30, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

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

- October 1, 2025
- October 15, 2025

☐ Carried ☐ Defeated ☐ Unanimous

Mayor: _____

RECORDED VOTE REQUESTED BY: _____

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

RESUMÉ

of *correspondence*

October 1st, 2025

FROM	DATE	SUBJECT
Town of Goderich	Sept 16	RES: Elect Respect Pledge
AMO	Sept 16	AMO's 2 nd Annual Healthy Democracy Forum
Municipality of St. Charles	Sept 16	RES: Natural Gas Expansion – Project Cancellation
AMO	Sept 16	Indigenous Community Awareness Training
AMO	Sept 17	Join AMO's Municipal Trade and Tariff Forum
Letter from Resident	Sept 17	Concern – Speed Limit
Municipality of South Huron	Sept 17	RES: Closure of Before and After School Programs
Municipality of South Huron	Sept 17	RES: Resource Recovery and Circular Economy Act
AMO	Sept 18	AMO Watchfile
AMO	Sept 18	Policy Update: Call to Amplify ASE Advocacy & OCIF Allocation
South Nation Conservation	Sept 18	Board of Directors Meeting Minutes
AMO	Sept 18	How to Master Crisis Communications
AMO	Sept 19	Cybersecurity for Municipal Councillors Workshop
UCLG	Sept 22	By-law: Four-Way Stop at County Roads 21 & 22 Intersection
Girls Inc. of Upper Canada	Sept 22	Champions for Girls Breakfast Event Invitation
Ontario Approved Professionals	Sept 23	Invitation to the OAP Christmas Gala
City of Dryden	Sept 23	RES: Swim-to-Survive Training
Municipality of St. Charles	Sept 23	RES: NORDS Pilot Program
Municipality of Shuniah	Sept 24	RES: Increased Income Support Thresholds for Veterans
Municipality of Brighton	Sept 24	RES: Support for Electoral Reform
AMO	Sept 25	AMO Watchfile
UCLG	Sept 25	LG Media Release: Mayor Scott Honoured with Dedication
Township of Woolwich	Sept 26	RES: Bill C-61 First Nations Clean Water Act
Town of Aurora	Sept 26	RES: Elect Respect Campaign Support
AMO	Sept 26	Policy Update: AMO's Response to Planned ASE Ban
City of Kitchener	Sept 26	RES: Postage Fees for Paper Billing
South East Health Unit	Sept 26	Media Release: Board of Health Update for September 2026
ROMA	Sept 29	Register Now for ROMA 2026
South East Health Unit	Sept 29	Media Release: Introducing Southeast Public Health
Ontario Honours and Awards	Sept 29	Deadline Extension: 2025 Ontario Senior Achievement Award

RESUMÉ

of *correspondence*

October 15th, 2025

FROM	DATE	SUBJECT
Niagara Region	Sept 30	RES: State of Emergency of Mental Health, Homelessness
Employment/Education Centre	Sept 30	Registration: Diversity Day
AMO	Oct 1	AMO's Healthy Democracy Forum
AMO	Oct 2	AMO Watchfile
Municipality of South Dundas	Oct 2	RES: Regional Energy Task Force
AMO	Oct 3	Cybersecurity for Municipal Councillors Workshop
Ontario Heritage Trust	Oct 3	October Newsletter
AMO	Oct 3	AMO's Municipal Trade and Tariff Forum
AMO Policy Update	Oct 3	OPP Cost Recovery, ASE, Aggregate Resources Act
AMO	Oct 3	Municipal Workforce Development Project Update/Resources
AMO	Oct 7	Get Ready for Local Government Week!
Township of Stone Mills	Oct 7	RES: Support of Electoral Reform
Town of Smiths Falls	Oct 8	RES: Support of H.E.R. Elect Respect Campaign
Town of Englehart	Oct 8	RES: Mandatory Firefighter Certification Requirements
Region of Waterloo	Oct 8	RES: Amending Ontario Regulation 391/21
AMO	Oct 9	AMO Watchfile
Potentia	Oct 9	Call for Skyview BESS CLC Members
Township of Elizabethtown-Kitley	Oct 10	Media Release: EK 2025 Business of the Year
AMO Policy Update	Oct 10	Special Economic Zones, Natural Gas Expansion
Town of Goderich	Oct 10	RES: Bill C-61 First Nations Clean Water Act
Town of Goderich	Oct 10	RES: Swim-to-Survive Training
Halton Region	Oct 14	RES: Public Safety Requirements

TOWNSHIP OF EDWARDSBURGH CARDINAL

October 30, 2025

Resolution Number: 2025- _____

Moved By: _____

Seconded By: _____

COPY

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

- Report dated September 26 (2025-162) \$1,893,710.20
- Report dated September 30 (2025-163) \$182,022.21
- Report dated October 16 (2025-166) \$853,679.37
- Report dated October 20 (2025-171) \$324,973.04
- Report dated October 23 (2025-182) \$48,946.28

TOTAL: \$3,303,331.10

☐ Carried ☐ Defeated ☐ Unanimous

Mayor: _____

RECORDED VOTE REQUESTED BY: _____

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

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00162 to 2025-00162

Bank Code - EFT - electronic funds transfer

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	2461508 Ontario Inc Selleck Truck				
	138168		FD-T7 safety/service	3,904.91	3,904.91
PP -	ACF Electric Ltd				
	945		PW- Electrical Work at Cardinal Pk	2,584.38	2,584.38
PP -	Abell Pest Control Inc.				
	A7236763		Monthly pest control	97.90	97.90
PP -	Ault & Ault				
	21293A		ADM-Legal Fees correct amount d	813.00	813.00
PP -	Biccum, Sarah				
	Aug 15, 2025		REC- Food handling course	25.58	25.58
PP -	Brandt Tractor Ltd				
	CS55469		PW- Truck#7 MTO Safety Inspecti	1,075.20	
	CP226475		PW - Shop Inventory - Headlights	97.99	1,173.19
PP -	Brenntag Canada Inc.				
	47007080		Sodium Hypochlorite delivery- Car	2,162.33	2,162.33
PP -	Brian Moore				
	Sep 11, 2025		FD-MTO Medicial	150.00	150.00
PP -	Burchell's Home Hardware				
	54274		REC- building supplies	219.02	
	54279			217.92	
	53632		PW-Parts and Supplies - Cardinal	198.76	
	54306		PW- Parts and Supplies	1,896.31	
	54310		REC- cleaning supplies	44.33	
	54350		REC-building supplies	91.42	
	54357		ES- various supplies.	119.26	
	54398		REC- clock for hall	28.24	
	54450		REC-Misc	96.60	
	54448		PW- Parts and Supplies	1,129.83	
	54484		COU-MISC	59.28	4,100.97
PP -	CIMCO Refrigeration				
	90988772		REC- maintenance agreement	3,607.51	
	90989166		REC-Misc	954.73	4,562.24
PP -	Catholic District School Board				
	3rd Qtr 2025		3rd Quater 2025	104,523.00	104,523.00
PP -	Charette, Natalie				
	Sep 25, 2025		ADM-Clerk mtg lunch	154.44	154.44
PP -	Chemtrade Chemicals Canada Ltd				
	902974211		Alum for Spencerville Lagoons.	6,150.84	6,150.84
PP -	Clean Water Works Inc.				
	W51127		ES-Catch Basin cleaing/East St cu	2,787.88	2,787.88
PP -	Conseil Des Ecoles Publique De				
	3rd Qtr 2025		3rd Qtr 2025	5,947.65	5,947.65
PP -	Conseil Scolaire Catholique de				
	3rd Qtr 2025		3rd Qtr 2025	14,079.94	
	2nd Qtr 2025		2nd Qtr 2025	14,171.26	28,251.20
PP -	Coville Electric				
	7344		REC- grounding work at the pool in	1,199.11	
	7345		REC-repairs	6,322.18	
	7244		REC- pool grounding and heater	1,021.25	
	7066		REC-building repairs	96.05	8,638.59
PP -	Crane Supply				
	14-626715A		wtp - service/curb box repairs tax c	58.16	58.16
PP -	Culligan Water				

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00162 to 2025-00162

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		2R01491	11 Holly Drive water system upgra	6,282.80	6,282.80
PP -	Dican Inc.				
		33369	PW- GPS	965.02	965.02
PP -	Drummond's Gas				
		2590320	PW-T23-01 fuel	101.80	
		2588860	PW-T22-01 fuel	86.01	
		2588895	PW-T1 fuel	82.01	
		2588917	PW-T23-01 fuel	58.64	
		2588918	PW-T19-01 fuel	101.39	
		2588933	REC-fuel	91.22	
		2590345		85.34	606.41
PP -	Eastern Welding				
		23545	Capital- UV System replacement I	47,290.50	47,290.50
PP -	Emond Harnden LLP				
		274254	Admin Legal fees	300.58	300.58
PP -	Fire Marshal's Public Fire				
		IN169510	FD-FP supplies - fair	777.94	777.94
PP -	G. Tackaberry & Sons				
		W-0002049	PW - Hyndman Rd Farm Entrance	1,455.33	1,455.33
PP -	Goldsmith Saw				
		2000053		88.71	88.71
PP -	Grand & Toy				
		W003353	ES- Stationary supplies.	415.53	415.53
PP -	Greer Galloway, a division of Jp2g Cor				
		46316	PW- Building Repairs and Mainten	1,186.73	1,186.73
PP -	HGC Management Inc				
		59238	PW-w/d contract collection Aug 20	33,214.10	33,214.10
PP -	HW Supplies Inc				
		220000034631	PW- Shop Supplies	68.52	
		220000034935	PW- Parts for Brushhead	29.66	
		22000034953	PW- Hydraulic Oil - All Units	398.12	496.30
PP -	J. Quattrocchi & Co Ltd				
		00861958	REC-canteen supplies	361.20	361.20
PP -	Jeff Hopkins				
		Aug 21, 2025	REC - Canteen supplies/WC-Annu	377.77	377.77
PP -	Karcher Municipal				
		14023335	PW - H1 - Brushes	1,002.42	1,002.42
PP -	Kevin & Anastasia Sloan				
		23092025	Tile Drainage Loan	40,200.00	40,200.00
PP -	KrisAlis Inc.				
		2883	REC-window repair from fair week	1,067.22	1,067.22
PP -	Lloyd McMillan Equipment Ltd.				
		42522	ES- East St curb stop repair and ci	203.40	203.40
PP -	Local Authority Services Ltd.				
		MGBP000025412	ADM-Fine Tip markers & paper	77.53	
		MGBP000009256	ADM-Labels & Brother Toner	134.41	
		MGBP0000008370	ADM-Stapler & Journal	25.09	
		MGBP0000008618	Adm-Canary Paper	84.70	321.73
PP -	Louis W. Bray Construction Ltd.				
		828-01	Capital- Spencerville station-1 Proj	5,938.93	5,938.93
PP -	Matrix Foods Inc				
		395.B000026	REC-credit back from error on orde	-39.50	
		999.B139537	REC-canteen supplies	64.47	24.97
PP -	Novatech				
		1042233	Capital- Nova Tech engineering se	4,063.55	4,063.55

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00162 to 2025-00162

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	O'Reilly's Independent Grocer				
		05 1091	FD-Water Gatoraid	200.76	200.76
PP -	OnServe				
		70095	IT contract services Sep 2025	4,637.03	
		72009	ADM-IT Contract Service Sep 2025	551.73	5,188.76
PP -	Ontario One Call				
		2025080099	PW-Locates	152.95	152.95
PP -	Pietarinen, Steven				
		07 2025	FD- firefighter summer bbq food pl	262.31	262.31
PP -	Pivotech Doors Inc.				
		55192	REC-work on arena doors	594.67	594.67
PP -	Poppa Corn Corp.				
		378955	REC- Canteen supplies	1,246.66	1,246.66
PP -	Postmedia Network Inc				
		IN303401	ADM- Agenda advertising	226.00	
		IN306473	ADM-Agenda Advertising	226.00	
		IN306474	EcDev-Community Improve Plan/A	433.92	885.92
PP -	Prescott Family Health Team				
		Sep 15, 2025	COU-Cost Sharing Agreement	7,226.00	7,226.00
PP -	Purolator Courier Ltd.				
		525133218	ADM- Legal courier	5.66	5.66
PP -	STELEM a Division of EMCO Corporati				
		295253002282	Industrial Park: Fire Hydrant marke	796.65	796.65
PP -	Secureway				
		2620325	ADM- new door control and fobs	5,763.84	
		2658025	LIB- panic button	226.00	
		INV-10634	ADMIN/LIB- monitoring/ alarm.corr	1,843.75	7,833.59
PP -	Smartcell Communications Inc				
		SMARTIN230998	PW-Cell phone - G. Lahaie	298.06	298.06
PP -	Spencerville Home Hardware				
		90484	REC-building supplies	40.61	
		90492	REC-Building supplies	15.24	
		90493	PW- Chainsaw Parts and Supplies	22.59	
		90497	FD-Brackets/bolts	24.68	
		90532	ES- supplies.	16.96	
		90552	ES-Coffee supplies	27.99	
		90555	REC- building supplies	15.10	
		90558	REC- building supplies	66.61	
		90559	REC- building supplies	36.14	
		90569	REC- building supplies	16.37	
		90570	REC- building supplies	16.94	
		90577	REC-new hose	10.81	
		90579	PW- Pre-marking paint	21.46	331.50
PP -	Stephen Dillabough				
		Aug 20, 2025	AMO conf., hotel, uber; Cou-apple	1,191.61	1,191.61
PP -	Templeman LLP				
		INV01-33473	Bldg-Legal Fees	2,776.41	2,776.41
PP -	Tessier, Mary				
		SI-177	Ed dev - Mary Consulting Services	1,627.20	1,627.20
PP -	Thompson Timber Mart				
		F43433	PW- Hand Tools	68.13	68.13
PP -	Total Power Limited				
		133309F	ES-CWW-Annual fuel system insp	508.50	
		133310F	annual fuel system inspection- C-V	508.50	
		133312F	annual fuel system inspection- Spe	508.50	1,525.50

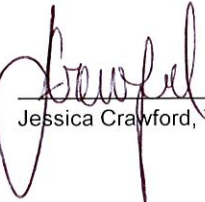
Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00162 to 2025-00162

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Tyler Selleck				
	Sep 15, 2025		Tyller Selleck- work boots.	293.79	
	Sep 19, 2025		ES-Training Mileage	131.80	425.59
PP -	United Counties Of Leeds &				
	INV 21125		ADM-3rd QTR Levy - Counties	1,061,834.75	
	IVC 06800		PW- Signs and Posts	2,021.34	1,063,856.09
PP -	Universal Supply Group 3735				
	964-469744		PW- Battery - Holder Unit/Shop su	402.98	
	964-469803		PW- Pittston Garage Supplies	164.10	
	964-469962		PW- Parts for Holder Unit	16.48	
	964-470490		PW- Shop Supplies	555.03	
	964-470583		PW- Supplies - Pittston Garage	105.44	
	964-468933		PW- Truck#7 - Batteries	432.84	
	964-468934		PW- Truck#23-01 Wiper Blades	57.88	1,734.75
PP -	Upper Canada District				
	3rd Qtr 2025		3rd Qtr 2025	470,277.96	470,277.96
PP -	Waste Connections of Canada				
	7150-0000477671		Bin Collection -Aug	2,476.07	2,476.07
Total Proposed Payments:					1,893,710.20

Total EFT: 1,893,710.20

Certified Correct This Friday, September 26, 2025


Jessica Crawford, Treasurer


Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00163 to 2025-00163

Bank Code - PAD - Preauthorized Debit

PROPOSED PAYMENTS

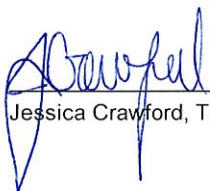
Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Bell Canada			
	658-2141 09-25	spencerville arena	135.29	
	658-3001 09-25	fd/pw- phone split	152.01	
	658-3055 09-25	admin	489.86	
	53662539 09-25	Cardinal Arena internet	56.44	
	546532571 09-25	Rec- Bell Internet J.Town	132.15	965.75
PP -	Eastlink			
	24132064	pw/fd phone	240.21	240.21
PP -	Hydro One Networks Inc.			
	19876 08-25	spencerville arena	474.73	
	02595 08-25	REC-Spencerville Arena	958.08	
	03768 08-25	REC-Ball Park Jtown	47.86	
	16052 08-25	johnstown pool	906.95	
	77395 08-25	south centre	1,070.73	
	64439 08-25	wwtp-3207 Windmill	3,741.69	
	10647 09-25	pw-Pittston Shop	520.78	
	14330 09-25	St Lights Var Sep 2025	1,115.94	8,836.76
PP -	Northpoint Commercial Finance Inc			
	3065219	fd/pw-Jul-Oct 2025	169.50	169.50
PP -	Reliance Home Comfort			
	318431 09-25	rec hot water heater rental Aug	251.31	251.31
PP -	Royal Bank Visa			
	7159 08-25	M. Spencer RBC Visa Aug 2025	7,510.66	
	2067 08-25	D. Grant RBC Visa Aug 2025	262.93	
	1258 08-25	R.Crich RBC visa Aug 2025	4.51	
	2076 08-25	S. Nicholson RBC Visa Aug 2025	406.28	
	8940-08-25	J. Crawford RBC Visa Aug 2025	1,428.20	
	8912 08-25	B. Moore RBC Visa Aug 2025	957.30	
	8247 08-25	L. Drynan RBC Visa Aug 2025	1,515.90	12,085.78
PP -	South Nation Conservation			
	IN10424	2025 3rd Levy Installation	21,872.00	21,872.00
PP -	Superior Propane			
	54814959	rec - 4050 Dishaw St	73.73	
	54869910	rec - 4050 Dishaw St	49.16	122.89
PP -	Telus Health (Canada) Ltd			
	2420269	ADM-EFAP	28.14	28.14
PP -	Telus Mobility			
	16215291204	Sep 2025 Corporate Account	1,745.96	1,745.96
PP -	Township of Edwardsburgh/Cardi			
	PP 19 2025 PT/F	PP 19 2025 PT/FTP Payroll	125,292.30	125,292.30
PP -	Workplace Safety & Insurance			
	Aug 2025	Aug 2025 Premium	10,411.61	10,411.61
Total Proposed Payments:				182,022.21
Total PAD:				182,022.21

Certified Correct This Tuesday, September 30, 2025

Date Printed
9/30/2025 3:43 PM

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00163 to 2025-00163

Page 2



Jessica Crawford, Treasurer

Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00166 to 2025-00166

Bank Code - EFT - electronic funds transfer

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	2461508 Ontario Inc Selleck Truck				
	138550		FD-T1 Safety/Maintenance	1,896.15	
	138553		FD-R5 Safety/Maintenance	4,380.35	
	138554		FD-P4 Safety/Maintenance	2,750.77	
	138555		FD-P1 Safety/service	2,625.32	
	138549		FD-R1 Safety/Service	1,534.21	13,186.80
PP -	Abell Pest Control Inc.				
	A7321380		rec- pest control	100.97	100.97
PP -	Alarm Systems - Brockville				
	1459193		Alarm Systems Service call- Cardir	163.85	
	1459197		wmpss - alarm system repairs	163.85	327.70
PP -	Ault & Ault				
	21396		Plan/PW/Adm- Legal Fees	5,912.74	5,912.74
PP -	Ault & Ault LLP In Trust				
	21389		Plan-Register Dev Comittee B-06-	373.52	373.52
PP -	B.M.R. MFG. INC. O/A School Bus Part				
	409266		FD-Fire Hydrant Reflective Rings	148.85	148.85
PP -	Backflow Preventers and				
	2025-260		wwtp - backflow preventer leaking.	1,090.45	1,090.45
PP -	Barco Products-Canada				
	CAN4959		rec-Garbage cans	2,643.61	2,643.61
PP -	Beach Equipment & Hardware				
	932176-1		DMIN- keys cut for townhall back d	36.07	36.07
PP -	Brandt Tractor Ltd				
	CS55350		PW-Truck 24-05 Preventative Mait	926.48	
	CP231423		PW - Pittston - Drain Valve	17.82	944.30
PP -	C&D Excavating Ltd.				
	2523		PW - Tree Removal Cedar Grove I	9,254.70	
	2527		PW-Tree removal Cedar Grove Rd	12,339.60	
	2529		PW - Stump Grinding Cedar Grove	4,893.30	
	2530		PW - Tree removal Fraser & Reilly	5,141.50	
	2521		PW - Tree Removal on Bridge St &	8,226.40	
	2522		PW - Tree Removal Cedar Grove I	10,283.00	
	2524		PW - Tree trimming - Cedar Grove	10,283.00	
	2525		PW - Tree removal Cedar Grove R	9,768.85	
	2526		PW - Tree removal Cedar Grove R	9,768.85	
	I25-016592		Lagoon - Testing	95.67	
	I25-016593		wwtp - testing	262.67	
	I25-016594		wwtp - testing	1,970.27	
	I25-016595		wtp - testing	1,649.62	
	I25-017723		wwtp - sludge removal	555.00	
	I25-016596		ind park - testing	179.13	84,671.56
PP -	CGIS Spatial Solutions				
	45931		BLDG-CGIS Q4 2025	3,257.89	3,257.89
PP -	CIMCO Refrigeration				
	90990905		REC- replace shaft seal on compr	9,013.52	9,013.52
PP -	CarQuest Canada Ltd				
	16042-17368		FD-T7 Headlight	23.71	23.71
PP -	Charette, Natalie				
	Oct 10, 2025		Mileage/Account for 131 of 150	481.73	481.73
PP -	Clean Water Works Inc.				

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00166 to 2025-00166

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		48869890003	rec-canteen supplies	2,228.82	2,228.82
PP -	Cornwall Gravel Co. Ltd.				
		0000505687	PW-PPB # 2 PW-25-09	222,629.53	222,629.53
PP -	Coville Electric				
		7374	REC- wire trouble shooting , new p	7,835.13	7,835.13
PP -	Culligan Water				
		53313TO	FD-water	43.82	43.82
PP -	Dave's Reliable Signs Ltd.				
		25882	911 - civic blades/numbers	785.35	785.35
PP -	Davie Deline				
		Aug 2025	Cleaning Services for Aug 2025	1,700.00	1,700.00
PP -	Dican Inc.				
		33674	PW - GeoTab - September	965.02	965.02
PP -	Dolan, Deborah				
		Sept 26, 2025	Refund 010-16803/010-16804	1,049.38	1,049.38
PP -	EVB Engineering				
		10052	Spencerville Lagoon EA	3,167.28	3,167.28
PP -	Fisher, Tim				
		Sept 25, 2025	Mileage & Expense	290.21	290.21
PP -	Future Office Products				
		FOP236143	fd/pw-Jul-Sep 2025 photocopier sp	107.26	107.26
PP -	G T Automotive				
		052902	es- tire repairs	16.95	16.95
PP -	G. Tackaberry & Sons				
		W-0002179	PW - EW Culverts/stock/brousevill	22,640.27	
		W-0002179A	PW-EW Culvert gravel & Brousevill	-1,671.22	20,969.05
PP -	Greer Galloway A Division of				
		46196	W/D - Professional Services - Pitts	959.09	959.09
PP -	Grenville Towing Services				
		7046	FD-Towing Scrap Vehicle	339.00	
		7047	FD-Towing Scrap Vehicle	169.50	508.50
PP -	HGC Management Inc				
		59580	PW-w/d contract collection Sep 20	33,214.10	33,214.10
PP -	HW Supplies Inc				
		220000035686	PW - Chipping Hammer	9.14	
		220000035687	PW - Disc & Wire Brush	48.42	57.56
PP -	Hansler Smith Limited				
		5854309	REC- Supplies	158.02	158.02
PP -	Industrial Electrical				
		6132	wwtp - IECBL service call	1,331.14	1,331.14
PP -	Iron Trade Works Inc				
		2336	FD-Annual Pump Testing	1,909.70	1,909.70
PP -	J. Quattrocchi & Co Ltd				
		00864382	rec-canteen supplies	975.29	975.29
PP -	Jewell Engineering				
		00122150	wwtp/wtp - Engineering Services A	10,554.02	10,554.02
PP -	Joe Computer				
		225002	Internet	138.99	138.99
PP -	John Buffet				
		398	Bylaw- Sep 2025	1,620.00	1,620.00
PP -	Ketchum Manufacturing Inc.				
		452631	REC- Street Lights	15,509.25	15,509.25
PP -	Langlois, David				

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00166 to 2025-00166

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		028409	SCBA HUD Hose Repair	566.53	566.53
PP -	Mark Bruce				
	73		FD - Bootcamp Expenses	36.00	36.00
PP -	Mark's Commercial				
	90198140		REC- Boots for Richard Lahaie	192.09	192.09
PP -	Marley Perrin				
	Sep 2025		Sep 2025 Cleaning	600.00	600.00
PP -	Matrix Foods Inc				
	999.b141804		rec-canteen supplies	40.50	
	999.B142403		rec-canteen supplies	51.69	92.19
PP -	Messer Canada Inc., 15687				
	2109421914		PW - Cylinder Rental Renewal	2,466.82	2,466.82
PP -	Michelin North America (Can)				
	DA001043444		PW-T7 - Tire Replacement	881.41	
	DA0010437118		PW-T20-03 - Tire Replacement	881.41	
	DA0010466744		PW-T7 - New Tires	1,762.82	3,525.64
PP -	Nine Mile Repair Inc				
	1038		H3 - Cardinal - Broom Repairs	110.67	
	1129		PW - T24-05 - Repairs to Air Chann	2,486.28	
	1136		PW - Backhoe - New hoses & re-r	1,926.24	
	1138		PW - L1 - Repair sensor/straighten	2,132.59	
	1139		PW - Chipper repairs - hoses/seals	4,220.82	
	1140		PW - Brush Head - Blades	2,142.42	
	1143		PW - Backhoe Hydraulic lock pin r	288.15	
	1142		PW - Cable Ties	57.19	
	1144		PW - Volvo - Seals/U-joints/Air cor	15,892.90	29,257.26
PP -	Ontario One Call				
	2025090099		PW-Locates	152.95	152.95
PP -	Prescott Building Centre				
	2085044		PW-Cardinal Shop Supplies	783.66	
	2085371		PW-Lumber - Shop Supplies	107.49	891.15
PP -	Rideau St. Lawrence Utilities				
	EDCWS-10		es- Oct 2025 w/s billing as listed	4,018.95	4,018.95
PP -	Royal Canadian Legion				
	2025		Council -Lg Remembrance Day v	60.00	
	2025-001		fd-remembrance day wreath	60.00	
	Oct 16, 2025		Donation	3,000.00	3,120.00
PP -	Rush Truck Centres of Canada				
	3043204926		PW-Shop Supplies	296.96	
	3043272797		FD-Cats Eye Tire System Hoses	334.88	631.84
PP -	Sams, Heather				
	11 Sophia St		investigation of sump pump outlet	1,525.50	1,525.50
PP -	Sands				
	00729281		FD-BP cuff	98.13	98.13
PP -	Sani Gear Inc				
	20389		FD-Bunker Gear Rental	494.38	494.38
PP -	Secureway				
	2657525		LIB- monthly alarm monitoring fee	2,130.72	
	2657825		LIB- installe new security cameras	3,282.86	5,413.58
PP -	Skuce, Miranda				
	Sep 19, 2025		ADM-MFOA Conference Hotel	571.49	571.49
PP -	South Grenville Beacon				
	969		ES/EC Dev/Adm-Advertising	872.36	872.36

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00166 to 2025-00166

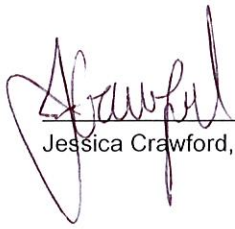
PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		90635	REC- Misc supplies	32.73	
		90643	REC- Mis supplies	20.33	
		90655	REC- key cutting	6.77	
		90684	REC- paint supplies	73.43	
		90686	FD-Batteries	41.79	
		90687	PW - Work gloves	11.27	
		90713	REC- misc supplies	30.50	
		90639	REC- Mis supplies	93.18	
		90636	Rec- Paint supplies	33.89	
		90724	PW - Pittston - Shop Supplies	25.98	
		90689	PW - Pittston Shop - Gorilla Tape	15.33	
		90752	rec-Water	6.75	
		90762	rec-lamps for the lobby lights	117.43	509.38
PP -	Spencerville Mill Foundation				
	2025-11		Ec Dev - Follow 44 brochures	1,500.00	1,500.00
PP -	Steve Polite Sand & Gravel				
	21722		PW - Sandfill for Grit Separator	220.35	220.35
PP -	Tessier, Mary				
	SI-178		Ed dev - Mary Consulting Services	4,118.85	4,118.85
PP -	Top Graphics Design Inc.				
	14424		REC- TWPEC jacket and hoddies	378.55	378.55
PP -	Township of Augusta				
	Oct 14, 2025		Taxes pd in error 706-025-01400	1,336.26	1,336.26
PP -	Tree House Energy Services				
	TWPEC2501		FCM funding application grant sub	1,186.50	1,186.50
PP -	Ultramar				
	03916804707461		PW - 1617.6L - Clear diesel- Cty R	2,369.67	2,369.67
PP -	Universal Supply Group 3735				
	964-471731		PW - Shop - Towels/Filters/Brake I	372.30	
	964-471732		PW - Glass Cleaner	97.36	469.66
PP -	Upper Canada Elevators				
	34175		REC- Elevator lift inspection.	260.00	260.00
PP -	Ventnor Repair Service				
	207461		PW-Air Compressor Repairs	352.24	352.24
PP -	W.H. MacSweyn Inc				
	2443		August PPC # 1- Waddell Street	123,979.96	
	2451		Sept PPC # 1- Waddell Street	205,854.55	329,834.51
PP -	Walker Climate Care				
	141411994		REC- reprogram HVAC system	224.25	224.25
PP -	Walter Smail				
	Sep 2025		Council-Mileage Sep 2025	114.80	114.80
PP -	Willis Kerr Contracting Ltd.				
	131583		PW - Ditching Buckwheat Rd W	2,092.59	2,092.59
				Total Proposed Payments:	853,679.37
				Total EFT:	853,679.37

Date Printed
10/16/2025 3:16 PM

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00166 to 2025-00166

Page 5



Jessica Crawford, Treasurer

Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00171 to 2025-00171

Bank Code - PAD - Preauthorized Debit

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
PP -	Bell Canada				
	658-3055 07-25a	admin		482.57	
	657 4468 09-25	WTP Phone		150.65	
	925 5822 09-25	Rec-South Centre Johnstown		151.15	
	657 4606 09-25	Pittston Phone		159.85	
	657 3210 09-25	Cardinal Arena		163.75	
	657 4850 09-25	WWTP phone		204.85	
	543665566 09-25	Admin/Fd/PW Rec Internet		389.67	1,702.49
PP -	Canada Life Groupnet Insured				
	181390 10-25	ADM-Oct 2025 Monthly Premiums		27,076.34	27,076.34
PP -	Hydro One Networks Inc.				
	25495 06-25a	spencerville library		145.07	
	03696 07-25a	fd stn 1		875.69	
	18196 09-25	lagoon-2301 RD 21		55.60	
	62670 09-25	wwtp-flett st		45.35	
	71283 09-25	lagoon- 1 Spencer		167.19	
	25495 09-25	spencerville library		198.77	
	03696 09-25	fd stn 1		1,176.63	
	84483 09-25	pw- Sophia St		8.35	
	53082 09-25	lagoon 2803 CR 21		40.89	
	32562 09-25	lagoon 4 Charles		40.89	
	24430 09-25	ball diamonds		125.98	
	27613 09-25	admin-townhall		681.23	
	41324 09-25	parks-CR44 clock		52.18	3,613.82
PP -	Johnston, Chelsea				
	Sep 4, 2025	Refund Aug PAP Mortgage to pay		1,913.18	1,913.18
PP -	Leeds Grenville Conservative Associa				
	Oct 8, 2025	Refund payment in error. Rebill to		847.50	847.50
PP -	Northpoint Commercial Finance Inc				
	3081549	Adm-Oct-Nov 2025 Copier Lease		183.06	183.06
PP -	Rideau St Lawrence				
	450-00 09-25	wtp-water tower		42.19	
	496-00 09-25	wwtp-417 Hwy2		47.03	
	502-00 09-25	ball diamond Cardinal		56.64	
	504-00 09-25	parks 1800 Dundas		57.88	
	435-00 09-25	wwtp-172 Henry		108.12	
	501-00 09-25	fd stn 2		148.67	
	290-00 09-25	parks-1700 Dundas		166.74	
	370-00 09-25	wwtp-adelaide		180.69	
	500-01 09-25	cardinal library		318.29	
	250-00 09-25	cardinal pool		594.82	
	231-00 09-25	pw-4035 Dishaw		883.76	
	430-00 09-25	wtp-87 Legion Way		1,487.49	
	464-00 09-25	4000 John wwtp		4,341.04	
	119-01 09-25	ind park water		7,708.15	
	505-01 09-25	cardinal arena		9,261.66	
	270-00 08-26	pw-cardinal streetlights		1,901.43	27,304.60
PP -	Superior Propane				

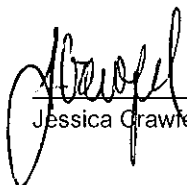
Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00171 to 2025-00171

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		54927574	rec - 4050 Dishaw St	24.71	
		54927575	22 Sloan Street	296.53	
		54983791	rec - 4050 Dishaw St	99.78	
		55031606	rec - 4050 Dishaw St	9.89	430.91
PP -	Telus Mobility				
		39265058 09-25	adm-Sep 2025 Business Phone Ac	2,115.76	2,115.76
PP -	Township of Edwardsburgh/Cardi				
		PP 20 2025 PT/F	PP 20 2025 PT/FTP Payroll	122,017.98	
		PP 10 2025 Fee	PP 10 2025 ADP Payroll Fee	746.30	
		PP 10 2025 Coun	PP 10 2025- Council Payroll	8,649.08	
		PP 21 2025 PT/F	PP 21 2025 PT/FTP Payroll	126,068.15	257,481.51
PP -	Tremblay, Rachel				
		Sept 26, 2025	REC-canteen purchases	466.88	466.88
PP -	Union Gas Limited				
		72780 5 09-25	4035 Dishaw St	3.88	
		69531 2 09-25	4035 Dishaw St	28.89	
		72598 5 09-25	Library -618 Cty Rd 2	28.89	
		72687 6 09-25	70 Adelaide St	52.75	
		96342 3 09-25	Rec-4044 Dishaw St	123.28	
		44825 1 09-25	Rec - 4050 Dishaw -Card Arena	397.06	
		21619 4 09-25	24 sutton Dr	46.55	
		44787 6 09-25	ES-87 Legion Way	250.46	
		53951 1 09-25	wwtp-4000 John natural gas	744.64	1,676.40
PP -	Walker Climate Care				
		143446055	Lib-maitenance pkg	20.32	
		143445791	LIB-Maitenance Pkg	20.32	
		143445893	rec-maitenance pkg	52.77	
		143445970	adm-maitenance pkg-furnance & A	67.18	160.59
Total Proposed Payments:					324,973.04

Total PAD: 324,973.04

Certified Correct This Monday, October 20, 2025


Jessica Crawford, Treasurer


Sean Nicholson, CAO

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00182 to 2025-00182

Bank Code - AP - REVENUE FUND

PROPOSED PAYMENTS

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
PP -	15469317 Canada Incorporated Sep 4, 2025	CIP App C-01-25 for property, sign	2,363.82	2,363.82
PP -	416 Courier 2280	Adm-Aug 2025 Water Sample Cou	204.30	204.30
PP -	Audrey Moore Aug 26, 2025	walker house 2025	25.00	25.00
PP -	C & C Spencerville Automotive 42992	REC-truck repair	65.68	65.68
PP -	Clark, Richard Oct 22, 2025	Refund Bldg Deposit 2022-026 C3	1,000.00	1,000.00
PP -	Crossings Road and Trail 3682	PW - Crosswalks - Painting	2,822.74	2,822.74
PP -	Drapeau Automatic Sprinkler Corp. 29467	wtp - annual fire alarm inspection -	696.08	696.08
PP -	FireFixx 2135	FD-P4 radio/flashlight install	1,470.59	1,470.59
PP -	First National Financial Sep 4, 2025	Refund payment in error 70-020-1	1,822.07	1,822.07
PP -	Joy, Lee Oct 22, 2025	Refund Bldg Deposit 2022-064	1,000.00	1,000.00
PP -	Judith Caird Oct 7, 2025	Walker House 2025	25.00	25.00
PP -	Landex Earthworks Ltd 21536	PW - Ditch Repairs Johnstown	31,075.00	31,075.00
PP -	MacDonald, Marie Marthe Sep 24, 2025	Council - Walker House 2025	25.00	25.00
PP -	McNickle, Jonathan Oct 22, 2025	Refund Bldg Deposit 2024-103	1,000.00	1,000.00
PP -	Mootrey, Marilyn Oct 22, 2025	Refund Bldg Deposit 2022-078	1,000.00	1,000.00
PP -	Nuisance Wildlife Control 2572	ADMIN- bat excusion at the townh:	678.00	678.00
PP -	Paul Richards Perkins Sep 8, 2025	Cancel Bldg Permit B # 2022-093 :	1,000.00	1,000.00
PP -	Ross Saunders Oct 15, 2025	Refund Minor Variance File # A09-	650.00	650.00
PP -	South Grenville DHS 00007	Shirts	1,050.00	
	00008	Shirts	437.50	1,487.50
PP -	Thomson Reuters Canada 852400433	Bldg/Plan - OHSA Legistalation	535.50	535.50
Total Proposed Payments:				48,946.28

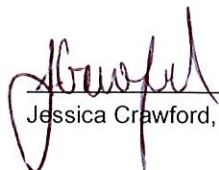
Total AP: 48,946.28

Date Printed
10/23/2025 11:08 AM

Township of Edwardsburgh/Cardinal
List of Accounts for Approval
Batch: 2025-00182 to 2025-00182

Page 2

Certified Correct This Thursday, October 23, 2025



Jessica Crawford, Treasurer

Sean Nicholson, CAO

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

BY-LAW NO. 2025-61

**“A BY-LAW TO ESTABLISH A COMMUNITY SAFETY ZONE ON HENDERSON
STREET AND ALONG THE SECTION OF BENNETT STREET/CR44 BETWEEN
SLOAN STREET AND GOODIN ROAD”**

WHEREAS Section 214.1(1) of the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended by Bill 26, Chapter 6, Statutes of Ontario 1998 provides the Council of a municipality to designate community safety zones on parts of highways under its jurisdiction;

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal passed By-law 2016-37 to establish a Community Safety Zone Policy;

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

1. That there shall be a Community Safety Zone established on Henderson Street and along the section of Bennett Street/CR44 between Sloan Street and Goodin Road.
2. That this By-law shall come into force and take effect upon passing.

Read a first and second time in open Council this 30th day of October, 2025.

Read a third and final time, passed, signed and sealed in open Council this 30th day of October, 2025.

Mayor

Interim Clerk

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

BY-LAW NO. 2025-62

**“A BY-LAW TO AUTHORIZE THE EXECUTION OF A SITE PLAN CONTROL
AMENDMENT AGREEMENT WITH MCKENZIE DESJARDINS.”**

WHEREAS The Council of the Corporation of the Township of Edwardburgh Cardinal deems it advisable to enter into a Site Plan Control Amendment Agreement with McKenzie Desjardins, respecting the development of a property described as:

2320 BROUSEVILLE ROAD
CONCESSION 3, PART LOT 23
TOWNSHIP OF EDWARDSBURGH/CARDINAL
PIN: 681460431
ROLL NUMBER: 070170103012300

AND WHEREAS Authority is granted under Section 41 of the Planning Act, RSO 1990, to the Council of the Corporation of the Township of Edwardburgh Cardinal to enter into and amend such an agreement;

AND WHEREAS the Owner has applied to the Township in accordance with the Site Plan Control provisions of By-law 2023-47, to modify the “original” site plan control agreement between the former owner, 2788821 Ontario Inc. and the Township of Edwardburgh Cardinal through By-law 2022-63;

NOW THEREFORE BE IT RESOLVED THAT The Council of the Corporation of the Township of Edwardburgh Cardinal enacts as follows:

1. That By-law 2022-63 being a by-law to authorize the execution of a Site Plan Control Agreement with 2788821 Ontario Inc., and its Schedules are hereby repealed.
2. That the Mayor and Interim Clerk are hereby authorized to execute a Site Plan Amendment Agreement with McKenzie Desjardins; and that said agreement and its schedules are attached hereto as Schedule ‘A’ and forming part of this bylaw.
3. That this by-law shall come into force and take effect upon date of passing.

Read a first and second time in open Council this 30th day of October, 2025.

Read a third and final time, passed, signed and sealed in open Council this 30th day of October, 2025.

Mayor

Interim Clerk

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL
SITE PLAN CONTROL AMENDING AGREEMENT**

THIS AGREEMENT made in triplicate this ____ day of _____, 2025

BETWEEN:

MCKENZIE DESJARDINS

Hereinafter called the "Owner"

of the first part,

- and -

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Hereinafter called the "Township"

of the second part.

WHEREAS: The Council of the Corporation of the Township of Edwardsburgh/Cardinal deems it advisable under Section 41 of the Planning Act, RSO 1990, to enter into a Site Plan Control Amendment Agreement with the property Owner, McKenzie Desjardins, respecting the further development of a property being more particularly described in Schedule 'A' attached;

AND WHEREAS: the Owner has applied to the Township in accordance with the Site Plan Control provisions of By-law No. 2023-47, to modify the "original" site plan control agreement between the former owner, 2788821 Ontario Inc. and the Township of Edwardsburgh/Cardinal through By-Law 2022-63 which was registered in the Ontario Land Registry Office as instrument No. C80819 on December 5, 2022;

AND WHEREAS: The Original Agreement is hereby amended as set out herein, all of which is hereinafter referred to as "the Site Plan Agreement" and the amendment affects all of the lands described in Schedule "A" hereto, which lands are herein called the "subject lands";

AND WHEREAS: the Owner has agreed with the Township to undertake, furnish and perform the works, material, matter and things required to be done, furnished and performed in the manner hereafter described in connection with the proposed use of the land and in conformity with the Zoning By-law;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of other good and valuable consideration and the sum of two dollars (\$2.00) of lawful money of Canada now paid by the Owner to the Municipality, the receipt of which is hereby acknowledged, the Parties hereby agree as follows:

1. LAND TO WHICH THIS AGREEMENT APPLIES

- 1.1 This is an agreement made pursuant to the provisions of Section 41 of the Planning Act, RSO 1990, as amended and applies to the lands described in Schedule "A" to this agreement.

2. STATUTES, BYLAWS, LICENSES, PERMITS AND REGULATIONS

- 2.1 The Owner undertakes and agrees that prior to the commencement of any development, redevelopment, site alteration, construction or other works, the Owner shall obtain all necessary permits and approvals required by the Government of Canada, the Province of Ontario or any agency thereof, the Township and any other affected agency.
- 2.2 The Owner undertakes and agrees to comply with the requirements of all relevant municipal bylaws, provincial and federal statutes and regulations, permits, approvals or licenses in addition to the terms of this agreement.

3. SCHEDULES

- 3.1 The Owner hereby agrees that prior written approval by the Township and/or an amendment to a Schedule shall be required for any departure, change or modification from the Schedules.
- 3.2 That the documents listed in Schedule "B" and Schedule "C", and their amendments, are electronically filed with the Township. The approved drawings, studies and reports, and their amendments are available for viewing by contacting the Township Office.
- 3.3 The following list of schedules attached hereto are deemed to be and form part of this Agreement:

Schedule "A" - Legal Description of the Subject Lands

Schedule "B" - Drawing List

Schedule "C" – Drawing SP1, Site Plan Update

Schedule "D" - Special Conditions

4. REGISTRATION OF AGREEMENT AND COMMENCEMENT OF WORK

- 4.1 The Owner covenants that he/she/they shall not commence any development or site alteration whatsoever until this Agreement is registered on title against the land at the expense of the Owner.
- 4.2 The Owner may submit a written request to commence with site servicing, grading and/or foundation work to the Township, prior to registration of the Site Plan Agreement. The Township shall be satisfied that all required sign off and approvals have been obtained and that there are no further outstanding issues to be resolved.
- 4.3 The Townships Chief Administrative Officer will provide written approval for any works prior to the registration of the agreement.

5. ENTRY BY TOWNSHIP

- 5.1 Notwithstanding any additional authority in law, the Township, by its officers, servants, agents and contractors, for the life of this Agreement are entitled to enter on the Lands or any part thereof as well as any buildings or structures erected thereon to inspect the construction, operation and maintenance of the works, services and facilities on the Lands for the purposes of determining compliance with this Agreement.

6. COMPLETION DATE

- 6.1 The owner agrees to complete the work required under this Agreement within two (2) years of the date of the commencement of works. Notwithstanding, if exceptional circumstances prevent the owner from complying with the requirements, the Township may extend the completion date.

7. DEFAULT

- 7.1 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.

8. FACILITIES AND WORK TO BE PROVIDED AND MAINTAINED

8.1 The Owner covenants and agrees to provide and maintain, at his/her/their sole expense each and every facility, work or other matter illustrated on the Schedules to the satisfaction of the Township, acting in a commercially reasonable manner, and to engage qualified professionals, where required, to design and carry forth any of the work undertaken under this Agreement. This shall include the restoration of any faulty workmanship or materials.

9. CERTIFICATE OF COMPLIANCE

9.1 Upon the satisfactory completion of all matters and things to be provided and maintained by the Owner pursuant to this Agreement, the Owner shall be entitled to obtain a Certificate of Compliance from the Township confirming that all provisions of this Agreement have been complied with in full to the date of such Certificate.

10. NOTICE TO PARTIES

10.1 Any Notice by any party to this agreement to another shall be given in writing and mailed or delivered to the Party:

In the case of the Municipality:

Township of Edwardsburgh/Cardinal

Attention: Township Clerk
18 Centre Street
P.O. Box 129
Spencerville, ON KOE 1X0

In the case of the Owner(s):

McKenzie Desjardins

218-93 Norman Street
Ottawa Ontario K15 5X9

11. SEVERABILITY:

11.1 The terms of this agreement are severable, and the unenforceability of any part hereof shall not render the whole unenforceable. No forbearance or failure by the Township to strictly enforce any term or covenant herein shall prevent the Township from insisting upon strict compliance by the Owner subsequent to such forbearance or failure to strictly enforce its terms. The terms of this agreement may not be altered except by a subsequent agreement in writing between the parties.

12. SUCCESSORS AND ASSIGNS

12.1 This Agreement shall ensure to the benefit of and be binding upon the respective heirs, personal representatives, successors and assigns of each of the parties hereto.

13. FORCE AND EFFECT

13.1 This Agreement comes into force after it has been executed by all parties hereto and registered against the title to the lands described in Schedule "A".

IN WITNESS WHEREOF the Parties have hereunto set their hands and seals, corporate parties over the hand(s) of their duly authorized signing officers in that regard.

OWNER/AUTHORIZED AGENT

McKenzie Desjardins

I have the authority to bind the corporation.

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

Mayor

Clerk

We have the authority to bind the corporation.

SCHEDULE "A"

DESCRIPTION OF THE PROPERTY

2320 BROUSEVILLE ROAD
CONCESSION 3, PART LOT 23
TOWNSHIP OF EDWARDSBURGH/CARDINAL

PIN: 681460431

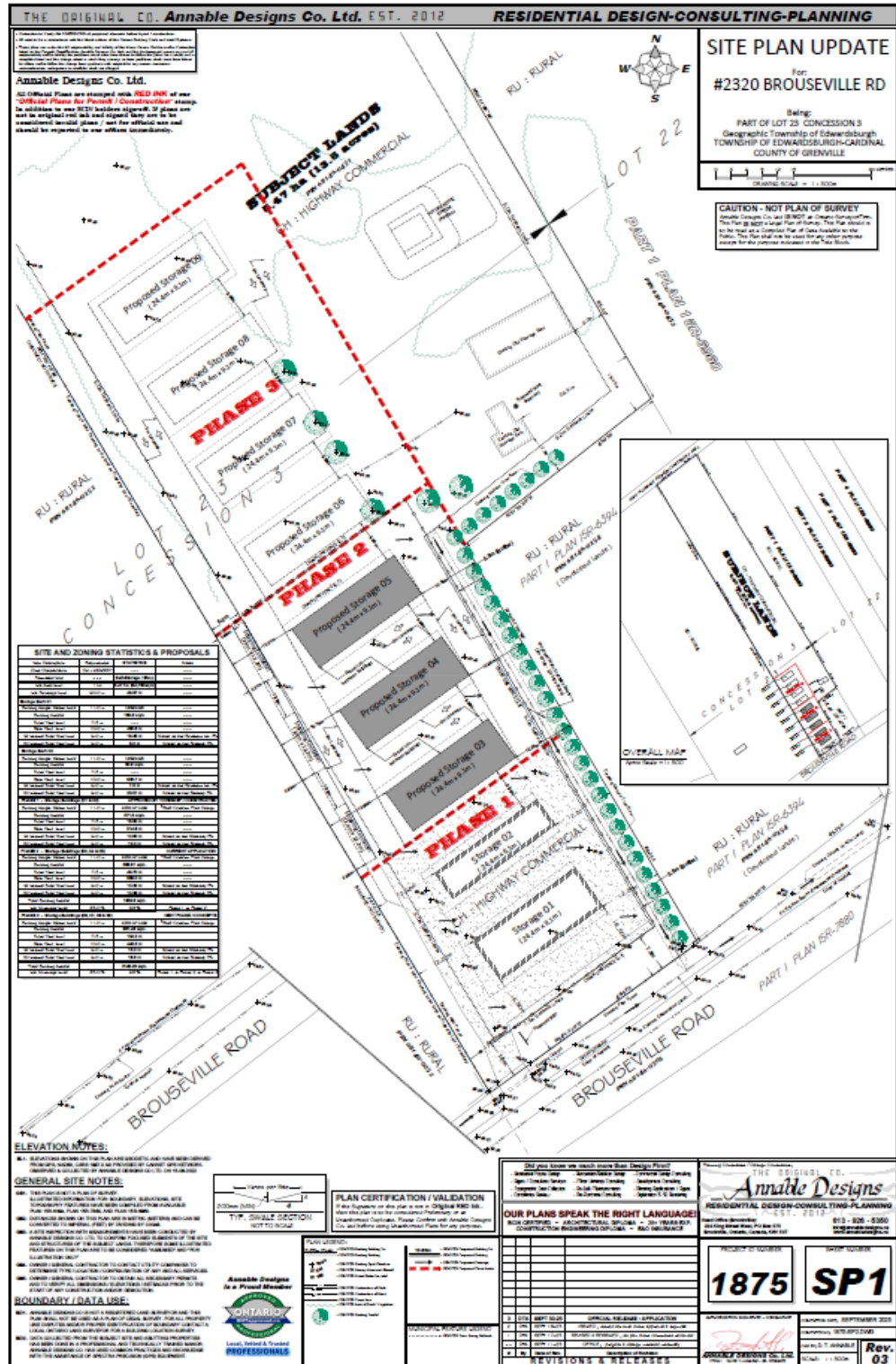
ROLL NUMBER: 070170103012300

SCHEDULE "B"
DRAWING LIST

The following drawings shall form part of this Schedule:

1. Drawing SP-1, Site Plan Update
Revision 3, Dated 09-30-25
Prepared by Annable Designs

SCHEDULE "C"
DRAWING SP-1, SITE PLAN UPDATE



**SCHEDULE “D”
SPECIAL CONDITIONS**

1. LOCATION OF BUILDING STRUCTURES AND FACILITIES

- 1.1. Building structures and facilities shall be located as per the approved drawings listed in Schedule “B” to this Agreement and shall comply with the requirements of Township Zoning By-Law No. 2022-37.

2. DRAINAGE AND STORMWATER

- 2.1. Drainage and stormwater shall be managed as per the approved drawings listed in Schedule “B” to this agreement:

3. SERVICING

- 3.1. Site servicing and installation of the new hydrant location on the east side of Commerce Drive, shall be installed and managed as per the approved drawings and reports listed in Schedule “B” to this agreement:
- 3.2. The Owner is responsible for contacting Hydro One Networks, Enbridge or any other utility or service provider and obtain the necessary permits and approvals prior to development.

4. SITE ACCESS & ROADS

- 4.1. The site shall be accessed as per the approved drawings listed in of Schedule “B”.
- 4.2. An entrance permit shall be obtained from the Township for any extension or relocation of the existing entranceway.
- 4.3. No additional entranceways shall be established without the consent of the appropriate road authority.

5. REFUSE STORAGE AND DISPOSAL

5.1. The property shall be maintained in a neat and tidy condition and all refuse shall be deposited in proper containers which are screened from view.

5.2. The owner shall be responsible for the disposal of refuse from his/her/their property.

6. SNOW REMOVAL

6.1. Snow removal on the site is the responsibility of the owner.

7. SCREENING

7.1. The existing bush and vegetation buffer areas shown on the approved site plan, as per Schedule "B", shall be maintained to provide visual buffering from neighbouring residential uses.

8. LIGHTING

8.1. All outdoor lighting, including fixtures and signs, shall be designed, installed and maintained to prevent light spill over or glare onto the Township Road allowance and neighbouring properties.

9. MAINTAINANCE OF TRAVELED ROADS

9.1. The roadways leading to the subject site shall be kept safe, unobstructed, free of debris as a result of the development or construction vehicles leading to or leaving the site. These roadways are:

9.1.1. Brouseville Road (Township Road)

9.2. The Township may request the owner to clean and dispose of any debris on the roadway from time to time during the development. Clean up may result from road debris such as but not limited to sand, gravel, mud, soil and construction debris.

9.3. Any damage to the roadway, curbing or any other structure within the road allowance as a result of the development, shall be repaired or replaced at the owners cost, to the satisfaction of the township or authority.

9.4. Failure to maintain the roadway in a safe state may result in the township conducting the works and transferring the costs of the works to the Owner.

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL
BY-LAW NO. 2025-63**

“A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT FOR A 7-YEAR FIXED TERM LOAN AT 4.01% WITH THE ROYAL BANK OF CANADA”

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

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

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

WHEREAS the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to enter into an agreement for a 7-year Fixed Term Loan at 4.01% with the Royal Bank of Canada ;

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

1. That the Treasurer is hereby authorized to execute the agreement and necessary documents with the Royal Bank of Canada, attached hereto as Schedule “A”, forming part of this bylaw, on behalf of the Township of Edwardsburgh Cardinal.
3. That this bylaw shall come into force and take effect on the date of passing.

Read a first and second time in open Council this 30th day of October, 2025.

Read a third and final time, passed, signed and sealed in open Council this 30th day of October, 2025.

Mayor

Interim Clerk

Schedule "H" to the agreement dated May 26, 2021, between The Corporation of the Township of Edwardsburgh/Cardinal, as Borrower, and Royal Bank of Canada, as the Bank.

NON-REVOLVING TERM FACILITY

BORROWING REQUEST

The Borrower hereby requests the following be established under Facility (____):

Date of Borrowing		
Amount of Borrowing:	\$ 403,325.25	
Amortization (in months):	84 months	
Selected Term (in months): (Borrowing repayable in full on the last day of the Term)		
Payment Amount:	\$	
Payment Frequency:	monthly	
Selected Interest Rate (per annum)/Acceptance Fee (per annum):	% ☐	RBP + % ☐
Selected Payment Type:	Blended (Principal and Interest) ☒	Principal plus Interest ☐
First Payment Due Date:	30 days after advance	
Amount Eligible for Prepayment of FRT Loans:	0% ☒	10% ☐

Dated this _____ day of _____, 20____.

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Per: _____
Name:
Title:

Per: _____
Name:
Title:

I/We have the authority to bind the Borrower

SRF# 647005917

CAO's ADMINISTRATIVE UPDATE TO COUNCIL

ADMINISTRATION / ECONOMIC DEVELOPMENT

Kraft Hockeyville	Committee has been set up with Councilor Martelle as the chair. Minor hockey groups have been contacted and the first of many meetings will happen in November.
Local Government Week	Daily features were posted on social media showcasing all the individual departments and the services offered to residents.
TWPEC Newsletter	Very pleased to be working with Grant, Isla and Avery again this year in cooperation with the South Grenville District High School.
Small Business Week	Social media features on small businesses in the Township

TREASURY

Realtax tax notices update	Final notices were issued to two properties with outstanding tax arrears at the end of August and follow-up letters were hand-delivered by the bylaw office in September. One property owner has since responded and brought their account back to current status. The second property remains in arrears, and a tax sale date has been set for May 13 th , 2026.
----------------------------	--

FACILITIES/RECREATION

Parks	Picnic tables and garbage cans will be stored for the winter; we will keep some cans out in high impact areas. The outhouse will be closed in the first week of November, and the docks will come out on November 5 th . Pickleball courts will also be closed next week for the winter.
Cenotaph	Both locations will be cleaned and ready for the services on Nov 11 th . also, all Canadian Flags will be changed out this week
Street Banners	Remembrance Day banners will go up this week in both Cardinal & Spencerville
Special Santa Visit	A Sensory-Friendly Santa Visit will be hosted on December 20th at the Johnstown Community Centre from 12:00 p.m. to 4:00 p.m. This initiative aims to provide an inclusive and supportive environment for children and families who may benefit from a quieter, low-stimulation holiday experience. Participants are required to register online or contact the Recreation Coordinator to reserve a 15-minute time slot. The event will feature sensory accommodations, reduced noise, and gentle lighting to create a welcoming and comfortable setting for all attendees.

Splash Pad	Finalizing the landscape architectural and engineering drawings and hope to present them to the council in November.
Johnstown Pool	Benson pool has been working for a couple of weeks on the coping and tile replacement.
Grant Funding	The Community Emergency Preparedness Grant (CEPG) has been submitted for the potential of getting a generator for the Johnstown Community Centre.

OPERATIONS – PUBLIC WORKS

Capital Projects	Most of the 2025 capital work has been completed with the remaining projects expected to be done in mid-November.
New Plow Truck	The vehicle is anticipated to be delivered in mid-November.
Sidewalk Repairs	Panel replacements were completed at various locations in Cardinal.
Salt/Sand	The supply of winter material was received and loaded into the storage facilities in preparation for the upcoming winter season
Winter Parking Restrictions Reminder	Overnight street parking restrictions come into effect from 1 a.m. to 7 a.m. between November 1 and April 15. Vehicles parked during these hours may be ticketed or towed.
Statistics Canada Survey	Staff, from various departments, compiled the necessary information to complete the 2024 Core Public Infrastructure Survey. This survey is a requirement every two years.
Storm water repairs	PW and ES staff completed repairs to the subdrain system at 3 Loyalist Place and 11 Sophia Street.
November Brush and Leaf Activities	Curbside pick-up of brush and leaf will take place in Cardinal on Tuesday November 4 and in Johnstown, Spencerville and New Wexford on Wednesday November 5. The transfer station will be open Wednesday, November 12 from 7:30am to 3:00pm to receive "brush and leaf only". Brush and leaf will be received at "no charge" on Saturdays through the month of November.
3 rd Annual Johnstown Christmas Parade	The parade will take place on December 6. Drivers can expect small delays along the parade route between 4:30pm and 6:30pm. The event is posted on Municipal 511 and barricades will be dropped off closer to the event.

OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Wastewater Treatment Plant	Claude Bourck Plumbing replaced Back flow preventor in boiler system. IECBL replaced the electric actuator in the ATAD System. IECBL replaced Decanter # 1 motor. Cleaned air handler filters.
-------------------------------------	---

	Routine maintenance was completed.
Cardinal Water Plant	Cleaned and inspected basket screens. Alarm Systems repaired the west door contact sensor. SCADA workstation replacement (Capital) scheduled for November 11. The UV System replacement project is tentatively scheduled for early December.
Cardinal Distribution System	Hydrant flushing was completed. Winterized fire hydrants.
Industrial Park Water System	Hydrant flushing completed Winterized fire hydrants. Routine rounds were completed.
Windmill Pumping Station	Routine rounds were completed.
Spencerville Wastewater System	Spencerville Station 1 project is progressing well. Bypass is set up at the corner of Water and Spencer Streets.
Cardinal Sewer and Storm Collection System	E/S responded to one catch basin sinkhole complaint. Repair pending locates. Routine rounds were completed.

OPERATIONS – MUNICIPAL DRAINS

	Nothing currently
--	-------------------

FIRE DEPARTMENT

Training	The Mobile Live Fire Training Unit (MLFTU) was well utilized with firefighters from Edwardsburgh Cardinal, Augusta, South Dundas and Prescott participating over the 5 days.
	Our NFPA 1001 Firefighter Level II program wrapped up on Saturday, October 18 with a 100-question exam followed by four skills administered by staff from the Ontario Fire College.
	The annual EMS bootcamp was hosted at station 1 and the Spencerville fairgrounds. Fire department members participated in various emergency scenarios along with paramedics, ER residents, OPP, and paramedic students.
Fleet	Annual pump testing completed with minor repairs and pump maintenance to follow.
Fire Prevention	The chief met with HFI staff to provide advice on fire safety equipment.

	Inspection was completed at a multi-residential building where smoke alarms were absent.
	Several class visits have been made by FD staff to local schools.
	Follow-up completed on 2-unit residence.
Other	The FD continues to be busy with a total of 205 incidents YTD vs. last year's total of 176.
	A crew of five members assisted North Dundas Fire Department at the large wildland/bog fire on September 25 along with firefighters from North Dundas and North/South Glengarry.
	Annual SCBA maintenance and flow testing completed on all units.

EMERGENCY MANAGEMENT

Annual Exercise	An emergency exercise in partnership with Greenfield Ethanol took place on Thursday, October 16. The scenario involved a chemical release requiring evacuation of the immediate area. The Township Emergency Control Group was assembled and worked through various issues including developing media releases and notifying the PEOC.
-----------------	--

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. 2025-64

**“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 October 30, 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 30 day of October, 2025.

Mayor

Interim Clerk