

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

**Monday, November 13, 2023, 6:30 PM**  
**South Edwardsburgh Community Centre**  
**24 Sutton Dr.**  
**Johnstown Ontario**

PRESENT: Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Chris Ward  
John Hunter (Advisory Member)  
Karen Roussy (Advisory Member)

REGRETS: Councillor Waddy Smail

STAFF: Dave Grant, CAO  
Sean Nicholson, Treasurer  
Gord Shaw, Director of Operations  
Brian Moore, Fire Chief  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Eric Wemerman, Chief Water/Sewer Operator  
Chris LeBlanc, Manager of Public Works

OTHERS PRESENT: Steve Roberts, Fire Training Officer

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

Mayor Deschamps called the meeting to order at 6:40 p.m.

Chair acknowledged the delayed start time and recognized the long-term employee recipients for their service and dedication.

**2. Approval of Agenda**

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That the agenda be approved as presented.

Carried

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

- a. J. Martelle - Scott Road Transfer Station Waste Management Bylaw Update

Personally owned business previously involved with Transfer Station operations.

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

Nil

**5. Delegations and Presentations**

- a. South Nation Conservation Authority - Septic System Program - Alison McDonald

Ms. McDonald provided a brief overview and reminder of the variety of programs and services available through SNCA was provided to Committee. The primary focus of the presentation was to review the Septic program following the first year of transition from the health unit to SNCA. Highlights included number of staff, number of permits issued and site visits completed in the second half of 2022 and to date in 2023. It was noted that there is an inspector in Leeds and Grenville on a daily basis. SNCA emphasized the importance of the Township and residents obtaining value for the service and ensuring high quality functioning septic systems. SNCA is supportive of affordable housing and open to finding innovative and creative ways to adapt while ensuring development servicing is completed in a safe and appropriate manner.

Committee inquired on large scale rural systems, reduced lot size and additional residential units. SNCA noted that systems with a capacity of less than 10,000 liters per day are regulated through Part 8 of the Building Code and systems greater than 10,000 liters per day are regulated by MECP through and ECA. The program is generally receiving positive feedback following a few hiccups during the initial transition phase. Committee members noted speaking with two major installers in the area and agreed feedback was generally positive. SNCA will touch base with staff on a septic education program.

Committee members thanked SNCA for the presentation and a copy will be placed on file.

- b. Potentia Renewables Inc - Seeking Municipal Support for Battery Energy Storage Project - Will Patterson & Juliana Velez

The presenter provided a brief overview of the company and indicated that it is 100% Canadian owned, has 30% of the renewable energy projects in Ontario. It was noted that the company has expertise in energy storage however none in operation. The presenter highlighted the open house on November 7<sup>th</sup> with approximately 20 people in attendance, summarizing general support for setbacks and buffering, interest in the recycling

process and questions/concerns on fire risk. There would be an agreed upon Emergency Response Plan prepared and demands on the local department would be minor in nature. The project would establish an annual community benefit fund (CBF) throughout its operational life span. The quantum noted was \$500.00 per MW.

Committee members inquired on the indigenous consultation status and it was confirmed that a separate agreement outside the CBF would be in place. Committee received confirmation that this is a battery storage project and there is no intent or potential to convert to a wind or solar power project. It was noted that the storage project would support the needs of Eastern Ontario. Committee members noted there would be a requirement to have the CFB outlined and included as part of the letter of support/council resolution.

Committee members thanked Mr. Patterson for the presentation and a copy will be placed on file.

## **6. Consent Agenda**

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Committee recommend that the following consent agenda items be received as presented:

- a. 3rd Quarter Fire Report [See item 8a]
- b. 3rd Quarter Operations Report [See item 8b]

Carried

## **7. Discussion Items**

- a. Future of Natural Gas Expansion - Discussion Paper

The committee members reviewed the draft response to the discussion paper issued by MOE. Suggestions included greater emphasis on residential home heating to fill the gap and incorporating previous delegation package information for additional background and context. A revised version will be prepared based on the feedback.

- b. Potentia Renewables Inc. Battery Energy Storage Project Request for Municipal Support

Committee members indicated general support for the project and the requirement to have the CFB outlined and included as part of the letter of support/council resolution. It was noted that there was openness to have further discussion on the community benefit fund should the project proceed. A resolution will be prepared for the November Council meeting.

**8. Action/Information Items**

- a. 3rd Quarter Fire Report - CONSENT

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Committee receives the 3rd Quarter Fire Report as presented.

Carried

- b. 3rd Quarter Operations Report - CONSENT

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Committee receives the 3rd Quarter Operations Report as presented.

Carried

- c. 2024 Township Pre-Budget Overview

The treasurer introduced the topic and targeted trying to achieve inflation or slightly below as the benchmark for adequately maintaining current levels of service. Any adjustments to levels of service would have a corresponding impact up or down. As background, the treasurer provided a 2023 tax collection review/analysis and spending analysis by municipal service before touching on impacts to 2024 tax collection. Operationally, some known or potential increases to the tax levy/funding include COLA, OPP fees, community grants and donations and a slight decrease in OMPF. The treasurer highlighted that we are still in an inflationary period and this will affect routine maintenance (fuel, parts, repairs and materials). The balancing factor is higher than expected interest rates. The draft 5-year capital plan was reviewed and will be further developed based on the asset management plan, level of service, strategic planning and additional input from Council. Clarification was provided on Reid Street and that underground infrastructure work would take place ahead of road resurfacing.

Committee members provided some initial comments and included concern with what appears to be a gap in recreational services around Spencerville and the need to undertake studies to have shelf ready projects available. Opportunities for study partnership with North Grenville may exist and suggestion to incorporate new arena build to coincide with decommissioning timetable of existing facility. Returning with options to make the basketball/tennis courts more useable without undertaking a full retrofit, grant writing support for applications, and additional planning support. The meeting schedule for upcoming budget discussion is:

Budget Meeting # 1 - January 8<sup>th</sup> COW-AO (Capital) - 6:30pm

Budget Meeting # 2 - January 25<sup>th</sup> Special COW-AO (Capital) – 5:00pm

Budget Meeting # 3 – February 12<sup>th</sup> COW-AO (Operating) – 6:30pm

Budget Meeting # 4 – February 22<sup>nd</sup> Special COW-AO (Operating) – 5:00pm

Budget Meeting # 5 – March 11<sup>th</sup> COW-AO Final (Consolidated) – 6:30pm

Calendar invites will be sent to committee members. Committee thanked the Treasurer for the presentation and a copy will be placed on file.

d. NFPA Certification Update

The FD Training Officer provided a high-level overview and background of the NFPA certification programs and a snapshot completion percentage of current membership. The timeline for full implementation is July 1, 2026. A NFPA 1001 FF level 2 program will take place in 2024 and upon its completion its estimated that close to 80% will have the minimum certification required through the Regulation. Committee members inquired about frequency of certification and what happens when new members come aboard after July 2026. The training officer confirmed that this is a one-time certification currently and an established set of expectations is under development so new members have a solid understanding of commitment upon joining the fire service. Committee members thanked the training officer for the report.

e. Surplus Fire Department Tanker Auction Results

Committee members sought clarification on whether the reserve was an interest bearing account.

**Moved by:** J. Martelle

**Seconded by:** C. Ward

That Committee recommend that Council direct the Treasurer to place \$70,762.50 from the sale of the surplus tanker into the fire department vehicle reserve fund.

Carried

f. Scott Road Transfer Station Waste Management Bylaw Update

J. Martelle declared a conflict on this item. (Personally owned business previously involved with Transfer Station operations. ;)

Councillor Martelle left the table and did not participate in the discussion

Staff provided a high-level overview of the updated bylaw. Committee members inquired on the pricing differences between the 2011 and proposed bylaw, hours of operation, accepting household hazardous

waste and removal of brush/leaf charge. The price differences relate to when the landfill site was in operation prior to shifting to a transfer site, an ECA amendment would be required to accept HHW or change hours of operation. Staff noted that a list of potential changes could be developed in preparation of one larger amendment verses a multitude of smaller amendments to save time and cost.

Councillor Martelle assumed his spot back at the table following vote.

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Committee recommends that Council adopt the proposed updated Transfer Station Waste Management bylaw, as attached.

Carried

## 9. Councillor Inquiries/Notices of Motion

Deputy Mayor Dillabough inquired about moving current or adding christmas decorations to County Road 2 by the mall in Cardinal. The Deputy Mayor also inquired about the possibility of lighting the large tree at cenotaph and permission for the Cardinal Legion to use the two smaller trees for fundraising/decorating.

Councillor Martelle sought a status update on the canal bank stabilization report. It was noted that Staff are meeting with SNCA and Kollaard & Associates on November 14

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

That Committee recommend that meeting curfew be extended beyond 10:00pm.

Carried

## 10. Mayor's Report

Nil

## 11. Question Period

Nil

## 12. Closed Session

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

THAT Committee proceeds into closed session at 9:48 p.m. in order to address a matter pertaining to:

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Operational Sustainability and Minutes of Closed Session dated September 11, 2023 and October 10, 2023.
- b. Section 239(2)(c) Acquisition or disposition of land by the municipality or local board; Specifically: Byers Road Property

Carried

- a. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Operational Sustainability and Minutes of Closed Session dated September 11, 2023 and October 10, 2023
- b. Section 239 (2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Byers Rd Property

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

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

Carried

### 13. Report Out of Closed Session

Committee met and discussed personal matters about an identifiable individual, including municipal or local board employees; Specifically: Operational Sustainability and direction was provided to the CAO

Committee met and discussed a proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Byers Rd Property and direction was provided to the CAO

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That Committee receives and approves the closed session minutes dated September 11, 2023 and October 10, 2023.

Carried

### 14. Adjournment

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

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

Carried

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Chair

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CAO