

**MINUTES**  
**COMMITTEE OF THE WHOLE**  
**COMMUNITY DEVELOPMENT**

**Monday, February 3, 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

STAFF: Sean Nicholson, CAO  
Jessica Crawford, Treasurer  
Tim Fisher, Planner  
Wendy VanKeulen, Community Development Coordinator  
Candise Newcombe, Deputy Clerk  
Rachel Porter, Recreation Coordinator  
Mary Tessier, Consultant  
Natalie Charette, Interim Clerk

**1. Call to Order – Chair, Chris Ward**

Councillor Ward called the meeting to order at 7:19 p.m.

**2. Approval of Agenda**

**Moved by:** T. Deschamps

**Seconded by:** W. Smail

That the agenda be approved as presented.

Carried

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

None.

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

Members requested updates on the ongoing LEAR discussions, highlighting an upcoming meeting at the United Counties of Leeds and Grenville in March.

## 5. Delegations and Presentations

- a. Jane Hess - Every Kid in Our Communities Coalition (Formally Part of the United Way of Leeds and Grenville)

Delegation was not present. Staff noted the late start to the meeting and that they would reach out to the individual for future delegation opportunities.

- b. Eric Baker & Rob Thompson - Baker Development

Mr. Thompson highlighted the challenges in coordinating municipal services for the proposed development and recommended utilizing private services through Newterra's water and wastewater treatment systems to expedite progress, with plans to integrate future developments into the municipal service network.

The discussion covered the proposed unit types, the Township's support for the development, and the added benefits to developers of having a Township-employed planner.

## 6. Action/Information/Discussion Items

- a. Live: Land Use Planning

- 1. Shanly Cemetery

The Committee received a summary of the report and discussed the potential for cemetery expansion, as well as the size, location, and proposed purposes of the lot.

- 2. Process Improvements for Building Permits and Planning Approvals

The Committee was presented with a summary of the report and discussed the following topics: the countries of origin of the proposed companies, customer satisfaction history, service modernization, enhanced communication options, consistency across neighboring municipalities, CGIS customizability, and contract flexibility in the event of insufficient services.

**Moved by:** S. Dillabough

**Seconded by:** T. Deschamps

That Council direct staff to proceed with implementing the CGIS permitting module upgrade at an additional cost of \$4,320 annually and investigate complementary solutions to address online payments.

Carried

- b. Work: Economic Development

None.

c. Play: Recreation

1. February Recreation - Upcoming Events

The Committee was provided with a summary of the report and discussed the following: ice rental availability, prime-time ice rates, potential discounts on rental rates, current drop-in skating fees, the cost of adult fitness classes, opportunities to maximize unused ice time, and inquiries regarding interest in the Township's lifeguard positions.

d. Social Services Directory

The Committee was provided with a summary of the report and discussed the following: the service's benefits to residents, key metrics to track for future reports, the proposed launch date, and potential alternate uses as a marketing tool for individuals seeking volunteer opportunities in the community.

**7. Inquiries/Notices of Motion**

Deputy Mayor Dillabough requested that staff present a report outlining options for discounted rental rates on unused ice time at the meeting in March.

**8. Member's Report**

None.

**9. Question Period**

None.

**10. Closed Session**

None.

**11. Adjournment**

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

That Committee does now adjourn at 8:19 p.m.

Carried

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Chair

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Deputy Clerk