

**MINUTES**  
**COMMITTEE OF THE WHOLE**  
**PUBLIC WORKS/ENVIRONMENTAL SERVICES/FACILITIES**

**Monday, April 19, 2021, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

PRESENT:           Councillor Hugh Cameron  
                      Mayor Pat Sayeau  
                      Deputy Mayor Tory Deschamps  
                      Councillor Stephen Dillabough  
                      Councillor John Hunter  
                      John Bush, Advisory Member  
                      Mark Packwood, Advisory Member

STAFF:             Dave Grant, CAO  
                      Rebecca Williams, Clerk  
                      Gord Shaw, Director of Operations  
                      Mike Spencer, Manager of Parks, Recreation & Facilities  
                      Brian Moore, Fire Chief

**1. Call to Order – Chair, Councillor Cameron**

Councillor Cameron called the meeting to order at 6:30 p.m.

**2. Approval of Agenda**

**Moved by:** Councillor Hunter

**Seconded by:** Deputy Mayor Deschamps

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. Greenfield Global - Site Plan Control - Brendan Bland

Mr. Bland, Plant Manager for the Greenfield Global Johnstown facility, outlined the company's core values and the new VHQ (very high quality) ethanol project which will expand the facility and enable Greenfield to produce ethanol that is free of impurities and can be used in the following applications: sanitizers and cleaners, pharmaceuticals manufacturing, medical grade applications, and food and beverage applications. Mr. Bland noted that the project represents a \$105 million investment in the Greenfield Johnstown site and will result in an additional 20 new employees. It was noted that the rail and tank farm portion of the project is planned to be commissioned in September 2021 with the remaining portion of the project planned for March 2022.

Mr. Bland provided a detailed outline of the scope of work proposed and noted that it may impact their draw of water from the Township pumping station. There was a brief discussion on the pipe and pumping station capacity and how it may impact the Job Site Challenge if there is no water capacity available. Mr. Bland noted that an additional pump may need to be installed at the pumping station. Committee thanked Mr. Bland for the presentation and information.

## **6. Discussion Items**

### **a. Regional Fire Services Review**

Committee reviewed the information and it was noted that there have been discussions at County Council with respect to the fire services report. It was noted that the item will be further discussed under item 7e.

### **b. OPP Detachment Framework**

It was noted that there will be a zoom meeting amongst the 5 municipalities within the Grenville detachment area to discuss the new OPP detachment framework. It was noted that there has been a difference of opinions with certain municipalities wanting a North Grenville detachment and South Grenville detachment, however the Solicitor General has indicated that there will be only one board per detachment area. It was suggested that the municipalities must now band toward and speak as one voice, otherwise the Solicitor General will force the municipalities to join the boards.

### **c. Council of Akwesasne - Transfer of Adams (Prison) Island**

Committee reviewed the information and the draft letter authored by the Mayor was read. Members noted that the Council of the Akwesasne is willing to listen to our municipal concerns. Members suggested that the island has some development opportunities and it would have been beneficial if the Township would have been offered the island. There was a brief discussion on the ownership transition between Ontario Power Generation and the Akwesasne. It was noted that the letter indicated that it is in the proposal phase.

## 7. Action/Information Items

### a. Greenfield Global Site Plan Control

Members noted that Greenfield has proposed a very large project with a very tight timeline for completion, resulting in a staged approval approached by the Township. It was noted that the amendment to the site plan control agreement will be brought back to Council for approval in the future.

**Moved by:** Mayor Sayeau

**Seconded by:** Councillor Dillabough

That Committee recommend that Council, by resolution, allow construction to proceed at the Greenfield Global site as approved by staff, in order to meet Greenfield's timelines for each phase of development due to the urgent need for alcohol-based products; and that the amended site plan be brought back to Council for final approval once all components have been approved by staff.

Carried

### b. 1st Quarter Fire Report

Committee reviewed the report and briefly discussed the phase 2 environmental report and testing being completed for Station 2. There was a general discussion on the County wide fire ban in effect. It was noted that the Fire Chiefs have taken the County wide approach to provide consistent public messaging, however, each municipality may manage fire bans as they see fit. Committee briefly discussed the cause and value of specific fires during the quarter. Members inquired about the maximum number of firefighters per station. It was noted that there is no set maximum number, however, the department expects a few members to retire in the coming year, which will level out the rosters. Members noted that a portion of the calls for assistance not required and cancelled on route were related to Highway 401/416 calls.

### c. 1st Quarter Operations Report

Committee reviewed the report and discussed how the infiltration from the spring thaw is impacting the total flow for the month of March. It was noted that studies could be completed to identify infiltration areas, however due to the aging clay pipe infrastructure, infiltration will continue to impact the system. It was suggested that if additional budget money were dedicated then additional clay pipes could be relined and/or replaced to help reduce infiltration.

Members highlighted the current monthly flow for the Windmill pumping station and noted that Committee would need to monitor the capacity, especially if Greenfield Global intends to increase capacity demand.

Committee briefly discussed what is considered a service request for operations. Members confirmed that 2-3 vehicles are permitted in the transfer station at a time due to ongoing COVID restrictions. Members confirmed that the cctv completed on Connell Rd confirmed that relining works was required as part of the project.

d. 1st Quarter Facility Maintenance Report

It was noted that Ms. Flay, Recreation/Facilities employee, recently retired from the Township after 10 years of service.

Committee reviewed the report and discussed how the recreation/facilities department utilizes the service request/work order system in a different way to assign work tasks to employees. There was a brief discussion on the replacement of lights at the Johnstown baseball diamond and Members confirmed that the new lights are LED. Members confirmed that maintenance on the zamboni is completed in house. It was noted that maintenance that is completed in house is considered a service request, while work that is contracted out is sent as a work order.

**Moved by:** Mayor Sayeau

**Seconded by:** Councillor Hunter

That Committee received and reviewed items 7b) 1st Quarter Fire Report, 7c) 1st Quarter Operations Report, and 7d) 1st Quarter Facility Maintenance Report.

Carried

e. Regional Fire Services Review

Committee was provided an overview of the report which highlighted the 4 main courses of action and the outcomes and objectives that were outlined in the fire services review. It was noted that the Fire Chiefs group believe that additional concepts warrant further investigation which could be explored by the Chiefs. Members highlighted 2 possible courses: 1. if the UCLG County Council agrees then a task force may be created and the Township should nominate the Township CAO and Fire Chief as representatives on the task force; and 2. agrees with the staff report that the Fire Chiefs group should be given the opportunity to explore options before creating a task force.

Members supported the idea of allowing the Fire Chief to explore and review possible options before a task force is created. Members commented on the fire services review report, noting that a top heavy structure would potentially be costly to the tax payers. Members suggested that there could be a joint effort from multiple municipalities to share the access of equipment and vehicles rather than each fire

department requiring the newest equipment/vehicle. It was noted that fire departments should focus on more fire prevention efforts which may help in reducing fires and the need for redundant equipment.

It was suggested that the review could be internally driven by the Fire Chiefs, where they could develop a timeline and work plan so that key areas to take away from the report are advanced. It was suggested that Council provide the Fire Chief with 6 months to collaborate with other municipal Fire Chiefs to review and draft recommendations in the report for Council review.

Members suggested that the Fire Chief and CAO draft a resolution for the April Council meeting indicating that Council supports the initiative of a Fire Chiefs driven review, and if not, then the Fire Chief and CAO be nominated to be appointed to the task force.

f. Connell Road Easement Agreement

**Moved by:** Councillor Hunter

**Seconded by:** Councillor Dillabough

That Committee recommends that Council enter into an easement agreement with Dave Stevens and Shelley Adams at 7241 Connell Rd and authorize the Mayor and CAO to execute the easement agreement.

Carried

g. Schneider Electric Support & Service Agreement

**Moved by:** Mayor Sayeau

**Seconded by:** Deputy Mayor Deschamps

That Committee recommends that Council enter into a 3-year renewal of the Support and Services agreement with Schneider Electric from May 1, 2021 to April 30, 2024 at a total cost of \$94,694.00 plus the non-rebated portion of HST and authorize staff to execute the agreement.

Carried

h. Waterfront Canteen Reopening

Committee reviewed the report and members suggested extending the hours of operation during weekdays due to additional people visiting the area over the past year. Members noted that, if necessary, the Township could use money from the reserve to cover the additional costs associated with extending hours. Members debated if the Township should open the canteen as currently planned, monitor the sales, and determine if there is a demand for more hours or extend the hours on Thursday and Friday. Members highlighted that any additional hours of operation would impact budget.

Members suggested that hours of operation could be advertised via social media to let the public know if the Township has fluctuating hours. Members noted their concerns with spending additional tax dollars due to the Cardinal area already having a number of restaurants which the Township should not try to compete with, as well as the concern that the canteens revenue does not offset the expenses.

Members suggested the concept of assisting local businesses by purchasing additional menu items, such as pizza, which could then be resold at the canteen. It was noted that the Township did a trial run previously of purchasing pizzas from local businesses that were sold at the arena, however the Township lost money on the project.

Committee discussed the concept of canvassing the local businesses to see if any would be interested in operating the canteen. Members noted that not many businesses would be interested once they reviewed the yearly revenue and expenses along with requiring a very strict operating agreement. Members requested that a report be prepared to review a business plan for extending hours of operating for the following options: Wednesday to Friday, and Thursday to Friday.

**Moved by:** Councillor Dillabough

**Seconded by:** Deputy Mayor Deschamps

That Committee requested that staff prepare a business plan report for the May Committee of the Whole - PW/ES/F meeting to extend the hours of operation at the Cardinal Canteen, with the following options:

1. Extending hours of operation from Wednesday to Friday; and
2. Extending hours of operation from Thursday to Friday.

Carried

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

Mayor Sayeau noted that he will be preparing a notice of motion for Council with respect to a Ministerial Zoning Order for the Edwardsburgh Land Bank.

Councillor Cameron inquired if council members should receive a letter from the Township as proof that they are required to travel from their homes during the stay at home orders. It was noted that all council members were previously provided a letter.

## **9. Mayor's Report**

Mayor Sayeau reported the following:

- Attending a zoom meeting on April 23 with Premier Ford and all Mayors in Ontario

- Township of Leeds and the Thousand Islands, Mayor Smith-Gatcke declared a state of emergency in an effort to support the stay at home orders and reduce travel across the border

**10. Question Period**

None.

**11. Closed Session**

**Moved by:** Councillor Hunter

**Seconded by:** Deputy Mayor Deschamps

That Committee proceeds into closed session at 8:52 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/Job Site Challenge

Carried

**12. Report Out of Closed Session**

Councillor Cameron reported that Committee discussed ongoing negotiations for the potential acquisition of the Edwardsburgh Land Bank.

**Moved by:** Councillor Dillabough

**Seconded by:** Mayor Sayeau

That the closed meeting of Committee does now adjourn and the open meeting does now resume of 9:28 p.m.

Carried

**13. Adjournment**

**Moved by:** Deputy Mayor Deschamps

**Seconded by:** Councillor Hunter

That Committee does now adjourn at 9:30 p.m.

Carried

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Chair

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Clerk