



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

**Monday, May 17, 2021, 6:30 PM
Council Chambers and by Zoom
18 Centre Street, Spencerville ON
Contact the Township Office to Register
(613)658-3055**

- 1. Call to Order – Chair, Councillor Cameron**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest & the General Nature Thereof**
- 4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)**
- 5. Delegations and Presentations**
- 6. Discussion Items**
- 7. Action/Information Items**
 - a. Application for Site Plan Control - Wendees Eats n Treats
 - b. Ward & At-Large Elections
 - c. DWQMS 3rd Party Audit Report
 - d. 2021 Spencerville Lagoon Discharge Report
 - e. Crowder Road Culvert Replacement Agreement - Dobbie
 - f. Township Pools Reopening
 - g. Cardinal Waterfront Canteen Reopening - Extended Hours
- 8. Councillor Inquiries/Notices of Motion**
- 9. Mayor's Report**
- 10. Question Period**
- 11. Closed Session**
- 12. Adjournment**

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

Chair

Clerk

TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Committee of the Whole - Public Works, Environmental Services, Facilities

Date: May 17, 2021

Department: Community Development

Topic: Application for Site Plan Control, Wendees Eats n Treats

Purpose: To review an application for site plan control at the corner of Canal St and Walker St in the Village of Cardinal. The applicants, acting on behalf of owner Kevin Burchell, are planning to operate a refreshment vehicle on the site.

Background: Applicants Stan and Wendy MacDonald are planning to operate a refreshment vehicle, Wendees Eats n Treats, on a property at the corner of Canal St. and Walker St. in Cardinal. The half-acre property is home to a fenced in storage area, with approximately 700m² of vacant land that is planned for the business operations. The land is just south of Circle K gas bar and west of a commercial mall. Other surrounding uses are residential, approximately 95ft away from the planned location of the refreshment vehicle.

The 25ft refreshment vehicle unit will be serviced by portable fresh water and grey water containers, which are subject to the approval of the Leeds, Grenville and Lanark District Health Unit. A portable servicing option is typical for refreshment vehicles, given their temporary nature. The unit is planned to be removed from the site in the off-season. Additional temporary structures/items on the site include a garbage disposal unit, four tables, and a propane tank.

Staff have determined that Canal and Walker Street would not be suitable for regular on-street parking, and in the absence of a suitable provision in the zoning bylaw, have determined that at minimum, 6 parking spaces should be available on site to accommodate anticipated vehicle traffic to the site.

The applicants have shared their plans with the Committee of the Whole – Community Development Committee as a delegation at a recent meeting on May 3, 2021. The applicants had expressed concern about the financial burden for a small business to provide a grading and drainage plan, which had been requested by staff in a pre-consultation meeting for their application. The Committee recommended that for the first year of operation, a grading and drainage plan would not be requested, unless drainage concerns arose. As such, a grading and drainage plan has not been provided as part of

the application and the draft agreement has been prepared to reflect the Committee's recommendation.

The owner of a nearby local restaurant has reached out to express concerns about the impact the nearby refreshment vehicle would have on his food business. The owner explains that the restaurant industry has struggled with operations due to covid-19 restrictions and believes that the competition from another food vendor in close proximity would result in a loss of the business.

Policy Implications: The zoning of the subject property is Community Commercial, which is an appropriate zone for a refreshment vehicle, provided all requirements of the Refreshment Vehicle Bylaw 2012-68 can be met.

As mentioned in this report, staff have requested a minimum of 6 parking spaces on the site to reduce street parking on Canal and Walker Street. Section 4.28 of the zoning bylaw provides provisions related to parking areas with more than 4 spaces.

4.28 Parking and Storage of Vehicles

[i] The parking area shall be constructed of crushed stone, asphalt paving, concrete, paving stones, or similar materials and shall be maintained and treated so as to reduce the raising of dust and scattering of stones and similar undesirable effects on adjoining properties and shall incorporate drainage facilities that comply with the requirements of the Municipality.

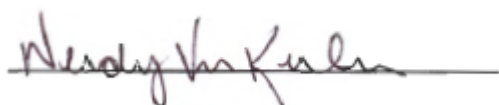
[v] Where a new parking area is proposed, the site development shall be subject to site plan control.

While a grading and drainage plan was not provided, the draft agreement requires that one be provided by March 1st, 2022, unless drainage concerns in the area are identified before this date. The agreement also requires a dust suppressant to be added to the gravel parking area to reduce undesirable effects to neighbouring properties.

Site plan control agreements are registered on the title of a property. An agreement which has been registered on title of the property survives transfer of ownership and changes to the property's site plan must be granted by bylaw.

Financial Considerations: The applicant has submitted the required fee for a site plan control agreement.

Recommendation: That Committee recommend that Council adopt a bylaw to enter into a site plan control agreement with the property owner, Kevin Burchell, as attached.



Community Development Coordinator

May 3rd, 2021

Wendy MacDonald
506 highway 2
Cardinal, ON
K0E 1E0

RE: Wen'dees Eats n Treats Location

Dear Council Members:

Included in this email are the site plan and pictures for the intended location for our refreshment vehicle. The site in question is located on the vacant portion of Kevin Burchells community commercial lot that is at the corner of Walker and Canal Street.

At this time we are plan to bring in hydro through the transformer located on the end of west street. We have been in contact with Darryl Reynolds from hydro concerning this matter. Water and grey water disposal will be taken care of with appropriate holding tanks. ABC Fire in Brockville has inspected my full fire suppression system and other extinguishers. Letter of intent has been sent to the Leeds Grenville and Lanark Health Unit, and I have been apprised of covid measures that will need to be implemented. My Inspector will be Sheila Giffin. TSSA recertification is in the works. The unit has been paced out to be about 100 ft from the nearest residences on canal street.

As discussed with Wendy in the fall, We have purchased an attractive 25ft Unit. It will be placed on a secure bedding of gravel on site. We plan to add flowers and 4 to 6 pretty picnic tables, with red umbrellas on a well manicured lot.

My menu plan will be incorporating the history of my small town of Cardinal. I plan to have "Red Bird" specials daily. Many of the "Specialty Burgers" items offered with be named after the historical history of Cardinal

ie; Swing Bridge Platter
Benson Burger
Dylan House Platter
Firehouse Burger
Bronco Burger etc..

Upon comparing the other local food vehicles in the area, it seems reasonable that a 4 car parking lot would suffice. As well we observed parking activity at the actual restaurants in town. It seems sporadic is the norm.

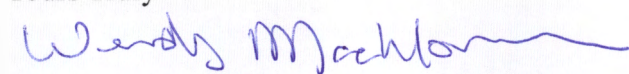
Parking allotment seems to be the #1 concern to avoid street parking. That being said we have decided to have employee parking off site behind the east wall of Kevin Burchells fenced in area. This in turn would leave the original plan of a 4 car parking lot for customers only. I plan to put up signage stating that street parking is not permitted, as well as on my upcoming website.

As far as expected traffic on Walker and Canal street, we observed (at Kal's and Gaetane's) in Prescott an average of 20 cars during the peak time of 11am-2pm and about 30 cars for the hours of 4pm-7pm. Considering we will be centrally located we expect a lot of foot traffic as well. During off season the unit, water containers and picnic tables will be removed and stored at our home.

We will however, comply with a site plan control if still required after our updated employee parking decision. We have included in our site plan picture the measurements for both a 4 car and 6 car lot.

We feel with extensive media roll out, combined with a visually pleasing site and outdoor tables, that this will bring a successful element of small town charm to Cardinal.

Yours Truly



Wendy and Stan MacDonald

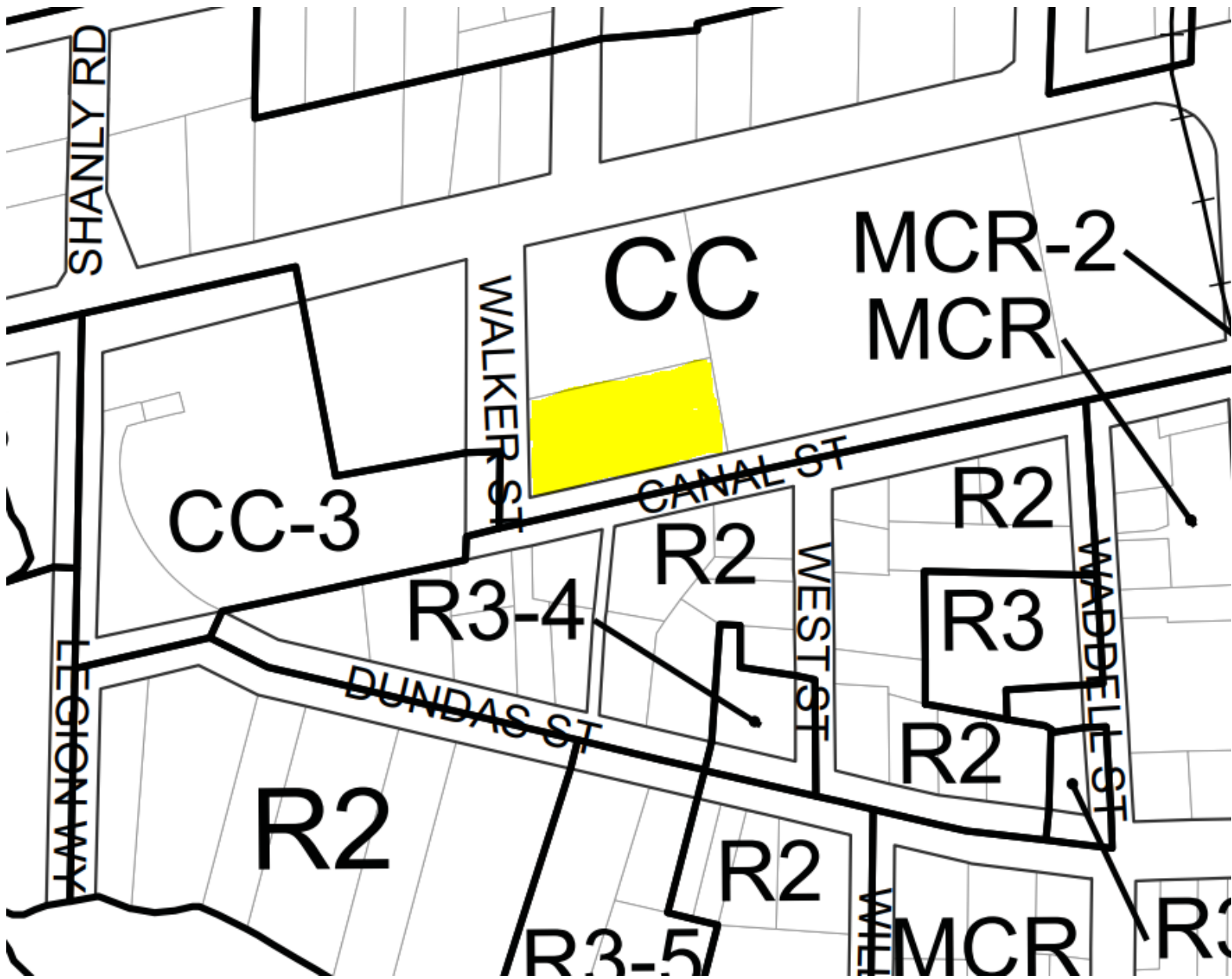
From: [Gerry Crawford](#)
To: [Wendy Van Keulen](#)
Subject: Scorpion Resturant att. Wendy
Date: May 3, 2021 6:44:04 PM

Dear council me and my wife have owned the resturant for 23 years. The last year has been very difficult with Covid restrictions. We have done our best to push through
And now there is another alarming problem. The chip wagon that is setting up at Walker and Cannal st. The chip wagon is less than 60 meters from the resturant. With all the restrictions with Covid 30 percent of food and bars have been closing there doors and we are afraid that with a loss of income due to such close completion that Scorpion Resturant will be a mother loss. Please consider this letter before you go forward passing the Chip Wagon. Thank You for your time.

Yours truly. Karen Matthie
Gerry Crawford. Scorpions

Wendy could you please confirm you received this letter.

Sent from my iPad



**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL
SITE PLAN CONTROL AGREEMENT**

THIS AGREEMENT made in triplicate this ____ day of _____, 2021

BETWEEN: KEVIN BURCHELL

Hereinafter called the "Owner" of the first part

AND: THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

Hereinafter called the "Township" of the second part

WHEREAS the Owner has applied to the Township in accordance with the Site Plan Control provisions of Bylaw No. 2002-31, to permit the development of the lands described in Schedule "A" attached hereto;

AND WHEREAS the Owner has agreed with the Township to undertake, furnish and perform the works, material, matter and things required to be done, furnished and performed in the manner hereafter described in connection with the proposed use of the land and in conformity with the Zoning Bylaw;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of other good and valuable consideration and the sum of two dollars (\$2.00) of lawful money of Canada now paid by the Owner to the Municipality, the receipt of which is hereby acknowledged, the Parties hereby agree as follows:

1. Statutes, Bylaws, Licenses, Permits and Regulations

The Owner undertakes and agrees that prior to the commencement of any development, redevelopment, site alteration, construction or other works, the Owner shall obtain all necessary permits and approvals required by the Government of Canada, the Province of Ontario or any agency thereof, the Township and any other affected agency. The Owner undertakes and agrees to comply with the requirements of all relevant municipal bylaws, provincial and federal statutes and regulations, permits, approvals or licenses in addition to the terms of this agreement.

2. Schedules

The Owner hereby agrees that prior written approval by the Township and/or an amendment to a Schedule shall be required for any departure, change or modification from the Schedules.

The following list of schedules attached hereto are deemed to be and form part of this Agreement:

2.1 Schedule "A" -Legal Description of the Land to which this Agreement applies.

2.2 Schedule "B" -Site Plan.

2.3 Schedule "C" -Special Conditions.

3. Land to Which this Agreement Applies

This Agreement is deemed to apply to the lands described in Schedule "A".

4. Registration of Agreement and Commencement of Work

The Owner covenants that he/she/they shall not commence any development or site alteration whatsoever until this Agreement is registered on title against the land at the expense of the Owner.

5. Completion Date

The owner agrees to complete the work required under this Agreement within one (1) year of the date of the commencement of works. Notwithstanding, if exceptional circumstances prevent the owner from complying with the requirements, the Township may extend the completion date. The terms and conditions of this agreement must be completed prior to opening the business.

6. Default

In the event the Owner defaults in the performance of an obligation under this agreement or for reasons of public safety as determined by the Chief Building Official under the Building Code Act of Ontario or the Fire Marshall under the Fire Protection & Prevention Act of Ontario, the Township may, at the expense of the Owner, enter upon the lands and do all such matters and things as may be required to comply with any Order of the Chief Building Official or Assistant to the Fire Marshall (local Fire Chief). Such actual costs incurred by the Township plus an overhead charge of 15%, shall be deemed to be recoverable from the Owner by invoice and may be recovered in like manner as municipal taxes pursuant to the Municipal Act.

7. Facilities and Work to be Provided and Maintained

The Owner covenants and agrees to provide and maintain, at his/her/their sole expense each and every facility, work or other matter illustrated on the Schedules to the satisfaction of the Township, acting in a commercially reasonable manner, and to engage qualified professionals, where required, to design and carry forth any of the work undertaken under this Agreement. This shall include the restoration of any faulty workmanship or materials.

8. Certificate of Compliance

Upon the satisfactory completion of all matters and things to be provided and maintained by the Owner pursuant to this Agreement, the Owner shall be entitled to obtain a Certificate of Compliance from the Township confirming that all provisions of this Agreement have been complied with in full to the date of such Certificate.

9. Notice to Parties

Any Notice by any party to this agreement to another shall be given in writing and mailed or delivered to the Party:

9.1 In the case of the Municipality:

To the Clerk of the Township of Edwardsburgh/Cardinal
P.O. Box 129
18 Centre Street
Spencerville ON K0E 1X0

9.2 In the case of the Owner(s):

Kevin Burchell
1307 Brouseville Road
Spencerville ON K0E 1X0

10. Severability

The terms of this agreement are severable, and the unenforceability of any part hereof shall not render the whole unenforceable. No forbearance or failure by the Township to strictly enforce any term or covenant herein shall prevent the Township from insisting upon strict compliance by the Owner subsequent to such forbearance or failure to strictly enforce its terms. The terms of this agreement may not be altered except by a subsequent agreement in writing between the

parties.

11. Successors and Assigns

This Agreement shall ensure to the benefit of and be binding upon the respective heirs, personal representatives, successors and assigns of each of the parties hereto.

12. Force and Effect

This Agreement comes into force after it has been executed by all parties hereto and registered against the title to the lands described in Schedule "A".

IN WITNESS WHEREOF the Parties have hereunto set their hands and seals, corporate parties over the hand(s) of their duly authorized signing officers in that regard.

OWNER/AUTHORIZED AGENT

Kevin Burchell

CORPORATION OF THE TOWNSHIP OF
EDWARDSBURGH/CARDINAL

Mayor

Clerk

SCHEDULE "A"

Site Plan Control Agreement

DESCRIPTION OF THE PROPERTY

PT LT 6 CON 1 EDWARDSBURGH; PT LT 9 W/S WEST ST PL 1 CARDINAL PT 1
15R10633; S/T PR116401; EDWARDSBURGH/CARDINAL

DRAFT

SCHEDULE "B"
Site Plan Control Agreement
SITE PLAN

EXHIBITS: The following Exhibits attached hereto shall form part of this Schedule:

Exhibit 1- General Site Plan

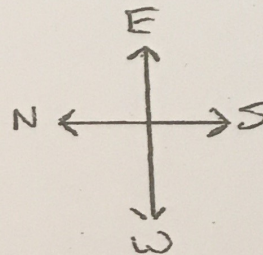
DRAFT

WEST END OF Mall

KEVIN Burchell's Fenced Storage Area

LEGEND

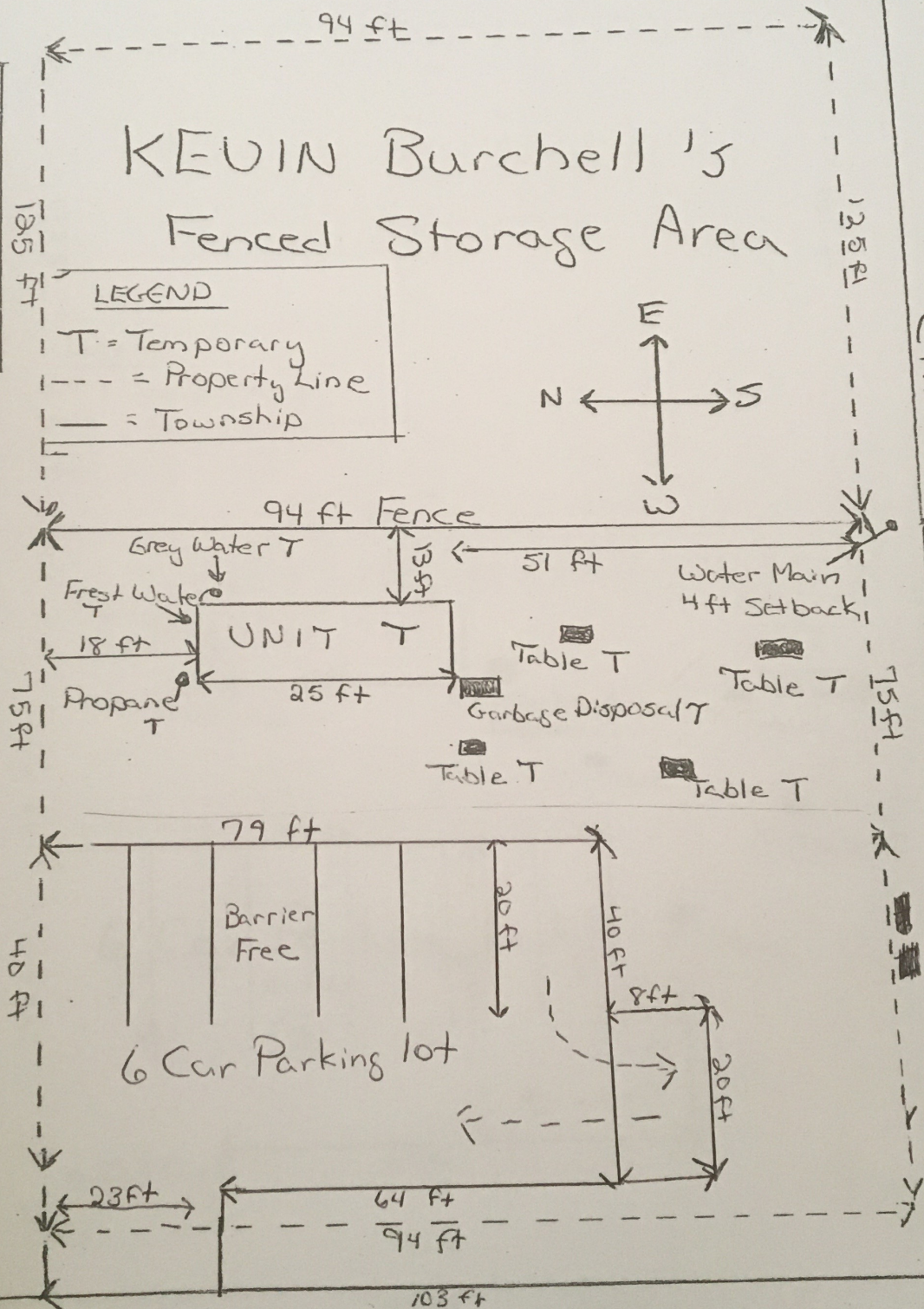
- T = Temporary
- = Property Line
- = Township



CIRCLE X DRIVE

CANAL STREET

114' RESIDENCE 141' RESIDENCE



WALKER STREET

Fire Hydrant
12 ft Set Back

SCHEDULE “C”

Site Plan Control Agreement

SPECIAL CONDITIONS

1. Location of Building Structures and Facilities

Building structures and facilities shall be located as per Site Plan forming Exhibit 1 of Schedule “B” to this Agreement.

2. Grading and Drainage Control

The property owner shall provide a grading and drainage control plan, prepared by a qualified engineer and to the satisfaction of the Township by March 1st, 2022. The works recommended in the plan shall be carried out prior to any operations on the site in 2022.

Should the Township identify any drainage concerns on or around the subject property the Township may request a grading and drainage control plan prior to March 1st, 2022. Upon this request, the property owner shall provide a grading and drainage control plan to the satisfaction of the Township within 30 business days. The works recommended in the plan shall be carried out immediately at the expense of the owner.

3. Site Access & Roads

The site shall be accessed as per site plan forming Exhibit 1 of Schedule “B”. No additional entranceways shall be established without the consent of the Director of Operations and/or Road Superintendent.

4. Refuse Storage and Disposal

The property shall be maintained in a neat and tidy condition and all refuse shall be deposited in proper containers. The owner shall be responsible for the disposal of refuse from his/her/their property.

5. Snow Removal

Snow removal and disposal is the responsibility of the owner.

6. Servicing

Any water and sewer requirements for the operation of the refreshment vehicle on site must be approved by the Leeds Grenville and Lanark District Health Unit.

7. Licensing and Permits

Prior to the commencement of any work on structures on the property, as per Site Plan forming Exhibit 1 of Schedule "B" to this Agreement, a building permit must be issued by the Chief Building Official for any works that require a building permit.

Prior to the operation of a refreshment vehicle on the property each year, a license for a refreshment vehicle shall be obtained from the Township of Edwardsburgh Cardinal.

8. Hours of Operation

Hours of operation on the site is restricted to between 9:00am and 9:00pm daily.

9. Temporary Structures

All structures and items that are shown as temporary on the site plan forming Exhibit 1 of Schedule "B" to this agreement shall be removed from the property by December 1st each year and shall not be placed on site prior to March 1st each year.

10. Noise

No amplified sound shall be played after 9pm without prior permission from Council.

11. Parking

The owner is required to apply dust suppressant in accordance with the requirements of the Director of Operations and/or Road Superintendent to ensure no negative impacts to neighbouring properties.

12. Lighting

Any lighting on site is subject to the approval of the Chief Building Official.

Lighting shall not negatively impact adjacent properties or travelled road by illuminating beyond the property grounds.

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH/CARDINAL
BY-LAW NO. 2012-68**

“A BY-LAW TO LICENSE AND REGULATE REFRESHMENT VEHICLES”

WHEREAS Section 150(1) of the Municipal Act, S.O. 2001, C. 25, authorizes the Council of a municipality to pass by-laws to license, regulate and govern any business carried on within the municipality;

AND WHEREAS Municipal Council deems it adviseable to license refreshment vehicles within the Township of Edwardsburgh/Cardinal for the purposes of health and safety and consumer protection;

NOW THEREFORE the Council of the Corporation of the Township of Edwardsburgh/Cardinal enacts as follows:

1. In this by-law, the following definitions shall apply:

“Restaurant” means an eating establishment where food is prepared and offered for sale to the public for consumption within the premises or to be taken out and/or delivered for consumption off the premises, but does not include a motorized or non-motorized refreshment vehicle.

“Motorized refreshment vehicle” means a motor vehicle or trailer capable of being moved from which food is sold.


“Non-motorized refreshment vehicle” means a vehicle propelled solely by muscular power from which food is sold, and shall also include motorcycles.
2. No person shall operate a refreshment vehicle from which refreshments are sold for consumption by the public unless such person has first obtained a refreshment vehicle license from the Township of Edwardsburgh/Cardinal covering the said vehicle.
3. Application for motorized or non-motorized refreshment vehicle license shall be made at the municipal office in writing using the form attached hereto as Schedule “A”. The Clerk or designate may issue a license upon receipt of the completed application form and the applicable fee. Applications must be accompanied by a favourable report from the Lanark, Leeds and Grenville District Health Unit and the Township of Edwardsburgh/Cardinal Fire Department. Where the operator of the refreshment vehicle is not the owner of the property on which he/she intends to locate the refreshment vehicle, the application must be accompanied by a letter of consent from the property owner.
4. Application for motorized refreshment vehicle license must be accompanied by a sketch of the proposed location for the refreshment vehicle indicating distance from surrounding property lines. Said sketch shall indicate the proposed location and number of parking spaces, location of garbage disposal and location and number of any proposed outdoor seating area. Council may review applications received and reserves the right to refuse an application when they believe it is in the best interests of the Township to do so.
5. No refreshment vehicle shall be located within 65 feet of any lot line of a property used as residential.
6. No motorized or non-motorized refreshment vehicle shall be located so as to impede pedestrian or vehicular traffic.

7. Hours of operation of all refreshment vehicles are restricted to between 9:00 a.m. and 9:00 p.m. daily.
8. The property on which a refreshment vehicle is located shall be maintained in a neat and tidy condition and all refuse shall be deposited in proper containers and disposed of by the operator.
9. Refreshment vehicles participating in special community functions such as the Spencerville Fair shall be exempted from the requirements of this by-law.
10. Refreshment vehicle licenses may be transferred from one owner to another or from one location to another, providing all requirements of this by-law are complied with.
11. The fee for each refreshment vehicle application will be \$250.00.

Bylaw passed, signed and sealed in open Council this 22nd day of October, 2012.



Mayor



Clerk

SCHEDULE 'A'
TO BY-LAW 2012-68

REFRESHMENT VEHICLE LICENSE APPLICATION

Applicant's Name(s) _____

Mailing Address _____

Telephone _____

Vehicle Type Motorized _____ Non-Motorized _____

Location _____

Distance to nearest residential lot line _____

Attachments:	District Health Unit Letter of Approval	<input type="checkbox"/>
	Fire Department Letter of Approval	<input type="checkbox"/>
	Property Owner's Permission	<input type="checkbox"/>
	Site Plan	<input type="checkbox"/>
	Fee	<input type="checkbox"/>

By signing below, the applicant certifies that all information contained herein is correct.

Applicant's signature Date

Applicant's signature Date

Application reviewed by _____(municipal official).

License granted/refused _____(date).

Additional information _____

TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Public Works, Environmental Services & Facilities

Date: May 17, 2021

Department: Administration

Topic: Ward and At-Large Elections

Purpose: To provide information pertaining to a possible change in the ward system to an at-large (general) system for the 2022 election, as a result of a Councillor Notice of Motion to dissolve the ward system.

Background: Council received notice that a motion to dissolve the ward system for the 2022 election cycle would be considered at the upcoming May 25 Council meeting. Council determines the method of selecting members of municipal council (i.e., at-large/general elections versus the ward system) and by establishing the ward from which municipal councillors are elected.

The Township currently utilizes the ward system to elect the 3 ward Councillors, with an at-large system to elect the Mayor and Deputy Mayor positions.

Over the course of the previous and current Council term, members of Council and staff have commented on the ward system and whether it should remain in place. The service delivery review, section 1.3, completed in 2020 indicated that the current ward system reflects historical pre-amalgamation boundary divisions, which can continue to divide and cause issues of integration and development of the Township as one single community. Surrounding municipalities have abolished the ward system in favour of at-large (general) election systems. In many cases the reasoning was to promote a more unified municipality and allow for better long-term planning. During the time of the service delivery review, 4 out of 5 members of council supported the move to an at-large election system.

Section 217 of the Municipal Act, 2001, provides that “other than the head of council, members shall be elected by general vote or wards or by any combination of general vote and wards”.

Section 222 of the Municipal Act, 2001, allows a municipality to pass a bylaw to dissolve the existing wards. Some municipalities hold one public meeting before a bylaw to dissolve the ward system is considered at Council to better provide information to the

public about possible changes. Additionally, the Township must provide public notice of 15 days after passing a bylaw to dissolve the ward system and then allow a 45 day appeal period. This process must be completed by the end of 2021 in order to provide administration with sufficient time to prepare any possible changes for the upcoming 2022 election cycle, as well as provide notice of any changes to MPAC for compiling the elector data. Despite the importance of determining if elections and public representation would be via ward or at-large system, the Municipal Act, 2001, contains no criteria or direction to municipalities respecting the process for a ward versus at-large review.

Also, Section 223 of the Municipal Act, 2001, allows electors to present a petition to Council asking them to pass a bylaw to dissolve the existing wards. A minimum of 50 signatures is required. If Council does not pass a bylaw in accordance with the petition within 90 days after receiving the petition, any of the electors who signed the petition may apply to LPAT to have the existing wards dissolved. At which, the Tribunal would hear the application and may, despite any Act, make an order dividing or dissolving the existing wards.

From the point of view of representation, the two systems offer alternative attributes which are outlined in the below table.

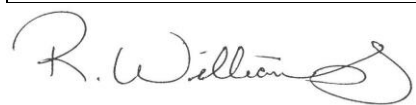
Attributes of an At-Large System

Advantages (Pros)	Drawbacks (Cons)
<ul style="list-style-type: none"> • Electors have greater choice and flexibility in elections (each voter has the opportunity to consider every candidate in the council election) • Simplifies the election process for electors and election staff (every station has the same ballots, and there would not be any chance of an elector submitting a ballot for the wrong ward) • Electors are able to select the candidates they think will do the best job, rather than being limited to make a choice among candidates who happen to run in their ward • Residents will have a larger number of councillors to approach with their concerns • The system promotes the concept of a municipal-wide focus, with councillors being elected by, and concerned for, the municipality as a whole, rather 	<ul style="list-style-type: none"> • Candidates must campaign across the entire municipality; this may make the cost of a campaign prohibitive for some prospective candidates • There would be no designated voices for particular communities • At-Large elections can lead to communities of interest and points of view being under represented • Candidates who appeal to areas where voter turnout is higher may be elected disproportionately • Format can lead to confusion of responsibilities and possible duplication of effort on the part of Councillors (everyone on council represents everyone in the municipality)

<p>than placing a priority on more narrow (location based) interests</p> <ul style="list-style-type: none"> • The likelihood of acclamations is reduced • Councillors will represent the constituency as a whole, therefore they may be more likely to advocate for policies/decisions that will benefit the community as a whole rather than based on ward/community 	
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Attributes of a Ward System

Advantages (Pros)	Drawbacks (Cons)
<ul style="list-style-type: none"> • Councillors are more likely to be truly local representatives, easily accessible to residents and aware of local issues • Distinctive communities of interest are more likely to be represented • It is less likely that one particular point of view or interest will dominate the council • Provides more cost efficient government, primarily by eliminating duplication of administrative work communicating the same/very similar information to candidates • Candidates do not need as much campaign funding to compete in a ward system election as they may need in an at-large system 	<ul style="list-style-type: none"> • Councillors may be elected on minor issue(s) and may lack a perspective of what benefits the municipality as a whole • Ward boundaries may divide communities of interest • There is a greater likelihood of acclamations • Voters may have a restricted choice of candidates in elections for individual wards • There may be problems if a councillor is not performing effectively or is clashing with some electors, as the electors in single member wards have no alternative ward representative • Population shifts can lead to unequal workloads based on number of electors for certain councillors • If a councillor resigns or passes away suddenly, there is a significant rush to hold a by-election to select a replacement in order for the ward to be represented • May discourage new candidates if an incumbent is generally popular in a specific ward is running



Clerk



CAO

So as contemplated by regulation, an integrated planning approach offers the best possibility of long-term success.

Figure 15 shows the key elements of an integrated planning cycle include setting direction, planning, and allocating resources, delivering services and monitoring, maintaining, and improving based upon performance results.

So, the time is now to set those long-term directions in an integrated long-term planning framework that starts with a Township Strategic Vision and Plan for the entire community. This will set the stage for multi-year budgets, long term financial and asset management planning based upon the core services the Township provides. This is imperative if the Township is to be sustainable in the long run.

1.2 COUNCIL NEEDS MORE CUSTOMER INFORMATION AND CLEARER PROTOCOLS

Council indicated that, to better respond to constituents, it needs to have more timely information on customer requests and complaints.

Council and staff both expressed an interest in a better protocol to access information and deal with issues arising between meetings.

RECOMMENDATION 1.2: Update Council Reporting and Staff Protocols

Council interactions and complaints dissemination protocols should be developed prior to next election. A dashboard for Council to view outstanding complaints is recommended.

1.3 WARD SYSTEM IS NOT CONDUCIVE FOR ONE COMMUNITY

The current ward system within the Township reflects historical pre-amalgamation boundary lines. During our consultations, both Council and staff indicated that this divide continues to cause issues of integration and development of the Township as ONE community.

Surrounding communities have aborted the ward system and have moved to general elections. This would promote a more unified Township and allow for better long-term planning. Four out of five councillors support the move to general elections. No community consultation has been undertaken. However, some community members have questioned the current governance structure as noted in recent Council minutes.

RECOMMENDATION 1.3: Move to General Elections

Before the next election, the Township should undertake a Ward Review including community consultations with the objective of moving to general elections and eliminating wards. We believe this would better unify the community prior to the development of a Strategic Plan.

1. GOVERNANCE

Opportunity	Opportunity Detailed Description	Quadrant	Year Start	Estimated External Costs	Comments/ Assumptions regarding costs and savings
1.1 Develop Strategic Plan	Develop a Township Strategic Plan at the commencement of the next term of Council. As part of 2022 Planning Cycle, develop business plans across departments in line with Term of Council Strategic Plan. Integrate AM plan in 2021, long term financial plan. Attempt first Multi- Year Budget in 2021 (2-year pilot) prior to next election.	HIGH EFFORT, HIGH IMPACT	2021	\$30,000	Engage a Consultant to assist with Community Engagement. 1/3 FTE to develop framework internally, multi-year budget will reduce cost in second year.
1.2 Create Council Dashboard for Client Requests and Key Performance Metrics	Council interactions and complaints dissemination protocol should be developed prior to next election. A dashboard for Council to view outstanding complaints. This can be achieved with CityWide Service Requests online.	LOW EFFORT, HIGH IMPACT	2020	\$7,500	Service Request online will require some consulting assistance. Internal costs to develop protocol and consultation with staff and Council (5 days work x 5 staff and council time)
1.3 Move to General Election - Undertake a Council ward review including consultation	Wards appear to create divisions in the Township. Review Ward Structure - Wards vs. General Election	HIGH EFFORT, HIGH IMPACT	2021	\$15,000	Consultant costs for facilitation and develop the plan



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Public Works, Environmental Services & Facilities

Date: May 17, 2021

Department: Environmental Services

Topic: DWQMS 3rd Party Audit Report

Background: : To maintain accredited operating authority status as part of the Municipal Drinking Water Licence program, the Township is required to complete a 3 year accreditation cycle of external audits. NSF International Strategic Registrations is the company that conducts the 3rd party audits for the Township.

On April 22, 2021 NSF International Strategic Registrations conducted the year (1) one audit of a (3) three year cycle. Year one and two are off-site audits consisting of document uploads, review and teleconference call. Year three is the on-site accreditation audit.

The quality management system consists of 21 elements. The system is built on a continual improvement model consisting of plan, do, check and improve components.

A copy of the audit report is attached for your review and receipt. In summary, the system is functioning effectively with no areas of non-conformance noted. Three opportunities for improvement, (OFI's), were noted for consideration by the auditor. These items will be discussed and addressed by Environmental Services Staff.

We would like to take this opportunity to thank staff and council for their efforts and commitment to the drinking water quality management system.

A handwritten signature in black ink, appearing to read 'Gordon'.

Director of Operations

A handwritten signature in black ink, appearing to read 'D. Scott'.

CAO



NSF International Strategic Registrations Audit Report

Edwardsburgh/Cardinal Environmental Services

4000 John Street
Cardinal, Ontario K0E 1E0 CAN

C0121469

Audit Type

Surveillance Audit

Auditor

James Pang

Standard

Ontario's Drinking Water Quality Management Standard Version 2
(Exp Date: 10-SEP-2023)

Audit Date(s):

04/22/2021 - 04/22/2021

Recommendation

Ontario's Drinking Water Quality Management Standard Version 2 : Continue Certification, NO
CARs



Executive Summary	
Ontario's Drinking Water Quality Management Standard Version 2	The management of the DWQMS showed strong commitment and belief in the DWQMS. This was visible from their yearly performance of the risk assessment despite the fact that the Standard only called for once very 36-months assesement.

Opportunities	
Ontario's Drinking Water Quality Management Standard Version 2	See the three OFIs.

Corrective Action Requests	
There is NO Corrective Action Request in this audit.	

Site Information	
The audit was based on a sampling of the company's management system.	

Industry Codes

NACE:E 41

Scope of Registration

Ontario's Drinking Water Quality Management Standard Version 2 : Edwardsburgh Industrial Park Distribution System, OAP 155, Entire Full Scope Accreditation



Opportunities for Improvements

Ontario's Drinking Water Quality Management Standard Version 2

Opportunity	Observations / Auditor Notes
Opportunities for Improvements (DWQMS)-01	<p>Location of OFI Organsational Structure, Roles, Responsibilities and Authorities;</p> <p>Discussed With Eric W and Aaron C.;</p> <p>Description Although section 9 of the OP generally conforms with the requirements of element 9, it is not clear with respect to how element 9 (c) is conformed.</p> <p>This is repeated OFI. ;</p>
Opportunities for Improvements (DWQMS)-02	<p>Location of OFI Personnel Coverage;</p> <p>Discussed With Eric W and Aaron C.;</p> <p>Description Although generally conforming, the management concern may consider describing in more detail how they ensure that there 's always a competent operator to run the DWS after hours. ;</p>
Opportunities for Improvements (DWQMS)-03	<p>Location of OFI Continual Improvement;</p> <p>Discussed With Eric W and Aaron C. ;</p> <p>Description Reviewed the handwritten record of continual improvement tracking to be generally conforming. However, there were opportunities for improvements: 1 - consider digitizing the improvement tracking table as the one presented was not that easy to read. 2 - consider identifying whether each improvement recorded was for the QMS documentation or QMS implementation. The current recording was confined to improvement of the QMS documents. ;</p>

General Information

Operating Authority: Legal Name & Address	Edwardsburg/ Cardinal Environmental Services, 4000 John Street, Cardinal Ont. K0E 1E0
Language Preference: Correspondence	English
Language Preference: Audit	English
Owner: Legal Name and Address	Edwardsburg/ Cardinal Environmental Services, 4000 John Street, Cardinal Ont. K0E 1E0
Owner Language Preference: Correspondence	English
Owner Language Preference: Audit	English
Applicant Representative Information; Include Name, Title, Phone, Fax, Email & Website	Eric Wemerman, DWQMSR, 613-657-3765; dgrant@twpec.ca
Accreditation Option	Full Scope - Entire DWQMS



Date of Previous Systems Audit:	June 26, 2019
Date of Previous On-Site Verification Audit:	June 17 & 18, 2020

Processes



Summary of Findings

Requirement	Finding
1. Quality Management System	C
2. Quality Management System Policy	C
3. Commitment and Endorsement	C
4. Quality Management System Representative	C
5. Document and Record Control	C
6. Drinking-Water System	C
7. Risk Assessment	C
8. Risk Assessment Outcomes	C
9. Organizational Structure, Roles, Responsibilities, and Authorities	OFI
10. Competencies	C
11. Personnel Coverage	OFI
12. Communications	C
13. Essential Supplies and Services	C
14. Review and Provision of Infrastructure	C
15. Infrastructure Maintenance, Rehabilitation & Renewal	C
16. Sampling, Testing & Monitoring	C
17. Measurement & Recording Equipment, Calibration & Maintenance	C
18. Emergency Management	C
19. Internal Audits	C
20. Management Review	C
21. Continual Improvement	OFI
Mj	Major Non-Conformity. The auditor has determined one of the following: (a) a required element of the DWQMS has not been incorporated into a QMS; (b) a systemic problem with a QMS is evidenced by two or more minor conformities; or (c) a minor non-conformity identified in a corrective action request has not been remedied.
Mn	Minor Non-Conformity. In the opinion of the auditor, part of a required element of the DWQMS has not been incorporated satisfactorily into a QMS.
OFI	Opportunity for Improvement. Conforms to requirement, but there is opportunity for improvement.
C	Conforms to requirement.
	Not Applicable to this audit
*	Additional Comment added by auditor in the body of the report.





TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Public Works, Environmental Services & Facilities

Date: May 17, 2021

Department: Environmental Services

Topic: 2021 Spencerville Lagoon Discharge Report

Purpose: To receive and review the 2021 Spencerville Lagoon Discharge Report and seek direction to submit the report to MECP prior to the June 30th due date.

Background: The effluent of the Lagoons was discharged into the South Nation River over a 12-day period spanning from April 5th to April 16, 2021. The annual discharge window is between March 15 and April 21. The combined effluent volume of both cells was approximately 68502 cubic meters or 59% of the 116,000 cubic meter capacity.

The report is attached for receipt and review.

Policy Implications: Condition 6 of Environmental Compliance Approval (formerly Certificate of Approval) # 3-1377-87-896, requires the operating authority to report the results of the monitoring program described in Condition No. 5 and compliance with Condition # 2, including dates of discharge, to the District Officer for the Kingston District of the MECP by June 30th of each year.

Financial Considerations: Nil

Recommendation: That Committee recommends that Council receive and review the 2021 Spencerville Lagoon Discharge Report and direct staff to submit the report to MECP prior to the June 30th due date.

A handwritten signature in blue ink, appearing to read 'Gordon E. Smith'.

Director of Operations

A handwritten signature in blue ink, appearing to read 'D. S. Smith'.

CAO



EDWARDSBURGH CARDINAL

Phone: 613-658-3055
Fax: 613-658-3445
Toll Free: 866-848-9099
E-mail: mail@twpec.ca

P.O. Box 129,
18 Centre St.
Spencerville, Ontario
K0E 1X0

April 22, 2021

Dan White
Ministry of the Environment, Conservation and Parks
Unit 3, 1259 Gardiners Road
Kingston ON K7M 8S5

Re: Spencerville Lagoon 2021 Discharge Report

Project # 2-4007-89-00

Certificate of Approval # 3-1377-87-896

Condition # 6

The contents of the lagoon were discharged into the South Nation River over a 12 day period between April 5th and April 16th, 2021. The combined discharge effluent volume from both cells was approximately 68502 cubic meters using the formula surface area x depth drop.

The sampling program consisted of the following:

- Two pre discharge samples per cell (collected March 27 and March 29, 2021).
- Eight effluent discharge samples (four per cell).
- Eight upstream/downstream samples from the South Nation River (taken at the same time as effluent samples).

The sampling program results determined that the effluent criteria were met as per condition 3.

The mean BOD was 6.3, SS: 10.0, TP: 0.15, Ammonia: 5.6 and H2S was 0.

Attached is a table overview of the discharge and laboratory results. Trusting this is satisfactory.

Sincerely,

Eric Wemerman

Eric Wemerman
Chief Water/Sewer Operator
Edwardsburgh Cardinal Environmental Services

2021 LAGOON DISCHARGE SPREADSHEET

2021 Spring Discharge Table - Spencerville Lagoon

[illegible][illegible]

2.01

2021 LABORATORY LAGOON DISCHARGE

RESULTS AND CHAIN OF CUSTODIES

C.O.C.: G 27003

REPORT No. B21-08516

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Gordon Shaw

Caduceon Environmental Laboratories

2378 Holly Lane
Ottawa Ontario K1V 7P1
Tel: 613-526-0123
Fax: 613-526-1244

DATE RECEIVED: 29-Mar-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 05-Apr-21

P.O. NUMBER: Pre-Dis-NC-21

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.		North Cell Pre- Discharge #1	North Cell Pre- Discharge #2		
			Sample I.D.		B21-08516-1	B21-08516-2		
			Date Collected		27-Mar-21	29-Mar-21		
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed				
Total Suspended Solids	mg/L	3	SM2540D	31-Mar-21/K	12	16		
BOD(5 day)	mg/L	3	SM 5210B	31-Mar-21/K	6	9		
CBOD5	mg/L	3	SM 5210B	31-Mar-21/K	5	5		
Phosphorus-Total	mg/L	0.01	E3199A.1	31-Mar-21/K	0.15	0.16		
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	01-Apr-21/K	6.12	5.95		

Reviewed
April 5/21
EW



Tahir Yapici Ph.D
Lab Supervisor

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

C.O.C.: G 27004

REPORT No. B21-08513

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada
Attention: Gordon Shaw

Caduceon Environmental Laboratories
2378 Holly Lane
Ottawa Ontario K1V 7P1
Tel: 613-526-0123
Fax: 613-526-1244

DATE RECEIVED: 29-Mar-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 05-Apr-21

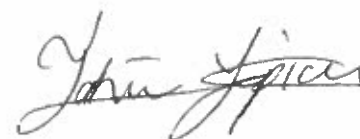
P.O. NUMBER: Pre-Dis-SC-21

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.		South Cell Pre- Discharge #1	South Cell Pre- Discharge #2		
			Sample I.D.		B21-08513-1	B21-08513-2		
			Date Collected		27-Mar-21	29-Mar-21		
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed				
Total Suspended Solids	mg/L	3	SM2540D	31-Mar-21/K	4	14		
BOD(5 day)	mg/L	3	SM 5210B	31-Mar-21/K	4	8		
CBOD5	mg/L	3	SM 5210B	31-Mar-21/K	< 3	8		
Phosphorus-Total	mg/L	0.01	E3199A.1	31-Mar-21/K	0.13	0.21		
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	01-Apr-21/K	7.28	6.87		

*Reviewed
April 5, 2021*



Tahir Yapici Ph.D
Lab Supervisor

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

☐ Windsor

TURNAROUND SERVICE

REQUESTED (see back page)

0

Platinum 200% Surcharge

Gold 100% Surcharge

Silver 50% Surcharge

Bronze 25% Surcharge

Standard 5-7 days

Specific Date: _____

Water Chain of Custody

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Time	Sample	Filter
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LABORATORY USE ONLY)

Business

Figure:

Received:

NO

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100

Page ofC 27004400170

C.O.C.: G27005

REPORT No. B21-09398

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Eric Wemerman

Caduceon Environmental Laboratories

2378 Holly Lane
Ottawa Ontario K1V 7P1

Tel: 613-526-0123

Fax: 613-526-1244

DATE RECEIVED: 06-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 15-Apr-21

P.O. NUMBER: Dis-N-21-01

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.		North Cell Sample #1	Upstream, South Nation River	Downstream, South Nation River	
			Sample I.D.		B21-09398-1	B21-09398-2	B21-09398-3	
			Date Collected		05-Apr-21	05-Apr-21	05-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed				
BOD(5 day)	mg/L	3	SM 5210B	08-Apr-21/K	10	< 3	< 3	
CBOD5	mg/L	3	SM 5210B	08-Apr-21/K	6			
Total Suspended Solids	mg/L	3	SM2540D	08-Apr-21/K	20	< 3	< 3	
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	08-Apr-21/K	5.50	0.09	0.03	
Phosphorus-Total	mg/L	0.01	E3199A.1	09-Apr-21/K	0.19	0.02	0.02	

Reviewed
April 15/2021
EW



Greg Clarkin, BSc., C. Chem
Lab Manager - Ottawa District

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

TESTING REQUIREMENTS

☐ O.Reg 153 ☐ RPI ☐ Yes ☐ No ☐ Table ☐ Agricultural ☐ Record of Site Condition ☐ Provincial Water Quality Objectives ☐ Sewer Use By-Law:

☐ Medium/Fine ☐ Coarse ☐ MISA Guidelines ☐ O.Reg 558 Leachate Analysis ☐ Disposal Site: ☐ Landfill Monitoring ☐ Other Wastewater

Are any samples to be submitted intended for Human Consumption under any Drinking Water Regulations? ☐ Yes ☐ No (If yes, submit all Drinking Water Samples on a Drinking Water Chain of Custody)

Indicate Laboratory Samples are submitted to:

Address and Invoicing Address (if different)

ANALYSES REQUESTED (Print Test in Boxes)

TURNAROUND SERVICE REQUESTED (see back page)

Organization: Edwardsburgh/Cardinal

Contact: Eric Weneman

Tel: 613-657-3765

Fax: 613-657-3182

Email: ewmerran@lwdpec.ca

Quote No.: 4000 John St, Cardinal, Ontario, K0E 1E0

P.O. No.: 120002157-Lagoons

Dis-NC-21-01

Sample Matrix Legend: WW=Waste Water, SW=Surface Water, LS=Liquid Sludge, SS=Solid Sludge, S=Soil, Sed=Sediment, PC=Paint Chips, F=Filter, Oil = Oil

North Sample # 1

Up Stream, South Nation River

Down Stream South Nation River

15424

1778C

1778D

WW

SW

SW

21/04/05 15:25

21/04/05 15:50

21/04/05 15:39

X

X

X

X

X

X

X

X

REPORT NUMBER (Lab Use)

☐ Platinum ☐ Gold ☐ Silver ☐ Bronze ☐ Standard ☐ Suspected Highly Contaminated ☐ Specific Date:

☐ 200% Surcharge ☐ 100% Surcharge ☐ 50% Surcharge ☐ 25% Surcharge ☐ 5-7 days

SAMPLE SUBMISSION INFORMATION

SHIPPING INFORMATION

REPORTING / INVOICING

SAMPLE RECEIVING INFORMATION (LABORATORY USE ONLY)

Sampled by:

Submitted by:

Client's Courier

Invoice

Report by Fax

Report by Email

Received By (print):

Signature:

Print: *Sebastian Campbell*

Eric Weneman

Caduceon's Courier

of Pieces

Report by Email

Date Received (yy-mm-dd):

Time Received:

Sign: *Eric Weneman*

Eric Weneman

Drop Off

Invoice by Mail

Report by Email

Laboratory Prepared Bottles:

Time Received:

Date (yy-mm-dd) Time:

Date (yy-mm-dd) Time:

Caduceon (Pick-up)

Invoice by Mail

Report by Email

Sample Temperature °C:

Labeled by:

C.O.C.: ---

REPORT No. B21-09402

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Eric Wemerman

Caduceon Environmental Laboratories

2378 Holly Lane
Ottawa Ontario K1V 7P1
Tel: 613-526-0123
Fax: 613-526-1244

DATE RECEIVED: 06-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 15-Apr-21

P.O. NUMBER: DisNC-21-02

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.	North Cell Sample #2	Upstream, South Nation River	Downstream, South Nation River	
			Sample I.D.	B21-09402-1	B21-09402-2	B21-09402-3	
			Date Collected	06-Apr-21	06-Apr-21	06-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
BOD(5 day)	mg/L	3	SM 5210B	08-Apr-21/K	8	< 3	< 3
CBOD5	mg/L	3	SM 5210B	08-Apr-21/K	7		
Total Suspended Solids	mg/L	3	SM2540D	08-Apr-21/K	10	10	3
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	08-Apr-21/K	5.36	0.04	0.11
Phosphorus-Total	mg/L	0.01	E3199A.1	09-Apr-21/K	0.16	0.02	0.02

Reviewed
April 15 / 2021
EW



Greg Clarkin, BSc., C. Chem
Lab Manager - Ottawa District

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

TESTING REQUIREMENTS

☐ O.Reg 153 ☐ RPI ☐ Yes ☐ No ☐ Provincial Water Quality Objectives ☐ Sewer Use By-Law: _____

☐ Table _____ ☐ Medium/Fine ☐ Coarse ☐ MSA Guidelines ☐ O.Reg 558 Leachate Analysis

☐ Agricultural ☐ Record of Site Condition (O.Reg 153) ☐ Disposal Site: _____

☐ Landfill Monitoring ☐ Other Wastewater _____

Are any samples to be submitted intended for Human Consumption under any Drinking Water Regulations? ☐ Yes ☐ No (If yes, submit all Drinking Water Samples on a Drinking Water Chain of Custody)

Indicate Laboratory Samples are submitted to: ☐ Kingston ☐ Ottawa ☐ Richmond Hill ☐ Windsor ☐ Barrie ☐ London

Address and Invoicing Address (if different)

ANALYSES REQUESTED (Print Test in Boxes)

TURNAROUND SERVICE REQUESTED (see back page)

Organization: Edwardsburgh/Cardinal

Contact: Eric Mememan

Tel: 613-657-3765

Fax: 613-657-3182

Email: ewememan@lmec.ca

Quote No.: _____

Project Name: 120002157 - Lagoons

P.O. No.: _____

Dis-NC-21-02

BOD ☐ SS ☐ Total P ☐ Ammonia ☐ CBOD 5 ☐

Suspected Highly Contaminated ☐

Platinum ☐ 200% Surcharge

Gold ☐ 100% Surcharge

Silver ☐ 50% Surcharge

Bronze ☐ 25% Surcharge

Standard ☒ 5-7 days

Specific Date: _____

Field pH Temp. Sample Filtered (Y/N)

* Sample Matrix Legend: WW=Waste Water, SW=Surface Water, GW=Groundwater, LS=Liquid Sludge, SS=Solid Sludge, S=Soil, Sed=Sediment, PC=Paint Chips, F=Filter, Oil = Oil

Lab No.	Sample Identification	S.P.L.	Sample Matrix *	Date Collected (yy-mm-dd)	Time Collected	By Using A Check Mark In The Box Provided	Field pH	Field Temp.	# Bottles Sample	Field Filtered (Y/N)
	North Sample # 2	15424	WW	21/04/06	6:45	X X X X X			3	N
	Up Stream, South Nation River	1778C	SW	21/04/06	7:14	X X X X			3	N
	Down Stream South Nation River	1778D	SW	21/04/06	6:20	X X X X			3	N

SAMPLE SUBMISSION INFORMATION

SHIPPING INFORMATION

REPORTING / INVOICING

SAMPLE RECEIVING INFORMATION (LABORATORY USE ONLY)

Sampled by:

Submitted by:

Client's Courier ☐

Invoice ☐

Report by Fax ☐

Received By (print):

Signature:

Print: Stephen Campbell

Eric Mememan

Caduceon's Courier ☐

of Pieces ☐

Report by Email ☒

Date Received (yy-mm-dd):

Time Received:

Sign: Eric Mememan

Eric Mememan

Drop Off ☐

Invoice by Email ☒

Invoice by Mail ☐

Laboratory Prepared Bottles: ☐ Yes ☐ No

Labeled by:

Date (yy-mm-dd) Time:

Date (yy-mm-dd) Time:

Caduceon (Pick-up) ☒

Sample Temperature °C:

C.O.C.: G27007

REPORT No. B21-09715

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Eric Wemerman

Caduceon Environmental Laboratories

285 Dalton Ave
Kingston Ontario K7K 6Z1
Tel: 613-544-2001
Fax: 613-544-2770

DATE RECEIVED: 08-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 15-Apr-21

P.O. NUMBER: Dis-NC-21-03

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.	North Cell Sample #3	Up Stream, South Nation River	Down Stream South Nation River	
			Sample I.D.	B21-09715-1	B21-09715-2	B21-09715-3	
			Date Collected	07-Apr-21	07-Apr-21	07-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
BOD(5 day)	mg/L	3	SM 5210B	09-Apr-21/K	8	< 3	< 3
CBOD5	mg/L	3	SM 5210B	08-Apr-21/K	6		
Total Suspended Solids	mg/L	3	SM2540D	12-Apr-21/K	13	< 3	< 3
Phosphorus-Total	mg/L	0.01	E3199A.1	12-Apr-21/K	0.18	0.03	0.07
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	09-Apr-21/K	4.47	0.10	0.11

M. Dubien

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

Michelle Dubien

Lab Manager

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

☐ MSA Guidelines
☐ O. Reg 556 Leachate Analysis
☐ Disposal Site: _____
☐ Landfill Monitoring
☐ other: Wastewater

ter Chain of Custody)

London

TURNAROUND SERVICE

REQUESTED (see back page)

[illegible]

Platinum 200% Surcharge

Gold 100% Surcharge

Silver	50% Surcharge
---------------	----------------------

Standard	25% Surcharge
Bronze	57 days

	Stainless	3-1 days
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9
10	10	10
11	11	11
12	12	12
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89	89	89
90	90	90
91	91	91
92	92	92
93	93	93
94	94	94
95	95	95
96	96	96
97	97	97
98	98	98
99	99	99
100	100	100

Specific Date: _____

1111

Field	# Bottles	Fi
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	Temp.	Sample	Filter
PH			

31

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[illegible]

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LABORATORY USE ONLY

ABUKAI ORT USE ONLY)

ature:

Received:

Figure 1. A schematic diagram of the experimental setup. The subject is seated in a chair, viewing a video screen. The screen displays a target (a small circle) and a starting point (a small circle). The subject's hand is positioned at the starting point. The distance between the starting point and the target is 10 cm. The subject is instructed to move the hand from the starting point to the target. The video screen is 100 cm high and 100 cm wide. The starting point is 50 cm from the bottom edge of the screen. The target is 50 cm from the top edge of the screen. The subject's hand is 50 cm from the bottom edge of the screen. The distance between the starting point and the target is 10 cm. The subject is instructed to move the hand from the starting point to the target.

ON

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...ed by.

of _____

7007

C.O.C.: G27008

REPORT No. B21-09716

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Eric Wemerman

Caduceon Environmental Laboratories

285 Dalton Ave
Kingston Ontario K7K 6Z1
Tel: 613-544-2001
Fax: 613-544-2770

DATE RECEIVED: 08-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 15-Apr-21

P.O. NUMBER: Dis-NC-21-04

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.	North Cell Sample #4	Up Stream, South Nation River	Down Stream South Nation River	
			Sample I.D.	B21-09716-1	B21-09716-2	B21-09716-3	
			Date Collected	08-Apr-21	08-Apr-21	08-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
BOD(5 day)	mg/L	3	SM 5210B	09-Apr-21/K	7	< 3	< 3
CBOD5	mg/L	3	SM 5210B	08-Apr-21/K	5		
Total Suspended Solids	mg/L	3	SM2540D	12-Apr-21/K	12	< 3	4
Phosphorus-Total	mg/L	0.01	E3199A.1	12-Apr-21/K	0.14	0.03	0.03
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	09-Apr-21/K	4.44	0.06	0.10

M. Dubien

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

Michelle Dubien

Lab Manager

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

C.O.C.: G27009

REPORT No. B21-10087

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Dave Grant

Caduceon Environmental Laboratories

2378 Holly Lane
Ottawa Ontario K1V 7P1
Tel: 613-526-0123
Fax: 613-526-1244

DATE RECEIVED: 13-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 19-Apr-21

P.O. NUMBER: Dis-S21-01

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.		South Cell Sample #1	Upstream, South Nation River	Downstream, South Nation River	
			Sample I.D.		B21-10087-1	B21-10087-2	B21-10087-3	
			Date Collected		11-Apr-21	11-Apr-21	11-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed				
BOD(5 day)	mg/L	3	SM 5210B	14-Apr-21/K	4	< 3	< 3	
CBOD5	mg/L	3	SM 5210B	14-Apr-21/K	< 3			
Total Suspended Solids	mg/L	3	SM2540D	14-Apr-21/K	5	< 3	< 3	
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	14-Apr-21/K	5.29	0.06	0.19	
Phosphorus-Total	mg/L	0.01	E3199A.1	14-Apr-21/K	0.10	0.04	0.04	

Reviewed
April 19/21
EH



Greg Clarkin, BSc., C. Chem
Lab Manager - Ottawa District

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston,W-Windsor,O-Ottawa,R-Richmond Hill,B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

☐ MISA Guidelines
☐ O.Reg 556 Leachate Analysis
☐ Disposal Site: _____
☐ Landfill Monitoring
☐ other: Wastewater

Linking Water Chain of Custody)

London

TURK

REQUESTED (see back page)

☐ **Platinum**

Gold

☐ **Bronze**

→

☐ Specific

Oil = Oil

pH

100

Page 56 of 69

C.O.C.: G27010

REPORT No. B21-10088

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Dave Grant

Caduceon Environmental Laboratories

2378 Holly Lane
Ottawa Ontario K1V 7P1
Tel: 613-526-0123
Fax: 613-526-1244

DATE RECEIVED: 13-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 19-Apr-21

P.O. NUMBER: Dis-SC-21-02

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.	South Cell Sample #2	Upstream, South Nation River	Downstream, South Nation River	
			Sample I.D.	B21-10088-1	B21-10088-2	B21-10088-3	
			Date Collected	12-Apr-21	12-Apr-21	12-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
BOD(5 day)	mg/L	3	SM 5210B	14-Apr-21/K	3	< 3	< 3
CBOD5	mg/L	3	SM 5210B	14-Apr-21/K	< 3		
Total Suspended Solids	mg/L	3	SM2540D	14-Apr-21/K	4	3	3
Ammonia (N)-Total	mg/L	0.01	SM4500- NH3-H	14-Apr-21/K	5.22	0.08	0.23
Phosphorus-Total	mg/L	0.01	E3199A.1	14-Apr-21/K	0.10	0.04	0.04

Reviewed
April 19/21
EH



Greg Clarkin, BSc., C. Chem
Lab Manager - Ottawa District

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

C.O.C.: G27011

REPORT No. B21-10420

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada
Attention: Eric Wemerman

Caduceon Environmental Laboratories
285 Dalton Ave
Kingston Ontario K7K 6Z1
Tel: 613-544-2001
Fax: 613-544-2770

DATE RECEIVED: 14-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 21-Apr-21

P.O. NUMBER: Dis-SC-21-03

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.	South Cell Sample #3	Up Stream, South Nation River	Down Stream South Nation River	
			Sample I.D.	B21-10420-1	B21-10420-2	B21-10420-3	
			Date Collected	13-Apr-21	13-Apr-21	13-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
BOD(5 day)	mg/L	3	SM 5210B	15-Apr-21/K	4	< 3	< 3
CBOD5	mg/L	3	SM 5210B	14-Apr-21/K	< 3		
Total Suspended Solids	mg/L	3	SM2540D	14-Apr-21/K	5	< 3	< 3
Phosphorus-Total	mg/L	0.01	E3199A.1	16-Apr-21/K	0.10	0.04	0.03
Ammonia (N)-Total	mg/L	0.01	SM4500-NH3-H	15-Apr-21/K	5.25	0.06	0.26

Reviewed
April 21/21
EW

M. Dubien

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

Michelle Dubien
Lab Manager

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from



TURNAROUND SERVICE

REQUESTED (see back page)

Platinum 200% Surcharge

100% Surcharge

25% Current

Standard 5.7 days

Specific Date: _____

100

[illegible]

Temp.	sample	...
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3

[illegible]

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Source: U.S. Census Bureau, *Current Population Reports*, 1990, 1995, 2000, 2005, 2010, 2015, 2020, 2025, 2030, 2035, 2040, 2045, 2050, 2055, 2060, 2065, 2070, 2075, 2080, 2085, 2090, 2095, 2100, 2105, 2110, 2115, 2120, 2125, 2130, 2135, 2140, 2145, 2150, 2155, 2160, 2165, 2170, 2175, 2180, 2185, 2190, 2195, 2200, 2205, 2210, 2215, 2220, 2225, 2230, 2235, 2240, 2245, 2250, 2255, 2260, 2265, 2270, 2275, 2280, 2285, 2290, 2295, 2300, 2305, 2310, 2315, 2320, 2325, 2330, 2335, 2340, 2345, 2350, 2355, 2360, 2365, 2370, 2375, 2380, 2385, 2390, 2395, 2400, 2405, 2410, 2415, 2420, 2425, 2430, 2435, 2440, 2445, 2450, 2455, 2460, 2465, 2470, 2475, 2480, 2485, 2490, 2495, 2500, 2505, 2510, 2515, 2520, 2525, 2530, 2535, 2540, 2545, 2550, 2555, 2560, 2565, 2570, 2575, 2580, 2585, 2590, 2595, 2600, 2605, 2610, 2615, 2620, 2625, 2630, 2635, 2640, 2645, 2650, 2655, 2660, 2665, 2670, 2675, 2680, 2685, 2690, 2695, 2700, 2705, 2710, 2715, 2720, 2725, 2730, 2735, 2740, 2745, 2750, 2755, 2760, 2765, 2770, 2775, 2780, 2785, 2790, 2795, 2800, 2805, 2810, 2815, 2820, 2825, 2830, 2835, 2840, 2845, 2850, 2855, 2860, 2865, 2870, 2875, 2880, 2885, 2890, 2895, 2900, 2905, 2910, 2915, 2920, 2925, 2930, 2935, 2940, 2945, 2950, 2955, 2960, 2965, 2970, 2975, 2980, 2985, 2990, 2995, 3000, 3005, 3010, 3015, 3020, 3025, 3030, 3035, 3040, 3045, 3050, 3055, 3060, 3065, 3070, 3075, 3080, 3085, 3090, 3095, 3100, 3105, 3110, 3115, 3120, 3125, 3130, 3135, 3140, 3145, 3150, 3155, 3160, 3165, 3170, 3175, 3180, 3185, 3190, 3195, 3200, 3205, 3210, 3215, 3220, 3225, 3230, 3235, 3240, 3245, 3250, 3255, 3260, 3265, 3270, 3275, 3280, 3285, 3290, 3295, 3300, 3305, 3310, 3315, 3320, 3325, 3330, 3335, 3340, 3345, 3350, 3355, 3360, 3365, 3370, 3375, 3380, 3385, 3390, 3395, 3400, 3405, 3410, 3415, 3420, 3425, 3430, 3435, 3440, 3445, 3450, 3455, 3460, 3465, 3470, 3475, 3480, 3485, 3490, 3495, 3500, 3505, 3510, 3515, 3520, 3525, 3530, 3535, 3540, 3545, 3550, 3555, 3560, 3565, 3570, 3575, 3580, 3585, 3590, 3595, 3600, 3605, 3610, 3615, 3620, 3625, 3630, 3635, 3640, 3645, 3650, 3655, 3660, 3665, 3670, 3675, 3680, 3685, 3690, 3695, 3700, 3705, 3710, 3715, 3720, 3725, 3730, 3735, 3740, 3745, 3750, 3755, 3760, 3765, 3770, 3775, 3780, 3785, 3790, 3795, 3800, 3805, 3810, 3815, 3820, 3825, 3830, 3835, 3840, 3845, 3850, 3855, 3860, 3865, 3870, 3875, 3880, 3885, 3890, 3895, 3900, 3905, 3910, 3915, 3920, 3925, 3930, 3935, 3940, 3945, 3950, 3955, 3960, 3965, 3970, 3975, 3980, 3985, 3990, 3995, 4000, 4005, 4010, 4015, 4020, 4025, 4030, 4035, 4040, 4045, 4050, 4055, 4060, 4065, 4070, 4075, 4080, 4085, 4090, 4095, 4100, 4105, 4110, 4115, 4120, 4125, 4130, 4135, 4140, 4145, 4150, 4155, 4160, 4165, 4170, 4175, 4180, 4185, 4190, 4195, 4200, 4205, 4210, 4215, 4220, 4225, 4230, 4235, 4240, 4245, 4250, 4255, 4260, 4265, 4270, 4275, 4280, 4285, 4290, 4295, 4300, 4305, 4310, 4315, 4320, 4325, 4330, 4335, 4340, 4345, 4350, 4355, 4360, 4365, 4370, 4375, 4380, 4385, 4390, 4395, 4400, 4405, 4410, 4415, 4420, 4425, 4430, 4435, 4440, 4445, 4450, 4455, 4460, 4465, 4470, 4475, 4480, 4485, 4490, 4495, 4500, 4505, 4510, 4515, 4520, 4525, 4530, 4535, 4540, 4545, 4550, 4555, 4560, 4565, 4570, 4575, 4580, 4585, 4590, 4595, 4600, 4605, 4610, 4615, 4620, 4625, 4630, 4635, 4640, 4645, 4650, 4655, 4660, 4665, 4670, 4675, 4680, 4685, 4690, 4695, 4700, 4705, 4710, 4715, 4720, 4725, 4730, 4735, 4740, 4745, 4750, 4755, 4760, 4765, 4770, 4775, 4780, 4785, 4790, 4795, 4800, 4805, 4810, 4815, 4820, 4825, 4830, 4835, 4840, 4845, 4850, 4855, 4860, 4865, 4870, 4875, 4880, 4885, 4890, 4895, 4900, 4905, 4910, 4915, 4920, 4925, 4930, 4935, 4940, 4945, 4950, 4955, 4960, 4965, 4970, 4975, 4980, 4985, 4990, 4995, 5000, 5005, 5010, 5015, 5020, 5025, 5030, 5035, 5040, 5045, 5050, 5055, 5060, 5065, 5070, 5075, 5080, 5085, 5090, 5095, 5100, 5105, 5110, 5115, 5120, 5125, 5130, 5135, 5140, 5145, 5150, 5155, 5160, 5165, 5170, 5175, 5180, 5185, 5190, 5195, 5200, 5205, 5210, 5215, 5220, 5225, 5230, 5235, 5240, 5245, 5250, 5255, 5260, 5265, 5270, 5275, 5280, 5285, 5290, 5295, 5300, 5305, 5310, 5315, 5320, 5325, 5330, 5335, 5340, 5345, 5350, 5355, 5360, 5365, 5370, 5375, 5380, 53

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C.O.C.: G27012

REPORT No. B21-10421

Report To:

Township of Edwardsburgh/Cardinal
PO Box 129, 18 Centre Street,
Spencerville ON K0E 1X0 Canada

Attention: Eric Wemerman

Caduceon Environmental Laboratories

285 Dalton Ave
Kingston Ontario K7K 6Z1
Tel: 613-544-2001
Fax: 613-544-2770

DATE RECEIVED: 14-Apr-21

JOB/PROJECT NO.: 120002157-Lagoons

DATE REPORTED: 21-Apr-21

P.O. NUMBER: Dis-NC-21-04

SAMPLE MATRIX: Waste Water

WATERWORKS NO.

			Client I.D.	South Cell Sample #4	Up Stream, South Nation River	Down Stream South Nation River	
			Sample I.D.	B21-10421-1	B21-10421-2	B21-10421-3	
			Date Collected	14-Apr-21	14-Apr-21	14-Apr-21	
Parameter	Units	R.L.	Reference Method	Date/Site Analyzed			
BOD(5 day)	mg/L	3	SM 5210B	15-Apr-21/K	5	< 3	< 3
CBOD5	mg/L	3	SM 5210B	14-Apr-21/K	< 3		
Total Suspended Solids	mg/L	3	SM2540D	14-Apr-21/K	5	3	< 3
Phosphorus-Total	mg/L	0.01	E3199A.1	16-Apr-21/K	0.12	0.03	0.04
Ammonia (N)-Total	mg/L	0.01	SM4500-NH3-H	15-Apr-21/K	5.03	0.06	0.24

Reviewed
April 21/21
EW

M. Dubien

R.L. = Reporting Limit

Test methods may be modified from specified reference method unless indicated by an *

Site Analyzed=K-Kingston, W-Windsor, O-Ottawa, R-Richmond Hill, B-Barrie

Michelle Dubien

Lab Manager

The analytical results reported herein refer to the samples as received. Reproduction of this analytical report in full or in part is prohibited without prior consent from

TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Public Works, Environmental Services & Facilities

Date: May 17, 2021

Department: Operations

Topic: Crowder Road Unopen Road Allowance Culvert

Background: A 500mm culvert located approximately 157m north of Crowder Rd. under the Township's Unopen Road Allowance, (URA), was inspected by the Township's Drainage Superintendent whom determined that the culvert is in poor condition and needs to be replaced this year. The Drainage Engineer was consulted and is of the opinion that the culvert should be upgraded from 500mm to 1000mm as it forms the inlet of the Dewitt-Richter municipal drain.


J.F. Dobbie and Sons utilize the URA, at their own risk, to gain access to one of their crop fields. J.F. Dobbie and Sons have requested that the culvert replacement be extended from the current 16ft, (5m), to 29ft, (9m) to allow them better access to their fields. J.F. Dobbie and Sons will cover all associated material and installation costs for the extension. The Township will undertake the replacement and invoice J.F. Dobbie and Sons for the additional expenses.

A signed copy of the letter of agreement is attached for Council's consideration

Policy Implications: Section 26 of The Drainage Act, RSO 1990 provides that the road authority or public utility shall be assessed for any increase in the cost of drainage work caused by their existence. As a result, the actual increased cost incurred because of the need to cross a road, railway, pipeline, for example, should be charged to the affected road authority or public utility.

Financial Considerations: The replacement of 16ft of the 1000mm culvert has been budgeted this year. The cost to install the additional 13ft, (4m), of culvert will be the responsibility of J.F. Dobbie and Sons as indicated in the letter of agreement.

Recommendation: That Committee recommends that Council review the agreement and authorize the Director of Operations to enter into the agreement with J.F. Dobbie and Sons.


Director of Operations


CAO

**Letter of Agreement
Between
The Township of Edwardsburgh Cardinal
And
J.F. Dobbie and Sons
April 29, 2021**

WHEREAS the Township's Drainage Superintendent inspected the culvert located at approximately 157m north of Crowder Rd. 44deg51' 42.70" N: 75deg28' 57.27" W (contained within a Township unopened road allowance) and determined it should be replaced this year; and

WHEREAS the culvert is part of the Dewitt-Richter municipal drain ("the Municipal Drain"); and

WHEREAS the Drainage Engineer for the Municipal drain has recommended that the existing 500mm culvert be replaced with a 1000mm culvert; and

WHEREAS J.F. Dobbie and Sons utilize the unopen road allowance, at their own risk, to gain access to an adjoining field of standing crops; and

WHEREAS J.F. Dobbie and Sons have requested a culvert extension from 16ft to 29ft (9m) to allow them better access to their crops; and

WHEREAS J.F. Dobbie and Sons will pay all associated material and installation costs for the extension including but not limited to piping and granular materials; and

WHEREAS the Township will obtain all permitting and resources to complete the work; and

WHEREAS the work undertaken does not change any other requirements or obligations under the Unopened Road Allowance Bylaw. In particular, J.F. Dobbie shall continue to use the unopened road allowance at its own risk and shall maintain "Use at own risk" signs as posted; and

WHEREAS this agreement is entered into on a without prejudice basis.

Township's Obligations:

- 1) Apply to South Nation Conservation Authority, (SNCA), for the permit.
- 2) Supply all equipment, materials and labour to install the new culvert.

J.F. Dobbie and Sons' Obligations

- 1) Pay within 30days of receipt, all invoices provided by the Township related to costs associated with the above culvert extension.

2) By signing this agreement, it is acknowledged and understood that the Township assumes no liability, responsibility or obligation whatsoever to construct and/or maintain and/or repair and/or improve or upgrade the unopened road allowance and any use of this crossing or any part of unopened road allowance is at your own risk.

Signed at Ventnor. on this 30 day of April., 2021

For the Township:

Gord Shaw
Director of Operations
Township of Edwardsburgh Cardinal

Witness

For J.F. Dobbie and Sons:

Brent Dobbie
Brent Dobbie

J.F. Dobbie
Witness



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole- Public Works, Environmental Services, and Facilities

Date: May 17, 2021

Department: Recreation and Facilities

Topic: Pool Opening and Program

Background:

Both the Johnstown and the Cardinal pools have been closed since the end of the summer in 2019. For this reason, we will start the opening process a couple of weeks earlier in case there are any unforeseen problems.

Typically, we hire 10 lifeguard instructors (6 Cardinal) (4 in Johnstown) to run our swimming programs. As a result of the COVID-19 pandemic we have found that students have not been able to register and/or complete all the necessary training that they are required for the teaching/instructor level. We currently have enough guards to operate for Public Swimming, what we lack is an adequate number of guards to teach the daily swimming lessons.

One option to consider is just offering daily public swimming from 12-8 at both pools. During this time, we would have one lane roped off for adults to use and also offer a Bronze Cross & Medallion class late in the summer season. This would give the 14- & 15-year-old students an opportunity to get the remaining requirements over the winter and be ready to work for us next summer.

Having the pools open in some capacity and meeting the required COVID-19 Protocols, would provide all ages an opportunity to have some physical activity and much-needed health-wellness during this pandemic.

A stylized, handwritten signature in black ink.

Facilities Manager

A stylized, handwritten signature in black ink.

CAO

Committee: Committee of the Whole – Public Works, Environmental Services, Facilities

Date: May 17, 2021

Department: Recreation / Facilities

Topic: Canteen Extended Hours

Background:

The waterfront canteen is scheduled to reopen on June 11th for the summer season. The normal hours are 4:00pm- 7:30pm for weekdays and 11:30am-7:30pm on weekends.

At the April 19th COW meeting, staff presented a report that outlined the cost of extending the hours of operation as requested by council for the entire week. Staff was asked to bring back a report that outlined a plan to potentially extend the hours on Wednesday, Thursday and Friday to be the same as the weekend hours. This would result in an additional 13.5 hours of operation per week.

There was some discussion around just extending the hours for the first month to perform a cost/benefit analysis. However, there is more value in operating consistent hours throughout the entire season so potential patrons know when the canteen is open and a better cost/benefit analysis can be performed.

Extending the canteen hours to open for 11:30am on Wednesday, Thursday & Friday would require staff to be onsite from 11:00am until 8:00pm.

This would increase the wage expense line by \$4,200.00. Half of this unbudgeted expense could be offset by the COVID safe restart funding received through the Province.

Historically less revenue is received during the weekdays when compared to weekends.

The increase in proposed service level, may require a transfer from reserves to cover the unbudgeted additional operating costs

Committee should also consider that COVID-19 has also offered some unique challenges for local businesses. Local eateries such as the Cardinal Deli, Scorpion Restaurant and Nicki's Restaurant have been forced to close or modify their hours due to lockdown restrictions. There is also a chip wagon proposed in Cardinal this summer

season that may be located near Highway 2. Opening our waterfront canteen for longer hours would put us in direct competition with local businesses who are already struggling and with those who are just starting out.



Facilities Manager



CAO