

**MINUTES**  
**MUNICIPAL COUNCIL**

**Monday, December 12, 2022**

**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:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Sean Nicholson, Treasurer  
Gord Shaw, Director of Operations  
Candise Newcombe, Deputy Clerk  
Wendy VanKeulen, Community Development Coordinator

**1. Call to Order**

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

**2. Approval of Agenda**

**Decision:** 2022-406

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Municipal Council approves the agenda as presented.

Carried

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

None.

**4. Delegations & Presentations**

None.

**5. Minutes of the Previous Council Meetings**

a. Regular Council - November 28, 2022

**Decision:** 2022-407

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated November 28, 2022.

Carried

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

None.

**7. Committee Minutes**

a. Public Meeting - Zoning Bylaw Amendments - 2062 County Rd 22, 2017  
County Rd 2, 1403 County Rd 2, 3209 County Rd 2 - November 24, 2022

**Decision:** 2022-408

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives the minutes of the Public Meeting - Zoning Bylaw Amendments - 2062 County Rd 22, 2017 County Rd 2, 1403 County Rd 2, 3209 County Rd 2 dated November 24, 2022.

Carried

- b. Public Meeting - Zoning Bylaw Amendments - 3485 Glen Smail Rd, 3609 County Rd 21 - December 5, 2022

**Decision:** 2022-409

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

THAT Municipal Council receives the minutes of the Public Meeting - Zoning Bylaw Amendments - 3485 Glen Smail Rd, 3609 County Rd 21 dated December 5, 2022.

Carried

- c. Combined Committee of the Whole - Administration and Finance/ Public Works, Environmental Services and Facilities - December 5, 2022

**Decision:** 2022-410

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT Municipal Council receives and approves the minutes of the Combined Committee of the Whole – Administration and Finance – Public Works, Environmental Services and Facilities dated December 5, 2022.

Carried

## **8. Action and Information Items from Committees**

- a. Bait Fuel Bass Tournament

**Decision:** 2022-411

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT Municipal Council:

1. Supports and approves the Basstion Consulting Group to run their 1-day Bait Fuel Fishing Derby in Cardinal on Saturday August 26<sup>th</sup>, 2023; and
2. Directs staff to work with Mr. Hooper and his group to ensure proper parking is arranged for both the participating anglers and the general public.

As recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities.

Carried

- b. Township Hall Renovation Concept Drawing

Council ensured that the future concept designs would be brought forward for review prior to approval and that consideration be given to the need for

appropriate fire exits from the upper level. Council confirmed that additional high-level layout options will be provided. It was noted that the core layout will remain, however, there will be an opportunity for future Council input on the designs.

**Decision:** 2022-412

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council approves the concept and directs staff to move forward on transitioning the Council Chambers to the upper level and create an improved work space within the existing lower level of the building, as recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities.

Carried

c. Foodcycler Additional Pilot Program

Council highlighted the benefits of the FoodCycler option to rural municipalities that are unable to offer a composting program.

**Decision:** 2022-413

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT Municipal Council approves an additional municipal subsidized purchase of 100 FoodCycler units (50/50 split between the FC-30 and Maestro) to implement another pilot program in partnership with Food Cycle Science and that the costs be included in the 2023 budget, as recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities Committee.

Carried

d. 2022 Audit Plan

Council noted the fee increase for the current auditing company. It was noted that the Township will complete the 2022 audit with MNP and complete an assessment to determine if the Township will remain with MNP or seek requests for proposals in 2023

**Decision:** 2022-414

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives the 2022 audit plan and authorizes the Treasurer to sign the engagement letter as a requirement of the annual audit, as recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities.

Carried

e. 2023 Draft LLPS Budget

**Decision:** 2022-415

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council approves the 2023 Raw Water Supply System (LLPS) budget as presented, as recommended by the Combined

Committee of the Whole – Administration and Finance/Public Works,  
Environmental Services and Facilities.

Carried

f. Pre-Budget Approval Tender - 5 Tonne Plow Truck

**Decision:** 2022-416

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council directs staff to prepare and issue a tender for a new Tandem Axle Truck, as recommended by the Combined Committee of the Whole – Administration and Finance/Public Works, Environmental Services and Facilities.

Carried

g. OPP Detachment Board Proposal

Council was provided with a brief history of the OPP detachment board proposal noting the ultimate decision to propose 2 separate boards. Discussion was held regarding the submission deadline and willingness to work cooperatively with neighbouring municipalities.

**Decision:** 2022-417

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Municipal Council endorse the joint submission of the Grenville County OPP Detachment Board proposal to the Solicitor General of Ontario, as outlined in the attached Briefing Note as Option B, consisting of one board representing Merrickville-Wolford and North Grenville, and one board representing Augusta, Edwardsburgh/Cardinal and Prescott and that staff be directed to work with partnering board municipalities to develop terms of reference for the board.

Carried

9. **Correspondence**

**Decision:** 2022-418

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

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

- December 5, 2022
- December 7, 2022

Carried

10. **Approval of Municipal Disbursements**

**Decision:** 2022-419

**Moved by:** J. Martelle

**Seconded by:** W. Smail

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

- Report dated December 6 (2022-182) \$100,729.13

- Report dated December 8 (2022-185) \$17,063.89
- TOTAL: \$117,793.02**

Carried

## 11. By-laws

- a. Terms of Reference for Committees of Council

**Decision:** 2022-420

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT the mover be granted leave to introduce a bylaw to establish terms of reference for Committees of Council, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-421

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT a bylaw to establish terms of reference for Committees of Council, be now read a third time and finally passed, signed, sealed and numbered 2022-71.

Carried

- b. Electronic Monitoring Policy

**Decision:** 2022-422

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT the mover be granted leave to introduce a bylaw to adopt an Electronic Monitoring Policy, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-423

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT a bylaw to adopt an Electronic Monitoring Policy, be now read a third time and finally passed, signed, sealed and numbered 2022-72.

Carried

- c. Amend Bylaw 2022-56 - eScribe Subscription Agreement - Pro App & Vote Manager

**Decision:** 2022-424

**Moved by:** C. Ward

**Seconded by:** W. Smail

THAT the mover be granted leave to introduce a bylaw to authorize the Clerk to execute amending subscription agreements with eScribe Software Ltd. for the provision of professional application licences and vote manager/requests to speak module, and this shall constitute first and second reading thereof.

Carried

Council noted the benefits of streamlining the meeting process.

**Decision:** 2022-425

**Moved by:** C. Ward

**Seconded by:** W. Smail

THAT a Bylaw to authorize the Clerk to execute amending subscription agreements with eScribe Software Ltd. for the provision of professional application licences and vote manager/requests to speak module, be now read a third time and finally passed, signed, sealed and numbered 2022-73.

Carried

- d. Development Agreement - 2017 County Rd 2

**Decision:** 2022-426

**Moved by:** W. Smail

**Seconded by:** C. Ward

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a development agreement with Madison Mulder Enterprises Inc., and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-427

**Moved by:** W. Smail

**Seconded by:** C. Ward

THAT a bylaw to authorize the execution of a development agreement with Madison Mulder Enterprises Inc., be now read a third time and finally passed, signed, sealed and numbered 2022-74.

Carried

- e. Convey Portion of King St in Johnstown - Johnstown Self Storage

**Decision:** 2022-428

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT the mover be granted leave to introduce a bylaw to convey the unopened road allowance known as King St. Plan 6 Johnstown, as closed by unregistered Bylaw #368 between Water St. and First St. North of PR152106 except PR78775; Edwardsburgh Cardinal, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-429

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

THAT a bylaw to convey the unopened road allowance known as King St. Plan 6 Johnstown, as closed by unregistered Bylaw #368 between Water St. and First St. North of PR152106 except PR78775; Edwardsburgh Cardinal, be now read a third time and finally passed, signed, sealed and numbered 2022-75.

Carried

- f. Stop Up, Close & Convey Second Street Between Queen St. and King St.  
- Ferguson

**Decision:** 2022-430

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT the mover be granted leave to introduce a bylaw to stop up, close and convey unopened road allowances being: Queen St. Plan 6 Johnstown between Second St and Third St; Edwardsburgh Cardinal; and Second St. Plan 6 Johnstown between Part 2, 15R7494 and Part 1, 15R6481; Edwardsburgh Cardinal; In the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-431

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT a bylaw to stop up, close and convey unopened road allowances being: Queen St. Plan 6 Johnstown between Second St and Third St; Edwardsburgh Cardinal; and Second St. Plan 6 Johnstown between Part 2, 15R7494 and Part 1, 15R6481; Edwardsburgh Cardinal; In the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, be now read a third time and finally passed, signed, sealed and numbered 2022-76.

Carried

- g. Stop Up, Close & Convey Unopened Road Allowance - Glock/Barkley

**Decision:** 2022-432

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT the mover be granted leave to introduce a bylaw to stop up, close and convey part of an unopened road allowance being: Part road allowance between Lot 24 and Lot 25 Concession 7, Edwardsburgh Part 2 Plan 15R6142, PIN 68141-0297, Edwardsburgh/Cardinal, in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-433

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT a bylaw to stop up, close and convey part of an unopened road allowance being: Part road allowance between Lot 24 and Lot 25 Concession 7, Edwardsburgh Part 2 Plan 15R6142, PIN 68141-0297, Edwardsburgh/Cardinal, in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, be now read a third time and finally passed, signed, sealed and numbered 2022-77.

Carried

- h. Stop Up, Close & Convey Part 4 on Plan 15R-6142 - Pincott

**Decision:** 2022-434

**Moved by:** W. Smail

**Seconded by:** S. Dillabough

THAT the mover be granted leave to introduce a bylaw to stop up, close and convey part of an unopened road allowance being: Part road allowance between Lot 24 and Lot 25 Concession 7, Edwardsburgh Part 4 Plan 15R6142, PIN 68141-0298, Edwardsburgh/Cardinal, in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-435

**Moved by:** W. Smail

**Seconded by:** S. Dillabough

THAT a bylaw to stop up, close and convey part of an unopened road allowance being: Part road allowance between Lot 24 and Lot 25 Concession 7, Edwardsburgh Part 4 Plan 15R6142, PIN 68141-0298, Edwardsburgh/Cardinal, in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, be now read a third time and finally passed, signed, sealed and numbered 2022-78.

Carried

- i. Stop Up & Close North of Part 2 on Plan 15R-6142 - Oiumette

**Decision:** 2022-436

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

THAT the mover be granted leave to introduce a bylaw to stop up and close part of an unopened road allowance being: Part road allowance between Lot 24 and Lot 25 Concession 7, Edwardsburgh North of Part 2 to Dukelow Road Plan 15R6142, PIN 68141-0124, Edwardsburgh/Cardinal in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-437

**Moved by:** S. Dillabough

**Seconded by:** W. Smail

THAT a bylaw to stop up and close part of an unopened road allowance being: Part road allowance between Lot 24 and Lot 25 Concession 7, Edwardsburgh North of Part 2 to Dukelow Road Plan 15R6142, PIN 68141-0124, Edwardsburgh/Cardinal in the geographic Township of Edwardsburgh, Township of Edwardsburgh Cardinal, County of Grenville, be now read a third time and finally passed, signed, sealed and numbered 2022-79.

Carried

- j. Zoning Bylaw Amendment - 3209 County Rd 2 - Terpene

**Decision:** 2022-438

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

THAT the mover be granted leave to introduce a bylaw to amend Zoning Bylaw No. 2022-37, (Terpene Contracting Inc. on behalf of HB Holdings Inc. Part of Lot 32, Concession 1, 3209 County Road 2), and this shall constitute first and second reading thereof.

Carried

Members inquired about additional information on the servicing for this property. It was noted that the property is subject to a site plan control agreement report which will outline the private servicing in further detail.

**Decision:** 2022-439

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

THAT a bylaw to amend Zoning Bylaw No. 2022-37, (Terpene Contracting Inc. on behalf of HB Holdings Inc. Part of Lot 32, Concession 1, 3209 County Road 2), be now read a third time and finally passed, signed, sealed and numbered 2022-80.

Carried

- k. Zoning Bylaw Amendment - 2017 County Rd 2 - Mulder

**Decision:** 2022-440

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

THAT the mover be granted leave to introduce a bylaw to amend Zoning Bylaw No. 2022-37, (Annable Designs Co. Ltd. on behalf of Madison Mulder Enterprises Inc., Part of Lot 20, Concession 1, 2017 County Road 2), and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-441

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

THAT a bylaw to amend Zoning Bylaw No. 2022-37, (Annable Designs Co. Ltd. on behalf of Madison Mulder Enterprises Inc., Part of Lot 20, Concession 1, 2017 County Road 2), be now read a third time and finally passed, signed, sealed and numbered 2022-81.

Carried

- l. Zoning Bylaw Amendment - 1403 County Rd 2 - Mulder

**Decision:** 2022-442

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

THAT the mover be granted leave to introduce a bylaw to amend Zoning Bylaw No. 2022-37, (Annable Designs Co. Ltd. on behalf of Madison Mulder Enterprises Inc. Part of Lot 14, Concession 1, 1403 County Road 2), and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-443

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

THAT a Bylaw to amend Zoning Bylaw No. 2022-37, (Annable Designs Co. Ltd. on behalf of Madison Mulder Enterprises Inc. Part of Lot 14, Concession 1, 1403 County Road 2), be now read a third time and finally passed, signed, sealed and numbered 2022-82.

Carried

m. Zoning Bylaw Amendment - 2062 County Rd 22 - Markus

**Decision:** 2022-444

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

THAT the mover be granted leave to introduce a bylaw to amend Zoning Bylaw No. 2022-37, (Markus Landscaping Services, Part of Lot 7, Concession 2, 2062 County Road 22), and this shall constitute first and second reading thereof.

Carried

**Decision:** 2022-445

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

THAT a bylaw to amend Zoning Bylaw No. 2022-37, (Markus Landscaping Services Part of Lot 7, Concession 2, 2062 County Road 22), be now read a third time and finally passed, signed, sealed and numbered 2022-83.

Carried

## 12. CAO's Administrative Update

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

- Parameters of the Infrastructure Ontario construction loan.
- Intentions for the surplus fire department tanker.
- Capstone program delay.
- Minimal increase to the Sunlife group benefits.
- Proposed meeting schedule for January 2023.

**Decision:** 2022-446

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

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

Carried

## 13. Councillor Inquiries or Notices of Motion

Deputy Mayor Dillabough noted an item he intended to bring forward for discussion at the next Committee meeting regarding a member of council, on a rotating basis, hosting a weekly meeting to hear public comments/suggestions/new ideas.

Councillor Martelle noted his attendance at the 2022 Hunger Report in Morrisburg on December 9<sup>th</sup>.

**14. Mayor's Report**

Mayor Deschamps reported on the following:

- Thanked staff for their hard work throughout 2022.
- Wished staff, council and members of the public a Merry Christmas and a Happy New Year.
- Highlighted the progress made in collecting contributions for the Food Bank.

**Decision:** 2022-447

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

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

Carried

**15. Question Period**

None.

**16. Closed Session**

None.

**17. Confirmation By-law**

**Decision:** 2022-448

**Moved by:** W. Smail

**Seconded by:** C. Ward

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2022-84.

Carried

**18. Adjournment**

**Decision:** 2022-449

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That Municipal Council does now adjourn at 7:58.

Carried

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Mayor

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Deputy Clerk