

**MINUTES**  
**MUNICIPAL COUNCIL**

**Monday, March 22, 2021**  
**6:30 PM**

**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

**PRESENT:** Mayor Pat Sayeau  
Deputy Mayor Tory Deschamps  
Councillor Hugh Cameron  
Councillor Stephen Dillabough  
Councillor John Hunter

**STAFF:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Melanie Stubbs, Treasurer  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Brian Moore, Fire Chief

**1. Call to Order**

Mayor Sayeau called the meeting to order at 6:30 p.m.

**2. Approval of Agenda**

**Decision:** 2021-87

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

That Municipal Council approves the agenda as presented.

Carried

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

a. J. Hunter - Award Crushed Rock Tender

Tackaberry Construction operating a quarry owned by Councillor Hunter.

**4. Delegations & Presentations**

None.

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

a. Regular Meeting - February 22, 2021

**Decision:** 2021-88

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council receives and approves the minutes of the Regular Meeting dated February 22, 2021.

Carried

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

None.

**7. Committee Minutes**

a. Port Management Committee - February 17, 2021

**Decision:** 2021-89  
**Moved by:** H. Cameron  
**Seconded by:** S. Dillabough

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated February 17, 2021.

Carried

b. Committee of the Whole - Community Development - March 1, 2021

It was noted that the Committee is in the review process of the draft zoning bylaw and has encouraged the public to attend the meetings, public open house and provide feedback through the Township and delegations.

**Decision:** 2021-90  
**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Community Development Meeting dated March 1, 2021.

Carried

c. Committee of the Whole - Administration & Finance - March 8, 2021

Members suggested that the Township has more resources than SERA and therefore may be better suited to complete a feasibility study for SERA's proposed project to improve the tennis courts in Johnstown. Members requested staff to prepare a report for the upcoming Community Development meeting.

**Decision:** 2021-91  
**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Administration & Finance Meeting dated March 8, 2021.

Carried

d. Committee of the Whole - Public Works, Environmental Services & Facilities - March 15, 2021

**Decision:** 2021-92  
**Moved by:** H. Cameron  
**Seconded by:** S. Dillabough

THAT Municipal Council receives and approves the minutes of the Committee of the Whole – Public Works, Environmental Services & Facilities dated March 15, 2021.

Carried

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

a. Zoning Bylaw Review - Open House

**Decision:** 2021-93  
**Moved by:** T. Deschamps  
**Seconded by:** J. Hunter

THAT Municipal Council direct staff to work with Novatech on preparing a public draft of the zoning bylaw, based on the discussions heard at

the Committee of the Whole – Community Development meeting, held on March 1, 2021, and that the public draft be shared on the Township’s website and that staff schedule and advertise the open house meetings following provincial regulations and using the COVID-19 best practices shared by our Public Health Unit, as recommended by the Committee of the Whole – Community Development.

Carried

b. CSI Web Interface Purchase

**Decision:** 2021-94

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council authorizes the purchase of the CSI Web Interface from PSD and funding the purchase of \$14,200, and the first year of annual support of \$1,500 with Modernization Funds, as recommended by the Committee of the Whole – Administration & Finance.

Carried

c. 2020 Prescott Drinking Water System Report

**Decision:** 2021-95

**Moved by:** H. Cameron

**Seconded by:** S. Dillabough

THAT Municipal Council receives and reviews the 2020 Water Annual/Summary Report for the Prescott Water System, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

d. Award Dust Suppressant Tender

Council discussed the process of issuing and award the dust suppressant tender, specifically with respect to approving to spend above the tendered amount. It was noted that the Township builds contingency into the budget in case additional supply is required. It was noted that a contingency is generally included in all construction projects.

**Decision:** 2021-96

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council approves and awards the Supply of Dust Suppressant tender to Innovation Surface Solutions at the unit rate of \$0.1989 per liter to a maximum of \$55,000.00, including non-rebated HST, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

e. Award Crushed Rock Tender

J. Hunter declared a conflict on this item. (Tackaberry Construction operating a quarry owned by Councillor Hunter.)

Councillor Hunter removed himself from the table and did not participate in the discussion or vote on the matter.

**Decision:** 2021-97  
**Moved by:** T. Deschamps  
**Seconded by:** H. Cameron

THAT Municipal Council approves and awards the Supply of Crushed Rock tender to Willis Kerr Contracting Ltd. at the unit price of \$12.25 per metric ton to a maximum of \$99,000.00, including non-rebated HST, as recommended by the Committee of the Whole – Public Works, Environmental Services & Facilities.

Carried

f. Fire Safety Grant

Council briefly discussed how the Fire Department will utilize the grant funding.

**Decision:** 2021-98  
**Moved by:** S. Dillabough  
**Seconded by:** H. Cameron

WHEREAS the Government of Ontario announced a one time \$5 million grant to municipal fire services to assist in addressing challenges associated with training and virtual inspections due to the COVID-19 pandemic; and  
WHEREAS Ontario's fire services have faced unprecedented challenges and have voiced those concerns to the Fire Marshal; and  
WHEREAS the ability to train fire service members in the COVID-19 environment has brought with it new restrictions and despite opportunities to train online and through other modes, not all training priorities may have been met over the last year; and  
WHEREAS fire departments have raised concerns about fire code enforcement and the ability to enter premises to conduct inspections and promote fire safety; and  
WHEREAS the Government of Ontario's Fire Safety Grant will work to support fire services through this pandemic; and  
WHEREAS the Fire Safety Grant will assist in providing fire departments with the flexibility to support ongoing training needs including registration, administrative programming, technology upgrades, costs associated with attending and providing services, opportunities for an inspection program technology, and additional training to ensure that fire services are able to meeting the demand of training and code compliance at the local level.  
NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal:

1. Directs staff to submit the required Fire Safety Grant Application; and
2. Directs staff to report back to the Fire Marshal by the required date of September 1, 2021 to outline how the grant was utilized at the Township of Edwardsburgh Cardinal Fire Department; and
3. Accepts, with thanks, the Fire Safety Grant allocated amount of \$6,300.00; and
4. Forward a copy of this resolution to Mr. Jon Pegg, Ontario Fire Marshal.

Carried

g. Drummond Gas Request for Support

**Decision:** 2021-99  
**Moved by:** J. Hunter  
**Seconded by:** T. Deschamps

That Municipal Council supports Drummonds Gas continued operation and sales of alcohol on the following statutory holidays in 2021: Family Day, Victoria Day, Canada Day, Labour Day, and Thanksgiving Day.

Carried

h. Closure of Ontario Fire College

**Decision:** 2021-100

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

WHEREAS the Ontario Fire College has been in operation since 1949, where its primary responsibility is to develop and delivery academically sound educational and hands on training programs to meet the needs of both today's and tomorrow's fire services; and

WHEREAS the Ontario Fire College's main objective is to assist the students to become the best trained and most professional members of the Ontario fire service; and

WHEREAS the Ontario Fire College is one of the primary sources of certified training for Ontario and Municipal Firefighters; and

WHEREAS the Ontario Fire College has built a reputation of integrity, credibility, and reliability in providing some of the best training for our fire services within the Province of Ontario; and

WHEREAS the Ontario Fire College has been utilized by the Township of Edwardsburgh Cardinal for numerous years to train and certify our volunteer fire fighters; and

WHEREAS the Township of Edwardsburgh Cardinal Volunteer Fire Department is on call 24/7 for 365 days a year, with regular jobs and families that expect them to come home safely each and every time; and

WHEREAS the Ontario Fire College provides fire fighters with another option other than Regional Training Centres to obtain their National Fire Protection Association certification; and

WHEREAS the Ontario Fire College is the most cost effective method to certify fire fighters to National Fire Protection Association standards in Ontario; and

WHEREAS when the Government of Ontario enacted and revoked Ontario Regulation 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the Act would be amended and brought back in the future; and

WHEREAS the Ontario Fire Service stakeholders were not consulted regarding the closure of the Ontario Fire College training facility in Gravenhurst; and

WHEREAS municipalities in the Province of Ontario are mandated to establish a program including public education and fire prevention, and provide fire protection services as it deems may be necessary with its needs and circumstance.

NOW THEREFORE BE IT RESOLVES THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal hereby strongly requests that the Government of Ontario reverse their decision to close the Ontario Fire College as it is one of the best and most cost effective methods for municipalities to educate and train their firefighters which assists in protecting all residents; and

BE IT FURTHER RESOLVED THAT if the Government of Ontario chooses to not reverse its decision to close the Ontario Fire College,

the Province should provide direct financial support to municipalities to offset the increased training costs of providing Provincially mandated firefighting services; and

BE IT FURTHER RESOLVED THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and House, the Ontario Fire Marshal, and all municipalities within the Province of Ontario.

Carried

i. Site Plan Control Agreement - Holmes

Members noted concerns with respect to the old bylaw requiring screening, however, the new bylaw only requires screening if there is open storage.

**Decision:** 2021-101

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council repeal bylaw 2001-74 that adopts the existing site plan control agreement and replace the agreement by adopting a bylaw to enter into a Site Plan Control Agreement with Russ Holmes Transport Inc. for 1026 County Road 2, as attached.

Carried

9. **Correspondence**

**Decision:** 2021-102

**Moved by:** H. Cameron

**Seconded by:** S. Dillabough

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

- March 1, 2021
- March 11, 2021
- March 18, 2021

Carried

10. **Approval of Municipal Disbursements**

Council reviewed the disbursements and sought clarification on the following items:

- Cimco refrigeration - condenser and brine leak
- Strongco grader repairs
- GT Automotive - actuator repair
- Legal payments
- Zamboni purchase

**Decision:** 2021-103

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

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

- Report dated February 25 (2021-13) \$181,167.65

- Report dated March 1 (2021-14) \$189,277.41
  - Report dated March 16 (2021-23) \$ 64,832.72
  - Report dated March 16 (2021-24) \$139,370.01
  - Report dated March 17 (2021-25) \$539,425.85
- TOTAL: \$1,114,073.64

Carried

## 11. By-laws

- a. 2021 Budget Bylaw - Adopt the General Government Estimates for Sums Required During the Year

A member noted concern with respect to using the Township surplus to cut the tax rate.

**Decision:** 2021-104

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT the mover be granted leave to introduce a bylaw to adopt the general government estimates for sums required during the year, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-105

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT a bylaw to adopt the general government estimates for sums required during the year, be now read a third time and finally passed, signed, sealed and numbered 2021-12.

Carried

- b. Development Agreement - Robinson/Burkert

**Decision:** 2021-106

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a development agreement with Ryan Robinson and Chelsea Burkert, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-107

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

THAT a bylaw to authorize the execution of a development agreement with Ryan Robinson and Chelsea Burkert, be now read a third time and finally passed, signed, sealed and numbered 2021-13.

Carried

- c. Cost Recovery Agreement - Meadowlands North Subdivision

**Decision:** 2021-108

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT the mover be granted leave to introduce a bylaw to authorize an agreement with 2057876 Ontario Inc. with respect to review and processing for planning applications, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-109

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT a bylaw to authorize an agreement with 2057876 Ontario Inc. with respect to review and processing for planning applications, be now read a third time and finally passed, signed, sealed and numbered 2021-14.

Carried

d. Cost Recovery Agreement - Charlebois Subdivision

**Decision:** 2021-110

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT the mover be granted leave to introduce a bylaw to authorize an agreement with Edwardsburgh Developments Inc. with respect to review and processing for planning applications, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-111

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT a bylaw to authorize an agreement with Edwardsburgh Developments Inc. with respect to review and processing for planning applications, be now read a third time and finally passed, signed, sealed and numbered 2021-15.

Carried

e. Fire Department Photocopier Lease Agreement

**Decision:** 2021-112

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and Clerk to execute a lease agreement with Future Office Products, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-113

**Moved by:** H. Cameron

**Seconded by:** J. Hunter

THAT a bylaw to authorize the Mayor and Clerk to execute a lease agreement with Future Office Products, be now read a third time and finally passed, signed, sealed and numbered 2021-16.

Carried



f. Site Plan Control Agreement - Holmes

**Decision:** 2021-114

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a site plan control agreement with Russ Holmes Transport Inc., and this shall constitute first and second reading thereof.

Carried

**Decision:** 2021-115

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT a bylaw to authorize the execution of a site plan control agreement with Russ Holmes Transport Inc., be now read a third time and finally passed, signed, sealed and numbered 2021-17.

Carried

## 12. CAO's Administrative Update

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

- Greenfield Ethanol expansion
- Location of minor variance
- Fire prevention part time employee
- Parking infractions
- Municipal drain report

Council discussed at length how moving into the red zone will impact the recreation facilities. It was confirmed that the walking track is currently open, with a limit of 10 people, however, hockey practice and scrimmaging are not permitted. It was noted that the Township will incorporate social media posts outlining the walking track times and restrictions. Members confirmed that there will be no team functions, due to it not being feasible for hockey teams to rent ice time with the current red zone restrictions. It was noted that the Township had approximately 400 hours of ice rentals over the next 6 week period.

Council confirmed that the Township is removing the ice at the Cardinal arena. Members noted that arenas in the surrounding area are also removing ice and closing until the fall season. There was a brief discussion on if the Township would need to refund ice rentals to any groups. It was noted that due to invoice scheduling, no refunds will be required.

Council discussed the student admin position and employees that are returning to work on April 12. Council discussed what duties the employees that are returning to work will complete. It was noted that if the pools and summer programming is able to open and operate this summer, then the newer employees will be trained on pool maintenance, as well as regular maintenance of the parks and recreation facilities.

**Decision:** 2021-116

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

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

**13. Councillor Inquiries or Notices of Motion**

Councillor Dillabough noted that the soccer nets are heaving up from the ground at the Johnstown park.

Councillor Dillabough requested that the Cardinal Legion canteen hours be increased to 11:30am to 7:30pm 7 days a week. Members requested staff to prepare a report outlining the revenue and expenses of the Canteen to determine if additional hours should be considered.

Councillor Hunter noted that Hydro One left quite a bit of debris on the streets in Spencerville when they were trimming trees and clearing lines. Requested staff to follow-up with Hydro.

**14. Mayor's Report**

Mayor Sayeau reported on the following:

- Discussion took place respecting an altercation that occurred between the Mayor and another individual at the Circle K in Cardinal. Discussed the following areas of concern: lack of zoning restrictions, lack of licensing requirements, private group home, mental health concerns, role of council, role of group home employees, role of OPP
- Zoom meeting with DaLee to discuss possible future business in the Industrial park
- Zoom meeting with IO Vice President and Senior Vice President. Next meeting scheduled for April 6
- St. Lawrence Seaway opened March 22
- Attending the virtual Augusta Mayors breakfast on March 26
- Community Development Coordinator speaking at the South Grenville Chamber of Commerce Award Night
- EORN partnering with Rogers to reduce the cell gap
- Will be requesting a meeting with Minister Sarkaria to discuss announcement of Top 10 for the Ontario Job Site Challenge

**Decision:** 2021-117

**Moved by:** T. Deschamps

**Seconded by:** J. Hunter

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

Carried

**15. Question Period**

None.

**16. Closed Session**

**Decision:** 2021-118

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT Municipal Council proceeds into closed session at 8:26 p.m. in order to address a matter pertaining to:

- Section 239(2)(c) Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Edwardsburgh Land Bank IO Meeting Update and Minutes of Closed Session dated February 22, 2021

- Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Recreation and Administration

Carried

a. Section 239(2)(c)

b. Section 239(2)(b)

**Decision:** 2021-119

**Moved by:** J. Hunter

**Seconded by:** T. Deschamps

THAT the closed meeting does now adjourn and the open meeting of Municipal Council does now resume at 9:55 p.m.

Carried

## 17. Report Out of Closed Session

Mayor Sayeau reported that Council reviewed and discussed the minutes of closed session dated February 22, 2021 and discussed the development of strategies on the IO Edwardsburgh Land Bank purchase.

**Decision:** 2021-120

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT Municipal Council receives and approves the closed session minutes dated February 22, 2021.

Carried

## 18. Confirmation By-law

**Decision:** 2021-121

**Moved by:** S. Dillabough

**Seconded by:** H. Cameron

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2021-18.

Carried

## 19. Adjournment

**Decision:** 2021-122

**Moved by:** H. Cameron

**Seconded by:** T. Deschamps

That Municipal Council does now adjourn at 9:58 p.m.

Carried

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Mayor

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Clerk