

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

**Monday, January 16, 2023, 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  
Brian Moore, Fire Chief  
Eric Wemerman, Chief Water/Sewer Operator  
Candise Newcombe, Deputy Clerk

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

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

**2. Approval of Agenda**

**Moved by:** J. Martelle  
**Seconded by:** C. Ward

That the agenda be approved as presented.

Carried

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

None.

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

None.

**5. Delegations and Presentations**

a. 2023 Pre-Budget Presentation - Treasurer

The Treasurer spoke to the 2023 pre-budget PowerPoint Presentation. A copy of the presentation is held on file.

Discussion was held regarding differences in tax classes and distribution, tax rate versus tax levy, cost of living increases and projected growth. The Township finances were noted to be in good condition, however, a capital funding gap was highlighted. A capital infrastructure levy was proposed, reserve balances and uses were reviewed, the life cycle and amortization of capital assets were clarified and a subsequent budget meeting date of February 2 was noted. Committee discussed the purpose and uses to date of the modernization funding and noted a reasonable expectation of the Township to be in a deficit position for 2022 due to volatile market prices.

## **6. Discussion Items**

### **a. 2023 Pre-Budget Presentation and 2023 Draft Capital Budget**

Committee discussed the 2021 Financial Indicator Review (FIR) and noted that the annual capital spend should be 1.5 times asset depreciation. Discussion was held regarding the Township's net debt, reserve balances, 2023 Capital projects, Township renovations proposed funding sources, new transfer station site clearing and reviewed the 2023 capital budget funding analysis, providing background on each project as well as potential funding sources.

It was noted that early in the budget process is the ideal time should members wish to suggest additional capital projects for consideration.

There was discussion regarding adding the Cardinal tennis courts to the capital budget for consideration, increased project cost estimates, and the requirement of a parking lot should a dog park be constructed in the area due to already limited parking at the Cardinal Ingredion Arena and surrounding area. It was noted that fencing and paving would be tendered with the remaining portion of the project to be completed by the Township in an attempt to reduce costs.

Committee discussed the timing for payment and delivery of the T5 tandem truck, long-term budget planning for assets, the combined Totem Ranch Road project with North Grenville, proposed 5-year capital and operational budgets and the addition of road resurfacing projects to the capital budget for consideration based on the roads management plan.

Continued service of the River Route public transit and the Tri-Council physician recruitment initiative were highlighted as future items for discussion.

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

None.

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

Councillor Ward announced his intent to submit his candidacy to sit on the Board of Directors for ROMA as the Zone 7 representative.

**9. Mayor's Report**

Mayor Deschamps reported the following:

- Noted an informal Code of Conduct complaint was filed against the Mayor and subsequently resolved through the informal process. He cautioned all members of Council to be aware of their word selection/sanctions and viewed this as a learning experience.

**10. Question Period**

None.

**11. Closed Session**

None.

**12. Adjournment**

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

That Committee does now adjourn at 8:59 pm.

Carried

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Chair

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Deputy Clerk