



**AGENDA**  
**REGULAR MEETING OF MUNICIPAL COUNCIL**

**Monday, November 25, 2024, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

\*\*Township Employee Long-Term Service Awards at 6:00 p.m.\*\*

**1. Call to Order**

**2. Indigenous Land Acknowledgement Statement**

As we gather, we are reminded that the Township of Edwardsburgh Cardinal is situated on traditional territory of Indigenous peoples dating back countless generations, which is rich in history and home to many First Nations, Métis and Inuit people today.

As a Township, we have a responsibility for the stewardship of the lands on which we live, work and play, and today, this meeting place is still home to Indigenous people, and we are grateful to have the opportunity to work on and call this land home.

**3. Approval of Agenda**

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

**5. Delegations & Presentations**

**6. Consent Agenda**

Items listed under Consent Agenda are considered routine or no longer require a further discussion and are enacted in one motion. The exception to this rule is that a Member may request that one or more items be pulled for discussion and voted on separately.

- a. Regular Council - October 28, 2024 [See item 7.a]
- b. Special Council - November 4, 2024 [See item 7.b]
- c. Port Management Committee - October 21, 2024 [See item 9.a]
- d. Committee of the Whole - Community Development - November 4, 2024 [See item 9.b]
- e. Committee of the Whole - Administration and Operations - November 11, 2024 [See item 9.c]
- f. Draft Plan Extension Request - Meadowlands (Lockwood) [See item 10.a]
- g. Entranceway Bylaw Review [See item 10.b]

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

- a. Regular Council - October 28, 2024
- b. Special Council - November 4, 2024

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

**9. Committee Minutes**

- a. Port Management Committee - October 21, 2024
- b. Committee of the Whole - Community Development - November 4, 2024
- c. Committee of the Whole - Administration and Operation - November 11, 2024

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

- a. Draft Plan Extension Request - Meadowlands (Lockwood) - CONSENT
- b. Entranceway Bylaw Review - CONSENT

- c. 2024 Compensation Review - Non-Union Staff
- d. 2024 Township Financial Audit Plan and Engagement Letter
- e. Heavy Truck Traffic Restrictions - Jochem Road
- f. Development Agreement - B-89-24 - Hurley Road - (Hutton)

**11. Correspondence**

**12. Municipal Disbursements**

**13. By-laws**

- a. Amend Procedure Bylaw 2023-25 - Member's Report - 3rd and Final Reading
- b. RBC Contract Renewal Agreement
- c. Emergency Response Plan Bylaw - Update
- d. Emergency Management Program Bylaw - Update
- e. Restrict Rate of Speed Bylaw - Jochem Road
- f. Development Agreement - B-89-24 - Hurley Road - Hutton
- g. EC Naming Rights Agreement - United Counties of Leeds and Grenville - Maple View Landings

**14. CAO's Administrative Update**

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

**16. Mayor's Report**

**17. Question Period**

**18. Closed Session**

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Approval of Closed Session Minutes dated October 28, 2024 and November 4, 2024
- b. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Review Annual Award Nominations
- c. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Pre-Servicing Agreement
- d. Section 239(2)(d) Labour relations or employee negotiations; Specifically: Union Negotiations Update

**19. Report Out of Closed**

**20. Confirmation By-law**

**21. Adjournment**

**MINUTES**  
**MUNICIPAL COUNCIL**

**Monday, October 28, 2024**  
**6:30 PM**

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

PRESENT: Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Waddy Smail  
Councillor Chris Ward

STAFF: Dave Grant, Director of Operations/Deputy CAO  
Rebecca Crich, Clerk  
Jessica Crawford, Treasurer  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Brian Moore, Fire Chief  
Chris LeBlanc, Manager of Public Works  
Candise Newcombe, Deputy Clerk  
Tim Fisher, Planner

**1. Call to Order**

Mayor Deschamps called the meeting to order at 6:31 p.m.

**2. Indigenous Land Acknowledgement Statement**

The Chair read the indigenous land acknowledgement statement.

**3. Approval of Agenda**

**Decision:** 2024-267

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT Municipal Council approves the agenda as amended to move items 10. d) and 10. e) to follow the consent agenda items, with items 18. and 19. to follow and remaining agenda items to be addressed subsequently as listed.

Carried

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

None.

**5. Delegations & Presentations**

None.

**6. Consent Agenda**

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

THAT Municipal Council receives and approves the following consent agenda item as presented:

- a. Regular Council – September 30, 2024
- b. Public Library – June 25, 2024 and September 24, 2024

- c. Port Management Committee – September 23, 2024
- d. Committee of the Whole – Community Development – October 7, 2024
- e. Committee of the Whole – Administration and Operations – October 15, 2024
- f. MTO Resolution

Carried

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

- a. Speed Reduction - Jochem Road

Council highlighted the thorough discussions at the Committee meeting, noting the traffic study report received, and clarified that the motion directs staff to draft a bylaw to regulate speed limits on Jochem Road.

**Decision:** 2024-269

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

WHEREAS the current rate of speed on Jochem Road is set under the Highway Traffic Act to 80km/hr; and

WHEREAS Municipal Council has received delegations and comments from members of the public with concerns for public safety and road conditions due to the speed of traffic traveling on Jochem Road; and

WHEREAS Municipal Council has received a traffic study evaluation regarding a section of Jochem Road indicating that the current average vehicle operating speed ranges from 60 to 70 km/hr.

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal directs staff to prepare a bylaw on the rate of speed reduction from 80km/hr to 60 km/hr on Jochem Road for consideration.

Carried

- b. Heavy Truck Diversion - Jochem Road

Council clarified the motion's intent and ensured consultations with affected businesses will be performed.

**Decision:** 2024-270

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

WHEREAS Jochem Road is currently being utilized by heavy truck traffic to access adjacent businesses on Smith Road resulting in increased heavy vehicle traffic; and

WHEREAS over the past 2 years the heavy truck traffic on Jochem Road has increased partly due to the vehicles avoiding other municipal roads that have speed reductions or heavy vehicle restrictions in place; and

WHEREAS the existing road platform, along with the heavy truck traffic, is likely causing discomfort for other road users; and

WHEREAS Municipal Council has received delegations and comments from members of the public with concerns for public safety and deteriorating road conditions due to the ongoing heavy truck traffic travelling on Jochem Road.

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal directs staff to

prepare a report on possible measures to be considered to regulate and restrict heavy truck traffic on Jochem Road.

Carried

## 8. Closed Session

**Decision:** 2024-271

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT Municipal Council proceeds into closed session at 6:45 p.m. in order to address a matter pertaining to:

- a. Section 239(2)(f) Advice that is subject to solicitor-client privilege, including communications necessary for the purpose. Specifically: Pre-Servicing Agreement
- b. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Committee review and appointment.
- c. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Administration/CAO
- d. Section 239(2)(d) Labour relations or employee negotiations; Specifically: Approve Closed Session Minutes dated September 30, 2024.

Carried

- a. Section 239(2)(d) Labour relations or employee negotiations. Specifically: Approve Minutes of Closed Session dated September 30, 2024
- b. Section 239 (2)(f) Advice that is subject to solicitor-client privilege, including communications necessary for the purpose. Specifically: Pre-Servicing Agreement
- c. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees. Specifically: Committee Review and Appointment.
- d. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees. Specifically: Administration/CAO

**Decision:** 2024-272

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT the closed meeting of Municipal Council does now adjourn and the open meeting does now resume at 8:19 p.m.

Carried

## 9. Report Out of Closed

The Chair reported that Council met in closed session to:

- Review the Closed Session minutes from September 30, 2024; and
- Receive advice from legal counsel and provide direction to staff regarding the pre-servicing agreement; and
- Provide direction to staff regarding Committee review and appointment; and

- Provide direction to staff regarding administration/CAO.

**Decision:** 2024-273

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council receives and approves the minutes of Closed Session dated September 30, 2024.

Carried

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

- a. Regular Council - September 30, 2024 - CONSENT

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives and approves the minutes of the Regular Council Meeting dated September 20, 2024.

Carried

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

None.

**12. Committee Minutes**

- a. Public Library - June 25, 2024 & September 24, 2024 - CONSENT

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives the minutes of the Public Library Board dated June 25, 2024 and September 24, 2024.

Carried

- b. Port Management Committee - September 23, 2024 - CONSENT

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives the minutes of the Port Management Committee Meeting dated September 23, 2024.

Carried

- c. Committee of the Whole - Community Development - October 7, 2024 - CONSENT

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Community Development Committee Meeting dated October 7, 2024.

Carried

- d. Committee of the Whole - Administration and Operations - October 15, 2024 - CONSENT

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT Municipal Council receives and approves the minutes of the Committee of the Whole - Administration and Operations Meeting dated October 15, 2024.

Carried

**13. Action/Information Items Continued**

- a. MTO Resolution - CONSENT

**Decision:** 2024-268

**Moved by:** J. Martelle

**Seconded by:** W. Smail

WHEREAS the United Counties of Leeds and Grenville contains approximately 198 km of Provincial Highway infrastructure, including portions of Highways 401, 416, 15, 16, 2, 137; and

WHEREAS Fire Departments in Leeds and Grenville responded to approximately 220 emergency incidents on the Provincial highway network in 2023; and

WHEREAS eleven of the twelve fire departments within the United Counties of Leeds and Grenville rely on volunteer firefighters for emergency response; and

WHEREAS the Ministry of Transportation has an agreement with the Ontario Association of Fire Chiefs specifying “approved services” that must be performed in order to qualify for reimbursement; and

WHEREAS in many cases the “approved services” are not required and therefore no reimbursement is provided by the Ministry; and

WHEREAS the cost of responding to these emergency incidents fall on the taxpayers within each municipality; and

WHEREAS the Fire Protection Services Reimbursement Program for Unincorporated Ontario includes responding to false alarms as a call type that may be eligible for payment; and

WHEREAS the Ministry of transportation should recognize the value to public safety that each municipal fire department provides when responding to emergency incidents by incorporating emergency response to the Ministry approved list of services; and

WHEREAS the Chief Fire Officers Association of Leeds and Grenville support and encourage the Ministry of Transportation to expand the approved list of services for municipal fire departments responding to emergency incidents on the Provincial highway network within the Province of Ontario.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Edwardsburgh Cardinal requests that the Ministry of Transportation update its agreement with the Ontario Association of Fire Chiefs to recognize all emergency responses on the Provincial highway network as a public service, and establish a minimum rate of reimbursement for each response.

AND FURTHER THAT this resolution be forwarded to the Minister of Transportation, Premier of Ontario, Ontario Association of Fire Chiefs,

Chief Fire Officers' Association of Leeds and Grenville and Municipal Councils within the United Counties of Leeds and Grenville.

Carried

b. Annual Awards Ceremony - Additional Awards Categories

**Decision:** 2024-274

**Moved by:** C. Ward

**Seconded by:** J. Martelle

WHEREAS members of the Committee of the Whole – Administration and Operations and Municipal Council of the Township of Edwardsburgh Cardinal reviewed and discussed the concept of implementing additional categories to be annually recognized with the Youth and Citizen of the Year Awards; and

WHEREAS the following additional award categories were proposed: Small Business of the Year, Large Business of the Year, and Community Organization/Volunteer Group of the Year; and

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal implements the following 3 new categories and their individual criteria for nomination:

1. Small Business of the Year:
  1. Nominee must be an active business located within the Township
  2. Nominee must employ less than 20 employees
  3. More than one person/group may nominate the same business
  4. Nominees may not self-nominate for the award
  5. Nominations will be reviewed by Council and their decision will be final
2. Large Business of the Year:
  1. Nominee must be an active business located within the Township
  2. Nominee must employ 20 or more employees
  3. More than one person/group may nominate the same business
  4. Nominees may not self-nominate for the award
  5. Nominations will be reviewed by Council and their decision will be final
3. Community Organization/Volunteer Group of the Year:
  1. Nominee must an active organization/group located within the Township
  2. Nominee has contributed to improving the Township
  3. More than one person/group may nominate the same organization/group
  4. Nominees may not self-nominate for the award
  5. Nominations will be reviewed by Council and their decision will be final

AND FURTHER THAT Municipal Council directs staff to explore options to expand the 2025 award celebrations event to incorporate a recognition



meal for award recipients, nominees and other associates, family and public.

Carried

c. Grant Application for Rehabilitation of Cardinal Basketball and Tennis Courts (CSRIF)

Council was provided with a summary of the report and discussed the following: earmarking \$150,000.00 within the budget and the estimated timeline for completion of the project.

**Decision:** 2024-275

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

THAT Municipal Council adopt the attached resolution in support of the Township's application to the Community Sport and Recreation Infrastructure Fund for the rehabilitation of the Cardinal tennis and basketball courts.

Carried

**Decision:** 2024-276

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

WHEREAS the Township of Edwardsburgh Cardinal recognizes the need to rehabilitate the tennis and basketball courts in Cardinal to improve recreational opportunities for residents and the community; and

WHEREAS the proposed project includes resurfacing, new lighting, fencing, spectator seating and installation of equipment to accommodate recreational activities including tennis, pickleball, and basketball; and

WHEREAS the estimated project cost is approximately \$301,700.00, with funding being pursued through the Community Sport and Recreation Infrastructure Fund;

NOW THEREFORE BE IT RESOLVED THAT the Municipal Council of the Corporation of the Township of Edwardsburgh Cardinal fully endorses and supports the rehabilitation project for the Cardinal tennis and basketball courts and authorizes staff to proceed with the grant application and all necessary steps to undertake the project.

Carried

Members clarified that the resolution will be forwarded to local parliamentary representatives.

d. Curbside Solid Waste Collection Agreement Extension

Council was provided with a summary of the report and noted the cost increase in servicing.

**Decision:** 2024-277

**Moved by:** W. Smail

**Seconded by:** J. Martelle

THAT Municipal Council direct staff to prepare a 1-year extension agreement with HGC Management Inc in the amount of \$342,000.00 plus HST and authorize the Mayor and Clerk to execute the required documents, as recommended by the Committee of the Whole – Administration and Operations.

Carried

- e. RBC Credit Facility Increase

**Decision:** 2024-278

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT Municipal Council direct the Treasurer to increase the current credit facility from \$100,000.00 to \$500,000.00 and authorize the Mayor and CAO to execute the amending agreement.

Carried

**14. Correspondence**

**Decision:** 2024-279

**Moved by:** J. Martelle

**Seconded by:** S. Dillabough

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

- October 2, 2024
- October 9, 2024
- October 16, 2024
- October 23, 2024

Carried

**15. Municipal Disbursements**

Council Members noted the \$2.6 million payment within the disbursements, highlighting the \$600,000.00 allocation for school boards and the \$1,000,000.00 allocation to capital spending.

**Decision:** 2024-280

**Moved by:** C. Ward

**Seconded by:** J. Martelle

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

• Report dated September 25 (2024-161)	\$1,676,731.45
• Report dated September 26 (2024-162)	\$67,566.95
• Report dated October 15 (2024-173)	\$336,345.04
• Report dated October 18 (2024-175)	\$64,280.29
• Report dated October 23 (2024-176)	\$295,582.66
• Report dated October 23 (2024-177)	\$135,803.28
<b>TOTAL:</b>	<b>\$2,576,309.67</b>

Carried

**16. By-laws**

- a. Development Agreement - 27 David Street - Broniszeski

**Decision:** 2024-281

**Moved by:** J. Martelle  
**Seconded by:** S. Dillabough

THAT the mover be granted leave to introduce a bylaw to authorize the execution of a development agreement with Edward Broniszeski and Lila Broniszeski, and this shall constitute first and second reading thereof.

Carried

Members clarified that should the applicant wish to make changes to the plans, additional Council approval would be required.

**Decision:** 2024-282

**Moved by:** J. Martelle  
**Seconded by:** W. Smail

THAT a bylaw to authorize the execution of a development agreement with Edward Broniszeski and Lila Broniszeski, be now read a third and final time and finally passed, signed, sealed and numbered 2024-56.

Carried

- b. Amend Procedure Bylaw 2023-25 - Member's Report - 1st and 2nd Reading

**Decision:** 2024-283

**Moved by:** C. Ward  
**Seconded by:** J. Martelle

THAT the mover be granted leave to introduce a bylaw to amend Bylaw 2023-25 being a bylaw to govern the proceedings of Council and Committees of Council, and this shall constitute first and second reading thereof.

Carried

- c. Amend Terms of Reference for Committees and Council 2022-16 - Member's Report

**Decision:** 2024-284

**Moved by:** S. Dillabough  
**Seconded by:** J. Martelle

THAT the mover be granted leave to introduce a bylaw amend Bylaw 2022-71 to establish Terms of Reference for Committees of Council, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2024-285

**Moved by:** S. Dillabough  
**Seconded by:** J. Martelle

THAT a bylaw to amend Bylaw 2022-71 to establish Terms of Reference for Committees of Council, be now read a third and final time, and finally passed, signed, sealed and numbers 2024-57.

Carried

- d. Service Agreement - Circular Materials - Promotion and Education

**Decision:** 2024-286

**Moved by:** J. Martelle  
**Seconded by:** W. Smail

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and Clerk to execute an agreement with Circular Materials for the provision of eligible community promotion and education services, and this shall constitute first and second reading thereof.

Carried

Members confirmed the intended roll-out of educational materials following the completion of the agreement with Circular Materials.

**Decision:** 2024-287

**Moved by:** J. Martelle  
**Seconded by:** W. Smail

THAT a bylaw to authorize the Mayor and Clerk to execute an agreement with Circular Materials for the provision of eligible community promotion and education services, be now read a third and final time, passed, signed, sealed and numbered 2024-58.

Carried

- e. Memorandum of Understanding - UCLG - Sidewalk Unit Storage

**Decision:** 2024-288

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and CAO to execute a Memorandum of Understanding with the United Counties of Leeds and Grenville for sidewalk plow storage, and this shall constitute first and second reading thereof.

Carried

Council commended staff on the proactive thinking to ensure provisions for storage for the new sidewalk plow during the upcoming winter season.

**Decision:** 2024-289

**Moved by:** W. Smail  
**Seconded by:** J. Martelle

THAT a bylaw to authorize the Mayor and CAO to execute a Memorandum of Understanding with the United Counties of Leeds and Grenville for sidewalk plow storage, be now read a third and final time, passed, signed, sealed and numbered 2024-59.

Carried

- f. Amending Agreement - RBC - Credit Facility Increase

**Decision:** 2024-290

**Moved by:** C. Ward  
**Seconded by:** J. Martelle

THAT the mover be granted leave to introduce a bylaw to authorize the Mayor and CAO to execute amending agreement with the Royal Bank of Canada to increase the credit facility, and this shall constitute first and second reading thereof.

Carried

**Decision:** 2024-291

**Moved by:** C. Ward  
**Seconded by:** J. Martelle

THAT a bylaw to authorize the Mayor and CAO to execute amending agreement with the Royal Bank of Canada to increase the credit facility, be now read a third and final time, passed, signed, sealed and numbered 2024-60.

Carried

#### **17. CAO's Administrative Update**

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

- Tentative date of completion for the Weir Road bridge repairs to be announced.
- Expansion of the senior technology class into Spencerville and Johnstown in January.
- Closure of the pickleball courts for the season.

**Decision:** 2024-292

**Moved by:** J. Martelle  
**Seconded by:** W. Smail

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

Carried

#### **18. Councillor Inquiries or Notices of Motion**

Councillor Martelle requested an item be added to the November 4 Committee of the Whole - Community Development agenda for discussion regarding RV camping restrictions at the Cardinal waterfront.

#### **19. Mayor's Report**

Mayor Deschamps reported on the following:

- Congratulated SERA and the Cardinal Festival Committee for organizing the trunk or treat event in Johnstown and Cardinal, and highlighted the contributions made to the event by Giant Tiger Distribution.
- Highlighted MPP reassurances of no negative budget impacts following concerns with the increases to the OPP budget.
- Upcoming Tri-Council meeting to be held November 19, 2024 at the Maitland Fire Hall regarding physician retainment.
- Members met for the Environmental Services to complete the Drinking Water Quality Management System (DWQMS) review and highlighted the professionalism and thoroughness of the Township Environmental Services department.
- Bylaw passed at the United Counties of Leeds and Grenville Council meeting lifting weight restrictions to the Hyndman Rd. bridge.
- Welcomed the incoming Port General Manager – Leslie Drynan.
- Councillor Ward highlighted the attendance of the Mayor dressed as a squirrel at the trunk or treat event held in Johnstown, noting social media content to confirm.

**Decision:** 2024-293

**Moved by:** S. Dillabough  
**Seconded by:** J. Martelle

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

Carried

**20. Question Period**

None.

**21. Confirmation By-law**

**Decision:** 2024-294

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2024-61.

Carried

**22. Adjournment**

**Decision:** 2024-295

**Moved by:** C. Ward

**Seconded by:** J. Martelle

THAT Municipal Council does now adjourn at 9:16 p.m.

Carried

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Mayor

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Deputy Clerk

**MINUTES**  
**SPECIAL MUNICIPAL COUNCIL**

**Monday, November 4, 2024**  
**5:00 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

PRESENT: Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Waddy Smail  
Councillor Chris Ward

STAFF: Sean Nicholson, CAO  
Rebecca Crich, Clerk  
Jessica Crawford, Treasurer  
Candise Newcombe, Deputy Clerk

**1. Call to Order**

Mayor Deschamps called the meeting to order at 5:00 p.m.

**2. Approval of Agenda**

**Decision:** 2024-296

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

THAT Municipal Council approves the agenda as presented.

Carried

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

None.

**4. By-laws**

a. Appoint Ad Hoc Communications Committee

Members noted the demand for additional methods to communicate Township events more effectively to the residents and their excitement to hear creative ways to pursue this goal.

**Decision:** 2024-297

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT the mover be granted leave to introduce a bylaw to appoint members to the ad hoc communications committee, and this shall constitute first and second reading thereof.

Carried

There was a brief discussion on the voting versus non-voting membership.

**Decision:** 2024-298

**Moved by:** J. Martelle

**Seconded by:** W. Smail

THAT a bylaw to appoint members to the ad hoc communications committee, be now read a third and final time, passed, signed, sealed and numbered 2024-62.

Carried

**5. Question Period**

None.

**6. Closed Session**

The Deputy Clerk was excused for the remainder of the meeting.

**Decision:** 2024-299

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

THAT Municipal Council proceeds into closed session at 5:05 p.m. in order to address a matter pertaining to:

- a. Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Compensation Review

Carried

- a. Section 239 (2)(b) Personal matters about an identifiable individual, including municipal or local board employees; Specifically: Compensation Review

**Decision:** 2024-300

**Moved by:** C. Ward

**Seconded by:** S. Dillabough

THAT the closed meeting of Municipal Council does now adjourn and the open meeting does now resume at 5:52 p.m.

Carried

**7. Report Out of Closed Session**

The Chair reported that Council met in closed session to:

- Receive information regarding the compensation review and direction was provided to staff.

**8. Confirmation By-law**

**Decision:** 2024-301

**Moved by:** W. Smail

**Seconded by:** S. Dillabough

THAT a by-law to adopt, confirm and ratify matters dealt with by resolution be now passed, signed, sealed and numbered 2024-63.

Carried

**9. Adjournment**

**Decision:** 2024-302

**Moved by:** W. Smail

**Seconded by:** S. Dillabough

That Municipal Council does now adjourn at 5:54 p.m.



Carried

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Mayor

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Deputy Clerk

**MINUTES  
PORT OF JOHNSTOWN MANAGEMENT COMMITTEE  
TOWNSHIP COUNCIL CHAMBERS - SPENCERVILLE  
MONDAY OCTOBER 21, 2024  
6:30 PM**

Present: Deputy Mayor Stephen Dillabough, Chair  
Mayor Tory Deschamps  
Councillor Chris Ward  
Councillor Waddy Smail  
Councillor Joe Martelle  
Frank McAuley, Advisory Member  
Randy Stitt, Advisory Member  
Clint Cameron, Advisory Member

Regrets: Regina Hernandez, Advisory Member

Staff: Candise Newcombe, Deputy Clerk  
Rebecca Crich, Clerk  
Robert Dalley, General Manager  
Leslie Drynan, Incoming General Manager  
Rhonda Code, Office Manager  
Mike Moulton, Operations Manager

1. Call to Order

Deputy Mayor Dillabough called the meeting to order at 6:30 p.m. and welcomed the incoming General Manager of the Port of Johnstown, Leslie Drynan.

2. Approval of Agenda

**Moved by:** C. Ward  
**Seconded by:** W. Smail

That Committee approves the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest & the General Nature Thereof – None

4. Delegations and Presentations – None

5. Minutes of the Previous POJ Committee Meeting

a) Meeting of September 23, 2024

**Moved by:** C. Ward  
**Seconded by:** J. Martelle

That Port Management Committee receives and approves the minutes of the Port Management Committee meeting dated September 23, 2024.

Carried

6. Business Arising from Precious PMC Minutes (if any) – None

7. Discussion Items – None

8. Action/Information Items

a) Grain Operations Report

The Chair requested a 5-minute recess due to technical difficulties.

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That Committee recess for 5-minutes at 6:38 p.m.

Carried

The Chair called the meeting back to order at 6:42 p.m.

Port staff provided an overview of the monthly operations report and highlighted the following areas: overall inventory levels, monthly traffic, grain received/shipped, and vessels loaded in September.

b) Maintenance Report

Port staff provided an overview of the monthly report and highlighted the following items completed: monthly maintenance/electrical work, premise and system inspections performed, and items from the work order log.

c) Capital Projects

Committee was provided with a summary of the capital project status to date and discussed the following: locations of remaining paving to be completed, rearranging of spout system, remaining budget of track shed project, final costs of the new grain dryer project and anticipated timeline for dryer operations to proceed.

There were discussions regarding the delivery date, proposed location, and operational timeline of the new grain loading spout. Members inquired about continued bush hog maintenance on the Port of Johnstown warehouse land. It was noted that the work was not budgeted and due to the scope of the project, it would require tendering for the work.

d) Financial/3<sup>rd</sup> Quarter Investment Report

Committee was provided with a summary of the monthly revenue and expenses and year-to-date budget to actual numbers. There was discussion regarding the following: reasoning for reductions to utilities, office and administration costs and outside services, HISA percentage reductions, and future plans for maturing GIC.

e) Vessel Traffic Report

Committee was provided with summary of the report and discussed anticipated salt vessels, MECP regulations, impacts of nearby ports to the Port of Johnstown operations, and regulation compliance standards and enforcement.

f) Health and Safety Report

Committee was provided with a summary of the health and safety report. Members inquired about the reported recordable from the September 23 meeting.

g) General Manager's Report

Committee was provided an overview of the report.

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That the Port Management Committee received and reviewed items 8. a) Grain Operations Report; b) Maintenance Report; c) Capital Projects; d) Financial/3<sup>rd</sup> Quarter Investment Reports; e) Vessel Traffic Report, f) Health and Safety Report; and g) General Manager's Report.

Carried

h) Port Terms of Reference – Update to Committee Advisory Members

Committee was provided with an overview of the report and discussed the following: Committee implications of granting voting rights to citizen advisory members, reviewed the procurement approval process, past difficulties with voting citizen advisory members of committee, accountability concerns, alternate voting power options, the purpose of citizen advisory members, and the of application of committee member voting rights to other committees of council.

**Moved by:** J. Martelle

**Seconded by:** W. Smail

That Committee defer the item and direct staff to review the Port of Johnstown Committee Terms of Reference and prepare recommended changes to the voting rights of members of committee.

Carried

Page 3 of 4

Port Management Committee –October 21, 2024

Page 18 of 272

9. Approval of Disbursements – Port Accounts

Committee reviewed the monthly disbursements.

**Moved by:** C. Ward  
**Seconded by:** J. Martelle

That Port of Johnstown Management Committee approves payment of Port invoices circulated and numbered as follows:

Withdrawals Total:	\$189,926.97	
Batch 27 CHEQUES	\$240,246.48	
Batch 28 EFT's	\$939,321.84	
Total of Direct Withdrawal & Batch Listings:	\$1,369,495.29	Carried

10. Councillor Inquiries/Notices of Motion – None

11. Chair's Report

The Chair reported on the following:

- Highlighted the grand opening of the new grain dryer, thanks to Federal grant contributions from the Ministry of Agriculture, Food and Rural Affairs and commended staff on their hard work in facilitating the completion of the project.

12. Question Period – None

13. Adjournment

**Moved by:** T. Deschamps  
**Seconded by:** C. Ward

That the Committee meeting adjourns at 7:42 p.m. Carried

These minutes were approved by Port Management Committee this \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Deputy Clerk**

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

**Monday, November 4, 2024, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

PRESENT: Councillor Chris Ward  
Mayor Tory Deschamps  
Deputy Mayor Stephen Dillabough  
Councillor Joe Martelle  
Councillor Waddy Smail

STAFF: Sean Nicholson, CAO  
Dave Grant, Director of Operations/Deputy CAO  
Rebecca Crich, Clerk  
Wendy VanKeulen, Community Development Coordinator  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Tim Fisher, Planner  
Candise Newcombe, Deputy Clerk  
Rachel Tremblay, Recreation Coordinator  
Mary Tessier, Consultant

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

Councillor Ward called the meeting to order at 6:34 p.m.

**2. Approval of Agenda**

**Moved by:** T. Deschamps

**Seconded by:** J. Martelle

That the agenda be approved as presented.

Carried

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

None.

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

None.

## 5. Delegations and Presentations

### a. South Grenville Students - Real World Learning Program

Mr. East provided a summary of the Township newsletter's design process by the South Grenville students, highlighting the use of Canva to implement Township brand colours, logo, and information. Students were in attendance to present the first edition of the newsletter and requested Committee feedback on the design.

There was discussion regarding a distribution plan for the newsletter, the circulation frequency, and future collaboration opportunities with the ad hoc communications committee.

It was noted that staff circulated the newsletter's first edition to local businesses throughout the Township with supportive feedback received.

Committee thanked the students for their presentation and continued collaboration with the Township.

## 6. Action/Information/Discussion Items

### a. Live: Land Use Planning

#### 1. Zoning Considerations - Domestic Fowl Coops

Committee was provided with a summary of the report and discussed the following: consistencies with the current zoning bylaw, identification of the well-head protection zone, increased scope of permittance of coops to include Township hamlets, the 1-acre lot minimum requirement, pre-inspection oversight, and prohibiting the possession of roosters.

**Moved by:** S. Dillabough

**Seconded by:** T. Deschamps

That Committee direct staff to schedule a public meeting to consider the proposed zoning bylaw amendment, and further recommend that Council direct staff to draft a policy requiring permits for domestic fowl coops that will ensure compliance with setback requirements.

Carried

### b. Work: Economic Development

None.

### c. Play: Recreation

#### 1. 2024 Recreation Update and Upcoming Events

Committee was provided with a summary of the report and discussed the skate with Santa schedule at both arenas and the availability, scheduling and attendance of the seniors' fitness class. It was noted that due to the lack of availability of instructors through the Senior Support Services program, the Township will be unable to extend classes to the Spencerville area. There was discussion regarding the possibility of hiring an in-house instructor to accommodate the expansion of the program, course demand, and resident attendance versus non-resident attendance.

Members inquired about the senior technology classes, including the course content, and confirmed that walk-in attendance is allowed.

d. **Restrictions to RV Camping - Cardinal Waterfront**

A member of Council noted ongoing complaints of RV's parked at the Cardinal waterfront and the level of enforcement available to the Township to oversee the area. He recommended less restrictive enforcement measures for the area to lessen the strain on enforcement and encourage tourist spending throughout the Township via wayfinding signage.

There was discussion regarding the following: short-term use of the area, mitigation efforts of the Bylaw Enforcement Officer to date, alternate parking accommodations nearby, fire parking restrictions in the area, and the potential need for increased enforcement oversight.

**7. Inquiries/Notices of Motion**

None.

**8. Member's Report**

Member's reported on the following:

- A UCLG Planning Committee meeting is scheduled for November 6 to discuss the Land Evaluation and Area Review (LEAR) and the potential exclusion of specific lands from the plans to minimize the impact on Township lands.
- Expressed appreciation to all parties involved with hosting the successful Trunk or Treat events in Johnstown and Cardinal.
- Highlighted the upcoming annual Chinese Dinner event hosted by the Spencerville Agricultural Society on November 9 at the Drummond Building.

**9. Question Period**

None.

**10. Closed Session**



None.

**11. Adjournment**

**Moved by:** S. Dillabough

**Seconded by:** T. Deschamps

That Committee does now adjourn at 7:27 p.m.

Carried

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Chair

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Deputy Clerk

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

**Monday, November 11, 2024, 6:30 PM**  
**Corporation of The Township of Edwardsburgh Cardinal**  
**Council Chambers, Spencerville Ontario**

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

REGRETS: Councillor Waddy Smail

STAFF: Sean Nicholson, CAO  
Dave Grant, Director of Operations/Deputy CAO  
Rebecca Crich, Clerk  
Jessica Crawford, Treasurer  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Chris LeBlanc, Manager of Public Works  
Tim Fisher, Planner  
Candise Newcombe, Deputy Clerk

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

Mayor Deschamps called the meeting to order at 6:30 p.m. The Chair noted the attendance of Council members at both the Spencerville and the Cardinal Remembrance Day services, highlighting good attendance at both services.

**2. Approval of Agenda**

**Moved by:** S. Dillabough  
**Seconded by:** C. Ward

That the agenda be approved as presented.

Carried

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

None.

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

None.

**5. Delegations and Presentations**

a. 2025 Township Pre-Budget Presentation

Committee was provided with a summary of the tax collection review and analysis, spending analysis, financial impacts to 2025, levy and rate-based capital projects proposed per department, and reviewed the proposed budget meeting schedule.

There was discussion regarding the splash pad being under a levy-based program, commended the foresight taken to draft the 5-year capital plan and reviewed the priority of repairs at the Johnstown pool.

Members noted the MPPs' announcement regarding their intent to help alleviate the impact of the 2025 OPP budget increases on municipalities.

**6. Consent Agenda**

None.

**7. Discussion Items**

a. Review of Transfer Station Fees

Committee was provided with a summary of the report and discussed the following: the intent to attain partial or full-service cost recovery, the inclusion of labour in the cost recovery model, the allocation of transfer card revenues, increases to roadside collection costs, roadside dumping frequency and the residual effects of increases to large waste disposal fees.

Members clarified additional duties contributing to transfer station labour costs, alternate labour configurations to cut costs, and no intent at this point to move to full-cost recovery servicing similar to the curbside collection program.

Consensus of Committee was to remain status quo at this time.

**8. Action/Information Items**

a. 3rd Quarter Treasury and Reserve Report

Committee was provided with a high-level summary of the report and noted that \$197,292.00 is scheduled to come off the Township's long-term debt schedule in 2025. Members sought clarification regarding the \$42,000 allocated to the Cardinal Tennis Courts within the quarterly capital analysis report.

b. 3rd Quarter Budget Variance Report

Committee was provided with a summary of the report and discussed the remaining overall annual budget amount of 28.56%. Variances of note in revenues, expenses and the overall budget were highlighted.

c. 3rd Quarter Council Remuneration Report

Committee was provided with a summary of the report and confirmed that the Council remuneration report will be posted to the Township website as per Council Expense Reimbursement policy.

d. Maple View Landings - Donation Options - Room Naming

Committee was provided with a summary of the report and discussed the appropriateness of recognizing annual funding contributions to the Township from the Port of Johnstown Committee provided direction for the Community Grants and Donation funds that were allocated to the Maple View Landing project to a living room with the remaining amounts to bins/tote donations as seen fit.

**Moved by:** S. Dillabough

**Seconded by:** C. Ward

That Committee recommends that Council enter into a naming rights agreement with the United Counties of Leeds and Grenville and provide direction as to how the funds are to be utilized to formalize the agreement for Council approval.

Carried

e. 2024 Compensation Review - Non-Union Staff

Committee was provided with an overview of the report and discussed the following: inclusion of the 2025 COLA adjustment in the proposed pay grid increases and the importance of pay equity and maintaining market competitiveness to attract and retain employees.

Members discussed the benefits of more frequent salary reviews in managing impacts on the Township operating account.

**Moved by:** J. Martelle

**Seconded by:** C. Ward

That Committee recommend that Council approve the 2025 salary grids for non-union staff, and council remuneration effective January 1, 2025.

Carried

f. 2024 Township Financial Audit Plan and Engagement Letter

Committee was provided with a summary of the report and discussed the advantages and disadvantages of tendering auditing services, the steady increase to service costs, and the interest in participating in a group tender for auditing services led by the United Counties of Leeds and Grenville.

**Moved by:** C. Ward

**Seconded by:** J. Martelle

That Committee recommends that Municipal Council receives the 2024 audit plan and authorizes the CAO to sign the engagement letter as a requirement of the annual audit.

Carried

g. RBC Contract Renewal

Committee was provided with a summary of the report and discussed the client history to date, current relationship with RBC, and clarified the exclusivity of the contract.

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

That Committee recommends that Municipal Council enters into a contract renewal with Royal Bank of Canada from September 1, 2024 to August 31, 2029 for banking services and authorize the Mayor and Treasurer to sign the agreement.

Carried

h. Draft Plan Extension Request - Meadowlands

Committee was provided with an overview of the report and discussed how the Township is working with developers to get development underway with the subdivision. Clarification regarding the deadline extension was provided, noting a one-year extension from February 1, 2025.

**Moved by:** J. Martelle

**Seconded by:** C. Ward

That Committee recommends that Council recommend in favour of a 1-year extension of the Conditions of Draft Approval for the Meadowlands North subdivision file 07-T-09001.

Carried

i. Quarterly Active Subdivision Update

Committee was provided with an overview of the report.

j. Entranceway Bylaw Review

Committee was provided with a summary of the report and discussed the following: material costs for culvert installation, additional environmental/regulatory requirements for installation, and notification procedures for surface replacement following culvert installation.

**Moved by:** S. Dillabough

**Seconded by:** J. Martelle

That Committee recommends that Council direct staff to prepare a new entranceway bylaw for their consideration.

Carried

k. Winter Operations Report

Committee was provided with a review of the report and discussed the benefits of the new Township truck GPS software system, requested snow fall comparison charts included in future reports, and requested that an overview of winter services provided by the Township be posted to the Township website for reference.

**9. Councillor Inquiries/Notices of Motion**

None.

**10. Member's Report**

Member's reported on the following:

- Deputy Mayor Dillabough attended the Cardinal Remembrance Day event with Councillor Martelle and noted good attendance.
- The Mayor attended the Spencerville Remembrance Day event with Councillor Ward and noted good attendance.
- Members of Council participating in the upcoming "Light Up the Night" Christmas parade in Prescott and extended the invitation for all committee members, staff and their families to join Council at the event Friday night starting at 6:00 p.m. at the South Grenville District Highschool parking lot.

**11. Question Period**

None.

**12. Closed Session**

None.

**13. Adjournment**

**Moved by:** C. Ward  
**Seconded by:** J. Martelle

That Committee does now adjourn at 8:17 p.m.

Carried

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Chair

---

Deputy Clerk

# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council recommend in favour of a 1-year extension of the Conditions of Draft Approval for the Meadowlands North subdivision file 07-T-09001, as recommended by the Committee of the Whole – Administration and Operations.

Carried     Defeated     Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		



# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

**COPY**

THAT Municipal Council direct staff to prepare a new entranceway bylaw for consideration, as recommended by the Committee of the Whole – Administration and Operations.

Carried     Defeated     Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_



THAT Municipal Council approve the 2025 salary grids for non-union staff, and council remuneration effective January 1, 2025, as recommended by the Committee of the Whole – Administration and Operations.

Carried    Defeated    Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

COPY

THAT Municipal Council receives the 2024 audit plan and authorizes the CAO to sign the engagement letter as a requirement of the annual audit, as recommended by the Committee of the Whole – Administration and Operations.

Carried    Defeated    Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: \_\_\_\_\_

NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		



**TOWNSHIP OF EDWARDSBURGH CARDINAL  
ACTION ITEM**

**Committee:** Regular Council

**Date:** November 25, 2024

**Department:** Public Works

**Topic:** Heavy Truck Restrictions – Jochem Road

**Purpose:** To review potential measures to regulate heavy commercial vehicles on Jochem Road and choose a path forward.

**Background:** At the regular council meeting on October 28<sup>th</sup>, staff was directed to prepare a report on possible measures to be considered to regulate and restrict heavy truck traffic on Jochem Road.

Status Quo: This option is non-prohibitive in relation to heavy commercial vehicles using the road. Based on the traffic study conducted by the Greer Galloway Group, there would be some technical merit to reducing the speed limit to 60km/h given the current lane and shoulder widths. The outcome would be regulating all vehicle traffic, including heavy commercial, to a lower speed. Enforcement would be treated in the same manner as the rest of our road network. Financial impact is limited to signs posting a new speed limit. In addition, a digital speed and traffic counter could be erected on a more permanent basis as a monitoring mechanism.

General Restriction: This option is a prohibition on all heavy commercial vehicles from using the road. There would need to be a list of exclusions developed to permit activities such as road maintenance operations (ex. snow plowing, paving) and emergency response. In addition, outlining the situations when the prohibition would not apply such as delivery to or collection from premises on the road or in detour route situations. This could be very time consuming and difficult to regulate from both an education and enforcement perspective.

Restriction by Vehicle Type and Purpose: This option would be a targeted focus on prohibiting material aggregate haulers from using the road. This option will place the nearby quarry at a competitive disadvantage, create delivery inefficiencies and contribute to higher prices for those receiving aggregate materials.

It's of prime importance to keep the essential purpose of a transportation network in mind when considering a change. The purpose is to safely move people, goods and services efficiently and cost-effectively from their origin to destination. In addition, it's reasonable to think that no user of the road intentionally seeks to harm another user of the road. However, all users need to be accountable and responsible for their behaviour or actions while using the road.

Staff recommends remaining status quo on heavy commercial vehicles and are supportive to reducing the speed limit to 60km/h as a reasonable balance.

**Policy Implications:** The institution of any restriction or prohibition on heavy commercial vehicle use on the road would require the preparation and adoption of a bylaw that includes at a minimum: definitions, location, exceptions, enforcement and penalties.

**Strategic Plan Implications:** On the surface, the restricting or prohibiting of heavy commercial vehicles does not appear to align with the pillars of Economic Development and Growth or the Environment.

**Financial Considerations:** There are minimal costs associated with the placement of signage restricting or prohibiting heavy commercial vehicles. Determining the level of enforcement in gaining compliance will impact operating and legal expenses. Would fines be issued through Part 1 POA short form wording (tickets) or through Part 3 of the POA? Removing the ability from aggregate haulers to utilize the most efficient and cost-effective route will increase costs to the end users.

The Township receives annually, a portion of the levy charged to pit/quarry owners in our municipality based on the amount of material removed through the Aggregate Resources Trust. Below are the values received between 2021 to 2024.

2021 - \$25,365.08  
2022 - \$28,715.34  
2023 - \$42,903.95  
2024 - \$29,674.71

**Alternatives:** Municipal Council could direct staff to prepare a bylaw to prohibit heavy truck traffic on Jochem Rd.

**Recommendation:** That Municipal Council remain status quo on heavy commercial vehicles using Jochem Road.

A handwritten signature in cursive script, appearing to read "Ded Sct", written above a horizontal line.

Director of Operations

A handwritten signature in cursive script, appearing to read "C L B", written above a horizontal line.

Manager of Public Works

Wednesday, November 13, 2024

Township of Edwardsburgh/Cardinal Council  
18 Centre St. PO Box 129  
Spencerville, On  
K0E 1X0

Re: Jochem Road Closure to truck traffic.

Dear Council Member,

I am writing to express my concerns regarding the motion to divert heavy trucks away from Jochem Road.

The Mulligan Quarry has been operating on Buckwheat Road since the early 1990s, providing the raw materials needed to construct local roads in the vicinity, including Smith Road, Highway 416, the overpasses at Glen Smail and Crowder Roads, and most recently, the rebuilding of Totem Ranch Road. The aggregate has also been used for numerous other projects in the area. For example, many houses on Smith Road have received quarried materials from the Mulligan Quarry. On average, it requires 250 metric tonnes of aggregate to build one home in an urban setting. In our rural area, this amount could be well over 1,000 metric tonnes, accounting for longer driveways, septic systems, and larger lot sizes.

Initially, the quarry had direct access to Highway 16. However, with the construction of the new Highway 416, access was redirected to Smith Road for all properties and rural roads affected by the highway expansion. This, through no fault of the quarry, resulted in the loss of direct highway access.

Quarried aggregate is a crucial commodity and is in high demand. Its usage will only increase with the rising need for housing and the repair of critical road infrastructure. I have attached a comprehensive piece of literature for your

review, which highlights the essential role of the aggregate industry in the economy and the importance of sourcing materials locally.

There are significant environmental and economic impacts associated with hauling aggregates over greater distances. Environmentally, increased fuel consumption and CO2 emissions are concerns we are all striving to mitigate in the fight against climate change. Economically, longer hauls drive up the cost of aggregate for the end user, further inflating housing costs, which have already grown exponentially over the past four years.

Roads are designed to facilitate the movement of people and goods. Here are several reasons why the township should reconsider the diversion of heavy trucks from Jochem Road:

1. **Precedent Setting:** This decision could set a precedent, allowing any landowner on a particular road to request the closure of that road to commercial traffic. We have already seen the effects of a similar request to trucks away from Smith Road. The municipality decided it was not in their best interest to limit the hauling of aggregates and goods, opting instead for a speed reduction. Additionally, the Mayor of Edwardsburgh/Cardinal, at the time, strongly objected to the implementation of a heavy truck restriction on Smith Road.
2. **Applicability:** Who would this restriction apply to? Aggregate haulers, septic tank pumpers, fuel suppliers, road maintenance vehicles, plow trucks, fire trucks, ambulances, farm vehicles, etc.? Is the municipality prepared to field calls every time a truck uses Jochem Road and follow up with concerned residents or motorists? This could be burdensome for our small municipal staff.
3. **Economic Impact:** Our firm operates a business in the local area, generating tax revenue for the municipality. We employ local citizens who live and shop in the area, contributing to the community's economy. Currently, we are replacing the Glen Smail culvert with aggregate material sourced from the Mulligan Quarry. The levies paid to the province for this material will benefit the municipality, with 61% of those levies returning directly. If truck route closures hinder ours, or any other aggregate operation, the revenues generated from our site and other aggregate sites will be lost.





In the situation with Jochem Road, where the quarry only operates during normal business hours (6:30am to 5pm) and not during nights or weekends, I feel that a speed reduction to 60km/h would be a reasonable compromise.

Thank you for considering these points. I urge council to carefully weigh the potential impacts of this decision.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Kerr', is written over a light blue horizontal line.

Dean Kerr  
President



**Dean Kerr**  
1077 County Road 1, Mountain ON K0E 1S0  
Office: 613.258.0223 Fax: 613.258.0229  
www.wkcltd.ca dean@wkcltd.ca

## Don't make gravel travel

New provincial policies may increase the distance that gravel trucks must drive between the pit or quarry and their job site.

While some may argue the benefits of 'Not In My Back Yard', there are very real environmental and economic consequences of making gravel travel.

### IF EVERY TRUCK HAD TO DRIVE JUST AN EXTRA 75 km TO AND FROM ITS JOB SITE...

Nearly **1,000,000** tonnes of extra GHG emissions would be generated annually OR the equivalent of emissions from **225,000** cars per year. To deliver that same 745,454 loads per day, extra trucks

would be required because of the increased distance. The cost of hauling aggregate would more than double – significantly affecting the budgets of every municipality in the province. Not to mention the effect on climate change.

**EXTRA 75 KM EACH WAY =  
ADDITIONAL 1,000,000 TONNES  
OF GHG EMISSIONS  
EACH YEAR**



An average truck uses 0.56 litres of diesel per kilometre which creates 0.0015 tonnes of CO<sub>2</sub> emissions. Ontario averages 164 million loads of aggregate per year or 4.6 million loads in a 35 tonne truck. If every truck had to travel an extra 150 kilometres per load (to the job site and back), that would be 4.6 million loads x 150 km x 0.0015 tonnes = 1,062,720 metric tonnes of CO<sub>2</sub>.

Sources: NRCan / Member trucking statistics / TOARC



## Protecting the Environment

- The aggregate industry in Ontario is safe, clean and environmentally responsible.
- If every truck carrying aggregate were to travel just one less km to its jobsite, we'd save 2.5 million litres of fossil fuel – or 7,000 tonnes of greenhouse gases a year, which contributes to global warming.
- The water that is used in the processing of stone, sand and gravel is recycled in a closed loop and is used again and again.
- Keeping aggregate supply close to home saves you money. Trucking gravel from long distances is expensive. Every extra kilometre is a cost.
- Aggregate extraction is a very clean and largely mechanical process. No chemicals are used in the processing of aggregate.
- The aggregate industry is one of the most highly regulated in Ontario, governed by more than 25 pieces of legislation and hundreds of regulations.

## Rehabilitation

- The aggregate industry in Ontario does a good job of returning the land to nature, agriculture and recreational uses. In 2016, more than 1030 hectares of land were rehabilitated.
- A recent study showed that more than 293 hectares of aquatic habitat, equal to 1,849 NHL hockey rinks, have been transformed from rehabilitated aggregate sites, helping to preserve biodiversity in communities like yours.
- Christie Pits, the Royal Botanical Gardens, Toronto Brick Works, golf courses, and other beautiful green spaces like these in your community were once sand or gravel pits, where aggregates came from.



### FIND OUT MORE

Visit [GravelFacts.ca](http://GravelFacts.ca) to learn more about aggregate in Ontario and to download OSSGA's complete GravelFacts series:

- Blasting
- Dust
- Rehabilitation
- Water Taking
- Water Management

For more information contact:

OSSGA  
5720 Timberlea Blvd., Ste. 103  
Mississauga, ON L4W 4W2  
905 507 0711 [GravelFacts.ca](http://GravelFacts.ca)  
[info@ossga.com](mailto:info@ossga.com)

GravelFacts.ca

## Sand & Gravel in Ontario



 **OSSGA**  
ONTARIO STONE, SAND & GRAVEL ASSOCIATION

## Why do we need Aggregate?

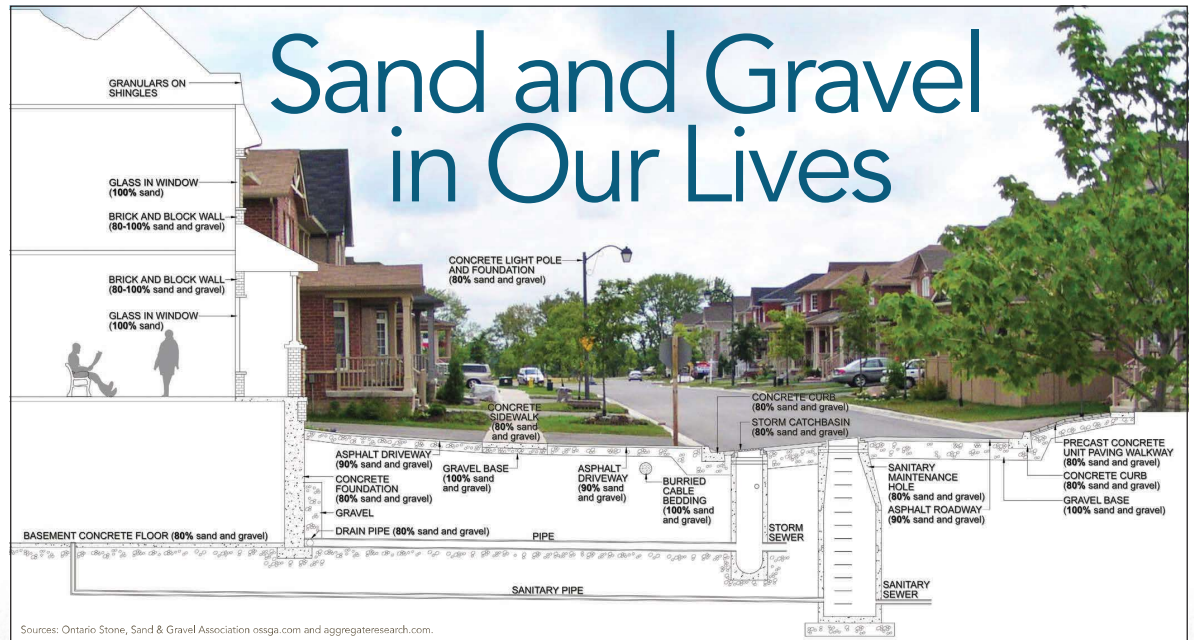
- **Because without it, everything stops.** Aggregate is stone, sand and gravel. It's in the buildings where we live and work, the roads and sidewalks we drive and walk on.
- It's used in water purification systems and it's what glass is made from.
- It's also in paint, chewing gum, lipstick, toothpaste, household cleaners and more.
- We all use aggregate every day, but we don't stop to think about where it comes from, and how aggregate affects the economy and the environment in which we live.
- Demand for high-quality aggregate is growing, and new sources will be needed.
- Mitigating climate change requires that we not ship aggregate long distances.
- It is critical we all understand that **everything starts with what's in the ground.**
- This introductory fact sheet introduces some of the factors to consider when thinking about aggregate in Ontario.

## Economic Need

- By 2041 there will be 18.2 million people in Ontario. To support this growth, 3.84 billion tonnes of aggregate will be needed to build the roads, schools, hospitals, homes and other public buildings that we all use.
- Ontario's aggregate industry contributes an estimated \$1.6 billion of GDP to the provincial economy.
- The industry is essential to the \$38-billion construction industry - creating 357,000 jobs in Ontario.
- The production of aggregates directly employs 7,600 Ontarians, often in communities like yours.
- Aggregate contributes to local economies through job creation and through the funding of hundreds of community sponsorship programs across Ontario.

## Scarce Resource

- Just like gold, sand and gravel are scarce resources that can only be found where nature put them.
- Not all aggregate is the same. Using low quality sand and gravel means that instead of a bridge lasting 100 years, it may need to be rebuilt in 30.
- The availability of high-quality close-to-market aggregate is being depleted. New close-to-market supply is not being licensed at a sustainable rate because of increasing government restrictions.
- It is vital we find a balance to meet Ontario's growing aggregate needs.



Sources: Ontario Stone, Sand & Gravel Association ossga.com and aggregateresearch.com.

Although it is not always recognizable, sand and gravel is an essential part of almost everything we build in Ontario, providing resilience to concrete, asphalt, bricks, mortar and many other construction materials. Sand and gravel is also used as a base under structures to provide additional strength and/or drainage to keep structures stable.

When you total it all up, it requires over 250 tonnes – that's 12 truck loads – of sand and gravel to build one home in Ontario. Imagine the millions of tonnes used to build the public and commercial roads, highways, parks, churches, schools, offices and commercial buildings we all use!

- 13,000 tonnes (650 truck loads) of sand and gravel to build a small school
- 91,200 tonnes (4,560 truck loads) of sand and gravel to build one kilometre of a subway track
- 51,800 tonnes (2,590 truck loads) of sand and gravel to build one kilometre of 6-lane expressway

Take a look at this cut-away photo of a typical subdivision street and you'll see many of the elements, both visible and hidden, which we rely upon every day. All of these elements require sand and gravel.

Add to this the ongoing requirements for maintenance, such as road sanding to ensure safe winter driving conditions, or repairs to aging structures, and the demand for sand and gravel escalates. In Ontario, the actual usage for every man, woman, and child is more than 12 tonnes each year, the equivalent of one-and-a-half truck loads per person. This totals around 164 million tonnes of sand and gravel used every year in Ontario – more than any other natural resource in the province.



**TOWNSHIP OF EDWARDSBURGH CARDINAL  
ACTION ITEM**

**Committee:** Council

**Date:** November 25, 2024

**Department:** Community Development/Planning

**Topic:** Development Agreement, Hurley Road (Lockwood ob/ Hutton)

**Purpose:** To review a draft development agreement prepared for the severed portion of severance B-89-24 on Hurley Road, to satisfy a condition of the severance decision.

**Background:** Application for severance B-89-24 received conditional approval from the consent granting authority on September 25, 2024. The application was submitted consecutively with B-87-24 and B-88-24 for a lot line adjustment and 2 new lots on Hurley Road. B-89-24 will create a new 0.74 ha lot with 50m of frontage on Hurley Road.

Conditions of approval include a hydrogeological study and terrain analysis to confirm site conditions are suitable for the long-term provision of private services, and that the owner enter into a development agreement with the Township to implement the recommendations of the study.

A scoped hydrogeological study and terrain analysis was prepared by Morey Associates in September, 2024. The study determines that sufficient water quantity exists to support the development and water samples meet all the Ontario Drinking Water Standards chemical, physical and bacteriological parameters tested for except for hardness and organic nitrogen. Treatment recommendations for hardness are provided within the report. The report finds that the need for continuous/permanent treatment using chlorine is unlikely.

The terrain analysis finds that impacts of a proposed septic system, if any, to downgradient off property groundwater quality is not expected to exceed the allowance within the MECP's D-5-4 guideline.

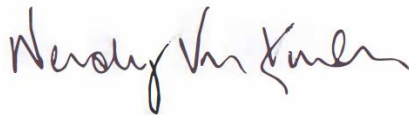
The development agreement is included further in this agenda package.

**Policy Implications:** Sections 51(25) and section 53(12) of the Planning Act allow the approval authority to impose certain conditions of approval for severance decisions, including a condition that the owner enter into an agreement with the municipality. The agreement will be registered on title of the severed lot so that it is available to future owners.

**Strategic Plan Implications:** This development agreement aligns with the Township's Growth and Economic Development priority by supporting residential development in a manner that ensures sustainable and responsible growth. The hydrogeological and terrain analyses address the environmental pillar of the plan, ensuring that development protects natural resources and complies with provincial guidelines.

**Financial Considerations:** The applicant has submitted the required fee to the Township for the development agreement, in accordance with the Planning Fees Bylaw 2022-40.

**Recommendation:** That Council enter into a development agreement with the property owner, for the severed parcel of severance application B-89-24.



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Community Development Coordinator

# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

COPY

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

- October 30, 2024
- November 7, 2024
- November 13, 2024
- November 21, 2024

Carried     Defeated     Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

COPY

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

• Report dated October 29 (2024-181)	\$40.00
• Report dated October 31(2024-182)	\$306,421.89
• Report dated October 31 (2024-183)	\$243,059.68
• Report dated November 15 (2024-188)	\$387,749.84
• Report dated November 21 (2024-194)	\$206,341.06
• Report dated November 21 (2024-195)	\$253,646.84
<b>TOTAL:</b>	<b>\$1,397,259.31</b>

Carried     Defeated     Unanimous

**Mayor:** \_\_\_\_\_

**RECORDED VOTE REQUESTED BY:** \_\_\_\_\_

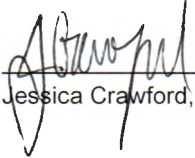
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
<b>TOTAL</b>		

Date Printed  
10/31/2024 12:51 PM

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00182 to 2024-00182

Total PAD: 306,421.89

Certified Correct This Thursday, October 31, 2024

  
\_\_\_\_\_  
Jessica Crawford, Treasurer

  
\_\_\_\_\_  
Sean Nicholson, CAO



**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00183 to 2024-00183

Bank Code - EFT - electronic funds transfer

PROPOSED PAYMENTS

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
PP -	<b>Acklands-Grainger Inc.</b>			
	9276246106	wwtp-polymer pump	1,254.30	
	9292306777	wwtp-ceiling tiles replacement	663.40	1,917.70
PP -	<b>Alarm Systems - Brockville</b>			
	1525444	es-falcon service call	163.85	
	1526777	es- security system	220.35	
	1526778	es-security System	159.33	
	1526779	es-security system	261.00	
	1526780	es-security system	159.33	
	1526781	es-security system	159.33	
	1526782	es-security system	227.13	1,350.32
PP -	<b>Ann Shorey</b>			
	Oct 24, 2024	fd- halloween candy	107.68	107.68
PP -	<b>Bill's Towing</b>			
	0286	pw-H3-towing to garage	381.38	381.38
PP -	<b>Black Dog Tirecraft Morrisburg</b>			
	IM0061055	pw-GII-tire repairs	341.01	341.01
PP -	<b>Brandt Tractor Ltd</b>			
	CP217190	pw- mower parts	29.88	
	CP220636	pw-T5 lamps	114.53	144.41
PP -	<b>Brockville Veterinary</b>			
	425896	animal control-cat cremations	83.29	83.29
PP -	<b>Burchell's Home Hardware</b>			
	51265	es- water stn install supplies	72.15	
	51381	pw- rust coat paint and supplies	590.83	662.98
PP -	<b>CIMCO Refrigeration</b>			
	90941800	rec- replace pressure relief valves	7,926.95	7,926.95
PP -	<b>CarQuest Canada Ltd</b>			
	16042-2018	pw- truck maitenance supplies	667.05	
	16042-4709	pw-truck maitenance supplies	190.97	
	16042-4773	pw- Cardinal/pittston protectant	438.08	1,296.10
PP -	<b>Clean Water Works Inc.</b>			
	W44948	pw- CB Reid St	2,916.64	
	W44949	es-Storm-flusher CCTV inspection	3,578.43	6,495.07
PP -	<b>Coville Electric</b>			
	6874	adm- hooked up dishwasher	247.19	
	6875	rec- worked on exhaust fan damag	576.30	823.49
PP -	<b>Culligan Water</b>			
	03093TN	fd- Stn # 1 water	59.62	59.62
PP -	<b>DW Building Restoration Servic</b>			
	BRS 24-36-05	pw-Weir Rd Bridge PP#5	116,576.24	116,576.24
PP -	<b>Donald Gibson</b>			
	Oct 16, 2024	Mileage for Severance MVA A-02-:	14.07	
	Oct 16, 2024 a	C of A -Minor Variance A-01-24	50.00	64.07
PP -	<b>Drummond's Gas</b>			

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00183 to 2024-00183

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		2588530	fd- parade truck fuel	49.20	
		2588532	fd- parade truck fuel	23.30	
		2588413	pw-T23-01-fuel	122.00	
		2588569	fd- T9 fuel	96.30	
		2530322	pw-T19-01-fuel	125.30	
		2530330	fd-T1 fuel	89.40	
		2588384	fd-T8-fuel	90.00	
		2588387	fd- T1 fuel	53.12	
		2589108	fd- T8-fuel	68.44	
		2589157	fd- T8 fuel	65.21	
		2589285	fd-T7 fuel	220.01	1,002.28
PP -	<b>Express Impressions INC</b>				
		35902	fd- fd toques	506.61	
		35950	fd- watch caps	149.56	656.17
PP -	<b>Fisher, Tim</b>				
		Oct 11, 2024	Plan-Computer Bag	112.99	112.99
PP -	<b>Future Office Products</b>				
		FOP227584	fd/pw-Jul-Sep 2024 photocopier sp	90.34	90.34
PP -	<b>G T Automotive</b>				
		051031	es-oil change truck	135.19	
		051065	es-truck repair	148.72	283.91
PP -	<b>Gin-Cor Industries</b>				
		87631	pw-plowing parts	853.84	
		87778	pw- stock plow parts	254.14	1,107.98
PP -	<b>Grand &amp; Toy</b>				
		V218899	plan-calculator/Adm-kitchen suppli	66.51	
		V239796	es-supplies	499.79	566.30
PP -	<b>Greer Galloway Consulting Eng</b>				
		29808	Plan-Meadowlands North Eng Rev	1,538.28	
		29809	Plan-161-163 Shanly severed SPC	1,710.82	3,249.10
PP -	<b>Grenville Towing Services</b>				
		6886	fd- EMS Bootcamp - scenarios	813.60	813.60
PP -	<b>Groeneveld-BEKA Canada Inc</b>				
		0508386551	pw-T24-05 grease unit	8,747.79	8,747.79
PP -	<b>Hach Sales &amp; Service Canada Lt</b>				
		364178	wtp- gel probe	794.39	
		365066	wtp- chemicals	908.52	1,702.91
PP -	<b>Hansler Smith Limited</b>				
		5806799	rec-cleaning supplies	513.20	513.20
PP -	<b>Herbison Tree Service</b>				
		EC-03	pw- shopia row	904.00	904.00
PP -	<b>Hewitt (Brockville) Ltd.</b>				
		98983	rec-repairs to CO Fan	3,193.38	3,193.38
PP -	<b>Howard Campbell &amp; Sons Ltd.</b>				
		MR4298	portable rental transfer site	150.00	150.00
PP -	<b>J. Quattrocchi &amp; Co Ltd</b>				
		00831988	rec-canteen supplies	822.85	
		00832661	rec-canteen supplies	768.26	1,591.11
PP -	<b>Jeff Hopkins</b>				
		Oct 17, 2024	J. Hopkins Eye Glassess	384.99	384.99
PP -	<b>Jp2g Consultants Inc</b>				

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00183 to 2024-00183

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		42588	Waste Disp Scott Road Consult	4,323.73	4,323.73
PP -	<b>Kenneth Sloan</b>				
		Oct 15, 2024	pw-eye glasses, self, spouse & chi	1,176.00	
		Oct 24, 2024	pw-safety boots	293.74	1,469.74
PP -	<b>Limerick Environmental Svcs</b>				
		2024-1919	bin pickup transfer site	4,875.15	
		2024-1920	bin pickup transfer site	317.30	5,192.45
PP -	<b>Lloyd McMillan Equipment Ltd.</b>				
		41593	pw-roller rental Pittston Rd - cross	1,356.00	
		41597	pw-roller rental-Pittston Rd Cross (	1,186.50	2,542.50
PP -	<b>Local Authority Services Ltd.</b>				
		MGBP000007437	Plan-Note books	36.14	
		MGBP000007440	Plan-laptop bag	39.54	
		MGBP000007448	Adm-toner	134.34	210.02
PP -	<b>Localintel Inc</b>				
		INV-801	ec dev - Local Intel Subscription	3,277.00	3,277.00
PP -	<b>M&amp;L Supply Fire &amp; Safety</b>				
		023889	fd-helmets	3,220.50	3,220.50
PP -	<b>Mac's Convenience Store Inc.</b>				
		148649	pw-propane exchange	39.54	
		148538	pw- T23-01-fuel	84.70	
		148540	wmpss-fuel	86.50	
		148544	fd- T9 fuel	99.00	
		148543	wmpss fuel	113.55	
		148542	pw-T19-01 fuel	109.45	
		148545	wwtp-fuel	79.05	
		148546	pw-T22-01 fuel	104.00	
		148547	rec- fuel	53.05	
		148548	wmpss - fuel	95.30	
		148551	fd- T8 fuel	73.00	
		148550	ind park fuel	85.20	
		148549	pw-T23-01 fuel	124.00	
		148552	pw-T23-01 fuel	122.00	
		148554	rec- fuel	84.15	
		148555	ind park fuel	106.20	
		148556	fd- T8 fuel	110.00	
		148557	pw- T23-01 fuel	124.00	
		148560	rec- fuel	125.70	
		148559	rec-fuel	91.10	
		148558	pw-T23-01 fuel	97.44	
		148562	wmpss-fuel	121.20	
		148561	pw-T23-01 fuel	74.85	
		148563	pw-T22-01 fuel	122.00	
		148566	pw-T22-01 - fuel	106.00	2,430.98
PP -	<b>OnServe</b>				
		67846	Adm-VMWare 8 Licenses	1,217.69	1,217.69
PP -	<b>Ontario One Call</b>				
		202462279	pw- locates	138.49	138.49
PP -	<b>Poppa Corn Corp.</b>				
		363986	rec-canteen supplies	854.46	854.46
PP -	<b>Porter, Rachel</b>				

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00183 to 2024-00183

**PROPOSED PAYMENTS**

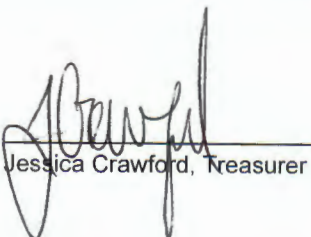
Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
	Oct 21, 2024	rec-canteen/program purchases	531.50	531.50
PP -	<b>Postmedia Network Inc</b>			
	IN101051	Adm-agenda Adv	226.00	
	IN104134	adm-seek advisory committee mer	282.50	
	IN104133	adm-agenda adv	226.00	
	IN107026	adm-agenda adv	226.00	
	IN107027	Adm-Citizen of the Year	565.00	1,525.50
PP -	<b>Prescott Building Centre</b>			
	2081492	pw-pickets	27.28	27.28
PP -	<b>Pro-Tech Training Services Inc</b>			
	2639	pw-winter maitenance course	1,725.00	1,725.00
PP -	<b>Purolator Courier Ltd.</b>			
	575078485	wtp/adm/pw-couriers	59.99	
	580069812	adm- reg gen	12.40	72.39
PP -	<b>R &amp; D Dairies Ltd</b>			
	999.B243448	Rec Canteen Supplies	49.49	49.49
PP -	<b>R. Thurston Technologies</b>			
	12437	pw-New radio & repairs	1,362.40	1,362.40
PP -	<b>Richard McGuire</b>			
	Oct 18, 2024	pw- glasses - Self - R.McGuire	500.00	500.00
PP -	<b>Rideau St. Lawrence Utilities</b>			
	A00310	W/S Billing Oct 2024	3,972.29	3,972.29
PP -	<b>Robinson Consultants Inc</b>			
	0072315	storm-Newport Drain-consulting fe	3,488.88	3,488.88
PP -	<b>Roger Huttman</b>			
	Jun/Aug/Sep	Jun/Aug/Sept 2024 Mileage	1,668.10	1,668.10
PP -	<b>Rush Truck Centres of Canada</b>			
	3039011973	fd-T1 ambient temp sensor	965.89	965.89
PP -	<b>SDR Electric Plumbing &amp;</b>			
	12753	adm-dishwasher electrical	1,197.57	1,197.57
PP -	<b>Sally Mellon</b>			
	EC2410	Animal Control Oct 2024	1,412.50	1,412.50
PP -	<b>Sands</b>			
	00724045	fd- AED battery	278.53	278.53
PP -	<b>Smartcell Communications Inc</b>			
	KINBIIN6154	es-Aaron's cell	282.64	
	KINBIIN6164	es-Tyler Selleck	11.30	
	KINBIIN6258	adm-phone	303.91	
	KINBIIN6268	adm-phone for planner	268.73	866.58
PP -	<b>Spencerville Home Hardware</b>			
	87451	es-supplies	8.69	
	87496	pw-shovels/rake	190.92	
	87498	pw-spray paint	40.66	
	87501	pw- snow fencing	445.15	
	87548	rec- misc	92.04	
	87549	rec-misc	19.41	
	87576	w/d-township bags	6,325.06	7,121.93
PP -	<b>St. Lawrence Testing &amp;</b>			
	24D601	pw-Weir Bridge soil testing	1,018.36	
	24D602	pw-Reid St- soil testing	1,420.41	2,438.77
PP -	<b>Stephanie Summers</b>			

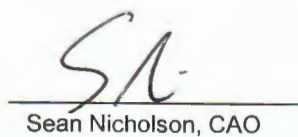
**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00183 to 2024-00183

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		Oct 16, 2024	C of A for MV A-02-24	50.00	50.00
PP -	<b>Steve Polite Sand &amp; Gravel</b>	20525	pw-water st.- conduit install	960.50	960.50
PP -	<b>Steven Roberts</b>	Oct 22, 2024	fd- course expenses	312.65	312.65
PP -	<b>Tessier, Mary</b>	SI-71	Ed dev - Mary Consulting Services	3,254.40	3,254.40
PP -	<b>The Grass Man</b>	Oct 18, 2024	bylaw-grass cutting	96.05	96.05
PP -	<b>Tim Nason</b>	Oct 16, 2024	C of A for MV A-02-24	50.00	50.00
PP -	<b>Top Graphics Design Inc.</b>	11756	pw-clothing - jacket for pw manage	567.26	567.26
PP -	<b>Trojan UV</b>	200/29497	es-wtp-UV servicing	2,938.00	2,938.00
PP -	<b>Ultramar</b>	03916792707399	pw-2485L Color diesel-Cty Rd 22	3,589.52	
		05466141707400	pw-1583.5L Clear diesel-Dish	2,486.85	6,076.37
PP -	<b>United Counties Of Leeds &amp;</b>	INV 20861	fd- annual fire communications	7,051.88	7,051.88
PP -	<b>Universal Supply Group 3735</b>	964-443219	rec- zamboni repairs	73.82	
		964-443364	wtp-core deposit	-33.90	
		964-444914	rec-zamboni repairs	-22.60	
		964-44150	pw-T20-03 led lights	439.38	
		964-447365	pw-Pittston - shop grease	929.07	
		964-447778	pw- H3 - led warning lights	385.30	
		964-44947	rec- parts for tractor	12.43	
		964-448476	pw-air compresor battery	255.83	2,039.33
PP -	<b>Vicki Cucman</b>	Oct 2024	pw- testing road cust permit	75.00	75.00
PP -	<b>Walkerton Clean Water Centre</b>	3082456	ind park - course E. Werman	355.95	355.95
PP -	<b>Waste Connections of Canada</b>	7150-0000454217	Bin Collection	1,849.77	1,849.77
				<b>Total Proposed Payments:</b>	<b>243,059.68</b>
				<b>Total EFT:</b>	<b>243,059.68</b>

Certified Correct This Thursday, October 31, 2024

  
Jessica Crawford, Treasurer

  
Sean Nicholson, CAO

**Township of Edwardsburgh/Cardinal  
List of Accounts for Approval**

Date Printed  
10/31/2024 12:51 PM

Batch: 2024-00182 to 2024-00182

Page 1

Bank Code - PAD - Preauthorized Debit

**PROPOSED PAYMENTS**

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>Bell Canada</b>			
	658-2141 10-24	spencerville arena	129.64	
	658-3001 10-24	fd/pw- phone split	146.09	
	658-3055 10-24	admin	477.81	
	536626539 10-24	Cardinal Arena internet	56.44	
	546532571 10-24	Rec- Bell Internet J.Town	132.15	942.13
PP -	<b>Eastlink</b>			
	22479547	pw/fd phone	226.66	226.66
PP -	<b>Hydro One Networks Inc.</b>			
	19876 09-24	spencerville arena	618.91	
	02595 09-24	spencerville arena	1,036.77	
	03768 09-24	ball diamond	43.07	
	16052 09-24	johnstown pool	475.38	
	77395 09-24	south centre	539.44	
	64439 09-24	wwtp-3207 Windmill	2,571.47	
	14330 10-24	St Lights Var Sep 2024	1,031.30	
	10647 10-24	pw-Pittston Shop	444.41	
	18196 10-24	lagoon-2301 RD 21	58.76	
	62670 10-24	wwtp-flett st	44.22	
	25495 10-24	spencerville library	140.35	
	71283 10-24	lagoon- 1 Spencer	186.14	
	03696 10-24	fd stn 1	888.42	8,078.64
PP -	<b>Ontario Municipal Employees</b>			
	Sep 2024	Sep 2024 Contributions	42,298.26	42,298.26
PP -	<b>Reliance Home Comfort</b>			
	4422619 10-24	rec hot water heater rental	251.31	251.31
PP -	<b>Royal Bank Visa</b>			
	2095 09-24	R.Williams RBC visa Sep 2024	959.21	
	2113 09-24	S.Nicholson Sep 2024	1,421.97	
	0160 09-24	J.Crawford RBC Visa Sep 2024	2,310.24	
	2745 10-24	B. Moore RBC Visa Oct 2024	251.25	4,942.67
PP -	<b>Superior Propane</b>			
	50647113	rec - 4050 Dishaw St	80.56	
	50647114	22 Sloan Street	107.41	
	50661017	5 Henderson St	457.76	
	50708965	4145 County Rd 22	1,764.46	
	50745820	rec - 4050 Dishaw St	86.69	
	50745821	22 Sloan Street	86.69	2,583.57
PP -	<b>Telus Mobility</b>			
	16215291193	Oct 2024 Corporate Account	1,034.41	1,034.41
PP -	<b>Township of Edwardsburgh/Cardi</b>			
	PP 21 2024 PT/F	PP 21 2024 PT/FT Payroll	117,876.09	
	PP 22 2024 PT/F	PP 22 2024 PT/FT Payroll	119,565.20	237,441.29
PP -	<b>Workplace Safety &amp; Insurance</b>			
	Sep 2024	Sep 2024 Premium	8,534.36	
	3rd Qtr 2024	library WSIB Jul 1-Sep 30, 2024	88.59	8,622.95
			Total Proposed Payments:	306,421.89

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00188 to 2024-00188

Bank Code - EFT - electronic funds transfer

**PROPOSED PAYMENTS**

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>AMCTO</b> 25LSYR1-235863	Adm-C.Newcombe MLP Unit1-4 Ar	2,111.97	
	214426 - 2025	Adm-AMCTO Membership R. Cricl	523.19	
	235863 - 2025	Adm-AMCTO Membership C. New	392.89	3,028.05
PP -	<b>Abell Pest Control Inc.</b> A6187537	rec- pest control	97.08	
	A6243910	Monthly pest control	94.14	191.22
PP -	<b>Acklands-Grainger Inc.</b> 9293230786	wtp-pressure switch	95.20	
	9293919396	wtp-grease fittings	35.32	130.52
PP -	<b>BFL Canada Risk and Insurance</b> 793576	adm-additional location	546.48	546.48
PP -	<b>Beach Home Hardware</b> 925183-1	pw-chain saw	516.39	
	925222-1	pw-hard hat	107.34	623.73
PP -	<b>Brandt Tractor Ltd</b> CP220986	pw-T5-cable & LED lamp	124.68	
	CP221008	pw-T7-washer bottle	54.23	
	CS54212	pw-T20-03-PM Maitenance	1,313.81	
	CP221106	pw-T5-backup alarm	28.19	
	CP221108	pw-T24-05-safety flange	39.54	
	CS54227	pw-T6-PM Maitenance	2,950.87	
	CP21177	pw-T24-05-bumper guide	227.29	4,738.61
PP -	<b>Burchell's Home Hardware</b> 51466	fd-ladder/washer fluid	500.71	
	51474	es-supplies	131.53	
	51476	pw- spray paint/safety boots	553.97	
	51692	pw-spray paint/buidling supplies	216.70	1,402.91
PP -	<b>CIMCO Refrigeration</b> 90943915	rec-condenser inspection	1,092.59	1,092.59
PP -	<b>Caduceon Enterprises Inc.</b> I24-019318	adm-twp office testing	44.78	
	I24-018650	ind park testing	796.23	
	I24-018652	wtp-testing	6,039.93	
	I24-018653	wwtp-testing	2,462.84	
	I24-019309	wwtp-sludge removal	525.34	
	I24-019316	wwtp-spen arena testing	44.78	
	I24-019352	lagoon testing	95.67	
	I24-019699	wwtp testing	262.67	10,272.24
PP -	<b>Candise Newcombe</b> Nov 4, 2024	Adm-Council snacks for council mt	46.43	46.43
PP -	<b>Cleary, Kirsten</b> Oct 2024	rec- tech class instructor	750.00	750.00
PP -	<b>Coca-Cola Refreshments Canada</b> 43991298002	rec-canteen supplies	1,640.10	1,640.10
PP -	<b>Compass Group of Canada</b> I323117	rec-canteen supplies	683.30	683.30
PP -	<b>Compass Minerals Canada</b> 1384372	pw-salt delivery Pittston Shop	26,254.44	26,254.44

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00188 to 2024-00188

**PROPOSED PAYMENTS**

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
PP -	<b>Core Civil Construction Inc.</b>			
	5827	pw-Jordan Rd Culvert - holdback	20,642.87	20,642.87
PP -	<b>Corporation of the Town of Prescott</b>			
	2024-ECFA-03	FD- Q3 Prescott Auto Aid agreeme	7,062.65	7,062.65
PP -	<b>Coville Electric</b>			
	6903	rec-repair to timeclock and change	3,347.06	
	6904	adm-install new 100 amp panel	4,294.00	7,641.06
PP -	<b>Crane Supply</b>			
	14-544036	wwtp-fittings	99.44	99.44
PP -	<b>Culligan Water</b>			
	FC73845	es-johnstown wells	398.89	398.89
PP -	<b>Dican Inc.</b>			
	30376	pw-T19-01 GSP system install	2,889.13	
	30380	pw-T5-GPS system install	5,618.77	
	30381	pw-T7-GPS system install	6,237.05	
	30382	pw-T19-04-GPS system install	4,155.91	
	30383	pw-T20-03-GPS system install	4,098.91	
	30384	pw-T20-08-GPS system install	4,143.94	
	30385	pw-T22-01-GPS system install	4,394.02	
	30386	pw-T23-01-GPS system install	4,394.02	
	30387	pw-T24-05-GPS system install	5,677.07	
	30388	pw-Volvo-GPS system install	773.69	
	30389	pw-GII-GPS system install	773.69	
	30390	PW-GI-GPS system install	773.69	
	30392	pw-H3-GPS system install	2,882.49	
	30393	pw-Backhoe-GPS system install	773.69	
	30394	pw-T6-GPS system install	5,677.01	
	30395	pw-H1-GPS system install	2,882.49	
	30396	pw-Tractor-GPS system install	773.69	
	30397	pw-L1-GPS system install	773.69	
	30398	pw-L2-GPS system install	773.69	58,466.64
PP -	<b>Drummond's Gas</b>			
	2589234	rec-fuel	100.17	
	2589243	rec-fuel	13.81	113.98
PP -	<b>Emond Harnden LLP</b>			
	257514	Admin Legal fees	4,166.31	4,166.31
PP -	<b>Evoqua Water Technologies Ltd</b>			
	906736417	es-ph sensor	712.97	712.97
PP -	<b>Extend Communications</b>			
	2411-17131	rec-call in cost	241.93	241.93
PP -	<b>Fisher, Tim</b>			
	Oct 2024	Plan-mileage Oct 2024	95.06	95.06
PP -	<b>G T Automotive</b>			
	050801	ind park replace water pump	431.46	431.46
PP -	<b>G. Tackaberry &amp; Sons</b>			
	W0000933	pw-7/8 stone -Reid St/pw-culverts	12,219.13	
	G-0093049	pw-water st - stone	2,314.31	14,533.44
PP -	<b>Goldsmith Saw</b>			
	1994976	rec-zamboni blader	152.55	
	1994977	rec-zamboni blades	362.73	515.28
PP -	<b>Gordon Signs</b>			



**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Reference	Invoice Amount	Payment Amount
	2039	pw-Weir Bridge - Gov't funding sigi	768.40	768.40
PP -	<b>Grand &amp; Toy</b>			
	V247033	es-UPS Battery backups	1,183.47	
	V251055	es-UPS battery	939.75	2,123.22
PP -	<b>Greer Galloway Consulting Eng</b>			
	29842	pw-Jordan Rd Culvert - prof servic	3,051.00	3,051.00
PP -	<b>HGC Management Inc</b>			
	55629	w/d contract collection Oct 2024	34,128.35	34,128.35
PP -	<b>HW Supplies Inc</b>			
	220000019003	pw-culvert 23"	1,055.08	
	220000021094	pw-hydraulic hose	286.92	
	220000021199	pw-grease coupler	44.17	
	220000021347	pw-pins/clips	9.04	1,395.21
PP -	<b>Hansler Smith Limited</b>			
	5808979	Lib-cleaning supplies	169.17	169.17
PP -	<b>Hopkins Chitty Land Surveyors</b>			
	10806	storm-survey bar reset	5,039.80	5,039.80
PP -	<b>Howard Campbell &amp; Sons Ltd.</b>			
	P56794	rec-pump of outhouses	255.00	255.00
PP -	<b>IBW Surveyors</b>			
	A-050724-Inv001	adm-sale to D. Hutton	2,486.00	2,486.00
PP -	<b>Industrial Electrical</b>			
	5350	wwtp-VFD replacement - sludge pu	7,289.57	
	5362	wwtp-LED light fixtures upgrades	3,385.25	
	5418	es-SPS # 1 - float install	861.34	11,536.16
PP -	<b>J. Quattrocchi &amp; Co Ltd</b>			
	00833381	rec-canteen supplies	690.00	
	00834056	rec-canteen supplies	504.70	1,194.70
PP -	<b>Jewell Engineering</b>			
	00120426	storm-prof service Sept 2024	1,772.63	1,772.63
PP -	<b>Joe Computer</b>			
	210804	Internet	138.99	138.99
PP -	<b>John Buffet</b>			
	366	Bylaw- Oct 2024	2,025.00	2,025.00
PP -	<b>John Henry</b>			
	Oct 31, 2024	fd-fire prev - mileage Oct	156.10	156.10
PP -	<b>Limerick Environmental Svcs</b>			
	2024-2349	bin pickup transfer site	4,025.63	
	2024-2350	bin pickup transfer site	317.30	4,342.93
PP -	<b>Local Authority Services Ltd.</b>			
	MGBP000007557	Adm-office supplies	141.37	
	MGBP00007640	Adm-office supplies/kitchen supplie	246.41	387.78
PP -	<b>MNP LLP</b>			
	11967168	Admin- 2024 Audit Fee	14,831.25	14,831.25
PP -	<b>Mac's Convenience Store Inc.</b>			

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00188 to 2024-00188

PROPOSED PAYMENTS

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		148535	pw-T19-01-fuel	56.95	
		148553	pw-T19-01-fuel	106.49	
		148565	ind park fuel	93.80	
		148567	rec-truck fuel	76.45	
		148568	pw-T19-01 fuel	102.15	
		148570	rec- truck fuel	106.25	
		148571	rec-fuel	72.75	
		148572	wmpps fuel	131.20	
		148573	pw-T22-01 fuel	109.01	
		148574	wwtp-fuel	103.12	
		148576	rec-truck fuel	8.90	
		148575	rec-truck fuel	128.11	
		148578	fd- T9- fuel	102.00	
		148580	pw-T22-01 fuel	126.00	
		148583	rec-fuel	87.80	
		148584	rec- fuel	89.52	1,500.50
PP -	<b>Mark's Commercial</b>				
	90104187		es-S. Campbell boots	211.30	211.30
PP -	<b>Morrisburg Plumbing &amp; Heating</b>				
	30100		es-boiler repair	822.64	822.64
PP -	<b>Novatech</b>				
	1039679		plan-general planning	1,642.74	
	1039699		plan-ZBL housekeeping amendme	4,894.31	
	1039687		Plan-lockwood bros consultation me	1,433.69	7,970.74
PP -	<b>O'Reilly's Independent Grocer</b>				
	03 2191		fd-information night	66.54	
	06 1912		adm-EMG scenario - lunch	200.01	
	05 8171		fd- School pizza supplies	27.28	293.83
PP -	<b>Ontario One Call</b>				
	202463254		pw-locates	130.70	130.70
PP -	<b>PSD Citywide Inc</b>				
	22529		Adm-asset management plan	6,196.16	
	22592		Adm-capital plan license/implemer	24,822.35	31,018.51
PP -	<b>Pesce &amp; Associates Inc</b>				
	3640		Adm- salary study	6,328.00	6,328.00
PP -	<b>Philip Malcomnson</b>				
	Oct 28, 2024		Halloween candy	131.03	131.03
PP -	<b>Postmedia Network Inc</b>				
	IN110003		adm-agenda advertising	226.00	
	IN112750		adm-agenda advertising	226.00	452.00
PP -	<b>Purolator Courier Ltd.</b>				
	580074373		es-sample supplies/adm-service or	27.82	
	IN121469		Adm-agenda adv	226.00	
	IN121470		Adm-agenda adv	282.50	536.32
PP -	<b>R &amp; D Dairies Ltd</b>				
	999.B243671		Rec Canteen supplies	69.49	
	999-B243900		Rec Canteen supplies	28.58	98.07
PP -	<b>Realtax Inc.</b>				
	99785		adm- tax reg # 0701701025046050	536.75	
	99786		adm- tax reg # 0701701035149000	536.75	1,073.50
PP -	<b>Rideau St. Lawrence Utilities</b>				

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00188 to 2024-00188

PROPOSED PAYMENTS

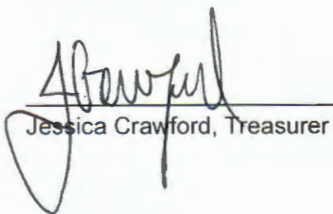
Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		A00311	W/S Billing Nov 2024	3,972.29	3,972.29
PP -	<b>Rush Truck Centres of Canada</b>				
		3039242873	pw-T20-03-Hex bolts	19.16	
		3039243455	pw-T19-04 - hex bolts	19.16	
		3039244562	pw-T19-04-air filter/screws	395.41	433.73
PP -	<b>Sands</b>				
		00724518	fd- disposable gloves	245.16	245.16
PP -	<b>Seaway Doors Ltd.</b>				
		39636	pw-Pittston-track repairs	361.60	361.60
PP -	<b>South Grenville Beacon</b>				
		1017	fd-leaf&brush/es-hyd flusing/Cou-v	707.38	707.38
PP -	<b>South Nation Conservation</b>				
		IN29480	ec dev-free tree day	500.00	500.00
PP -	<b>Spencerville Home Hardware</b>				
		87566	rec- light bulbs	33.88	
		87577	rec-misc	1.23	
		87596	rec- misc	13.42	
		87597	rec- misc	7.05	
		87609	rec- misc	17.15	
		87623	rec-misc	3.72	
		87630	pw-plumbing supplies	108.84	
		87631	pw-plumbing supplies	20.66	
		87634	rec- misc	22.51	
		87635	rec-misc parts	2.44	
		87701	adm-supplies	64.35	295.25
PP -	<b>Team Solutions</b>				
		118031	spen sani-Vac Truck - SPS # 1	1,201.92	1,201.92
PP -	<b>Tenaquip Ltd.</b>				
		16381911-00	wtp - supplies	183.33	183.33
PP -	<b>The Uniform Group Inc.</b>				
		98630	fd-uniforms	3,555.88	3,555.88
PP -	<b>Thompson Timber Mart</b>				
		F37394	pw-snowplow marking hazards	79.10	79.10
PP -	<b>Tim Allen's Aerial Services</b>				
		23380	pw-Spencerville Tree trimming	7,684.00	
		23382	pw-trees - lower st/frederick st	3,729.00	11,413.00
PP -	<b>Township of Leeds &amp; The 1000</b>				
		2024-147	fd- course expense	700.00	700.00
PP -	<b>Ultramar</b>				
		03916792707401	pw-2419L Color diesel-Cty Rd 22	3,647.27	
		03917046707402	pw-217.7L Color diesel-3 spencer :	324.31	3,971.58
PP -	<b>United Counties Of Leeds &amp;</b>				
		INV 20874	adm-eco dev summits tickets brea	605.00	605.00
PP -	<b>Universal Supply Group 3735</b>				
		964-448478	rec-misc truck parts	26.09	
		964-449310	pw-shop towels	367.41	393.50
PP -	<b>Upper Canada Elevators</b>				
		31149	rec-annual inspection for lift	260.00	260.00
PP -	<b>Walker Climate Care</b>				

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
	42156895	lib-a/c unit repair	157.07	
	91563126	Lib-maitenance package	20.32	
	91562761	adm-maitenance pkg-furnance & A	67.18	
	91551816	Lib-maitenance pkg	20.32	
	91562365	rec-maitenance pkg	52.78	317.67
PP -	<b>Walter Smail</b> Oct 2024	Council-Mileage	113.40	113.40
PP -	<b>Westburne Ontario</b> 4107528	wtp - batteries - extra shipping	14.13	
	4109913	wtp-batteries	110.70	
	4125370	wwtp-batteries	97.69	222.52
PP -	<b>White's Wearparts Ltd.</b> 0000144949	pw-plow supplies as listed	8,091.23	8,091.23
PP -	<b>Willis Kerr Contracting Ltd.</b> 128726	pw-EC-PW-24-03-Winter Sand	47,234.87	47,234.87
Total Proposed Payments:				387,749.84
			Total EFT:	387,749.84

Certified Correct This Friday, November 15, 2024

  
\_\_\_\_\_  
Jessica Crawford, Treasurer

  
\_\_\_\_\_  
Sean Nicholson, CAO

**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00194 to 2024-00194

Bank Code - PAD - Preauthorized Debit

**PROPOSED PAYMENTS**

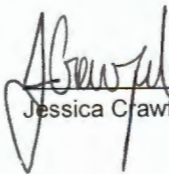
Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>Bell Canada</b>			
	657 4468 10-24	WTP Phone	138.95	
	925 5822 10-24	Sout Centre Johnstown	145.17	
	657 4606 10-24	Pittston Phone	150.92	
	657 3210 10-24	Cardinal Arena	154.92	
	657 4850 10-24	WWTP phone	196.95	
	657 3765 10-24	John St	383.16	
	543665566 10-24	Admin/Fd/PW Rec Internet	372.72	1,542.79
PP -	<b>Hydro One Networks Inc.</b>			
	84483 10-24	pw- Sophia St	7.64	
	53082 10-24	lagoon 2803 CR 21	36.71	
	24430 10-24	ball diamonds	366.73	
	27613 10-24	admin-townhall	530.87	
	32562 10-24	lagoon 4 Charles	38.71	
	41324 10-24	parcs-CR44 clock	48.94	
	05572 10-24	Adm-1416 Byers Road	26.49	1,056.09
PP -	<b>LBC Capital</b>			
	2767238	copier lease	183.06	183.06
PP -	<b>MuniSoft</b>			
	2024-25-02750	Adm-counter receipt paper	82.25	82.25
PP -	<b>Rideau St Lawrence</b>			
	119-01 10-24	ind park water	7,549.64	
	502-00 10-24	ball diamond Cardinal	35.39	
	496-00 10-24	wwtp-417 Hwy2	49.29	
	504-00 10-24	parcs 1800 Dundas	52.04	
	290-00 10-24	parcs-1700 Dundas	64.73	
	250-00 10-24	cardinal pool	99.99	
	501-00 10-24	fd stn 2	172.46	
	500-01 10-24	cardinal library	332.26	
	231-00 10-24	pw-4035 Dishaw	745.97	
	270-00 10-24	pw-cardinal streetlights	1,977.58	
	450-00 10-24	wtp-water tower	47.65	
	464-00 10-24	4000 John wwtp	6,344.05	
	505-01 10-24	cardinal arena	21,096.37	
	435-00 10-24	wwtp-172 Henry	184.20	
	370-00 10-24	wwtp-adelaide	338.08	
	430-00 10-24	wtp-87 Legion Way	1,991.06	41,080.76
PP -	<b>Royal Bank Visa</b>			
	8356 -10-24	D Grant - RBC Visa Oct 2024	1,814.10	
	8584 -10-24	M. Spencer Oct 2024	1,449.26	3,263.36
PP -	<b>Sun Life Financial</b>			
	Nov 2024	Monthly Premiums	27,546.98	27,546.98
PP -	<b>Superior Propane</b>			


**Township of Edwardsburgh/Cardinal**  
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**PROPOSED PAYMENTS**

Payment #	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		50831742	rec - 4050 Dishaw St	202.29	
		50831743	22 Sloan Street	115.60	
		50845569	Twp Office	1,543.22	
		50879345	rec - 4050 Dishaw St	85.59	
		50879346	22 Sloan Street	85.59	
		50937920	rec - 4050 Dishaw St	9.89	
		50968597	rec - 4050 Dishaw St	56.18	
		50968598	22 Sloan Street	112.38	2,210.74
<b>PP -</b>	<b>Telus Health (Canada) Ltd</b>				
		2238514	adm- telus health workshop	18.76	18.76
<b>PP -</b>	<b>Telus Mobility</b>				
		39265058 10-24	adm-Oct 2024 Business Phone Ac	2,040.98	2,040.98
<b>PP -</b>	<b>Township of Edwardsburgh/Cardi</b>				
		PP 19 2024	PP 19 2024 ADP Payroll Fee	719.63	
		PP 23 2024 PT/F	PP 23 2024 PT/FT Payroll	117,714.87	
		PP 11 2024 Coun	PP 11 2024- Council Payroll	6,188.45	124,622.95
<b>PP -</b>	<b>Union Gas Limited</b>				
		69531 2 10-24	4035 Dishaw St	33.61	
		72687 6 10-24	70 Adelaide St	44.69	
		72780 5 10-24	4035 Dishaw St	68.76	
		72598 5 10-24	Library -618 Cty Rd 2 Oct 2024	75.14	
		1619 4 10-24	24 sutton Dr	26.61	
		44787 6 10-24	87 Legion Way	293.57	
		44825 1 10-24	Rec - 4050 Dishaw -Card Arena	2,149.96	2,692.34
				<b>Total Proposed Payments:</b>	<b>206,341.06</b>
				<b>Total PAD:</b>	<b>206,341.06</b>

Certified Correct This Thursday, November 21, 2024

  
\_\_\_\_\_  
Jessica Crawford, Treasurer

  
\_\_\_\_\_  
Sean Nicholson, CAO

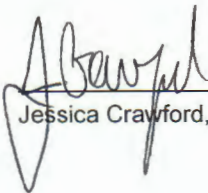
**Township of Edwardsburgh/Cardinal**  
**List of Accounts for Approval**  
Batch: 2024-00195 to 2024-00195


Bank Code - AP - REVENUE FUND

**PROPOSED PAYMENTS**

Payment #	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
PP -	<b>David S Grant</b> Oct 28, 2024	30 Years of Service Recognition	750.00	750.00
PP -	<b>Minister of Finance</b> 382810241315051 SC2019-29-10-24	Sep 2024 OPP billing Garnishment for October 2024	96,888.00 1,008.74	96,888.00 1,008.74
PP -	<b>Provincial Paving</b> 233 235 231	pw-Pittston Rd road cuts pw-Patching Arena/catch basins/bi pw-Patching - Water St/FD/Arena :	15,787.50 92,275.80 44,872.30	152,935.60
PP -	<b>Scissons, Ray</b> 587411	bldg-Building inspections Sep-Oct	2,064.50	2,064.50
			Total Proposed Payments:	<u>253,646.84</u>
			Total AP:	<u>253,646.84</u>

Certified Correct This Thursday, November 21, 2024

  
\_\_\_\_\_  
Jessica Crawford, Treasurer

  
\_\_\_\_\_  
Sean Nicholson, CAO

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2024-**

**“A BY-LAW TO AMEND BYLAW 2023-25 BEING A BYLAW TO GOVERN THE  
PROCEEDINGS OF COUNCIL AND COMMITTEES OF COUNCIL”**

**WHEREAS** pursuant to Subsection 238(2) of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, requires every municipality to pass a procedure by-law for governing the calling, place, and proceedings of meetings; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal passed Bylaw 2023-25, being a bylaw to govern the proceedings of Council and Committees of Council on March 27, 2023; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to amend Bylaw 2023-25 to replace the council agenda item Mayor’s Report with Member’s Report.

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

1. That Section 19 subsection 16, under “Council Agenda” of Bylaw 2023-25 is hereby amended by deleting the following:  
  
16. “Mayor’s Report”
2. That Section 19 subsection 16, under “Council Agenda” of Bylaw 2023-25 is hereby amended by adding the following:  
  
16. “Member’s Report”
3. That all other provisions of Bylaw 2023-25 shall remain in force and effect.
4. That this bylaw shall come into force and effect upon final passage.

Read a first and second time in open Council this 28 day of October, 2024.

Read a third and final time, passed, signed, and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**



**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2024-**

**“A BY-LAW TO AUTHORIZE THE MAYOR AND TREASURER TO EXECUTE A  
COMMERCIAL BANKING SERVICES AGREEMENT WITH THE ROYAL BANK OF  
CANADA”**

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 8(1) states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 8(2) states that in the event of ambiguity, the ambiguity shall be resolved so as to include, rather than exclude, municipal powers that existed before the Municipal Act, 2001 came into force; and

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 9 gives the municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal deems it advisable to enter into an agreement with the Royal Bank of Canada for renewal of commercial banking services, term to be five years commencing September 1, 2024;

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

1. The Mayor and Treasurer are hereby authorized to execute the Commercial Banking Services Agreement attached hereto as Schedule “A” on behalf of the Township of Edwardsburgh Cardinal, and it shall form part of this by-law.
2. That all other bylaws previously passed that are inconsistent with the provisions of this bylaw are hereby repealed.
3. That this by-law shall come into force and take effect upon passing.

Read a first and second time in open Council this 25 day of November, 2024.

Read a third and final time, passed, signed and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**



Royal Bank

Dena Heming  
Sr. Relationship Manager, Public Sector

Royal Bank of Canada  
90 Sparks Street  
Ottawa, Ontario, K1P 5B4  
705-313-2430

August 31, 2024

The Corporation of the Township of Edwardsburgh Cardinal  
18 Centre Street  
Spencerville, Ontario, K0E 1X0

Dear Sean Nicholson;

**Re: Negotiated Deposit Interest Rates and Service Fees**

Royal Bank of Canada (“RBC”) is currently providing the The Corporation of the Township of Edwardsburgh Cardinal (Township) the services listed in Schedules “A” and “B” attached. The current pricing and interest rates for these services expired on August 31, 2024.

RBC would be pleased to continue to provide these services for an additional 5 years, commencing on September 01, 2024 and ending on August 31, 2029.

Our proposal is based on your historical 12-month average account balances and levels of activity, as well as the expectation that these will continue.

Each of the Township and RBC has the right to terminate this agreement upon 90 days’ prior written notice to the other party. Termination shall not affect the rights, obligations, and/or remedies of each party hereto accrued to the date of termination notwithstanding the termination provision set out in the Schedule “A” Deposit Interest Agreement attached.

This agreement amends, terminates, and replaces all prior agreement(s) between RBC and the Township with respect to the pricing and rates of the services listed in Schedules “A” and “B” only. This agreement does not replace any agreement the Township may have with RBC with respect to any other subject matter which continue to apply. Any new services introduced during the proposed new term will be negotiated separately and will be considered supplemental hereto.

In addition to the services currently being used, we will continue to introduce alternative banking solutions to the Township that have the potential to further reduce administrative costs, improve efficiencies and minimize the risk of potential exposure to fraudulent activity.

We would like to thank you for choosing RBC to be your provider of banking services. We value your business and look forward to our continued relationship.

If you have any questions, do not hesitate to contact me.

Please provide your agreement to and acceptance of our offer by signing below and initialing Schedules "A" and "B". Return a copy of this agreement to RBC at the address set out above.

Yours truly,

Royal Bank of Canada

By: Dena Heming  
Sr. Relationship Manager, Public Sector

**Accepted and Agreed by:**

**THE CORPORATION OF THE TOWNSHIP  
OF EDWARDSBURGH CARDINAL**

Per: \_\_\_\_\_  
Name:  
Title:

Per: \_\_\_\_\_  
Name:  
Title:

Please note the information contained in this letter agreement is confidential information of RBC and you are not permitted to share it with any person without our prior written consent.

The Corporation of the Township of  
Edwardsburgh Cardinal

Effective September 01, 2024

**SCHEDULE "A"**  
**DEPOSIT INTEREST AGREEMENT**

**Deposit Interest Arrangement**

This interest arrangement applies to the following CAD Account(s):

Transit	Account
<u>04782</u>	<a href="#">1000116</a>
<u>04782</u>	<a href="#">1001189</a>
<u>04782</u>	<a href="#">1001981</a>
<u>04782</u>	<a href="#">1002427</a>
<u>04782</u>	<a href="#">1002450</a>
<u>04782</u>	<a href="#">1003292</a>
<u>04782</u>	<a href="#">1191519</a>

**Existing Arrangement**

The deposit interest arrangement calculates interest on the average monthly balance (AMB) in the Accounts, using the average Royal Bank Prime (RBP) as a reference rate. Interest is calculated on the interest-bearing balance at a rate of RBP -1.75%.

**New Arrangement**

The deposit interest arrangement calculates interest on the average monthly balance (AMB) in the Account, using the average Royal Bank Prime (RBP) as a reference rate. Interest is calculated on the interest-bearing balance at a rate of RBP -1.75% with a \$250,000 minimum balance on all accounts.

**Definitions**

"Account" means each current account, CAD or USD, referenced in this Schedule "A"

"Average Monthly Balance" or "AMB" is the average of the daily closing credit balances for the month.

"Interest Bearing Balance" or "IBB" is the gross balance less compensating balance and/or float if applicable.

"Royal Bank Prime" or "RBP" is the annual rate of interest announced by us from time to time as a reference rate then in effect for determining interest rates on Canadian Dollar commercial loans in Canada. The average RBP is determined each month by dividing the aggregate daily RBP for the month by the number of days in that month.

All interest rates herein are annual interest rates. All interest calculations herein are simple interest calculations.

## Terms and Conditions

For arrangements that use either the RBP, USBR or USTBR as a reference rate, interest is paid directly to your account on the second business day of each month, backdated to the first.

All reference rates are available upon request and are posted in our branch and/or on our website.

Unless otherwise expressly indicated herein, we may change the interest rate(s) indicated above, including, without limitation, any reference rate(s) used to calculate such interest rate(s), at any time by providing you with at least thirty (30) days' prior notice. We may also at any time, at our sole discretion and upon at least thirty (30) days' prior notice, charge interest on deposits to the Account(s).

Unless we agree otherwise in writing, you confirm and agree that funds deposited into the Account(s) are not being invested on behalf of any third party, and do not belong to and are not for the benefit of any third party ("Third Party Funds"). If we have not agreed in writing, you agree to advise us should any Third Party Funds be deposited into any Account and we reserve the right, at our discretion and without notice, to pay interest at a rate or rates different than the rate(s) indicated above, for such periods of time as we may choose at our discretion, on any Third Party Funds that are deposited into the Account(s).

You agree to advise us by (i) 10:00 a.m. Pacific Time if your Account is located in Pacific or Mountain time zones; or (ii) 11:00 a.m. Eastern Time if your Account is located in any other time zone, on the same business day of any fluctuations that would cause your end of day balance to increase or decrease by CAD/USD (based on currency of the Account) twenty-five million dollars (\$25,000,000.00) or more ("Fluctuations").

We reserve the right, at our discretion and without notice, to pay interest at a rate or rates different than the rate(s) indicated above, for such periods of time as we may choose at our discretion, on any funds that were deposited into the Account(s) as a result of Fluctuations, whether advised or not. Should it be necessary to use a different rate or rates, then the amount of interest to be paid will be determined by multiplying the revised rate or rates by the amount of funds that were deposited into the Account(s) as a result of the Fluctuations (or the amount of any remaining funds, if a portion of the funds have been withdrawn) for the number of days that such funds (or remaining funds) remain in the Account(s).

We reserve the right, at our discretion and without notice, to pay interest at a rate or rates different than the rate(s) indicated above on an amount equal to the difference between any funds that were withdrawn from the Account(s) as a result of unadvised Fluctuations and CAD/USD (based on currency of the Account) twenty-five million dollars (\$25,000,000.00) ("Difference"). Should it be necessary to use a different rate or rates, then the amount of interest to be paid on the Difference will be determined by multiplying the revised rate or rates by the amount equal to the Difference for one day.

We may at any time, at our discretion and without notice, refuse any deposit to any Account, impose a cap on the amount of funds in any Account, or refuse to process any instruction, Instrument, request, communication, or other document, for any reason in accordance with our policies, procedures, or guidelines.

This agreement is in addition to any other services we may have with you concerning the Account(s).

This agreement constitutes a service material or service agreement under the Master Client Agreement for Business Clients, Financial Services Agreement, or the Business Services Agreement, as applicable (each, a "Master Agreement") between you and us. All provisions of the Master Agreement apply to this agreement as if they were contained in this agreement, unless expressly excluded or modified herein. If

there is any inconsistency between the Master Agreement and this agreement, this agreement will prevail to the extent of any inconsistency for this deposit interest arrangement.

These arrangements commence on **September 01, 2024**, and supersede and replace any prior arrangements for the payment of interest on your Account(s). Unless otherwise expressly indicated herein, we may terminate or change any part of these arrangements at any time by providing you with notice at least thirty (30) days' prior to the effective date of termination or the change.

"We", "us", and "our" means Royal Bank of Canada. "You" and "your" means each account holder to whom this document is addressed. "We", "us", and "our" means Royal Bank of Canada. "You" and "your" means each account holder to whom this document is addressed.

Initials:

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**SCHEDULE "B"**

**BANKING SERVICE FEES**

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>CHEQUE-PRO</b>					
ACC # 64700591701 (04782 1191519)					
STANDARD PRODUCT FEE	1	\$35.00	\$35.00	\$35.00	\$35.00
<b>TOTAL CHEQUE-PRO</b>			<b>\$35.00</b>		<b>\$35.00</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>RBC EXPRESS</b>					
ACC # 64700591701 (04782 1191519 )					
AUTO DEPOSIT REGISTRATION	1				
ALERTS - SENT		\$0.00		\$0.00	
MOBILE - MONTHLY FEE		\$0.00		\$0.00	
NEW TOKEN FEE	1	\$50.00	\$50.00	\$50.00	\$50.00
SECURID TOKENS - MONTHLY FEE		\$5.00		\$5.00	
<b>TOTAL RBC EXPRESS</b>			<b>\$50.00</b>		<b>\$50.00</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>RBC EXPRESS WIRE PAYMENTS</b>					
ACC # 2006470059170 (04782 1191519 )					
MONTHLY FEE		\$60.00		\$60.00	
*PAY AS YOU GO		\$20.00		\$20.00	
PYMTS TO FI IN USA		\$16.00		\$16.00	
PYMTS TO FOREIGN FI		\$30.00		\$30.00	
PYMTS TO OTHER FI IN CANADA		\$16.00		\$16.00	
PYMTS TO RBC UNIT IN CAN		\$6.00		\$6.00	
PYMTS WITH NO IBAN		\$35.00		\$35.00	
RECALLS		\$50.00		\$50.00	
TRACE REQUEST INQUIRY		\$50.00		\$50.00	
<b>TOTAL RBC EXPRESS WIRE PYMTS</b>			<b>\$0.00</b>		<b>\$0.00</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>RBC EXPRESS CORE SERVICES</b>					
ACC # 64700591701 (04782 1191519)					
MONTHLY FEE - MLE		\$20.00		\$20.00	
MONTHLY FEE 1 USER- (FREE)		\$25.00		\$25.00	
MONTHLY FEE 2-5 USERS		\$25.00		\$25.00	
MONTHLY FEE 6 + USERS	1	\$25.00	\$25.00	\$25.00	\$25.00
ACCOUNTS OTHER FI		\$15.00		\$15.00	
ACCOUNTS RBC IN CANADA - (UPTO 5 FREE)	5	\$0.00	\$0.00	\$0.00	\$0.00
	3	\$5.00		\$5.00	
ACCOUNTS RBC IN USA - (UPTO 5 FREE)					
ACCOUNTS RBC INT'L - (UPTO 5 FREE)					
TRANSACTIONS OTHER FI					
TRANSACTIONS RBC CANADA - (UPTO 2499 FREE)	523				
TRANSACTIONS RBC INT'L - (UPTO 2500 FREE)					
TRANSACTIONS RBC USA - (UPTO 2500 FREE)					
ACBS LOANS - (UPTO 5 FREE)					
BILL PAYMENTS - (UPTO 10 FREE)	3				
CREDIT CARDS - (UPTO 5 FREE)	5	\$0.00	\$0.00	\$0.00	\$0.00
	8	\$2.00		\$2.00	
CREDIT LINES - (FREE)					
GIC'S - (FREE)	1				
IMAGED ITEMS - E-STATEMENTS - (FREE)	1				
IMAGED ITEMS HIGH VOLUME BDA					
IMAGED ITEMS PAPER STATEMENT					
LOANS - (UPTO 5 FREE)	2				
MLE BDA A/CTS - (UPTO 5 FREE) -SAME TIER OPT 2					
MORTGAGES - (FREE)					
NON OWNED BDA ACCOUNTS - (UPTO 25)					
NON OWNED BUSINESS LOANS - (UPTO 5 FREE)					
NON OWNED OTHER A/C TYPES - (UPTO 5 FREE)					
RBCX USER WITH SERVICE ACCESS - (FREE)	6				
RBCX USER WITHOUT ACCESS - (FREE)					
RETRIEVAL OF IMAGED ITEM	1				
STATEMENT IMAGE E-STATEMENT - (FREE)	26				
STATEMENT IMAGE-PAPER STMT		\$2.50		\$2.50	
STOP PAYMENTS	1	\$5.00	\$5.00	\$5.00	\$5.00
TRANSFERS FROM CREDIT CARDS - (FREE)					
TRANSFERS FROM CREDIT LINE - (FREE)					
TRANSFERS FROM DEPOSIT A/C - (UPTO 10 FREE)	4				
<b>TOTAL RBC EXPRESS CORE SERVICES</b>			<b>\$30.00</b>	<b>\$30.00</b>	<b>\$30.00</b>



ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>(PAP) - PERSONALLY APPROVED PAYMENTS (ACH DIRECT PAYMENT) (NG)</b>					
<b>(PC PAP) - PERSONALLY APPROVED PAYMENTS</b>					
ACC # 5910220000 (04782 1191519)					
ACCOUNT MAINTENANCE FEE	1	Waived		Waived	
BLOCKED FILES RECEIVED		Waived		Waived	
BULK MAINTENANCE REQUESTS		Waived		Waived	
BULK MAINTENANCE TRANSACTIONS		Waived		Waived	
CROSS BORDER MONTHLY FEE		\$10.00		\$10.00	
FILES RECEIVED	1	\$5.00	\$5.00	\$5.00	\$5.00
FILES SCHEDULED FOLLOW UP		Waived		Waived	
FILES UNSCHEDULED INPUT		Waived		Waived	
INVESTIGATIONS		Waived		Waived	
PYMTS ELECTRONIC (tiered)	787	\$0.08	\$62.96	\$0.08	\$62.96
PYMTS HELD-ERROR	1	Waived		Waived	
PYMTS MAINTENANCE BY BANK		Waived		Waived	
PYMTS MAINTENANCE BY CLIENT		Waived		Waived	
PYMTS SENT TO USA (tiered)		Waived		Waived	
RE-PRESENTED PAYMENTS	3	\$0.50	\$1.50	\$0.50	\$1.50
REPORT DATA FILES		Waived		Waived	
REPORT FORMATTED FILES	9	\$0.50	\$4.50	\$0.50	\$4.50
REPORT PAGES FAX LONG DIST OTHER		Waived		Waived	
REPORT PAGES FAX NORTH AMERICA		Waived		Waived	
REPORT PAGES PRINTED		Waived		Waived	
REPORTS OPTIONAL		Waived		Waived	
RETURNED PYMTS	5	\$0.75	\$3.75	\$0.75	\$3.75
RETURNED PYMTS MANUAL POSTING		\$0.75		\$0.75	
TEST RUNS		Waived		Waived	
<b>TOTAL P.A.P.</b>			<b>\$77.71</b>		<b>\$77.71</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>ONLINE TAX FILING (PAY FILING)</b>					
ACC # 3083037 (04782 1191519)					
BILL PAYMENTS	4				
over 4-99999999					
Total					
GOVERNMENT TAX FILINGS	11	\$2.00	\$22.00	\$2.00	\$22.00
SAME CREDITOR PAYMENTS		\$0.15		\$0.15	
<b>TOTAL ONLINE TAX FILING (PAY FILING)</b>			<b>\$22.00</b>		<b>\$22.00</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>PAYMENT DISTRIBUTION SERVICE (PDS) (ACH DIRECT DEPOSIT) (NG)</b>					
PC - PAYMENT DISTRIBUTION SERVICES (PDS)					
ACC # 1645430000, 3253910000, 8368310000 (04782 1191519 )					
ACCOUNT MAINTENANCE FEE	3	Waived		Waived	
BLOCKED FILES RECEIVED	1	Waived		Waived	
BLOCKED FILES RECEIVED-PAYG		Waived		Waived	
BULK MAINTENANCE REQUESTS		Waived		Waived	
BULK MAINTENANCE TRANSACTIONS		Waived		Waived	
CROSS BORDER MONTHLY FEE		\$10.00		\$10.00	
FILES RECEIVED	8	\$5.00	\$40.00	\$5.00	\$40.00
FILES SCHEDULED FOLLOW-UP		Waived		Waived	
FILES UNSCHEDULED INPUT		Waived		Waived	
INVESTIGATIONS		Waived		Waived	
PYMTS ELECTRONIC-PAYG	21	Waived		Waived	
PAYMENTS ELECTRONIC (tiered)	344	\$0.08	\$27.52	\$0.08	\$27.52
PYMTS HELD-ERROR	26	Waived		Waived	
PYMTS MAINTENANCE BY BANK	1	Waived		Waived	
PYMTS MAINTENANCE BY CLIENT	4	Waived		Waived	
PYMTS SENT TO USA (tiered)		Waived		Waived	
REPORT DATA FILES		Waived		Waived	
REPORT FORMATTED FILES	31	Waived		Waived	
REPORT PAGES FAX LONG DIST OTHER		Waived		Waived	
REPORT PAGES FAX NORTH AMERICA		Waived		Waived	
REPORT PAGES PRINTED		Waived		Waived	
REPORTS OPTIONAL		Waived		Waived	
REPORTS OPTIONAL - PAYG		Waived		Waived	
RETURNED PYMTS	1	Waived		Waived	
RETURNED PYMTS MANUAL POSTING		Waived		Waived	
TEST RUNS	1	Waived		Waived	
<b>TOTAL PDS</b>			<b>\$67.52</b>		<b>\$67.52</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>CORPORATE CREDITOR SERVICE</b>					
ACC # 10418, 01082 (04782 1191519 )					
BILL PAYMENTS	160	\$0.065	\$10.40	\$0.065	\$10.40
MAINTENANCE FEE - TYPE 1	1	\$15.00	\$15.00	\$15.00	\$15.00
REPORTS	19	\$1.25	\$23.75	\$1.25	\$23.75
<b>TOTAL CORPORATE CREDITOR SERVICE</b>			<b>\$49.15</b>		<b>\$49.15</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>CURRENT ACCOUNT SERVICES USD (NG)</b>					
ACC # 04782 4001020					
# ELECTRONIC DEBITS	1	Waived		Waived	
# ELECTRONIC DEPOSITS/CREDIT	2	Waived		Waived	
# REGULAR CHEQUES/DEBITS	1	Waived		Waived	
# REGULAR DEPOSITS/CREDITS		Waived		Waived	
# ITEMS ON DEPOSIT		Waived		Waived	
AMT OF CASH DEP-ATM		Waived		Waived	
AMT OF CASH DEP-IN BRANCH		Waived		Waived	
AMT OF CASH DEP-NIGHT DEPOSIT		Waived		Waived	
# CHEQUES CERTIFIED		Waived		Waived	
# DEBIT TRANSFERS AUTO		Waived		Waived	
# DUPLICATE STATEMENTS		Waived		Waived	
# E-STATEMENT RETRIEVAL		\$2.50		\$2.50	
# INTERIM STATEMENTS		Waived		Waived	
# ITEMS DEPOSITED RTD		Waived		Waived	
# MANUAL TRANSFERS		Waived		Waived	
# OL BKG ARCHIVE ITEMS		Waived		Waived	
# OL BKG COPY ITEMS		Waived		Waived	
# PAPER STATEMENTS WITH IMAGES		Waived		Waived	
# PAPER STATEMENTS WITHOUT IMAGES		Waived		Waived	
# REPRINT STATEMENT		\$5.00		\$5.00	
# STOP PAYMENT ORDERS - ASSISTED		\$5.00		\$5.00	
# STOP PAYMENT ORDERS - SELF SERVE		\$5.00		\$5.00	
# TRACE ARCHIVE ITEMS		Waived		Waived	
# TRACE ITEMS		Waived		Waived	
<b>TOTAL CURRENT ACCOUNT USD</b>			<b>\$0.00</b>		<b>\$0.00</b>

ACCOUNTS AND SERVICES	MONTHLY VOLUME	CURRENT PRICE	CURRENT TOTAL	PROPOSED PRICE	PROPOSED TOTAL
<b>USD PAR CROSSING</b>					
ACC # 04782 4001020					
MONTHLY PER ACCOUNT	1	Waived		Waived	
<b>TOTAL USD PAR CROSSING</b>			<b>\$0.00</b>		<b>\$0.00</b>

Initials: 

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**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2024-**

**“A BY-LAW TO ADOPT THE EMERGENCY RESPONSE PLAN FOR THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL”**

**WHEREAS** Section 2.1 (1) of the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9, as amended (“the Act”) requires every municipality to develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program; and

**WHEREAS** Section 3(1) of the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9, as amended (“the Act”) requires the Council of a municipality to establish an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan; and

**WHEREAS** the Act requires that every municipality submit a copy of the emergency plans and of any revisions to their emergency plans to the Chief, Emergency Management Ontario, and shall ensure that the Chief, Emergency Management Ontario has, at any time, the most current version of their emergency plans;

**WHEREAS** Municipal Council deems it expedient and necessary to adopt an Emergency Response Plan;

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

1. That Schedule "A", attached hereto, being the Emergency Plan for the Township of Edwardsburgh Cardinal, pursuant to Section 3 of the Emergency Management and Civil Protection Act, R.S.O., 1990, Ch. E9, as amended, shall form part of this By-law;
2. That the Community Emergency Management Coordinator is hereby authorized by Council to update, make corrections and/or amendments at any time to any information contained in the Township of Edwardsburgh Cardinal Emergency Plan Appendices on a required basis to maintain the intent of the plan; and the Community Emergency Management Coordinator shall provide a copy of all changes to the Emergency Management Program Committee;
3. That all other by-laws previously passed that are inconsistent with the provisions of this by-law are hereby repealed.
4. That this by-law shall come into force and take effect on the date of passing.

Read a first and second time in open Council this 25 day of November, 2024.

Read a third and final time, passed, signed and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**

## Emergency Response Plan

Reviewed November 25, 2024

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The following appendices are not included in the public Emergency Plan due to the sensitive nature of the information.

- Appendix 1 EOC Locations, Layout and Set Up Guide
- Appendix 2 Emergency Notification System and Contacts
- Appendix 3 Support Services Directory
- Appendix 4 Critical Infrastructure
- Appendix 5 Hazard Information Sheets
- Appendix 6 Maps and Reference Materials

### 1.0 Emergency Quick Reference Guide

- Upon the arrival of three or more members, the Municipal Emergency Control Group (MECG) may initiate its function.
- Ensure that all Community Departments have been notified and either activated or placed on standby. Each MECG member is responsible for their own department.
- The Mayor must inform the Province of Ontario that the **Township of Edwardsburgh Cardinal** has declared an emergency, and specifies the nature of the emergency situation. The provision of a return contact number is required for communications purposes. The call is made to the Office of the Fire Marshal and Emergency Management.

The number to use for this purpose is:      **(416) 314-0472 or 1-866-314-0472**  
Fax:    (416) 314-0474

- Turn to individual responsibilities within the plan. Provide input and assistance as required.
- Each member of the MECG will report and respond to immediate needs in accordance with the Operations Cycle format.



### 1.1 Introduction

This Plan has been prepared to provide key officials, agencies and departments within the Township of Edwardsburgh Cardinal with a general guideline to initiate response to an emergency, and an overview of their responsibilities during an emergency.

All concerned should be aware of the Plan's provisions and every official, agency and department should be prepared to carry out their assigned functions and responsibilities.

*The Emergency Management and Civil Protection Act, 2009* is the legal authority for this plan and is also included as a specific Township by-law. It states that the Head of Council may declare that an emergency exists in the community, or any part thereof, and may take such action and may make such orders as he/she considers necessary, and are not contrary to law, to implement the emergency plan of the community and to protect property and the health, safety, and welfare of the inhabitants of the emergency area.

Emergencies are defined as *situations or the threat of impending situations that could abnormally affect property, and the health, safety and welfare of the community, which would require a coordinated response by a number of agencies (including those outside the community), under the direction of the Community Control Group*. These responses would be distinct from normal responses from first response agencies.

The four components of emergency management are as follows:

- **Mitigation/Prevention:** Eliminating or reducing the degree of long-term risk to human life and property from natural, technological and human-caused hazards. Preventive measures include relevant legislation, regulations, codes, and hazard reviews.
- **Preparedness:** Developing operational capabilities for an effective response prior to an emergency. Preparedness measures include plans, training, exercises and public education.
- **Response:** Taking immediate action before, during and after an emergency to save lives, minimize damage to property and enhance recovery. Response measures include activating emergency plans and providing staff and additional resources.
- **Recovery:** Restoring critical public safety systems and essential services to minimum operating levels following an emergency. Recovery measures include damage assessment, counseling, debris clearance, infrastructure renewal and decontamination.

Emergencies that might affect Edwardsburgh Cardinal are (and not restricted to) **major fires; dangerous goods fume releases; snow/ice storms; explosions; flooding; public health emergencies; road/rail/shipping crashes; flammable gas leaks; utility outages; building**

## Section 1 – Administration

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**or structural collapse; adverse environmental incidents; forest fires; an agricultural emergency; or a combination of any of the above.**

This emergency plan will focus on the components **Preparedness, Response and Recovery.**

### **1.2 Aim**

The Aim of this plan is to protect the health, safety, welfare and property of our citizens from the effects of a natural, technological or human caused emergency.

### 1.3 Authority

This Plan has been developed and will be implemented in accordance with the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9 detailed in **Section 4**, which is the Provincial statute under which all emergency management activities are conducted in the Province of Ontario.

Our Emergency Management By-law is the local authority for this plan and related activities. The By-law is itself **Section 5** of this Emergency Plan.

### 1.4 Glossary of Terms

**Community Emergency Management Coordinator (CEMC)** Is the individual responsible for the coordination of all operations within the Emergency Operations Centre.

**Emergency** is defined as a situation caused by a natural, accidental, or intentional act, or otherwise that constitutes an actual or impending danger to life or property.

**Emergency Information Officer (EIO)** is the individual responsible for internal and external communications related to the emergency.

**Emergency Management Program Committee (EMPC)** is a group of people brought together to ensure the risks and hazards of a community are identified and plans are put in place to either mitigate or eliminate said hazards.

**Emergency Operations Centre (EOC)** is the structure/facility wherein the Control Group conducts its emergency management functions. There is a primary and secondary EOC identified to ensure operational viability.

**Evacuation Centre** is a facility set up to provide emergency shelter, food, recreation and basic requirements to a group of people who have been evacuated from an area as a result of an emergency.

**Information Centre** is a facility set up to brief and inform the media.

**Municipal Emergency Control Group (MECG)** is the group responsible for managing the emergency situation on a community wide basis. The membership, as detailed in the plan, consists of all key decision makers and officials who have the authority to direct or coordinate human and material resources within the community.

**Provincial Emergency Operations Centre (PEOC)** constantly monitors evolving situations inside and outside of Ontario. This ensures key decision makers and [provincial resources](#) are able to respond to evolving situations as quickly as possible. The key function of the PEOC is to coordinate Ontario Government response to major emergencies. This includes providing municipalities and First Nations with a single point of contact for provincial assistance in times of crisis.

**Reception Centre** is a facility which is set up for the purpose of receiving evacuees, providing refreshments and temporary shelter. Its primary purpose is to register evacuees and if necessary direct them to an evacuation centre as required.

### 1.5 Plan Maintenance

The Plan was established in 2004 and it is essential that it be kept current and viable by adherence to a maintenance schedule. It was totally revised and updated in 2009. Responsibility for the plan being kept up to date rests with the Community Emergency Management Coordinator who may delegate tasks accordingly. The plan was reviewed in its entirety on:

- August 17, 2017
- September 16, 2019
- November 25, 2024

The emergency telephone numbers will be reviewed on an annual basis.

The notification system will be tested monthly, advising the members within the notification using the words “This is a test.”

The plan will be exercised once every year as a minimum requirement.

The Municipal Emergency Control Group and Support Staff shall receive training and participate in an exercise once every year as a minimum requirement.

The Support Services Directory should be updated annually.

The Community Emergency Management Coordinator will determine the schedule under which the maintenance activities will be performed.

### 1.6 Distribution List

#### **Microsoft Teams**

A copy of the full Emergency Plan, with appendices, shall be shared with the MCEG and EMPC through the Emergency Management Teams Group. The following members and their designated alternates will have access to this group:

- CAO
- CEMC
- Director of Operations
- Emergency Information Officer
- Fire Chief
- Facilities Manager
- Fire Chief
- Mayor
- Treasurer

#### **Print**

Copies of the full Emergency Plan, with appendices, shall be made and kept at the following locations:

- Primary Emergency Operations Centre (5 copies)
- Alternate Emergency Operations Centre (5 copies)

#### **Email**

A copy of the full Emergency Plan, with appendices, shall be shared by email with the following agencies/positions:

- Fire Dispatch
- OPP Police, Grenville Detachment
- Port of Johnstown General Manager
- Medical Officer of Health
- UCLG Manager of Social Services
- UCLG Emergency Management Coordinator

#### **Emergency Management Ontario**

A copy of the full Emergency Plan, with appendices, shall be shared through emergencymanagementontario.ca portal as part of the Township's annual compliance documentation.

#### **Website:**

A copy of the Emergency Plan shall be shared with the public through the Township's website, [twpec.ca](http://twpec.ca). The following businesses/persons shall be notified when an updated plan has been shared:

- All members of Council
- All municipal staff

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**1.7 Emergency Response Plan Amendments**

<b>Amendment</b>	<b>Date of Amendment</b>	<b>Date Entered</b>	<b>Entered By</b>
Administrative and formatting changes throughout.	November 11, 2024	November 25, 2024	WVK
Administrative changes throughout for clarity and updates to contacts within appendices.	December 4, 2023	December 6, 2023	WVK
Sec. 1.6: removed some parties from distribution list, added Purplefarm Genetics	November 10, 2020	November 18, 2020	WVK
Sec. 5: Update to current bylaw 2020-20	November 10, 2020	November 18, 2020	WVK
Sec. 9: Increase frequency and consequence of Human Health Emergency on Risk Assessment Grid	November 10, 2020	November 18, 2020	WVK
Appendix 1: Word change for clarification	November 10, 2020	November 18, 2020	WVK
Appendix 2: Some phone and staff changes	November 10, 2020	November 18, 2020	WVK
Appendix 3: Some phone and staff changes	November 10, 2020	November 18, 2020	WVK
Appendix 4: Included some additional Infrastructure	November 10, 2020	November 18, 2020	WVK
Appendix 5: Updated Hazard sheet to include covid-19 pandemic	November 10, 2020	November 18, 2020	WVK



## Section 1 – Administration

<b>Amendment</b>	<b>Date of Amendment</b>	<b>Date Entered</b>	<b>Entered By</b>
All Sections and Appendices: Added footer with review date	September 16, 2019	November 6, 2019	WVK
All Sections and Appendices: replace “CCG” with “CEMC”	September 16, 2019	November 6, 2019	WVK
Section 1.3: Update to reference current by-law	September 16, 2019	November 6, 2019	WVK
Section 1.4: Added terms for CEMC, PEOC, EIO, EMPC	September 16, 2019	November 6, 2019	WVK
Section 1.6: Added CREWS to distribution list	September 16, 2019	November 6, 2019	WVK
Section 2: Minor edits	September 16, 2019	November 6, 2019	WVK
Section 3.1: Expanded information regarding UCLG’s support	September 16, 2019	October 15, 2019	KS
Section 4: Updated to e-laws currency date from July 1, 2019	September 16, 2019	November 6, 2019	WVK
Section 5: Update to current by-law 2019-40	September 16, 2019	November 6, 2019	WVK
Section 7(a): Minor edits	September 16, 2019	November 6, 2019	WVK
Section 9: Increase frequency and severity of cyber attack, drinking water emergency and transportation – Haz-Mat	September 16, 2019	October 15, 2019	KS

## Section 1 – Administration

<b>Amendment</b>	<b>Date of Amendment</b>	<b>Date Entered</b>	<b>Entered By</b>
Appendix 1: Minor updates	September 16, 2019	November 6, 2019	WVK
Appendix 2 & 3: Some phone and staff changes	September 16, 2019	November 6, 2019	WVK
Appendix 4: Removed outdated infrastructure and included transportation	September 16, 2019	October 15, 2019	KS
Appendix 5: Increase frequency and severity of cyber attack, drinking water emergency and transportation – Haz-Mat	September 16, 2019	November 6, 2019	WVK
Sec 1: Updated some information	August 17, 2017	October 10, 2017	SM
Sec 2: Updated CCG list & duties	August 17, 2017	October 10, 2017	SM
Sec 3: Added support organizations	August 17, 2017	October 10, 2017	SM
Sec. 9 Complete update of HIRA	August 17, 2017	November 2017	SM
Appendix 5: Complete review and update of hira	August 17, 2017	November 2017	SM
Appendix 5. Reviewed and updated all Hazards. Added Giant Tiger	July 13, 2016	November 24, 2016	SD
Appendix 2 & 3 Updated various phone numbers	July 13, 2016	November 24, 2016	SD
Appendix 1. Merged with appendix 5	July 13, 2016	November 24, 2016	SD
Section 10. Updated to current disaster recovery assistance program	July 13, 2016	November 24, 2016	SD

## Section 1 – Administration

<b>Amendment</b>	<b>Date of Amendment</b>	<b>Date Entered</b>	<b>Entered By</b>
Sec 7. Added Declaration of emergency Checklist, edited declaration of emergency form	July 13, 2016	November 24, 2016	SD
Sec 5. Added Terms of Reference for ECG	July 13, 2016	November 24, 2016	SD
Sec 3. Rearranged sections and merged School Boards and Red Cross	July 13, 2016	November 24, 2016	SD
Sec 2: Environmental Services Responsibilities and Public Work Responsibilities merged into Director of Operations Responsibilities. Other minor edits	July 13, 2016	November 24, 2016	SD
Sec 1: Minor edits made	July 13, 2016	November 24, 2016	SD
Sec 4: Location removed.	August 12, 2015	Oct 6, 2015	SD
Sec 2.15: Location removed from item b	August 12, 2015	Oct 6, 2015	SD
Sec 2.7, 2.9 and 2.10: Representative changed to Responsibilities	August 12, 2015	Oct 6, 2015	SD
Sec 2.8: Emergency Site Commander changed to Incident Manager	August 12, 2015	Oct 6, 2015	SD
Sec 2.1: EOC Locations removed from plan and added to appendix	August 12, 2015	Oct 6, 2015	SD
Sec. 1.6: added Bob Claire and Co. (Grenville Craft Beverages)	August 12, 2015	Oct 6, 2015	SD

### 2.0 Municipal Emergency Control Group (MECG)

The Municipal Emergency Control Group is the group that is responsible for the direction and control of the overall emergency response within the community. The MECG ensures the provision of the essential services necessary to minimize the effects of an emergency on the community.

The MECG is made up of the following members;

CEMC  
Mayor  
Fire Chief  
Director of Operations  
Treasurer  
Parks, Recreation and Facilities Manager  
Emergency Information Officer  
CAO

The CEMC may authorize other resources (personnel, departments or external organizations) to be involved during the MECG meetings, training or exercises to serve as subject matter experts, as the situation requires.

#### Implementation

Any member of the Municipal Emergency Control Group may request, through the CEMC, that the Emergency Plan be implemented.

It is the responsibility of the agency that is first at the scene of an emergency to decide whether the emergency plan should be implemented. If the size or seriousness of the emergency is beyond the capability or responsibility of that agency, then the Emergency Plan will be activated. The Emergency Plan may be implemented in whole, or in part, based on conditions at the site or severity of the situation.

The CEMC will immediately notify the Mayor and other members of the MECG. Notification lists and procedures are located in **Appendix 2**.

### 2.1 Emergency Operations Centre Procedures (EOC)

The Township has a dedicated Primary EOC Location as well as a Secondary EOC Location prepared for use in case of emergency (**Appendix 1**). During the notification process, direction as to which location members of the MECG will report to will be given. For example, members will be told that this is emergency plan activation and that they should report to the primary EOC immediately. The primary and secondary locations are geographically separated so that if one or the other is endangered or rendered non-functional as a result of the emergency situation the other should be safe and operational.

Upon receiving notification the CEMC will contact the administrative staff who have been assigned the task of setting up the EOC. The EOC will be set up and operational within one hour of activation.

Upon arrival at the EOC, each MECG member/designate will;

- a. Sign In
- b. Check telephone/communications devices.
- c. Open personal log.
- d. Contact their own agency and obtain a status report.
- e. Participate in the initial briefing.
- f. Participate in planning initial response/decision making process.
- g. Pass MECG decisions on to member's agencies/areas of responsibility.
- h. Continue participation in the EOC Operations Cycle.

Upon leaving the EOC, each MECG member will;

- a. Conduct a hand over with the person relieving them.
- b. Sign out on the location board indicating where they can be reached.

Once the initial response is established, routines are put into place by the CEMC. The MECG functions most efficiently on a system known as an Operations Cycle.

### 2.2 Operations Cycle

An operations cycle is how the MCEG manages overall emergency operations. MCEG members will come together usually around a planning board or map at which time they will in turn report their agencies' status to the Mayor and CEMC. It is essential that every member, covering each area of responsibility, be heard from during this process. The MCEG is a team, and the actions taken by one, or the lack of action by one, may have a significant impact upon operations.

The round table discussion should include problems, questions, resources requests and any other relevant information so that timely informed decisions can be made as a group. Once the meeting is completed, the members should contact their agencies and pass on any relevant information or directives that come out of the MCEG meeting. The frequencies of the meetings are determined by the CEMC in conjunction with the Mayor, but should reflect the pace of the emergency and occur on a scheduled basis which may be adjusted accordingly.

During the period after the meeting and dissemination of information, members will be in the process of gathering information and preparing for the next scheduled meeting. MCEG members use this time to follow up and ensure MCEG decisions are being implemented. Each member is responsible for informing their respective agency of the schedule for MCEG meetings. No calls are to interrupt the proceedings. All calls must occur prior to or after the formal meetings of the MCEG.

It is essential that the EOC is comfortable, has good communications and is secure from unnecessary distractions. Only MCEG members and EOC support staff should have access to the EOC. No media are allowed into the EOC, nor is anyone who has not been authorized by the CEMC.

### 2.3 Municipal Emergency Control Group Responsibilities and Procedures

The MCEG is responsible for the following:

1. Implementing the Emergency Plan in whole or in part to respond to an impending, potential, or existing emergency.
2. Coordination and direction of community resources used to mitigate the effects of an emergency.
3. Ensuring that the composition of the MCEG is appropriate to mitigate the effects of a given emergency situation, by determining which, if any, ad-hoc members are required.
4. Advising the Mayor regarding requests for assistance from the Province, and the Federal Government.
5. Ensuring the provision of essential resources and services to support emergency response activities.
6. Coordination of services provided by outside agencies.
7. Confirming an **Incident Commander**.
8. Ensuring that the Emergency Information Officer is kept informed and up to date to facilitate the information flow to the media and the public.
9. Coordinating the evacuation of citizens who may be in danger.
10. Discontinuing utilities or services provided by public or private concerns, ie. Hydro, water, gas, closing businesses.
11. Appeals for volunteers.
12. Establishment of advisory subcommittees to work on specific problem areas related to the emergency, as required.
13. Authorization of expenditures during the emergency; provision for cost accounting and facilitation of cost recovery.

## Section 2 – Emergency Operations

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14. Maintenance of an operational log detailing the group's decisions and activities
15. Deactivating the plan and notifying all of those who had been notified of its activation.
16. Conducting and participating in a debriefing, generating a post-emergency report and implementing recommendations for improvement of the emergency response plan.



### 2.4 Mayor Responsibilities

The responsibilities of the Mayor or alternate are:

- a. Declaration of an Emergency.
- b. Termination of an Emergency.
- c. Notifying the Province of Ontario of the declaration of emergency, and termination of the emergency (*contact made through PEOC*).
- d. Ensuring Council is advised of the declaration and termination of an emergency and is kept informed of the emergency operational situation.
- e. Ensuring that the local MPP and MP, neighboring municipalities and the County are advised of the declaration and termination and kept informed of the emergency situation.
- f. Approving all major announcements and media releases prepared by the Emergency Information Officer, in conjunction with the CEMC and MCEG.
- g. Maintain a personal log.

### 2.5 Community Emergency Management Coordinator

The CEMC is responsible for:

- a. Activating the emergency notification system.
- b. Coordinating all operations within the Emergency Operations Centre, including set up of EOC and the scheduling of regular meetings.
- c. Chair meetings of the Municipal Emergency Control Group.
- d. Advising the head of council on policies and procedures as appropriate.
- e. Approving, in conjunction with the head of council, major announcements and media releases prepared by the Emergency Information Officer, in conjunction with the MCEG.
- f. Ensuring that a communication link is established between the MCEG and the Incident Commander.
- g. Calling out additional staff as required.
- h. Ensuring a resolution for natural disaster relief is submitted to the Ministry of Municipal Affairs and Housing within the time frame required by legislations.
- i. Maintaining a log.

### 2.6 Fire Department Responsibilities

The Fire Department Representative is responsible for:

- a. Activating the emergency notification system.
- b. Providing the MCEG with the information and advice on fire fighting and rescue matters.
- c. Establishing an ongoing communications link with the senior fire official at the scene of the emergency.
- d. Initiating Mutual Aid as required.
- e. Determining if additional or specialized equipment is required ie. Protective suits etc.
- f. Coordinating or providing assistance with, rescue, first aid, casualty collection, evacuation etc.
- g. Providing an Emergency Incident Commander, as required.
- h. Maintain a log.

### 2.7 Emergency Incident Commander Responsibilities

The Emergency Incident Commander is responsible for:

- a. Activating the emergency notification system through the CEMC.
- b. All activities within the inner and outer perimeter of the emergency.
- c. Co-ordination of all emergency response activities within the emergency area.
- d. Ensuring that the inner and outer perimeters are established around the emergency area and access routes are identified and controlled.
- e. Establishing objectives, priorities, and plans of action in dealing with the emergency.
- f. Ensuring the MECG is kept informed of all response activities.
- g. Identifying the need for extraordinary resources in conjunction with other response agencies and arrange for their delivery.
- h. In conjunction with the Emergency Information Officer, and where appropriate, arrange for media emergency site briefings and tours.
- i. Arrange for back-up personnel.
- j. Location of the Emergency Command Post(s).
- k. Maintain a log.

### 2.8 Director of Operations Responsibilities

The Director of Operations is responsible for Public Works and Environmental Services Responsibilities as follows:

- a. Activating the emergency notification system through the CEMC.
- b. Liaison with senior public works officials from neighboring municipalities to ensure a coordinated public works response.
- c. Providing the MCEG with information and advice on engineering and transportation matters.
- d. Maintenance of sanitary sewage, water, and electrical supply system.
- e. Arrange for engineering assistance.
- f. Construction, maintenance and repair of municipal roads.
- g. Arranging for the provision of vehicles and equipment for transportation, evacuation, trucking, pumping, excavation, heavy lifting, road barricades, flood control, environmental and other such activities.
- h. Liaison with the Fire Chief for emergency water supply for firefighting purposes.
- i. Provision of potable water, sanitation facilities and such services as directed by the Medical Officer of Health.
- j. Discontinuing any public works services or utilities to any consumer, as required, and the restoration of same when appropriate.
- k. Liaison with the public utilities service representative to disconnect any hazards and/or to arrange for the provision of alternate services.
- l. Maintaining liaison with flood control, conservation, and environmental agencies and being prepared to take preventative action, as required.
- m. Provide an Emergency Incident Commander, as required.
- n. Arrange for structural inspections, as required.
- o. Arrange for back-up personnel.
- p. Maintain a log.

### **2.9 Parks, Recreation and Facilities Responsibilities**

The Parks, Recreation and Facilities Representative is responsible for:

- a. Activating the emergency notification system through the CEMC.
- b. Notifying municipal staff as required.
- c. Arranging for the provision of transportation, equipment and upon the request of the MCEG, the evacuation of persons in the township, considered to be in danger.
- d. Key contact for building access and maintenance.
- e. Provision of tech and telecommunication support.
- f. Liaison with the United Counties of Leeds Grenville personnel.
- g. Maintain a log.

### **2.10 Treasurer Responsibilities**

The Treasurer is responsible for:

- a. Documentation of expenditures, accounts payable and receivable.
- b. Advice regarding all financial aspects of the emergency.
- c. Responsible for tracking all costs associated with the incident.
- d. Coordination of application for disaster relief funds through the Ministry of Municipal Affairs.
- e. Plans for costs recovery.
- f. Maintain a log.

### **2.11 Emergency Information Officer Responsibilities**

The Emergency Information Officer is responsible for:

- a. Notifying municipal staff, as required.
- b. Ensuring that the Information Centre is set up and operational at a location to be determined.
- c. Initial and subsequent media releases, subject to approval by the Mayor, CEMC and the Emergency Incident Commander.
- d. Establish and maintain linkages with provincial, county and industry media officials as appropriate.
- e. Coordinate interviews and media conferences.
- f. Ensuring set up and staffing of public inquiry lines.
- g. Coordination of public inquiries.
- h. Monitoring news coverage.
- i. Maintaining copies of all media releases.
- j. Maintain a personal log.





### **3.0 Legal Advisor**

The Township's Legal Advisor may provide the following support:

- a. Provide legal opinions and advice to the MECG as required
- b. Provide legal representation as required.

### 3.1 The United Counties of Leeds and Grenville

The United Counties of Leeds and Grenville may provide the following support through various departments:

**a. Social Services**

Utilizing the below support agencies, the Social Services department has the responsibility of Emergency Social Services, including; lodging, clothing, food, registration and psycho-social supports.

**Boards of Education**

- Provide schools for reception centres.
- Provide schools for evacuation centres.
- Provide liaison with Counties of Leeds and Grenville Social Services and the CCG.

**Canadian Red Cross**

- Upon receiving notification, activate the local Red Cross Emergency Response Plan
- Provide support to the emergency response
- Provide registration and inquiry services if required
- Liaise with Regional Red Cross to access additional resources (i.e. Emergency Response Team)
- Establish and maintain contact with the Director, Social Services in the EOC to coordinate activities

**b. EMS/Ambulance Support**

Paramedic Services is responsible for the Emergency Medical needs of the event. They will liaise with the Ministry of Health and Long term Care as well as the Medical Officer of Health to ensure critical care for the scene is achieved.

**c. Roads Department**

The Roads department shall support the lower tier Roads Departments and maintain the County Road System during an emergency.

**d. GIS Department**

The GIS department will provide support in the form of mapping and layering for the emergency area.

All services attending from the Upper Tier or in support of the Upper Tier shall maintain their own logs.

### 3.2 Ontario Provincial Police Representative

The OPP Police Representative is responsible for:

- a. Activating the emergency notification system.
- b. Establishing and maintaining ongoing communications with the senior police at the emergency site.
- c. The provision of traffic control to facilitate the movement of emergency Vehicles.
- d. Co-ordination of evacuation routes.
- e. Liaison with Social Services regarding security of reception/evacuation centres.
- f. The protection of life and property and the provision of law and order.
- g. The provision of police services in evacuation centres, morgues, and other facilities as required.
- h. Coordinating or providing assistance with, rescue, first aid, casualty collection, evacuation etc.
- i. Notifying the coroner of fatalities.
- j. Liaison with external police agencies, as required.
- k. Providing an Emergency Incident Commander, as required.
- l. Maintaining a log.

### 3.3 Medical Officer of Health

The Medical Officer of Health or alternate is responsible for:

- a. Acting as a coordinating link for all emergency health services at the MECG.
- b. Liaison with the Ontario Ministry of Health, Public Health Branch.
- c. Liaison with the ambulance service representatives.
- d. Liaison with the Community Care Access Centre representative.
- e. Providing advice on any matters that may adversely affect public health.
- f. Providing authoritative instructions on health and safety matters to the public through the Public Information Officer.
- g. Coordinating the response to disease related emergencies or anticipated emergencies such as epidemics, according to Ministry of Health policies.
- h. Ensuring liaison with voluntary and private agencies, as required, for augmenting and coordinating public health resources.
- i. Ensuring coordination of all efforts to prevent and control the spread of disease during an emergency.
- j. Ensuring the safety of drinking water in conjunction with the Environmental Services representative.
- k. Liaison with the senior social services representative regarding health services in evacuee centres.
- l. Maintain a log.

## **4.0 Emergency Management and Civil Protection Act**

The Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9 shall be attached to this section and form part of the Emergency Plan.

Section 4 – Emergency Management and Civil Protection Act, 1990

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# Emergency Management and Civil Protection Act

R.S.O. 1990, CHAPTER E.9

**Historical version for the period April 14, 2022 to April 20, 2022.**

Last amendment: [2022, c. 11, Sched. 1](#).

Not-yet-in-force provisions appear in consolidated law as **text with a grey background** and are accompanied by related editorial notes.

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## Legislative History



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## Contents

### Definitions

1 In this Act,

“emergency” means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise; (“situation d’urgence”)

“emergency area” means the area in which an emergency exists; (“zone de crise”)

“emergency management program” means a program developed under section 2.1 or 5.1; (“programme de gestion des situations d’urgence”)

“emergency plan” means a plan formulated under section 3, 6, 8 or 8.1; (“plan de mesures d’urgence”)

**Note: On a day to be named by proclamation of the Lieutenant Governor, the definition of “emergency plan” in section 1 of the Act is amended by striking out “6, 8” and substituting “6, 6.0.1, 8”. (See: 2022, c. 11, Sched. 1, s. 1 (1))**

“employee of a municipality” means an employee as defined in section 278 of the *Municipal Act, 2001* or a designated employee as defined in section 217 of the *City of Toronto Act, 2006*, as the case may be; (“employé municipal”)

“head of council” includes a chair of the board of an improvement district; (“président du conseil”)

“local board” means a local board as defined in the *Municipal Affairs Act*; (“conseil local”)

“local services board” means a Local Services Board established under the *Local Services Boards Act*; (“régie locale des services publics”)

“member of council” includes a trustee of the board of an improvement district; (“membre du conseil”)

**Note: On a day to be named by proclamation of the Lieutenant Governor, section 1 of the Act is amended by adding the following definitions: (See: 2022, c. 11, Sched. 1, s. 1 (2))**

“necessary goods, services and resources” includes food, water, electricity, fossil fuels, clothing, equipment, transportation and medical services and supplies; (“denrées, services et ressources nécessaires”)

“prescribed” means prescribed by the regulations; (“prescrit”)

“public servant” means a public servant within the meaning of the *Public Service of Ontario Act, 2006*. (“fonctionnaire”) R.S.O. 1990, c. E.9, s. 1; 1999, c. 12, Sched. P, s. 3; 2002, c. 14, s. 3; 2002, c. 17, Sched. C, s. 10 (1, 2); 2006, c. 13, s. 1 (2); 2006, c. 32, Sched. C, s. 17; 2006, c. 35, Sched. C, s. 32 (1, 2).

**Note: On a day to be named by proclamation of the Lieutenant Governor, section 1 of the Act is amended by adding the following definition: (See: 2022, c. 11, Sched. 1, s. 1 (2))**

“regulations” means regulations made under this Act. (“règlements”)

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✓ Section Amendments with date in force (d/m/y)

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## Administration of Act

**2** The Solicitor General is responsible for the administration of this Act. R.S.O. 1990, c. E.9, s. 2.

## Cabinet advisory committee

**2.0.1** The Lieutenant Governor in Council may appoint, from among the members of the Executive Council, a committee to advise the Lieutenant Governor in Council on matters relating to emergencies. 2006, c. 13, s. 1 (3).

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✓ Section Amendments with date in force (d/m/y)

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## **Municipal emergency management programs**

**2.1** (1) Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program. 2002, c. 14, s. 4.

### **Same**

(2) The emergency management program shall consist of,

(a) an emergency plan as required by section 3;

(b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;

(c) public education on risks to public safety and on public preparedness for emergencies; and

(d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 4.

## **Hazard and risk assessment and infrastructure identification**

(3) In developing its emergency management program, every municipality shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies. 2002, c. 14, s. 4.

## **Confidentiality for defence reasons**

(4) Subject to subsection (5), a head of an institution, as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, may refuse under that Act to disclose a record if,

(a) the record contains information required for the identification and assessment activities under subsection (3); and

(b) its disclosure could reasonably be expected to prejudice the defence of Canada or of any foreign state allied or associated with Canada or be injurious to the detection, prevention or suppression of espionage, sabotage or terrorism. 2002, c. 14, s. 4.

## Same

(5) A head of an institution, as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, shall not disclose a record described in subsection (4),

(a) if the institution is a municipality and the head of the institution is not the council of the municipality, without the prior approval of the council of the municipality;

(b) if the institution is a board, commission or body of a municipality, without the prior approval of the council of the municipality or, if it is a board, commission or body of two or more municipalities, without the prior approval of the councils of those municipalities. 2002, c. 14, s. 4.

## Confidentiality of third party information

(6) A head of an institution, as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, shall not, under that Act, disclose a record that,

(a) contains information required for the identification and assessment activities under subsection (3); and

(b) reveals a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence implicitly or explicitly. 2002, c. 14, s. 4.

## Meetings closed to public

(7) The council of a municipality shall close to the public a meeting or part of a meeting if the subject matter being considered is the council's approval for the purpose of subsection (5). 2002, c. 14, s. 4.

## Application of *Municipal Freedom of Information and Protection of Privacy Act*

(8) Nothing in this section affects a person's right of appeal under section 39 of the *Municipal Freedom of Information and Protection of Privacy Act* with respect to a record described in this section. 2002, c. 14, s. 4.

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✓ Section Amendments with date in force (d/m/y)

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## **Municipal emergency plan**

**3** (1) Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan. 2002, c. 14, s. 5 (1).

(2) Repealed: 2002, c. 14, s. 5 (1).

## **Co-ordination by county**

(3) The council of a county may with the consent of the councils of the municipalities situated within the county co-ordinate and assist in the formulation of their emergency plans under subsection (1). R.S.O. 1990, c. E.9, s. 3 (3).

## **Specific emergencies may be designated**

(4) The Lieutenant Governor in Council may designate a municipality to address a specific type of emergency in its emergency plan and, if so required, the municipality shall include the type of emergency specified in its emergency plan. 2002, c. 14, s. 5 (2).

## **Training and exercises**

(5) Every municipality shall conduct training programs and exercises to ensure the readiness of employees of the municipality and other persons to act under the emergency plan. 2002, c. 14, s. 5 (3).

## **Review of plan**

(6) Every municipality shall review and, if necessary, revise its emergency plan every year. 2002, c. 14, s. 5 (3).

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✓ **Section Amendments with date in force (d/m/y)**

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## **Declaration of emergency**

**4** (1) The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area. R.S.O. 1990, c. E.9, s. 4 (1).

## **Declaration as to termination of emergency**

(2) The head of council or the council of a municipality may at any time declare that an emergency has terminated. R.S.O. 1990, c. E.9, s. 4 (2).

## **Solicitor General to be notified**

(3) The head of council shall ensure that the Solicitor General is notified forthwith of a declaration made under subsection (1) or (2). R.S.O. 1990, c. E.9, s. 4 (3).

## **Premier may declare emergency terminated**

(4) The Premier of Ontario may at any time declare that an emergency has terminated. R.S.O. 1990, c. E.9, s. 4 (4).

## **Conformity with upper-tier plan**

**5** The emergency plan of a lower-tier municipality in an upper-tier municipality, excluding a county, shall conform to the emergency plan of the upper-tier municipality and has no effect to the extent of any inconsistency and, for the purposes of this section, The Corporation of the County of Lambton shall be deemed to be an upper-tier municipality. 2002, c. 17, Sched. C, s. 10 (3).

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### **✓ Section Amendments with date in force (d/m/y)**

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## **Emergency management programs of provincial government bodies**

**5.1** (1) Every minister of the Crown presiding over a ministry of the Government of Ontario and every agency, board, commission and other branch of government designated by the Lieutenant Governor in Council shall develop and implement an emergency management program consisting of,

- (a) an emergency plan as required by section 6;
- (b) training programs and exercises for public servants and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- (c) public education on risks to public safety and on public preparedness for emergencies; and

(d) any other element required by the standards for emergency management programs set under section 14. 2002, c. 14, s. 7; 2006, c. 35, Sched. C, s. 32 (3).

### **Hazard and risk assessment and infrastructure identification**

(2) In developing an emergency management program, every minister of the Crown and every designated agency, board, commission and other branch of government shall identify and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure for which the minister or agency, board, commission or branch is responsible that are at risk of being affected by emergencies. 2002, c. 14, s. 7.

**Note: On a day to be named by proclamation of the Lieutenant Governor, subsection 5.1 (2) of the Act is repealed and the following substituted: (See: 2022, c. 11, Sched. 1, s. 2)**

### **Hazard and risk assessment and infrastructure identification**

(2) In developing an emergency management program, every minister of the Crown and every designated agency, board, commission and other branch of government shall identify and regularly monitor and assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure for which the minister or agency, board, commission or branch is responsible that are at risk of being affected by emergencies. 2022, c. 11, Sched. 1, s. 2.

### **Same, identification of necessary goods, services and resources**

(2.1) The emergency management program must include an identification of the necessary goods, services and resources that would be required to respond to the hazards and risks identified under subsection (2) and the availability and readiness of those necessary goods, services and resources. 2022, c. 11, Sched. 1, s. 2.

### **Same, provision upon request**

(2.2) Every minister of the Crown and every designated agency, board, commission and other branch of government shall provide information on the hazards and risks identified under subsection (2) and the related information described in subsection (2.1) to the Chief, Emergency Management Ontario annually and at any other time requested by the Chief. 2022, c. 11, Sched. 1, s. 2.

## Confidentiality of third party information

(3) A head of an institution, as defined in the *Freedom of Information and Protection of Privacy Act*, shall not, under that Act, disclose a record that,

(a) contains information required for the identification and assessment activities under subsection (2); and

(b) reveals a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence implicitly or explicitly. 2002, c. 14, s. 7.

## Application of *Freedom of Information and Protection of Privacy Act*

(4) Nothing in this section affects a person's right of appeal under section 50 of the *Freedom of Information and Protection of Privacy Act* with respect to a record described in this section. 2002, c. 14, s. 7.

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### ✓ Section Amendments with date in force (d/m/y)

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## Emergency plans of provincial government bodies

6 (1) It is the responsibility of,

(a) each minister of the Crown presiding over a ministry of the Government of Ontario; and

(b) each agency, board, commission or other branch of government designated by the Lieutenant Governor in Council,

to formulate an emergency plan for the ministry or branch of government, as the case may be, in respect of the type of emergency assigned to it by the Lieutenant Governor in Council, governing the provision of necessary services during an emergency and the procedures under and the manner in which public servants and other persons will respond to the emergency. R.S.O. 1990, c. E.9, s. 6 (1); 2006, c. 35, Sched. C, s. 32 (3).

**Note: On a day to be named by proclamation of the Lieutenant Governor, section 6 of the Act is amended by adding the following subsection: (See: 2022, c. 11, Sched. 1, s. 3)**



## Plan shall reflect provincial emergency management plan

(1.1) The emergency plan must reflect any relevant contents from the provincial emergency management plan formulated under section 6.0.1. 2022, c. 11, Sched. 1, s. 3.

## Training and exercises

(2) Every minister of the Crown described in clause (1) (a) and every agency, board, commission or other branch of government described in clause (1) (b) shall conduct training programs and exercises to ensure the readiness of public servants and other persons to act under their emergency plans. 2002, c. 14, s. 8; 2006, c. 35, Sched. C, s. 32 (3).

## Review of plan

(3) Every minister of the Crown described in clause (1) (a) and every agency, board, commission or other branch of government described in clause (1) (b) shall review and, if necessary, revise its emergency plan every year. 2002, c. 14, s. 8.

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### ✓ Section Amendments with date in force (d/m/y)

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**Note: On a day to be named by proclamation of the Lieutenant Governor, the Act is amended by adding the following section: (See: 2022, c. 11, Sched. 1, s. 4)**

## Provincial emergency management plan

**6.0.1** (1) The Solicitor General shall formulate a provincial emergency management plan that describes how Ontario will co-ordinate the response to any emergency that requires co-ordination at the provincial level. 2022, c. 11, Sched. 1, s. 4.

## Training and exercises

(2) The Solicitor General shall conduct training programs and exercises to ensure the readiness of public servants and other persons to act under the provincial emergency management plan. 2022, c. 11, Sched. 1, s. 4.

## Annual report

(3) The Solicitor General shall prepare an annual report detailing the progress that has been made on achieving the objectives of the provincial emergency management plan. 2022, c.

11, Sched. 1, s. 4.

### **Review and revision of plan**

(4) The Solicitor General shall review the provincial emergency management plan and revise it at least every five years. 2022, c. 11, Sched. 1, s. 4.

### **Publication**

(5) The Solicitor General shall make the provincial emergency management plan and the annual report described in subsection (3) available to the public on a website of the Government of Ontario or in such other manner as may be prescribed. 2022, c. 11, Sched. 1, s. 4.

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✓ **Section Amendments with date in force (d/m/y)**

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## **Chief, Emergency Management Ontario**

**6.1** The Lieutenant Governor in Council shall appoint a Chief, Emergency Management Ontario who, under the direction of the Solicitor General, shall be responsible for monitoring, co-ordinating and assisting in the development and implementation of emergency management programs under sections 2.1 and 5.1 and for ensuring that those programs are co-ordinated in so far as possible with emergency management programs and emergency plans of the Government of Canada and its agencies. 2002, c. 14, s. 9.

**Note: On a day to be named by proclamation of the Lieutenant Governor, section 6.1 of the Act is revoked and the following substituted: (See: 2022, c. 11, Sched. 1, s. 5)**

### **Commissioner and Chief**

**6.1** (1) The Lieutenant Governor shall appoint a Commissioner of Emergency Management and a Chief, Emergency Management Ontario. 2022, c. 11, Sched. 1, s. 5.

### **Commissioner operates under direction of Solicitor General**

(2) The Commissioner of Emergency Management operates under the direction of the Solicitor General. 2022, c. 11, Sched. 1, s. 5.

## Chief operates under direction of Commissioner

(3) The Chief, Emergency Management Ontario operates under the direction of the Commissioner of Emergency Management. 2022, c. 11, Sched. 1, s. 5.

## Responsibilities of Chief

(4) The Chief, Emergency Management Ontario is responsible for monitoring, co-ordinating and assisting in the development and implementation of emergency management programs under sections 2.1 and 5.1 and for ensuring that those programs are co-ordinated in so far as possible with emergency management programs and emergency plans of the Government of Canada and its agencies. 2022, c. 11, Sched. 1, s. 5.

## Transition

(5) The appointments of the Commissioner of Emergency Management and the Chief, Emergency Management Ontario that were in effect immediately before this subsection came into force are continued on the day this subsection comes into force as appointments made under this section. 2022, c. 11, Sched. 1, s. 5.

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### ✓ Section Amendments with date in force (d/m/y)

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## Accountability and governance framework

**6.1.1** (1) The Solicitor General shall develop a written framework for accountability and governance during emergencies. 2022, c. 11, Sched. 1, s. 5.

## Contents

(2) The framework shall articulate,

(a) the role, authority, powers and responsibilities of the Solicitor General, the Commissioner of Emergency Management and the Chief, Emergency Management Ontario during an emergency; and

(b) the roles and responsibilities of each minister of the Crown presiding over a ministry of the Government of Ontario during an emergency. 2022, c. 11, Sched. 1, s. 5.

## Publication

(3) The Solicitor General shall make the framework available to the public on a website of the Government of Ontario or in such other manner as may be prescribed. 2022, c. 11, Sched. 1, s. 5.

## Compliance

(4) The Solicitor General, Commissioner of Emergency Management and Chief, Emergency Management Ontario and any other prescribed ministers of the Crown presiding over a ministry of the Government of Ontario shall operate in compliance with the framework. 2022, c. 11, Sched. 1, s. 5.

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### ✓ Section Amendments with date in force (d/m/y)

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## Emergency plans submitted to Chief

**6.2** (1) Every municipality, minister of the Crown and designated agency, board, commission and other branch of government shall submit a copy of their emergency plans and of any revisions to their emergency plans to the Chief, Emergency Management Ontario, and shall ensure that the Chief, Emergency Management Ontario has, at any time, the most current version of their emergency plans. 2002, c. 14, s. 10.

## Repository for emergency plans

(2) The Chief, Emergency Management Ontario shall keep in a secure place the most current version of every emergency plan submitted to him or her. 2002, c. 14, s. 10.

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### ✓ Section Amendments with date in force (d/m/y)

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## Definitions

**7** In sections 7.0.1 to 7.0.11,

“animal” means a domestic animal or bird or an animal or bird that is wild by nature that is in captivity; (“animal”)

“Commissioner of Emergency Management” means the person appointed from time to time by order in council as the Commissioner of Emergency Management; (“commissaire à la gestion des situations d’urgence”)

**Note: On a day to be named by proclamation of the Lieutenant Governor, the definition of “Commissioner of Emergency Management” in section 7 of the Act is repealed. (See: 2022, c. 11, Sched. 1, s. 6)**

“municipality” includes a local board of a municipality, a district social services administration board and, despite subsection 6 (2) of the *Northern Services Boards Act*, a local services board; (“municipalité”)

“necessary goods, services and resources” includes food, water, electricity, fossil fuels, clothing, equipment, transportation and medical services and supplies. (“denrées, services et ressources nécessaires”) 2006, c. 13, s. 1 (4).

**Note: On a day to be named by proclamation of the Lieutenant Governor, the definition of “necessary goods, services and resources” in section 7 of the Act is repealed. (See: 2022, c. 11, Sched. 1, s. 6)**

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✓ Section Amendments with date in force (d/m/y)

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## Declaration of emergency

**7.0.1** (1) Subject to subsection (3), the Lieutenant Governor in Council or the Premier, if in the Premier’s opinion the urgency of the situation requires that an order be made immediately, may by order declare that an emergency exists throughout Ontario or in any part of Ontario. 2006, c. 13, s. 1 (4).

## Confirmation of urgent declaration

(2) An order of the Premier that declares an emergency is terminated after 72 hours unless the order is confirmed by order of the Lieutenant Governor in Council before it terminates. 2006, c. 13, s. 1 (4).

## Criteria for declaration

(3) An order declaring that an emergency exists throughout Ontario or any part of it may be made under this section if, in the opinion of the Lieutenant Governor in Council or the Premier, as the case may be, the following criteria are satisfied:

1. There is an emergency that requires immediate action to prevent, reduce or mitigate a danger of major proportions that could result in serious harm to persons or substantial damage to property.
2. One of the following circumstances exists:
  - i. The resources normally available to a ministry of the Government of Ontario or an agency, board or commission or other branch of the government, including existing legislation, cannot be relied upon without the risk of serious delay.
  - ii. The resources referred to in subparagraph i may be insufficiently effective to address the emergency.
  - iii. It is not possible, without the risk of serious delay, to ascertain whether the resources referred to in subparagraph i can be relied upon. 2006, c. 13, s. 1 (4).

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### ✓ Section Amendments with date in force (d/m/y)

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## Emergency powers and orders

### Purpose

**7.0.2** (1) The purpose of making orders under this section is to promote the public good by protecting the health, safety and welfare of the people of Ontario in times of declared emergencies in a manner that is subject to the *Canadian Charter of Rights and Freedoms*. 2006, c. 13, s. 1 (4).

### Criteria for emergency orders

(2) During a declared emergency, the Lieutenant Governor in Council may make orders that the Lieutenant Governor in Council believes are necessary and essential in the circumstances to prevent, reduce or mitigate serious harm to persons or substantial

damage to property, if in the opinion of the Lieutenant Governor in Council it is reasonable to believe that,

(a) the harm or damage will be alleviated by an order; and

(b) making an order is a reasonable alternative to other measures that might be taken to address the emergency. 2006, c. 13, s. 1 (4).

### **Limitations on emergency order**

(3) Orders made under this section are subject to the following limitations:

1. The actions authorized by an order shall be exercised in a manner which, consistent with the objectives of the order, limits their intrusiveness.

2. An order shall only apply to the areas of the Province where it is necessary.

3. Subject to section 7.0.8, an order shall be effective only for as long as is necessary. 2006, c. 13, s. 1 (4).

### **Emergency orders**

(4) In accordance with subsection (2) and subject to the limitations in subsection (3), the Lieutenant Governor in Council may make orders in respect of the following:

1. Implementing any emergency plans formulated under section 3, 6, 8 or 8.1.

2. Regulating or prohibiting travel or movement to, from or within any specified area.

3. Evacuating individuals and animals and removing personal property from any specified area and making arrangements for the adequate care and protection of individuals and property.

4. Establishing facilities for the care, welfare, safety and shelter of individuals, including emergency shelters and hospitals.

5. Closing any place, whether public or private, including any business, office, school, hospital or other establishment or institution.

6. To prevent, respond to or alleviate the effects of the emergency, constructing works, restoring necessary facilities and appropriating, using, destroying, removing or disposing of property.
7. Collecting, transporting, storing, processing and disposing of any type of waste.
8. Authorizing facilities, including electrical generating facilities, to operate as is necessary to respond to or alleviate the effects of the emergency.
9. Using any necessary goods, services and resources within any part of Ontario, distributing, and making available necessary goods, services and resources and establishing centres for their distribution.
10. Procuring necessary goods, services and resources.
11. Fixing prices for necessary goods, services and resources and prohibiting charging unconscionable prices in respect of necessary goods, services and resources.
12. Authorizing, but not requiring, any person, or any person of a class of persons, to render services of a type that that person, or a person of that class, is reasonably qualified to provide.
13. Subject to subsection (7), requiring that any person collect, use or disclose information that in the opinion of the Lieutenant Governor in Council may be necessary in order to prevent, respond to or alleviate the effects of the emergency.
14. Consistent with the powers authorized in this subsection, taking such other actions or implementing such other measures as the Lieutenant Governor in Council considers necessary in order to prevent, respond to or alleviate the effects of the emergency. 2006, c. 13, s. 1 (4).

### **Terms and conditions for services**

(5) An order under paragraph 12 of subsection (4) may provide for terms and conditions of service for persons providing and receiving services under that paragraph, including the payment of compensation to the person providing services. 2006, c. 13, s. 1 (4).



## Employment protected

(6) The employment of a person providing services under an order made under paragraph 12 of subsection (4) shall not be terminated because the person is providing those services. 2006, c. 13, s. 1 (4).

## Disclosure of information

(7) The following rules apply with respect to an order under paragraph 13 of subsection (4):

1. Information that is subject to the order must be used to prevent, respond to or alleviate the effects of the emergency and for no other purpose.
2. Information that is subject to the order that is personal information within the meaning of the *Freedom of Information and Protection of Privacy Act* is subject to any law with respect to the privacy and confidentiality of personal information when the declared emergency is terminated. 2006, c. 13, s. 1 (4).

## Exception

(8) Paragraph 2 of subsection (7) does not prohibit the use of data that is collected as a result of an order to disclose information under paragraph 13 of subsection (4) for research purposes if,

- (a) information that could be used to identify a specific individual is removed from the data; or
- (b) the individual to whom the information relates consents to its use. 2006, c. 13, s. 1 (4).

## Authorization to render information anonymous

(9) A person who has collected or used information as the result of an order under paragraph 13 of subsection (4) may remove information that could be used to identify a specific individual from the data for the purpose of clause (8) (a). 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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## Powers of the Premier

### Powers delegated to Premier

**7.0.3** (1) If an order is made under section 7.0.1, the Premier may exercise any power or perform any duty conferred upon a minister of the Crown or an employee of the Crown by or under an Act of the Legislature. 2006, c. 13, s. 1 (4); 2006, c. 35, Sched. C, s. 32 (4).

### Powers of Premier, municipal powers

(2) If an order is made under section 7.0.1 and the emergency area or any part of it is within the jurisdiction of a municipality, the Premier, where he or she considers it necessary, may by order made under this section,

(a) direct and control the administration, facilities and equipment of the municipality in the emergency area, and, without restricting the generality of the foregoing, the exercise by the municipality of its powers and duties in the emergency area, whether under an emergency plan or otherwise, is subject to the direction and control of the Premier; and

(b) require any municipality to provide such assistance as he or she considers necessary to an emergency area or any part of the emergency area that is not within the jurisdiction of the municipality and direct and control the provision of such assistance. 2006, c. 13, s. 1 (4).

### By-law not necessary

(3) Despite subsection 5 (3) of the *Municipal Act, 2001*, a municipality is authorized to exercise a municipal power in response to an order of the Premier or his or her delegate made under subsection (2) without a by-law. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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### Delegation of powers

**7.0.4** (1) After an order has been made under section 7.0.1, the Lieutenant Governor in Council may delegate to a minister of the Crown or to the Commissioner of Emergency Management any of the powers of the Lieutenant Governor in Council under subsection 7.0.2 (4) and the Premier may delegate to a minister of the Crown or to the Commissioner of

Emergency Management any of the Premier's powers under section 7.0.3. 2006, c. 13, s. 1 (4).

## Same

(2) A minister to whom powers have been delegated under subsection (1) may delegate any of his or her powers under subsection 7.0.2 (4) and section 7.0.3 to the Commissioner of Emergency Management. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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## Proceedings to restrain contravention of order

**7.0.5** Despite any other remedy or any penalty, the contravention by any person of an order made under subsection 7.0.2 (4) may be restrained by order of a judge of the Superior Court of Justice upon application without notice by the Crown in right of Ontario, a member of the Executive Council or the Commissioner of Emergency Management, and the judge may make the order and it may be enforced in the same manner as any other order or judgment of the Superior Court of Justice. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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## Reports during an emergency

**7.0.6** During an emergency, the Premier, or a Minister to whom the Premier delegates the responsibility, shall regularly report to the public with respect to the emergency. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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## Termination of emergency

**7.0.7** (1) Subject to this section, an emergency declared under section 7.0.1 is terminated at the end of the 14th day following its declaration unless the Lieutenant Governor in Council by order declares it to be terminated at an earlier date. 2006, c. 13, s. 1 (4).

### **Extension of emergency, L.G. in C.**

(2) The Lieutenant Governor in Council may by order extend an emergency before it is terminated for one further period of no more than 14 days. 2006, c. 13, s. 1 (4).

### **Extension of emergency, Assembly**

(3) The Assembly, on the recommendation of the Premier, may by resolution extend the period of an emergency for additional periods of no more than 28 days. 2006, c. 13, s. 1 (4).

### **Same**

(4) If there is a resolution before the Assembly to extend the period of the emergency, the declaration of emergency shall continue until the resolution is voted on. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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### **Revocation of orders**

**7.0.8** (1) Subject to this section, an order made under subsection 7.0.2 (4) is revoked 14 days after it is made unless it is revoked sooner. 2006, c. 13, s. 1 (4).

### **Commissioner's orders**

(2) An order of the Commissioner of Emergency Management made under subsection 7.0.2 (4) is revoked at the end of the second full day following its making unless it is confirmed before that time by order of the Lieutenant Governor in Council, the Premier or the Minister who delegated the power to make the order. 2006, c. 13, s. 1 (4).

### **Extension of orders, L.G. in C., etc.**

(3) During a declared emergency, the Lieutenant Governor in Council or a Minister to whom the power has been delegated may by order, before it is revoked, extend the effective period of an order made under subsection 7.0.2 (4) for periods of no more than 14 days. 2006, c. 13, s. 1 (4).

### **Extension of order after emergency**

(4) Despite the termination or disallowance of the emergency, the Lieutenant Governor in Council may by order extend the effective period of an order made under subsection 7.0.2 (4) for periods of no more than 14 days where the extension of the order is necessary to deal with the effects of the emergency. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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## Disallowance of emergency by Assembly

**7.0.9** (1) Despite section 7.0.7, the Assembly may by resolution disallow the declaration of emergency under section 7.0.1 or the extension of an emergency. 2006, c. 13, s. 1 (4).

### Same

(2) If the Assembly passes a resolution disallowing the declaration of emergency or the extension of one, any order made under subsection 7.0.2 (4) is revoked as of the day the resolution passes. 2006, c. 13, s. 1 (4).

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✓ Section Amendments with date in force (d/m/y)

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## Report on emergency

**7.0.10** (1) The Premier shall table a report in respect of the emergency in the Assembly within 120 days after the termination of an emergency declared under section 7.0.1 and, if the Assembly is not then in session, the Premier shall table the report within seven days of the Assembly reconvening. 2006, c. 13, s. 1 (4).

### Content of report

(2) The report of the Premier shall include information,

(a) in respect of making any orders under subsection 7.0.2 (4) and an explanation of how the order met the criteria for making an order under subsection 7.0.2 (2) and how the order satisfied the limitations set out in subsection 7.0.2 (3); and

(b) in respect of making any orders under subsection 7.0.3 (2) and an explanation as to why he or she considered it necessary to make the order. 2006, c. 13, s. 1 (4).

### Consideration of report

(3) The Assembly shall consider the report within five sitting days after the report is tabled. 2006, c. 13, s. 1 (4).

## Commissioner's report

(4) If the Commissioner of Emergency Management makes any orders under subsection 7.0.2 (4) or 7.0.3 (2), he or she shall, within 90 days after the termination of an emergency declared under subsection 7.0.1 (1), make a report to the Premier in respect of the orders and the Premier shall include it in the report required by subsection (1). 2006, c. 13, s. 1 (4).

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### ✓ Section Amendments with date in force (d/m/y)

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## Offences

**7.0.11** (1) Every person who fails to comply with an order under subsection 7.0.2 (4) or who interferes with or obstructs any person in the exercise of a power or the performance of a duty conferred by an order under that subsection is guilty of an offence and is liable on conviction,

(a) in the case of an individual, subject to clause (b), to a fine of not more than \$100,000 and for a term of imprisonment of not more than one year;

(b) in the case of an individual who is a director or officer of a corporation, to a fine of not more than \$500,000 and for a term of imprisonment of not more than one year; and

(c) in the case of a corporation, to a fine of not more than \$10,000,000. 2006, c. 13, s. 1 (4).

## Separate offence

(2) A person is guilty of a separate offence on each day that an offence under subsection (1) occurs or continues. 2006, c. 13, s. 1 (4).

## Increased penalty

(3) Despite the maximum fines set out in subsection (1), the court that convicts a person of an offence may increase a fine imposed on the person by an amount equal to the financial benefit that was acquired by or that accrued to the person as a result of the commission of the offence. 2006, c. 13, s. 1 (4).

## Exception

(4) No person shall be charged with an offence under subsection (1) for failing to comply with or interference or obstruction in respect of an order that is retroactive to a date that is specified in the order, if the failure to comply, interference or obstruction is in respect of conduct that occurred before the order was made but is after the retroactive date specified in the order. 2006, c. 13, s. 1 (4).

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### ✓ Section Amendments with date in force (d/m/y)

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## Orders in emergency

### Purpose

**7.1** (1) The purpose of this section is to authorize the Lieutenant Governor in Council to make appropriate orders when, in the opinion of the Lieutenant Governor in Council, victims of an emergency or other persons affected by an emergency need greater services, benefits or compensation than the law of Ontario provides or may be prejudiced by the operation of the law of Ontario. 2006, c. 13, s. 1 (5).

### Order

(2) If the conditions set out in subsection (3) are satisfied, the Lieutenant Governor in Council may, by order made on the recommendation of the Attorney General, but only if the Lieutenant Governor in Council is of the opinion described in subsection (1),

(a) temporarily suspend the operation of a provision of a statute, regulation, rule, by-law or order of the Government of Ontario; and

(b) if it is appropriate to do so, set out a replacement provision to be in effect during the temporary suspension period only. 2006, c. 13, s. 1 (5).

### Conditions

(3) The conditions referred to in subsection (2) are:

1. A declaration has been made under section 7.0.1.
2. The provision,

- i. governs services, benefits or compensation, including,
  - A. fixing maximum amounts,
  - B. establishing eligibility requirements,
  - C. requiring that something be proved or supplied before services, benefits or compensation become available,
  - D. restricting how often a service or benefit may be provided or a payment may be made in a given time period,
  - E. restricting the duration of services, benefits or compensation or the time period during which they may be provided,
- ii. establishes a limitation period or a period of time within which a step must be taken in a proceeding, or
- iii. requires the payment of fees in respect of a proceeding or in connection with anything done in the administration of justice.

3. In the opinion of the Lieutenant Governor in Council, the order would facilitate providing assistance to victims of the emergency or would otherwise help victims or other persons to deal with the emergency and its aftermath. 2006, c. 13, s. 1 (5).

### **Maximum period, renewals and new orders**

(4) The period of temporary suspension under an order shall not exceed 90 days, but the Lieutenant Governor in Council may,

(a) before the end of the period of temporary suspension, review the order and, if the conditions set out in subsection (3) continue to apply, make an order renewing the original order for a further period of temporary suspension not exceeding 90 days;

(b) at any time, make a new order under subsection (2) for a further period of temporary suspension not exceeding 90 days. 2006, c. 13, s. 1 (5).



## Further renewals

(5) An order that has previously been renewed under clause (4) (a) may be renewed again, and in that case clause (4) (a) applies with necessary modifications. 2006, c. 13, s. 1 (5).

## Effect of temporary suspension: time period

(6) If a provision establishing a limitation period or a period of time within which a step must be taken in a proceeding is temporarily suspended by the order and the order does not provide for a replacement limitation period or period of time, the limitation period or period of time resumes running on the date on which the temporary suspension ends and the temporary suspension period shall not be counted. 2006, c. 13, s. 1 (5).

## Effect of temporary suspension: fee

(7) If a provision requiring the payment of a fee is temporarily suspended by the order and the order does not provide for a replacement fee, no fee is payable at any time with respect to things done during the temporary suspension period. 2006, c. 13, s. 1 (5).

## Restriction

(8) This section does not authorize,

- (a) making any reduction in respect of services, benefits or compensation;
- (b) shortening a limitation period or a period of time within which a step must be taken in a proceeding; or
- (c) increasing the amount of a fee. 2006, c. 13, s. 1 (5).

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✓ Section Amendments with date in force (d/m/y)

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## Orders, general

### Commencement

**7.2** (1) An order made under subsection 7.0.2 (4) or 7.1 (2),

- (a) takes effect immediately upon its making; or

(b) if it so provides, may be retroactive to a date specified in the order. 2006, c. 13, s. 1 (5).

### **Notice**

(2) Subsection 23 (2) of the *Legislation Act, 2006* does not apply to an order made under subsection 7.0.2 (4) or 7.1 (2), but the Lieutenant Governor in Council shall take steps to publish the order in order to bring it to the attention of affected persons pending publication under the *Legislation Act, 2006*. 2006, c. 13, s. 2 (3).

### **General or specific**

(3) An order made under subsection 7.0.2 (4) or 7.1 (2) may be general or specific in its application. 2006, c. 13, s. 1 (5).

### **Conflict**

(4) In the event of conflict between an order made under subsection 7.0.2 (4) or 7.1 (2) and any statute, regulation, rule, by-law, other order or instrument of a legislative nature, including a licence or approval, made or issued under a statute or regulation, the order made under subsection 7.0.2 (4) or 7.1 (2) prevails unless the statute, regulation, rule, by-law, other order or instrument of a legislative nature specifically provides that it is to apply despite this Act. 2006, c. 13, s. 1 (5).

### **Chief Medical Officer of Health**

(5) Except to the extent that there is a conflict with an order made under subsection 7.0.2 (4), nothing in this Act shall be construed as abrogating or derogating from any of the powers of the Chief Medical Officer of Health as defined in subsection 1 (1) of the *Health Protection and Promotion Act*. 2006, c. 13, s. 1 (5).

### **Limitation**

(6) Nothing in this Act shall be construed or applied so as to confer any power to make orders altering the provisions of this Act. 2006, c. 13, s. 1 (5).

### **Same**

(7) Nothing in this Act affects the rights of a person to bring an application for the judicial review of any act or failure to act under this Act. 2006, c. 13, s. 1 (5).

## ***Occupational Health and Safety Act***

(8) Despite subsection (4), in the event of a conflict between this Act or an order made under subsection 7.0.2 (4) and the *Occupational Health and Safety Act* or a regulation made under it, the *Occupational Health and Safety Act* or the regulation made under it prevails. 2006, c. 13, s. 1 (5).

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✓ Section Amendments with date in force (d/m/y)

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## **Lieutenant Governor in Council to formulate plan**

**8** The Lieutenant Governor in Council shall formulate an emergency plan respecting emergencies arising in connection with nuclear facilities, and any provisions of an emergency plan of a municipality respecting such an emergency shall conform to the plan formulated by the Lieutenant Governor in Council and are subject to the approval of the Solicitor General and the Solicitor General may make such alterations as he or she considers necessary for the purpose of co-ordinating the plan with the plan formulated by the Lieutenant Governor in Council. R.S.O. 1990, c. E.9, s. 8; 1999, c. 12, Sched. P, s. 6.

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✓ Section Amendments with date in force (d/m/y)

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## **Other emergency plans**

**8.1** The Solicitor General may, if he or she thinks it is necessary or desirable in the interests of emergency management and public safety, formulate emergency plans respecting types of emergencies other than those arising in connection with nuclear facilities. 2002, c. 14, s. 12.

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✓ Section Amendments with date in force (d/m/y)

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## **What plan may provide**

**9** An emergency plan formulated under section 3, 6 or 8 shall,

**Note: On a day to be named by proclamation of the Lieutenant Governor, section 9 of the Act is amended by striking out “section 3, 6 or 8” in the portion before clause (a)**

**and substituting “section 3, 6, 6.0.1 or 8”. (See: 2022, c. 11, Sched. 1, s. 7)**

(a) in the case of a municipality, authorize employees of the municipality or, in the case of a plan formulated under section 6 or 8, authorize public servants to take action under the emergency plan where an emergency exists but has not yet been declared to exist;

(b) specify procedures to be taken for the safety or evacuation of persons in an emergency area;

(c) in the case of a municipality, designate one or more members of council who may exercise the powers and perform the duties of the head of council under this Act or the emergency plan during the absence of the head of council or during his or her inability to act;

(d) establish committees and designate employees to be responsible for reviewing the emergency plan, training employees in their functions and implementing the emergency plan during an emergency;

(e) provide for obtaining and distributing materials, equipment and supplies during an emergency;

(e.1) provide for any other matter required by the standards for emergency plans set under section 14; and

(f) provide for such other matters as are considered necessary or advisable for the implementation of the emergency plan during an emergency. R.S.O. 1990, c. E.9, s. 9; 2002, c. 14, s. 13; 2006, c. 35, Sched. C, s. 32 (5).

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✓ **Section Amendments with date in force (d/m/y)**

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**Public access to plans**

**10** Except for plans respecting continuity of operations or services, an emergency plan formulated under section 3, 6 or 8 shall be made available to the public for inspection and copying during ordinary business hours at an office of the municipality, ministry or branch of government, as the case may be. R.S.O. 1990, c. E.9, s. 10; 2009, c. 33, Sched. 9, s. 4.

**Note: On a day to be named by proclamation of the Lieutenant Governor, section 10 of the Act is amended by striking out “section 3, 6 or 8” and substituting “section 3, 6, 6.0.1 or 8”. (See: 2022, c. 11, Sched. 1, s. 8)**

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✓ Section Amendments with date in force (d/m/y)

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### **Protection from action**

**11** (1) No action or other proceeding lies or shall be instituted against a member of council, an employee of a municipality, an employee of a local services board, an employee of a district social services administration board, a minister of the Crown, a public servant or any other individual acting pursuant to this Act or an order made under this Act for any act done in good faith in the exercise or performance or the intended exercise or performance of any power or duty under this Act or an order under this Act or for neglect or default in the good faith exercise or performance of such a power or duty. 2006, c. 13, s. 1 (6); 2006, c. 35, Sched. C, s. 32 (6).

### **Crown not relieved of liability**

(2) Despite subsection 8 (3) of the *Crown Liability and Proceedings Act, 2019*, subsection (1) does not relieve the Crown of liability for the acts or omissions of a minister of the Crown or a public servant referred to in subsection (1) and the Crown is liable under that Act as if subsection (1) had not been enacted. 2006, c. 13, s. 1 (6); 2006, c. 35, Sched. C, s. 32 (7); 2019, c. 7, Sched. 17, s. 64.

### **Municipality not relieved of liability**

(3) Subsection (1) does not relieve a municipality of liability for the acts or omissions of a member of council or an employee of the municipality referred to in subsection (1), and the municipality is liable as if subsection (1) had not been enacted and, in the case of a member of council, as if the member were an employee of the municipality. 2006, c. 13, s. 1 (6).

### **Application of subs. (1)**

(4) In the case of an order that is made retroactive to a date specified in the order, subsection (1) applies to an individual referred to in that subsection in respect of any act or any neglect or default that occurs before the order is made but on or after the date specified in the order. 2006, c. 13, s. 1 (6).

## Definitions

(5) In this section,

“member of council” includes a member of a local board, a local services board or a district social service administration board; (“membre du conseil”)

“municipality” includes a local board of a municipality. (“municipalité”) 2006, c. 13, s. 1 (6).

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✓ Section Amendments with date in force (d/m/y)

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## Right of action

**12** Where money is expended or cost is incurred by a municipality or the Crown in the implementation of an emergency plan or in connection with an emergency, the municipality or the Crown, as the case may be, has a right of action against any person who caused the emergency for the recovery of such money or cost, and for the purposes of this section, “municipality” includes a local board of a municipality and a local services board. R.S.O. 1990, c. E.9, s. 12; 1999, c. 12, Sched. P, s. 8.

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✓ Section Amendments with date in force (d/m/y)

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## Agreements

**13** (1) The Solicitor General, with the approval of the Lieutenant Governor in Council, may make agreements with the Crown in right of Canada in respect of the payment by Canada to Ontario of any part of the cost to Ontario and to municipalities of the development and implementation of emergency management programs and the formulation and implementation of emergency plans. R.S.O. 1990, c. E.9, s. 13 (1); 2002, c. 14, s. 15.

## Idem

(2) The Solicitor General, with the approval of the Lieutenant Governor in Council, may make agreements with the Crown in right of Canada and with the Crown in right of any other province for the provision of any personnel, service, equipment or material during an emergency. R.S.O. 1990, c. E.9, s. 13 (2).

## Idem

(3) The council of a municipality may make an agreement with the council of any other municipality or with any person for the provision of any personnel, service, equipment or material during an emergency. R.S.O. 1990, c. E.9, s. 13 (3); 1999, c. 12, Sched. P, s. 9.

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### ✓ Section Amendments with date in force (d/m/y)

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## Action not an expropriation

**13.1** (1) Nothing done under this Act or under an order made under subsection 7.0.2 (4) constitutes an expropriation or injurious affection for the purposes of the *Expropriations Act* or otherwise at law and there is no compensation for the loss, including a taking, of any real or personal property except in accordance with subsection (3). 2006, c. 13, s. 1 (7).

## Payment of cost of assistance

(2) The Lieutenant Governor in Council may by order authorize the payment of the cost of providing any assistance that arises under this Act or as the result of an emergency out of funds appropriated by the Assembly. 2006, c. 13, s. 1 (7).

## Compensation for loss of property

(3) If, as the result of making an order under subsection 7.0.2 (4), a person suffers the loss, including a taking, of any real or personal property, the Lieutenant Governor in Council may by order authorize the reasonable compensation of the person for the loss in accordance with such guidelines as may be approved by the Lieutenant Governor in Council. 2006, c. 13, s. 1 (7).

## Compensation for municipalities

(4) Without limiting the generality of subsection (2), the Lieutenant Governor in Council may by order authorize the payment of the costs incurred by a municipality in respect of an order made under this Act out of funds appropriated by the Assembly. 2006, c. 13, s. 1 (7).

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### ✓ Section Amendments with date in force (d/m/y)

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## Standards for emergency management programs and emergency plans

**14** (1) The Solicitor General may make regulations setting standards for the development and implementation of emergency management programs under sections 2.1 and 5.1 and for the formulation and implementation of emergency plans under sections 3 and 6. 2002, c. 14, s. 16.

### General or particular

(2) A regulation made under subsection (1) may be general or particular in its application. 2002, c. 14, s. 16.

### Conformity to standards required

(3) Every municipality, minister of the Crown and designated agency, board, commission and other branch of government shall ensure that their emergency management programs and emergency plans conform to the standards set under this section. 2002, c. 14, s. 16.

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✓ Section Amendments with date in force (d/m/y)

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**Note: On a day to be named by proclamation of the Lieutenant Governor, the Act is amended by adding the following section: (See: 2022, c. 11, Sched. 1, s. 9)**

### Regulations, LGIC

**14.1** The Lieutenant Governor in Council may make regulations prescribing anything that, under this Act, may or must be prescribed or done by regulation. 2022, c. 11, Sched. 1, s. 9.

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✓ Section Amendments with date in force (d/m/y)

### Crown bound

**15** This Act binds the Crown. 2006, c. 13, s. 1 (8).

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✓ Section Amendments with date in force (d/m/y)

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### **5.0 Local By-law**

The Emergency Management By-law shall be attached to this section and form part of the Emergency Plan.



### 6.0 MFIPPA Regulations

#### MFIPPA Regulations

##### Law enforcement report

##### **s.14(2)(a) and 14(4) FIPPA / s.8(2)(a) and 8(4) MFIPPA**

This subsection exempts from disclosure a report prepared in the course of law enforcement inspections or investigations by an agency responsible for enforcing and regulating compliance with a law. A "report" must consist of a formal statement or account of the results of the collation and consideration of information. Generally speaking, reports would not include mere observations or recordings of fact. "Agency" includes organizations acting on behalf of or as agents for law enforcement agencies.

##### Compelling Circumstances

##### **s.21(1)(b) FIPPA / s.14(1)(b) MFIPPA**

Personal information may be disclosed to someone other than the individual to whom the information relates in compelling circumstances affecting the health or safety of an individual, not necessarily the individual to whom the information relates.

Circumstances are "compelling" when either there is no other way to obtain personal information affecting health or safety, or there is an emergency situation where the delay in obtaining the information would be injurious to someone's health or safety. The determination of when compelling circumstances exist is left to the discretion of the head.

Where personal information is released under this subsection, upon disclosure, notification must be mailed to the last known address of the individual to whom the information relates. If the institution does not have the address, it should attempt to find out the address of the individual from the person who made the request.

### 6.1 Individual and MECG logs

Each member of the MECG is responsible for keeping a log of the actions taken while the Emergency Plan is activated.

A Team log sheet is available through a virtual Emergency Management Group file and can be accessed and updated by all members of the MECG.

Individual log sheets are available to download through the virtual Emergency Management Group folder and also available as part of this plan.

### **6.2 MECG Sign In Sheet**

Every person entering the EOC shall sign in using the sign in sheet provided. A copy is available in this plan and through the virtual Emergency Management folder.





## Section 6 – EOC Message Forms and Logs

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<b>Emergency Operations Centre Sign In</b> (see reverse for MCEG member attendance)		
Location:	Date:	
Name:	Email:	Time In:
Function:	Phone:	Time Out:
Name:	Email:	Time In:
Function:	Phone:	Time Out:
Name:	Email:	Time In:
Function:	Phone:	Time Out:
Name:	Email:	Time In:
Function:	Phone:	Time Out:
Name:	Email:	Time In:
Function:	Phone:	Time Out:
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## Section 6 – EOC Message Forms and Logs

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### **MECG Members:**

- CEMC
- Mayor
- CAO
- Emergency Information Officer
- Treasurer
- Fire Chief
- Manager of Parks, Recreation and Facilities
- Director of Operations



### 7.0 Declaration of a Community Emergency

The Head of Council of the Township of Edwardsburgh/Cardinal and after consultation with the MECG is responsible for declaring that a local municipal emergency exists under the Emergency Management and Civil Protection Act, RSO 1990, Chapter E-9. The Act also allows the Premier of Ontario to declare an emergency when/where appropriate.

Upon such declaration, the Mayor will notify:

- The Provincial Emergency Operations Centre
- Members of Council
- The Warden and CAO of the United Counties of Leeds and Grenville
- The Public
- Neighbouring community officials in the Town of Prescott, the Township of Augusta, the Township of South Dundas, and The Township of North Grenville.

A community emergency may be declared terminated in consultation with the MECG at any time by:

- The Mayor, or
- The Premier of Ontario

Upon termination of a municipal emergency, The Mayor will notify:

- The Provincial Emergency Operations Centre
- Members of Council
- The Warden and CAO of the United Counties of Leeds and Grenville
- The Public
- Neighbouring community officials as required

### 7.1 Declaration of Emergency Checklist

*(Note: All references in section of the plan refer to the Emergency Management and Civil Protection Act, R.S.O. 1990, Chapter E.9, as amended 2006)*

*This checklist is for use by municipal heads of council considering the declaration of an emergency within their municipality. This checklist is not intended to provide any sort of legal advice – it is merely a reference tool.*

An emergency is defined under the Emergency Management and Civil Protection Act as “a situation, or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise”.

Under the *Emergency Management and Civil Protection Act*, only the head of council of a municipality (or his or her designate) and the Lieutenant Governor in Council or the Premier have the authority to declare an emergency. The Premier, the head of council, as well as a municipal council, have the authority to terminate an emergency declaration [Sections 4 (1), (2), (4)].

An emergency declaration may extend to all or any part of the geographical area under the jurisdiction of the municipality [Section 4 (1)].

If the decision is made to declare an emergency, the municipality must notify Emergency Management Ontario (on behalf of the Minister of Community Safety and Correctional Services) as soon as possible [Section 4 (3)]. Although a verbal declaration of emergency is permitted, all declarations should ultimately be made in writing to ensure proper documentation is maintained. Written declarations should be made on municipal letterhead, using the template provided by Emergency Management Ontario, and should be faxed to **(416) 314 - 0474**. When declaring an emergency, notify the Provincial Emergency Operations Centre at **1 (866) 314 - 0472** or **(416) 314 -0472**.

When considering whether to declare an emergency, a positive response to one or more of the following criteria **may** indicate that a situation, whether actual or anticipated, warrants the declaration of an emergency:

## Section 7 – Declaration of Emergency

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### General and government:

- Is the situation an extraordinary event requiring extraordinary measures?** [Section 4 (1) permits a head of council to “take such action and make such orders as he or she considers necessary and are not contrary to law” during an emergency.]
- Does the situation pose a danger of major proportions to life or property?** [Section 1, definition of an emergency]
- Does the situation pose a threat to the provision of essential services (e.g., energy, potable water, and sewage treatment/containment, supply of goods or medical care)?** [Some situations may require extraordinary measures be taken or expenditures be made to maintain or restore essential services. A declaration of emergency may allow a head of council to expend funds outside of their spending resolutions and/or the regular approval process of the municipality.]
- Does the situation threaten social order and the ability to govern?** [Whether due to a loss of infrastructure or social unrest (e.g., a riot), a crisis situation has the potential to threaten a council’s ability to govern. In such cases, extraordinary measures may need to be taken. Section 4 (1) provides for extraordinary measures, not contrary to law. Section 55 (1) of the *Police Services Act* provides for the creation of special policing arrangements during an emergency.]
- Is the event attracting significant media and/or public interest?** [Experience demonstrates that the media and public often view the declaration of an emergency as a decisive action toward addressing a crisis. It must be made clear that an “emergency” is a legal declaration and does not indicate that the municipality has lost control. An emergency declaration provides an opportunity to highlight action being taken under your municipal emergency response plan.]
- Has there been a declaration of emergency by another level of government?** [A declaration of emergency on the part of another level of government (e.g., lower-tier, upper-tier, provincial, federal) may indicate that you should declare an emergency within your municipality. For example, in the event of a widespread disaster affecting numerous lower-tier municipalities within a county, the county will likely need to enact its emergency response plan and should strongly consider the declaration of an emergency. In some cases, however, a declaration of emergency by a higher level of government may provide sufficient authorities to the lower-tier communities involved (e.g., municipalities operating under the authority of a provincial or federal declaration).]

## Section 7 – Declaration of Emergency

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### Legal:

- Might legal action be taken against municipal employees or councillors related to their actions during the current crisis?** [Section 11 (1) states that “no action or other proceeding lies or shall be instituted against a member of council, an employee of a municipality, an employee of a local services board, an employee of a district social services administration board, a minister of the Crown, a Crown employee or any other individual acting pursuant to this Act or an order made under this Act for any act done in good faith in the exercise or performance or the intended exercise or performance of any power or duty under this Act or an order under this Act or for neglect or default in the good faith exercise or performance of such a power or duty.” Section 11 (3), however, states “subsection (1) does not relieve a municipality of liability for the acts or omissions of a member of council or an employee of the municipality....”]
  
- Are volunteers assisting?** [The *Workplace Safety and Insurance Act* provides that persons who assist in connection with a declared emergency are considered “workers” under the Act and are eligible for benefits if they become injured or ill as a result of the assistance they are providing. This is in addition to workers already covered by the Act.]

### Operational:

- Does the situation require a response that exceeds, or threatens to exceed the capabilities of the municipality for either resources or deployment of personnel?** [Section 4 (1) permits the head of council to “take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan.” Section 13 (3) empowers a municipal council to “make an agreement with the council of any other municipality or with any person for the provision of any personnel, service, equipment or material during an emergency.”]
  
- Does the situation create sufficient strain on the municipal response capability that areas within the municipality may be impacted by a lack of services, thereby further endangering life and property outside areas directly affected by the current crisis?** [Some situations may require the creation of special response agreements between the municipality and other jurisdictions, private industry, non-government organizations, etc. Section 13 (3) states that the “council of a municipality may make an agreement with the council of any other municipality or

## Section 7 – Declaration of Emergency

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with any person for the provision of personnel, service, equipment or material during an emergency.”]

□ **Is it a consideration that the municipal response may be of such duration that additional personnel and resources may be required to maintain the continuity of operations?** [In the event of a large-scale crisis, such as an epidemic or prolonged natural disaster, municipal resources may not be able to sustain an increased operational tempo for more than a few days. This is particularly true if emergency workers are injured or become ill as a result of the crisis. In such a case, the municipality may need to utilize outside emergency response personnel. Section 13 (3) provides for mutual assistance agreements between municipalities.]

□ **Does, or might, the situation require provincial support or resources?** [Provincial response (e.g., air quality monitoring, scientific advice, airlift capabilities, material resources, etc.) may involve numerous ministries and personnel. Activation of the municipal emergency response plan, including the opening of the Emergency Operations Centre and meeting of the Emergency Control Group, can greatly facilitate multi-agency and multi-government response.]

□ **Does, or might, the situation require assistance from the federal government (e.g., military equipment)?** [Section 13 (2) authorizes the Solicitor General, with the approval of the Lieutenant Governor in Council, to make agreements with the federal government. In Canada, federal emergency assistance is accessed through, and coordinated by, the province. The declaration of an emergency may assist a

□ **Does the situation involve a structural collapse?** [Structural collapses involving the entrapment of persons may require the deployment of one or more Heavy Urban Search and Rescue (HUSAR) teams. Ontario has a HUSAR team. This team is specially equipped and trained to rescue persons trapped as a result of a structural collapse. Any municipality in the province can request a HUSAR deployment to a declared emergency. Requests for HUSAR resources should be made through your local mutual aid fire coordinator. Approval for the dispatch of the HUSAR team comes from the Commissioner of Emergency Management.]

□ **Is the situation a large-scale or complex chemical, biological, radiological, or nuclear (CBRN) incident?** [Response to CBRN incidents requires specialized resources and training. Ontario has three Level 3 CBRN teams to respond to incidents throughout the province. CBRN teams are only dispatched to declared emergencies. Requests for a CBRN deployment should be made through your local mutual aid fire coordinator. Approval for the dispatch of CBRN teams comes from the Commissioner of Emergency Management.]

## Section 7 – Declaration of Emergency

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- Does the situation require, or have the potential to require the evacuation and/or shelter of people or animals [livestock] from your municipality?** [Evacuee and reception centres often use volunteers as staff. As noted above, the declaration of an emergency enacts certain parts of the *Workplace Insurance and Safety Act* related to volunteer workers. Secondly, an evacuation or sheltering of citizens has the potential to generate issues pertaining to liability. Section 11 of the *Emergency Management and Civil Protection Act* may provide municipal councillors and employees with certain protections against personal liability.]
  
- Will your municipality be receiving evacuees from another community?** [The issues discussed in the previous bullet may apply equally to municipalities accepting evacuees.]

### **Economic and Financial:**

- Does the situation pose a large-scale disruption to routine patterns of transportation, or re-routing of large numbers of people and vehicles?** [The rerouting of people and vehicles poses a potential liability risk. Keeping persons from their homes and delaying commercial traffic are both sensitive issues. Section 11 of the Act may provide certain protection from liability. Section 4 (1) allows for extraordinary measures to be taken, providing they are not contrary to law.]
  
- Is an event likely to have a long term negative impact on a community’s economic viability/sustainability, including resulting unemployment, lack of available banking services and restorative measures necessary to re-establish commercial activity?** [The declaration of an emergency may facilitate the ability of the municipality to respond to economic losses.]
  
- Is it possible that a specific person, corporation, or other party has caused the situation?** [Section 12 states that “where money is expended or cost is incurred by a municipality or the Crown in the implementation of an emergency plan or in connection with an emergency, the municipality or the Crown, as the case may be, has a right of action against any person who caused the emergency for the recovery of such money or cost....”]

## Section 7 – Declaration of Emergency

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### 7.2 Declaration of Emergency Form

I, \_\_\_\_\_ as Head of Council for the Township of  
Edwardsburgh Cardinal (Mayor or Elected Head of Council) hereby declare an  
emergency in accordance with the *Emergency Management and Civil Protection Act*  
RSO, 1990, s.4.(1) due to the emergency described herein:

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for the geographical area within the Township of Edwardsburgh Cardinal described  
as:

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Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

In the Township of Edwardsburgh Cardinal, Ontario

Note: Notify Provincial EOC

Fax to PEOC Duty Officer

Section 7 – Declaration of Emergency

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## Section 8 – Termination of Declared Emergency

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### 8.0 Termination of Emergency Form

I, The Mayor or delegate of the Municipality of Edwardsburgh/Cardinal, hereby declare a state of local emergency terminated in accordance with the *Emergency Management and Civil Protection Act* R.S.O 1990, c E.9 s.4. (2) due to the emergency described herein:

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For an Emergency Area or part thereof described as: *(geographic boundary)*

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Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_ at \_\_\_\_\_ (time)

In the Township of Edwardsburgh/Cardinal

Note: Fax to OFMEM Duty Officer. 416-314-0474

Section 8 – Termination of Declared Emergency

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Section 9 – Community Risk Assessment Grid

		LOW <-----FREQUENCY-----> HIGH					
		1	2	3	4	5	6
HIGH <-----CONSEQUENCE-----> LOW	6	-Radiological -Transportation (Air)					
	5						
	4	-Terrorism		-Cyber Attack -Human Health Emergency			
	3			-Earthquake -Energy Supply -Transportation (Rail) - Drinking Water	-Tornado	-Explosion -Transportation (Haz-Mat)	
	2			-Forest Fire -Building collapse -Critical Infrastructure -Fixed Site- Hazardous -Transportation (Marine) -Special Event	-Drought	-Flood -Freezing Rain -Transportation (Road)	
	1	-Dam Failure	-Agricultural and Food Emergency			-Oil/Natural Gas Emergency	-Hail -Wind Storm



## Section 10 – Municipal Disaster Recovery Assistance (MDRA) & Disaster Response Assistance Ontario (DRAO)

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### 10.0 Program Purposes

Municipal Disaster Recovery Assistance is a claims-based program that, when activated by the province, offers financial assistance to qualifying municipalities that have sustained significant extraordinary costs as a result of a natural disaster, such as a tornado or severe flooding.

The program offers assistance for extraordinary operating and capital costs arising from a natural disaster. Eligible operating costs are those incurred to protect public health, safety and access to essential services. Eligible capital costs are those to repair public infrastructure or property to pre-disaster condition. Costs that are covered by insurance or costs that would have been incurred if the disaster had not taken place (such as regular municipal salary costs) are ineligible under the program.

For the purpose of Municipal Disaster Recovery Assistance, a disaster is defined as a sudden, unexpected, extraordinary, natural event that results in eligible municipal costs at least equal to three per cent of a municipality's Own Purpose Taxation levy. In keeping with the principle of shared responsibility for disaster management, the program is based on a sliding-scale, cost-sharing formula between affected municipalities and the province.

### Disaster Recovery Assistance for Ontarians (DRAO)

The Ontario government also offers a separate program, Disaster Recovery Assistance for Ontarians, to assist homeowners, residential tenants, small owner-operated businesses, farmers and not-for-profit organizations affected by a natural disaster. The Minister of Municipal Affairs and Housing may activate this program in the event of a natural disaster. Disaster Recovery Assistance for Ontarians is administered by the province and a municipal request is not required to activate the program.

## Section 10 – Municipal Disaster Recovery Assistance (MDRA) & Disaster Response Assistance Ontario (DRAO)

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### How MDRA works

To apply for Municipal Disaster Recovery Assistance, the municipal council adopts a resolution requesting assistance under the program. Within **120 calendar days** from the date of the onset of the disaster, the municipality is required to submit the council resolution requesting assistance along with an initial claim and supporting documentation. By this stage, a municipality should have self-assessed its potential eligibility under the program and collected sufficient supporting documentation to demonstrate that costs meet or exceed three per cent of its Own Purpose Taxation levy.

The strength of a municipality's request for assistance will depend on the completeness of the claim forms and supporting documentation submitted. Municipalities must append supporting documentation to establish that costs are:

- Directly linked to the natural disaster for which the municipality is requesting assistance.
- Incremental to a municipality's standard operating and capital budgets.
- Not covered by the municipality's insurance policy.
- Incurred as a result of a natural disaster and to protect public health and safety; secure public access to essential services; or to repair and restore essential property or infrastructure to pre-disaster condition.
- Reasonable. Claims should represent a fair value of work for money paid. Municipalities should be able to demonstrate that procurement and tendering processes are in compliance with the municipality's by-laws and policies.

## 10.1 Municipal Services Offices Contact Information

East Region

Rockwood House

8 Estate Lane

Kingston, ON

K7M 9A8

Tel: 613-545-2100 or 1-800-267-9438

Full program details can be found on the Ministry of Municipal Affairs website

<https://www.ontario.ca/page/apply-disaster-recovery-assistance>

Section 10 – Municipal Disaster Recovery Assistance (MDRA) & Disaster Response Assistance Ontario (DRAO)

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**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2024-**

**“A BY-LAW TO PROVIDE FOR THE ESTABLISHMENT AND ADOPTION OF AN  
EMERGENCY MANAGEMENT PROGRAM FOR THE TOWNSHIP OF  
EDWARDSBURGH CARDINAL”**

**WHEREAS** Section 2.1 (1) of the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9, as amended (“the Act”) states:

Every municipality shall develop and implement an emergency management program and the council of the municipality shall by by-law adopt the emergency management program.

The emergency management program shall consist of:

- a) An emergency plan;
- b) Training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- c) Public education on risks to public safety and on public preparedness for emergencies;
- d) Any other element required by the standards for emergency management programs set under section 14 of the Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9.

Hazard and risk assessment and infrastructure identification shall also occur to assess the various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.

**WHEREAS** the Act requires the emergency management program to conform to standards established by the Solicitor General including the Emergency Management Cycle of Prevention Mitigation, Preparedness, Response and Recovery; and

**WHEREAS** the Act authorizes the Mayor to declare that an emergency exists in the municipality or in any part thereof, and allows the Mayor to take such action or make such orders as he or she considers necessary and that are not contrary to law, to implement the emergency plan to protect the property, health and safety and welfare of the residents of the Township of Edwardsburgh Cardinal; and

**WHEREAS** the Act authorizes one or more of the members of Council to perform the duties of the Mayor during his/her absence or his/her inability to act; and

**WHEREAS** the Act authorizes employees of the Township to respond to an emergency in accordance with the Emergency Plan where an emergency exists but has yet to be declared to exist;

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

**1. Definitions**

1.1. In this by-law:

“Emergency Management Program” means a program created and updated pursuant to the Emergency Management and Civil Protection Act.

“Emergency Management Program Committee” is the group of people brought together to ensure the risks and hazards of a community are identified and plans are put in place to either mitigate or eliminate said hazards.

The “Municipal Emergency Control Group” directs either a declared or possible declared Emergency in the Municipality. These tasks are completed in the Emergency Operations Centre.

The “Emergency Response Plan” describes the Township’s overall authority, principles, policies, emergency levels, operational concepts and organizational arrangements of the Edwardsburgh Cardinal Emergency Management Structure.

## 2. **Emergency Management Structure**

2.1 There shall be established within the Township, a formal emergency management structure, consisting of:

The Community Emergency Management Coordinator (CEMC)

- a) The Emergency Information Officer (EIO)
- b) The Emergency Management Program Committee (EMPC)
- c) The Municipal Emergency Control Group (MECG)

2.2 The designated CEMC for the Township of Edwardsburgh Cardinal shall be the Fire Chief. The CEMC shall be responsible for the development, implementation and maintenance of the emergency management program.

2.3 The responsibilities of the CEMC shall include:

- a) Develop and conduct Emergency Management (EM) training programs;
- b) Develop and conduct EM training exercises;
- c) Develop and implement EM Public Education programs; and
- d) During a real or perceived emergency, provide advice to the MECG

2.4 The Emergency Information Officer for the Township of Edwardsburgh Cardinal shall be the Community Development Coordinator. The EIO shall be responsible for the development, implementation and maintenance of emergency communication, public education and public awareness.

2.5 The responsibilities of the EIO shall include:

- a) Develop and conduct emergency management messaging;
- b) Develop and conduct public education and awareness messaging;
- c) During a real or perceived emergency, provide messaging to be delivered by the Mayor

2.6 The EMPC shall be established to provide the Township with a higher-level co-ordinating body that will facilitate inter-departmental and municipal level cooperation regarding policy for emergency management and its four components; mitigation/ prevention, preparedness, response and recovery.

2.7 The EMPC shall be chaired by the CEMC of the Township of Edwardsburgh Cardinal and its membership shall include the following individuals or their designated alternates:

- a) CEMC
- b) Mayor
- c) CAO

- d) Emergency Information Officer
  - e) Treasurer
  - f) Fire Chief
  - g) Manager of Parks, Recreation and Facilities
  - h) Director of Operations
- 2.8 The EMPC shall review the state of emergency management in the Township and provide policy advice regarding emergency management to facilitate co-ordination between the various jurisdictions related to the Township.
- 2.9 The MECG shall control Township operations during an emergency. The following positions of the MECG will be typically filled by Township employees holding these titles or their designated alternates:
- a) CEMC
  - b) Mayor
  - c) CAO
  - d) Emergency Information Officer
  - e) Treasurer
  - f) Fire Chief
  - g) Manager of Parks, Recreation and Facilities
  - h) Director of Operations
- 2.10 The CEMC may authorize other resources (personnel, departments or external organizations) to be involved during the MECG meetings, trainings or exercises to serve as subject matter experts, as the situation requires.
- 2.11 The MECG shall assemble as soon as is reasonably possible when directed to do so by any member of the MECG. The CEMC or alternate CEMC shall be responsible for notifying the members of the MECG of the direction to assemble.

### **3. Emergency Management Program**

- 3.1 The emergency management program for the Township of Edwardsburgh Cardinal shall be developed and implemented in accordance with Regulations published from time to time by the Solicitor General (14(1)). The program shall include hazard identification and risk assessment, a critical infrastructure list, an emergency plan, training and exercise programs and public education on risks and personal preparedness.
- 3.2 The Emergency Response Plan (ERP) shall govern the provision of necessary services during an emergency and the procedures and the manner in which members of the MECG will respond.
- 3.3 The Township of Edwardsburgh Cardinal shall submit a copy of the ERP and any revisions to the Chief, Emergency Management Ontario.(6.2(1))
- 3.4 The CEMC may add any risk-specific support plans to the ERP, as deemed to be required. These support plans will be co-ordinated with the appropriate stakeholders and issued under the authority of the CEMC.
- 3.5 These support plans shall be reviewed annually and updated as required, as determined by the CEMC.
- 3.6 The Emergency Response Plan shall be made available to the public. The information shared shall not include any personal,

proprietary or private information unless specifically approved by the owner of said information.

#### **4. Emergency Operations Centre**

- 4.1 Primary and alternate Emergency Operations Centres will be maintained as the location where the Municipal Emergency Control Group will establish oversight of Emergencies.
- 4.2 These locations will be established with adequate communication and technology to effectively support the Emergencies.
- 4.3 The location for the Emergency Operations Centres will be identified in the Emergency Response Plan appendices.

#### **5. Declaration of an Emergency**

- 5.1 In accordance with the provisions of the Act, the Mayor may declare that an emergency exists in the Township of Edwardsburgh Cardinal or any part thereof and may take such action and make such orders as is reasonable and necessary to protect the health, safety and property of the residents of the Township of Edwardsburgh Cardinal. In the absence of the Mayor, the Deputy Mayor may make the declaration and take the necessary actions.
- 5.2 The by-law hereby authorizes employees of the Township of Edwardsburgh Cardinal to take such action as is necessary in accordance with the Emergency Plan where an emergency exists but has yet to be declared to exist.
- 5.3 This by-law hereby designates all Township of Edwardsburgh Cardinal employees as emergency workers in the event of an emergency and therefore all Township of Edwardsburgh Cardinal employees may be called upon and assigned responsibilities to assist in the implementation of the Emergency Plan.
- 5.4 In accordance with the provisions of the Act, the Mayor, the council or the Premier of Ontario may at any time declare that an emergency has terminated.

#### **6. Naming**

- 6.1 This by-law may be referred to as the “Emergency Management By-Law”.

#### **7. Other**

- 7.1 That all other by-laws previously passed that are inconsistent with the provisions of this by-law are hereby repealed.
- 7.2 That this by-law shall come into force and take effect on the date of passing.

Read a first and second time in open Council this 25 day of November, 2024.

Read a third and final time, passed, signed and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2024-**

**“A BY-LAW TO RESTRICT THE RATE OF SPEED FOR  
MOTOR VEHICLES ON THE MUNICIPAL ROADWAY KNOWN  
AS JOCHEM ROAD”**

**WHEREAS** the Highway Traffic Act, R.S.O. 1990, Chapter H.8 Section 128(2) as amended, authorizes the municipality to prescribe a lower rate of speed for motor vehicles on a highway or a portion of a highway under its jurisdiction;

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

1. That the prescribed rate of speed for motor vehicles travelling along the municipal roadway known as Jochem Road shall not be in excess of 60 kilometers per hour in any section.
2. That this bylaw shall be effective from the date and time of the posting of the prescribed signs pursuant to Regulation 615 under The Highway Traffic Act, R.S.O. 1990, Chapter H.8 as amended.

Read a first and second time in open Council this 25 day of November, 2024.

Read a third and final time, passed, signed and sealed in open Council this 25 day of November, 2024.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL  
BY-LAW NO. 2024-**

**“A BY-LAW TO AUTHORIZE THE EXECUTION OF A DEVELOPMENT  
AGREEMENT WITH HOWARD PETER HUTTON”**

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal is authorized to enter into a development agreement and register it against the title to the land pursuant to section 53 of the Planning Act, R.S.O. 1990; and

**WHEREAS** the Council of the Corporation of the Township of Edwardsburgh Cardinal recommended in favour of Consent to Sever Application B-89-24 conditional upon entering into a Development Agreement to the satisfaction of the Township of Edwardsburgh Cardinal to implement the recommendations and findings of the hydrogeological study and terrain analysis prepared by Morey Associates Ltd, dated September 2024; and

**WHEREAS** the Consent to Sever Application B-89-24 has received conditional approval from the United Counties of Leeds and Grenville Consent Granting Authority; and

**WHEREAS** it is deemed expedient to enter into such a development agreement with Howard Peter Hutton for development of lands described as the severed parcel of severance application B-89-24 of the United Counties of Leeds and Grenville, Part 2 of 15R12485; EDWARDSBURGH/CARDINAL.

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

1. That the Mayor and Clerk are hereby authorized to execute the development agreement attached hereto as Schedule “A” and shall form part of this bylaw.
2. That this bylaw shall come into force and take effect on the date of final passing.

Read a first and second time in open Council this 25 day of November, 2024.

Read a third and final time, passed, signed and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**

**THE TOWNSHIP OF EDWARDSBUGH/CARDINAL  
DEVELOPMENT AGREEMENT**

THIS AGREEMENT, made in triplicate, the \_\_\_ day of \_\_\_\_\_ 2024.

BETWEEN:

**HOWARD PETER HUTTON**  
(the "Owner")

**-and-**

**THE CORPORATION OF THE TOWNSHIP OF EDWARDSBUGH/CARDINAL**  
( the "Township")

**FOR LANDS DESCRIBED AS**

The severed parcel of severance application B-89-24  
of the United Counties of Leeds and Grenville

Part 2 of 15R12485; EDWARDSBURGH/CARDINAL

RECITALS:

1. The Owner is the owner of the lands described in Schedule "A" to this Agreement and proposes to subdivide it for the purpose of selling, conveying, or leasing it in lots.
2. The said lands are the subject matter of consent application B-89-24 which has received conditional approval from the United Counties of Leeds and Grenville Consent Granting Authority, a copy of which is annexed hereto as Schedule "B";
3. The Township, pursuant to Section 53 of the Planning Act, R.S.O. 1990, as amended, has the authority to enter into an agreement imposed as a condition of the approval of consent.
4. This agreement shall be registered at the cost of the Owner against the land to which it applies subject to the Registry Act and the Land Titles Act;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the other good and valuable consideration and the sum of One (\$1.00) Dollar of lawful money of Canada, now paid by each of the other parties hereto (the receipt whereof is hereby acknowledged) the Parties hereby covenant, promise and agree with each other as follows:



**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBUGH/CARDINAL**

1. This Agreement affects the Lands described in Schedule "A" to this Agreement and shall ensure to the benefit of and be binding upon parties hereto, and their respective successors and assigns, The Owner hereby agrees to the registration of this Agreement against the title to the severed lands, at the sole cost of the Owner.
2. The Owner hereby agrees to obtain all required municipal approvals and comply with all applicable Zoning By-Laws of the Township, the Building Code Act, 1992, S.O. 1992, c.23 requirements and approvals required by applicable government authorities which may be required prior to the development of the lands.
3. The Owner hereby acknowledges that the lands described in Schedule "A" to this Agreement are the subject of the Scoped Hydrogeological and Terrain Study, as shown in Schedule "C" to this Agreement, which was completed in order to assess the water quality and quantity for the site and groundwater impacts for a single dwelling on private servicing.
4. The owner hereby acknowledges and agrees that the professional recommendations and matters provided by Schedules "C" shall be provided and maintained by the Owner at the Owner's sole risk and expense.
5. 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.
6. That the owner be advised that the severed land is located in the rural area and may be adjacent to existing or future agricultural and agricultural diverse uses. Any new residential development on the severed land shall be outside of the required calculated Minimum Distance Separation (MDS) setback from any neighbouring livestock facility or manure storage and all other applicable requirements at the time of building permit issuance.
7. In the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132) and the Township's Building Department (613-658-3055) must be immediately contacted.
8. In the event that human remains are encountered, all work must immediately cease,

**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBURGH/CARDINAL**

and the site must be secured. The Grenville County Ontario Provincial Police (613-925-4221), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8404), the Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132), and the Township's Building Department (613-658-3055) must be immediately contacted.

9. Any notice to be given hereunto shall be in writing to all other parties and either delivered personally or sent by prepaid registered mail, and in the latter case shall be deemed to have been given three (3) business days following the date upon which it was mailed. The address of the parties for the purpose hereof shall be:

to the Owner at:

Peter Hutton  
6008 Hurley Road  
Spencerville ON K0E 1X0

to the Township at:

Township of Edwardsburgh/Cardinal  
PO Box 129  
Spencerville ON KOE 1X0

10. The following schedules will form part of this agreement:

SCHEDULE "A" – Description of the Property

SCHEDULE "B" – Decision of the United Counties of Leeds and Grenville  
Consent Granting Authority

SCHEDULE "C" – Scoped Hydrogeological and Terrain Analysis  
Prepared by Morey Associates Ltd, September 3, 2024

SCHEDULE "D" – Site Survey 15R12485

IN WITNESS WHEREOF the parties hereto have executed this agreement.

OWNER, HOWARD PETER HUTTON

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

I/We are the registered owners of the property.

**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBURGH/CARDINAL**

THE CORPORATION OF THE TOWNSHIP OF EDWARDSBURGH/CARDINAL

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

I/We have authority to bind the  
Corporation.

DATED AT Spencerville, ON this \_\_\_\_\_ day of \_\_\_\_\_, 2024

**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBUGH/CARDINAL**

**SCHEDULE "A"**

**DESCRIPTION OF THE PROPERTY**

The severed parcel of severance application B-89-24  
of the United Counties of Leeds and Grenville

Shown as Part 2 on Registered Survey 15R12485

**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBUGH/CARDINAL**

**SCHEDULE "B"**

**DECISION OF THE UNITED COUNTIES OF LEEDS AND GRENVILLE  
CONSENT GRANTING AUTHORITY**



## UNITED COUNTIES OF LEEDS AND GRENVILLE CONSENT GRANTING AUTHORITY

### DECISION

### APPLICATION B-89-24

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We the undersigned members of the Consent Granting Authority of the United Counties of Leeds and Grenville; do hereby certify that the following is a decision reached by the Committee on **September 25, 2024**. The said decision was reached on the application of **Howard Hutton** to sever a parcel of land being; part of Lot 36, Concession 6; **Township of Edwardsburgh Cardinal** having dimensions of approximately 50 metres by 148.3 metres with an area of 0.737 hectares.

**DECISION:** **GRANTED** providing the conditions as stated below are met.

#### REASONS:

Division of land is compatible with the intent and purpose of the Official Plan and meets the criteria in Section 51 (24) of the Planning Act providing conditions are met.

#### EFFECT OF WRITTEN SUBMISSIONS ON THE DECISION:

No written comments were submitted on this consent application to the approval authority.

#### CONDITIONS:

- (1) That all conditions imposed in the granting of this decision be met and one (1) original paper copy and one (1) digital copy of the deposited reference plan of the subject lands, which conforms substantially with the application as submitted, and the instrument relating to the transaction (deed/transfer, Service Ontario parcel register, grant of right-of-way, etc.) be presented to the Secretary-Treasurer of the Consent Granting Authority for the Certificate of Consent no later than **September 26, 2026**.
- (2) That a copy of the deposited survey be submitted to the Township.
- (3) That a Hydrogeological Assessment and Terrain Analysis be completed by a qualified professional to demonstrate that the site conditions are suitable for the long-term provision of private services with no negative impacts (or cumulative negative impacts) to the environment or public health resulting from the use of on-site private water and sewage services to the satisfaction of the Township.
- (4) That the owner enters into a development agreement with the Township, as required by the Township, to implement the recommendations of the Hydrogeological Assessment and Terrain Analysis.
- (5) That written release of conditions 2, 3 and 4 from the Township be submitted to the Consent Granting Authority prior to endorsement of consent on the deed for the severed land.

#### NOTES:

- (1) The Township had no objection providing conditions 2, 3 and 4 are complied with.
- (2) South Nation Conservation had no objection.
  - According to SNC mapping, the severed and retained lots do not contain any features regulated by SNC.
- (3) South Nation Conservation (Septic Review) had no objection providing the required setbacks in the Ontario Building Code, Part 8, Sewage Systems, are maintained.

#### ADDITIONAL INFORMATION:

- You will be entitled to receive notice of any changes to the conditions of the provisional consent, if you have made a written request to be notified of changes to the conditions of the provisional consent.
- Only the applicant, the Minister, a specified person (under the Planning Act) or any public body (i.e. Municipality) may appeal a consent application to the Ontario Land Tribunal.

- Any appeal to the Ontario Land Tribunal must be received by the Secretary-Treasurer of the Consent Granting Authority at the United Counties of Leeds & Grenville no later than the appeal date of this notice and it must:
  - Set out the reasons for the appeal; and,
  - Be accompanied by the fee charged under the Ontario Land Tribunal Act.

**I hereby certify this to be a true and exact copy**

Cherie Mills

**Chair**

K Weidenaar

**Secretary-Treasurer**

**This Decision was mailed on September 26, 2024**

**The last date for appealing this decision is October 16, 2024**

**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBUGH/CARDINAL**

**SCHEDULE "C"**

**SCOPED HYDROGEOLOGICAL ASSESSMENT AND TERRAIN ANALYSIS  
PREPARED BY MOREY ASSOCIATES LTD  
SEPTEMBER 3, 2024**



**REPORT ON**

**SCOPED HYDROGEOLOGICAL ASSESSMENT AND TERRAIN ANALYSIS  
6008 HURLEY ROAD  
TOWNSHIP OF EDWARDSBURGH/CARDINAL  
UNITED COUNTIES OF LEEDS AND GRENVILLE, ONTARIO**

Submitted to:

Lockwood Brothers Construction  
2010 Totem Ranch Road  
Oxford Station, Ontario  
K0G 1T0

**DISTRIBUTION**

1 PDF copy – Lockwood Brothers Construction

September 2024

File No. 024241



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## 1.0 INTRODUCTION

Morey Associates Ltd. was retained by Lockwood Brothers Construction (hereinafter referred to as the client) to carry out a scoped hydrogeological assessment and terrain analysis in support of three proposed lot severances located at 6008 Hurley Road within Lot 36, Concession 6, in the Township of Edwardsburgh/Cardinal, United Counties of Leeds and Grenville, Ontario (see Key Plan, Figure 1).

For the purposes of this report Hurley Road is considered to exist at the east side of the subject site. The subject site of this report consists of the existing property known as 6008 Hurley Road plus the property adjacent to the north, south and west boundaries of 6008 Hurley Road which consists of the existing property with Roll No. 070170104018103. The above mentioned two properties are hereinafter collectively referred to as the “subject site” or “site”.

It is understood that the above mentioned severances will create three proposed dwelling lots with frontage on the west side of Hurley Road, and that the existing property at 6008 Hurley Road will be increased in plan area by a lot addition (see attached Severance Sketch, Appendix A). A single family dwelling serviced by an on-site private drilled well and on-site private sewage system currently exists at 6008 Hurley Road. The three proposed dwelling lots consist of, in general, irregular rectangular shaped parcels of land some 1.95, 0.74 and 1.14 hectares in plan area and the existing property at 6008 Hurley Road, following the above mentioned lot addition, is to consist of a rectangular shaped parcel of land some 0.89 hectares in plan area. It is further understood that the future dwellings at the three proposed dwelling lots are to be serviced by proposed on-site private wells and on-site private sewage systems (Class 4 septic systems) as municipal servicing (watermain and sanitary sewer) is not available for the subject site.

### 1.1 ASSESSMENT OBJECTIVES

This scoped assessment report summarizes the results of a review of readily available geological, physiographical, and hydrogeological information for the site and site area, and the results of field work carried out at the subject site that is considered to provide a reasonable expectation of the actual hydrogeological conditions at the subject site.



This scoped assessment addresses our interpretation of the relevant requirements outlined in the Ontario Ministry of the Environment, Conservation and Parks (MECP) technical guideline documents titled “MOEE Hydrogeological Technical Information Requirements For Land Development Applications” (April 1995), “D-5-5 Private Wells: Water Supply Assessment” (August 1996), and “D-5-4 Individual On-Site Sewage Systems: Water Quality Impact Risk Assessment” (August 1996) in view of the site setting and proposed site development.

The following were the primary objectives of this present scoped hydrogeological assessment and terrain analysis:

- To investigate the potential quantity and quality of groundwater that would be expected from water supply wells drilled at the subject site to service the proposed dwelling lots based on, in general, the results of a well pumping test and water sample laboratory testing of a test well at the site.
- To provide limited recommendations for design of private services, from a scoped hydrogeological assessment point of view, in view of the expected hydrogeological conditions at the site.

### **1.3 METHODOLOGY**

This scoped hydrogeological assessment and terrain analysis involved the review of readily available literature and maps regarding the geology and physiography of the site and the general site region. Aerial and “street level” photographs available from online sources such as, but not necessarily limited to, Google Maps, Google Earth, and County, Provincial, and Conservation Authority Geographic Information System (GIS) mapping websites, were also utilized.

MECP Water Well Records (well records) obtained from the Province of Ontario (MECP) map based well records search website were reviewed to obtain information regarding well construction for wells and to obtain information regarding aquifers utilized for domestic water supply for the general area surrounding the site. A summary of information provided on 6 well records indicated to be for wells located within about a 500 metre radius of the subject site is provided in the attached Table I: MECP Well Records Summary. That summary includes the well record for the selected



test well (Well ID 2406623 – servicing the existing dwelling located at 6008 Hurley Road) which was used for the above mentioned pumping test and well water sampling and testing. The well records summarized in Table I are provided in the attached Appendix B. The approximate locations of the wells associated with the above mentioned well records are provided on the attached Figure 4. The approximate well locations indicated on Figure 4 are based on the information provided on the well records by the well drillers. Other well records/wells are indicated to be within a 500 metre radius of the subject site on the MECP online map based well records search website. However, based on a review of the location information provided by the well drillers on those well records it was either apparent or could not be concluded with confidence that those well records represented wells that are actually located within the 500 metre radius of the subject site. For the purposes of this assessment and to avoid potential misrepresentation of actual hydrogeological conditions, only the well records that could be determined, with a relatively high degree of confidence, to represent wells within about a 500 metre radius of the subject site were summarized in the above mentioned Table I.

A site reconnaissance visit, which also included putting down test pits at the site, was carried out by the undersigned on May 9, 2024. The results of the above mentioned test pits are provided in the attached Table V.

A well pumping test, in-situ well water quality testing, and well water sampling was carried out at the previously mentioned test well on June 19, 2024 (hereinafter referred to as “TW1” or the “test well”). As previously mentioned, the test well is located at 6008 Hurley Road (at the subject site) and provides domestic water supply to the existing dwelling at 6008 Hurley Road. The water samples obtained during the pumping test were delivered to Eurofins Environment Testing laboratories in Ottawa, Ontario for subsequent laboratory testing of the MECP “subdivision package” list of parameters and trace metals (Aluminum, Antimony, Arsenic, Barium, Beryllium, Boron, Cadmium, Chromium, Cobalt, Copper, Lead, Molybdenum, Nickel, Selenium, Silver, Strontium, Thallium, Uranium, Vanadium and Zinc). The factual results of the pumping test and in-situ water quality testing are provided in Appendix C and Table III, respectively. The laboratory testing results of the test well water samples are provided in Appendix D. Discussion of the results of the well pumping test, in-situ well water quality testing, and laboratory testing results of the well water samples are provided in following sections of this report.



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## 2.0 PHYSICAL SETTING

The subject site is located on the west side of Hurley Road and north side of County Road 21 within Lot 36, Concession 6, in the Township of Edwardsburgh/Cardinal, United Counties of Leeds and Grenville, Ontario (see Key Plan, Figure 1 and Appendix A). The site is located within, in general, a sparsely developed, agricultural land setting. The proposed dwelling lots are currently, in general, vacant grassed fields.

As indicated on the Severance Sketch, see Appendix A, prepared by Zanderplan (understood to be the planning consultant for the proposed severances) and on the Aerial Photograph And Well Locations, Figure 4, a drainage swale indicated to be draining south/southwest away from the site, exists within the south portion of the subject site. The South Nation Conservation Authority (SNC) GIS mapping website also indicates a watercourse (Keelers Creek) exists about 300 metres east of the subject site and is aligned in about the north-south direction (see attached Figure 4). The above mentioned swale and creek are indicated to ultimately drain to the South Nation River which exists some 600 metres south/southeast of the subject site.

The attached Aerial Photograph And Well Locations, Figure 4 provides a relatively recent (Google Earth Imagery Date 3/30/2024) aerial photograph of the area within about a 500 metre radius of the subject site. The following provides a general description of the physical setting for the lands within about a 500 metre radius of the subject site.

The site is bordered, in general, on the north by scattered existing dwellings and agricultural fields, on the east by Hurley Road, with agricultural fields, an existing dwelling, Keelers Creek and woodland beyond, on the south by County Road 21 with existing dwellings, agricultural fields, the above mentioned drainage swale and some woodland beyond, and on the west by an existing dwelling and agricultural fields. A sawmill (Malwood Sawmills) is indicated to exist some 200 metres southeast of the site at the property known as 3609 County Road 21.



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## 2.1 LAND USE

Based on zoning by-law mapping obtained from the Township of Edwardsburgh/Cardinal website the site and surrounding area is indicated to be zoned rural and agricultural. The local land use is, in general, rural residential and agricultural.

Some 8 existing dwellings, including the existing dwelling at 6008 Hurley Road, are indicated to be located within about a 500 metre radius of the subject site (based on review of relatively recent available aerial photographs). The town of Spencerville, considered to be the closest rural settlement to the site, is located some 4 kilometres northeast of the site.

No waste disposal sites are indicated to exist within 2 kilometres of the site.

Based on a search of the MECP Access Environment database search website, no MECP issued Permits To Take Water are indicated within 2 kilometres of the site.

The above mentioned Severance Sketch (see Appendix A) indicates two building setback lines at the subject site (within about the north portion of the site and within about the southwest corner of the site) related to the “Minimum Distance Separation” (MDS) required for the proposed dwelling development at the site to livestock facilities that exist beyond the site. Based on a discussion with a representative of Lockwood Brothers Construction it is understood that the livestock facility north of the subject site consists of a relatively low number of cattle (possibly 2 cows) and that there is a potential for livestock southwest of the site (i.e.: it is understood there is no current livestock related to the MDS southwest of the site).

## 2.2 SITE PHYSIOGRAPHY AND DRAINAGE

Based on the SNC website the site is located within the Upper South Nation subwatershed. As previously mentioned, a drainage swale exists at the site within about the south portion of the site and drains to the south through a cross road culvert beneath County Road 21 and ultimately to the South Nation River which exists some 600 metres south/southeast of the subject site. Roadside ditching exists along Hurley Road and County Road 21 adjacent to the site.





The site is located within a mapped area of Till Plain and Sand Plain (as indicated by Chapman and Putnam, 1973). The Sand Plain is indicated to be glacio-fluvial in origin and the Till Plain in this area is indicated to be drumlinized.

As indicated by available topographical information for the site, the ground surface at the site is relatively flat with a gentle slope from about the northwest portion of the site downwards to south/southeast portions of the site. Based on observations made at the time of the above mentioned site reconnaissance visit the site is, in general, relatively flat. The site, in general, appears to be moderately drained by the existing roadside ditching system and previously mentioned existing drainage swale. No surface water was observed at the site at the time of the above mentioned site reconnaissance. However, the ground surface was observed to be wet within the above mentioned existing drainage swale at the site. No exposed bedrock was observed at the ground surface at the site. Based on the site drainage conditions observed at the time of the site visit and the direction of surface drainage flow, any shallow groundwater flow at the site is inferred to be towards the south in a direction towards the South Nation River.

### **3.0 SITE GEOLOGY**

#### **3.1 SURFICIAL GEOLOGY**

A review of the surficial geology map for the site area (Chapman and Putnam 2007) indicates that the site is underlain by till plains, see attached Surficial Geology Map, Figure 2.

Karst mapping completed by Brunton and Dodge (2008) indicates that the closest mapped potential karst/inferred karst areas are located some 28 kilometres east of the subject site. No karst features for the general site area are indicated to exist on available karst mapping.

Drift thickness mapping published by the Ontario Geological Survey provides no data points for the subject site and limited datapoints for the area within about a 500 metre radius of the subject site. However, where provided the drift thickness mapping indicates overburden thicknesses of between 7.9 to 12.6 metres.



A review of the well records provided in the attached Table I, which includes the test well located at the site and wells indicated to be located within about a 500 metre radius of the site, indicate overburden thicknesses at the wells of between 3.7 to 13.4 metres.

Thin soils as defined in Ontario Regulation 153/04 consists of soil equal to or less than 2 metres in depth (exclusive of any surficial asphaltic concrete, concrete or aggregate). Based on the above surficial geology information, thin soil conditions are not indicated to exist at the subject site.

### **3.2 BEDROCK GEOLOGY**

The bedrock geology map for the site area indicates that the bedrock underlying the site and general site area consists of dolostone, minor shale and sandstone of the Oxford Formation (Ontario Geological Survey 2007), see attached Bedrock Geology Map, Figure 3.

A review of the summarized well records information provided in the attached Table I indicates the bedrock surface at the wells was encountered by the well drillers at depths ranging from between about 7.9 to 12.6 metres below the ground surface.

Limestone is reported by the well drillers on the above mentioned well records. Sandstone overlying limestone is reported by the well driller for the subject site test well.

## **4.0 REGIONAL HYDROGEOLOGY**

### **4.1 SITE SETTING**

The site and surrounding area are within a region where drinking water source protection is regulated by the SNC. Based on the SNC GIS mapping website the site and surrounding area are not within a wellhead/drinking water source protection area.



## 4.2 MECP WELL RECORDS

As previously mentioned, a summary of information provided on 6 well records indicated to be for wells located within about a 500 metre radius of the subject site is provided in the attached Table I: MECP Well Records Summary. Information relevant to this scoped assessment provided on those well records is summarized below.

- Well depths range between some 21.3 to 32.0 metres. The wells are indicated to be completed, in general, into a limestone bedrock aquifer.
- The well drillers indicated on the well records that water was found at the wells at depths ranging between about 7.9 to 29.9 metres, with an average depth that water was found of about 22.9 metres.
- Reported well yields (recommended pump rates by the well drillers on the well records) are indicated to range between some 19 L/min to 113 L/min with an average well yield of about 46 L/min.

Based on a review of the information provided on the well records summarized in the attached Table I and on the indicated location of those associated wells, it is considered that wells completed into a limestone bedrock aquifer likely represent the expected hydrogeological conditions at the site.

Based on the above information, it is considered that the test well (Well ID 2406623) located at the site offers a reasonable expectation that the hydrogeological conditions at the test well location will be similar to the conditions at the three proposed dwelling lots. The results of the above mentioned pumping test and discussion regarding well water quantity are provided in the below report Section 5.0.

## 4.3 REGIONAL WATER QUALITY IMPACTS

Based on the previously mentioned land uses identified for the general site area, it is expected that groundwater impacts would most likely be evident in the form of elevated levels of nitrate, nitrite,



sodium and chloride due to effluent loading from sewage systems, nitrogen rich nutrient spreading on ground surface for agriculture, and the application of road salt.

The results of the laboratory testing of the well water samples obtained from the test well (which are discussed in further detail in the below report Section 6.0) indicate nitrate and nitrite levels of 0.17 to 0.19 mg/L and less than the laboratory reporting limit (<0.1 mg/L), respectively, and relatively low levels of sodium and chloride (7 and 12.6 to 11.9 mg/L, respectively). Based on the above laboratory testing results and current site setting, it is considered that no significant undue surface impact is identified for the subject site.

## **5.0 WELL WATER QUANTITY**

### **5.1 PUMPING TEST TW1**

As previously mentioned, a pumping test was conducted at TW1 on June 19, 2024, by a member of our technical field staff at the existing well servicing the dwelling located at 6008 Hurley Road and consisted of a six hour duration constant discharge rate pumping test. During the pumping test, water level measurements were made on a regular basis to monitor the drawdown of the water level in the well in response to pumping. After the pumping period, the pump was shut off and the recovery of the water level in the well was monitored for a period of time. During the pump test, the pump discharge outlet was located an adequate distance and downgradient from the well to ensure the discharge did not interfere with the natural recharge to the well.

The drawdown and recovery data for the well pumping test is shown in Appendix C. The drawdown and recovery data provided were measured with reference to the top of the test well casing.

The pumping test data for the test well was analyzed using the method of Cooper and Jacob (1946). Although the assumptions on which these equations are based are not strictly met, this method provides a reasonable estimate of the aquifer transmissivity. The analysis of the data obtained during the pumping test is summarized in the attached Table II.

The six hour duration pumping test was carried out at a discharge rate of about 27 litres per minute (6 l/gpm). The static water level prior to testing was about 6.16 metres below the top of the test well



casing and the water level after six hours of pumping was about 23.02 metres below the top of the test well casing for a total drawdown at the end of pumping of 16.86 metres. The available drawdown in the test well is approximated at about 21.4 metres. The specific capacity of the test well at the pumping test rate is approximately 2.3 cubic metres per day per metre of drawdown. At the end of pumping, about 130 minutes was required for 100 percent recovery of the total drawdown in the static water level created during pumping.

Based on the pumping test drawdown data the transmissivity of the aquifer is estimated to be 8.0 m<sup>2</sup>/day. Based on the pumping test recovery data the aquifer transmissivity is estimated to be 1.4 m<sup>2</sup>/day. The average transmissivity of the aquifer in the area of the test well is estimated to be 4.7 m<sup>2</sup>/day.

Based on the data obtained during the pumping test, it can be concluded that the test well is capable of sustaining a short term yield of at least 27 litres per minute (6 lpm) and that during the course of the six hour pumping period about 79 percent of the available drawdown in the test well was utilized.

## 5.2 SUMMARY OF TRANSMISSIVITY ANALYSIS

The above mentioned estimated transmissivity values based on the pumping test drawdown and recovery data are summarized in Table 5.1 and classified regarding magnitude, designation and groundwater supply potential based on Krasny (1993).

**Table 5.1: Classification of Transmissivity Values**

<sup>1</sup> Magnitude (m <sup>2</sup> /day)	<sup>1</sup> Class	<sup>1</sup> Designation	<sup>1</sup> Groundwater Supply Potential	Transmissivity Values Based on Existing On-Site Well Pumping Test		
				Pump.	Rec.	Avg.
>1000	I	Very High	Regional Importance			
100 - 1000	II	High	Lesser Regional Importance			
10 - 100	III	Intermediate	Local Water Supply			
1 - 10	IV	Low	Private Consumption	8.0	1.4	4.7
0.1 - 1	V	Very Low	Limited Consumption			
<0.1	VI	Imperceptible	Very difficult to Utilize for Water Supply			

<sup>1</sup>Krasny (1993) "Classification of Transmissivity Magnitude and Variation", Vol.31, No.2 - Ground Water



Based on the above, the test well is indicated to be capable of providing an adequate quantity related to a supply potential of private consumption. It is pointed out that a groundwater supply potential of "Private Consumption" is associated with a water supply well typically adequate for rural residential development serviced by individual on-site private wells.

### 5.3 SUMMARY OF WELL YIELDS

The MECP Guideline D-5-5 Section 4.3.2 states, with regard to water quantity requirements, *"The per-person requirement shall be 450 litres per day. Peak demand occurs for a period of 120 minutes each day. This is equivalent to a peak demand rate of 3.75 litres/minute for each person. The basic minimum pumping test rate is this rate multiplied by the 'likely number of persons per well' which, for a single family residence, shall be the number of bedrooms plus one. Unless it is otherwise established to MOEE's satisfaction, a minimum of four bedrooms shall be used in the calculation. However, regardless of the results of this calculation, this rate shall not be less than 13.7 litres/minute"*.

Based on the above, the MECP recommended peak demand rate for a four bedroom dwelling is about 18.8 litres per minute. And for five persons occupying a four bedroom dwelling, a 2,250 litre daily water requirement is indicated.

During the pumping test some 9,720 litres of water was pumped from TW1 at a rate of 27 litres per minute for 6 consecutive hours and resulted in the use of 79 percent of the available test well drawdown depth. Within 130 minutes after the pumping test the water level fully recovered to above the static water level measured before the pumping test started. The results of the well pumping test carried out on TW1 for this present scoped assessment indicates that the test well is capable of meeting the MECP minimum demand rate of 13.7 litres per minute and is capable of meeting the MECP peak demand rate for a four bedroom dwelling (about 18.8 litres per minute). The results also indicate that 2,250 litres of water can be removed from the test well aquifer with an expected full well recovery within about 130 minutes.

As mentioned above, the lowest and average well yields for the previously mentioned well records indicated to be completed into a limestone bedrock aquifer located within about 500 metres of the subject site, which are considered likely representative of the expected hydrogeological conditions at the site, are about 19 and 46 litres per minute, respectively. These well yields indicate that the



wells are capable of meeting the MECP minimum demand rate of 13.7 litres per minute and are capable of meeting the MECP peak demand rate for a four bedroom dwelling (about 18.8 litres per minute).

It is considered that, based on the three proposed dwelling lots sizes (0.74 to 1.95 hectares), the existing relatively low density of residential development in the general site area, the results of the above mentioned pumping test, and the reported well yields on the reviewed well records, sufficient well water quantity is indicated to exist in the limestone bedrock aquifer for the proposed development at the three proposed dwelling lots.

## **6.0 WELL WATER QUALITY**

Groundwater samples were collected from TW1 at about hours 3 and 6 of the above mentioned pumping test on June 19, 2024, and prepared/preserved in the field using appropriate techniques and submitted to Eurofins Environment Testing Laboratory (Eurofins) in Ottawa, Ontario for laboratory testing of the MECP “subdivision package” list of parameters and trace metals. The water samples were collected in the Eurofins provided sample bottles with appropriate preservatives where required. No field filtering was carried out for the samples as the samples were analyzed for total metals. The sample bottles were placed in a cooler with ice packs for temporary storage prior to and during delivery to Eurofins. The water samples were deemed compliant upon receipt by Eurofins. Prior to sampling, the well water was tested several times for free and total chlorine using a Hanna Instruments HI93414 Turbidity and Free/Total Chlorine Meter. That meter was calibrated by a member of our technical field staff prior to carrying out the pumping test/well water sampling field work and the results of the calibrating indicated that the meter met the HI93414 calibration literature requirements. Sampling of the well water was not carried out until a reading of 0 for free and total chlorine was obtained.

The in-situ temperature, electrical conductivity (EC), pH, total dissolved solids (TDS), turbidity, free and total chlorine levels and apparent colour of the well water were measured just prior to sampling and at other periodic intervals during the above mentioned pumping test. The in-situ temperature, pH, EC and TDS was measured using a Hanna Instruments HI98129 pH/EC/Temp./TDS Meter. That meter was calibrated by a member of our technical field staff prior to carrying out the pumping test/well water sampling field work and the results of the calibrating indicated that the meter met the



HI98129 calibration literature requirements. The in-situ apparent colour was measured using a Hanna Instruments HI727 Handheld Color of Water Colorimeter. That colorimeter was calibrated by a member of our technical field staff prior to carrying out the pumping test/well water sampling field work and the results of the calibrating indicated that the colorimeter met the HI727 calibration literature requirements.

The results of the above mentioned in-situ field testing are provided in the attached Table III. Those results indicate that once the well pumping test was well underway, at hours 4, 5 and 6, the pH, TDS, turbidity and apparent colour levels measured all met the Ontario Drinking Water Standards, Objectives and Guidelines (ODWSOG). Some elevated levels of turbidity and apparent colour were measured during about the first half of the pumping test, which is not uncommon in our technical field staffs' experience having carried out well pumping tests over the past some 30 years. It is considered that the in-situ measurements obtained during about the second half of the well pumping test are representative of the raw water from the test well bedrock aquifer.

The results of the above mentioned laboratory testing are provided in the attached Appendix D and are summarized with comparison to the ODWSOG in the attached Table IV.

The laboratory testing results of the well water samples indicate that the water samples meet all the Ontario Drinking Water Standards chemical, physical and bacteriological parameters tested for except for hardness and organic nitrogen.

### **Hardness**

The water samples obtained from the test well are considered to be hard by water treatment standards with a hardness level above the ODWS operational guideline of 80 to 100 mg/L. The hardness for the samples tested was measured at 271 mg/L. The Technical Support Document for Ontario Drinking Water Standards, Objectives and Guidelines, Revised June 2006, states "*Water supplies with a hardness greater than 200 mg/L are considered poor but tolerable. Hardness in excess of 500 mg/L in drinking water is unacceptable for most domestic purposes*".

The hardness levels of the water samples are less than what is considered unacceptable (greater than 500 mg/L) for most domestic purposes and are considered treatable. The levels of hardness





measured for the water samples obtained from the test well are well within the acceptable range that is considered reasonably treatable. Water softeners and/or manganese greensand filters are indicated to be adequate to lower hardness to acceptable levels. Water with hardness above 80 to 100 mg/L as  $\text{CaCO}_3$  is often softened for domestic use. Water softening by conventional sodium ion exchange may introduce relatively high concentrations of sodium into the drinking water, which may contribute a significant percentage to the daily sodium intake for a consumer on a sodium restricted diet. Where ion exchange water softeners are used, a separate unsoftened water supply could be used for drinking and culinary purposes. As an alternative, water softening using potassium chloride could also be considered. A recommendation for water treatment specific to hardness is provided in the following report Section 10.2.

### **Organic Nitrogen**

Organic nitrogen concentration is calculated as the difference between total Kjeldahl nitrogen (TKN) and ammonia. The concentrations of organic nitrogen for the 3 hour and 6 hour water samples obtained from the test well are calculated as 0.16 and 0.23 mg/L, respectively. The ODWS operational guideline for organic nitrogen is 0.15 mg/L and relates to the potential severe reduction for chlorine as a disinfectant. Organic nitrogen may also result in taste and odour problems with levels greater than 0.15 mg/L. Based on olfactory detection carried out by a member of our technical field staff during the above mentioned pump test on June 19, 2024, no odour problems were detected from the well water. Based on the results of bacteriological testing of the above mentioned water samples it is considered that a continuous/permanent disinfectant treatment system using chlorine for well water treatment at the three proposed dwelling lots is not likely. As such, it is considered that the presence of organic nitrogen slightly above the ODWS operational guideline in the 3 hour and 6 hour water samples is not expected to be a concern for the subject site from an operational guideline point of view.

## **7.0 SCOPED TERRAIN ANALYSIS**

### **7.1 SOIL AND GROUNDWATER CONDITIONS ENCOUNTERED**

Three test pits, labelled TP24-1, TP24-2 and TP24-3, were put down at the site using a rubber tire mounted excavator, supplied and operated by the client, at the time of the above mentioned site



reconnaissance visit on May 9, 2024. The logs of the test pits are provided in the attached Table V, Record of Test Pits. The approximate locations of the test pits is shown on the attached Figure 4. From the ground surface at all of the test pits about a 0.2 to 0.3 metre thickness of topsoil was encountered underlain by, in general, red brown to grey brown silty sand. Beneath the silty sand layer at TP24-1 a deposit of grey brown glacial till material was encountered. Test pit TP24-1 was terminated within the glacial till material at a depth of some 2.0 metres below the existing ground surface. Test pits TP24-2 and TP24-3 were terminated within a grey brown silty sand to sandy silt material at depths of some 2.1 and 2.2 metres below the existing ground surface, respectively.

A sample of the glacial till material encountered at test pit TP24-1 and a sample of the silty sand to sandy silt material encountered at test pit TP24-2 were delivered to a soil laboratory for grain size distribution testing, the results of which are provided in Appendix E.

The grain size distribution analysis indicates that the glacial till sample consists of about 38 percent gravel, about 28 percent sand and about 34 silt and clay. It is pointed out that cobbles and boulders were also observed within the glacial till material at the time of the field work. Based on the grain size distribution analysis and information published by the MECP relating grain size, percolation rate and permeability, it is estimated that the permeability coefficient for the glacial till sample ranges from some  $1 \times 10^{-4}$  to  $3 \times 10^{-6}$  cm/s, which relates approximately to percolation times of about 12 to 35 min/cm.

The grain size distribution analysis indicates that the silty sand to sandy silt sample consists of 0 percent gravel, about 35 percent sand, about 54 percent silt and about 11 percent clay. Based on the grain size distribution analysis and information published by the MECP relating grain size, percolation rate and permeability, it is estimated that the permeability coefficient for the silty sand to sandy silt sample ranges from some  $3 \times 10^{-4}$  to  $4 \times 10^{-5}$  cm/s, which relates approximately to percolation times of about 10 to 15 min/cm.

Relatively minor groundwater seepage was observed in test pit TP24-1 at about 0.3 metres below the existing ground surface. Below the above mentioned minor groundwater seepage test pit TP24-1 was relatively dry. Groundwater seepage was observed in test pits TP24-2 and TP24-3 at about 0.8 metres below the existing ground surface.



## 7.2 PROPOSED SEPTIC SYSTEMS

Based on the results of the scoped terrain analysis field work it is expected that the septic systems for the three proposed dwelling lots will consist of Class 4 partially to fully raised septic system leaching beds.

Based on the results of the above mentioned test pits it is considered that the future septic system leaching beds (septic envelopes) at the site may be constructed within areas of silty sand/sandy silt and glacial till. The loading rate for septic envelopes is to be in accordance with the 2012 Ontario Building Code (OBC), Table 8.7.4.1. Prior to establishing the actual/exact septic envelope size and location at the proposed dwelling lot, a site specific investigation should be carried out, meeting the 2012 OBC and South Nation Conservation Authority (sewage system approval authority for the site) requirements.

It is considered that based on the size of the three proposed dwelling lots all 2012 OBC septic system clearance distances should be readily achievable for proposed partially to fully raised septic system leaching beds at the site.

It is pointed out that septic system disposal treatment systems that have been approved for use by the OBC for Level IV treatment of effluent (known as tertiary treatment) could be considered for use at the three proposed dwelling lots rather than the above mentioned conventional Class IV leaching beds. The Level IV treatment systems are, in general, associated with smaller area dispersal leaching beds than conventional Class IV leaching beds, reduced separation distance between the underside of dispersal leaching bed and low permeability soils, bedrock, and seasonally high groundwater table. It is pointed out that some Level IV treatment systems have been indicated to reduce contaminants from effluent, such as nitrates.

Prior to construction of any sewage systems at the three proposed dwelling lots a Part 8 – Sewage Permit must be obtained from the local sewage system approval authority.



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## **8.0 GROUNDWATER IMPACT ASSESSMENT**

### **8.1 GENERAL**

The previously mentioned MECP D-5-4 guideline provides three general considerations regarding groundwater impact assessment for proposed developments. The first consideration (“Step 1”) is in regard to the proposed lot sizes of a residential development. In brief, the proposed severed lot size of 0.74 does not meet the plan area requirement of the above mentioned “Step 1” consideration. The “Step 2” consideration is a consideration regarding sewage effluent being hydrogeologically isolated from an existing or potential supply aquifer(s). A Step 2 assessment is outside the scope of work of this present scoped assessment. A Step 2 assessment can involve relatively extensive subsurface/hydrogeological investigation and analysis at the site and possibly for up to 500 metres beyond the site. It is considered prudent that the feasibility of carrying out an investigation and analysis for a Step 2 consideration be discussed with the consultant prior to carrying out that work. The “Step 3” consideration is a consideration regarding contaminant attenuation. Accordingly, based on the above a Step 3 approach was addressed for the subject site.

Prior to carrying out one of the groundwater impact assessment MECP “Steps”, the MECP D-5-4 guideline indicates that it should be demonstrated that the subject site is not obviously hydrogeologically sensitive (i.e.: karstic areas, areas of fractured bedrock exposed at surface, areas of thin soil cover, or areas of highly permeable soils).

### **8.2 HYDROGEOLOGICAL SENSITIVITY**

Based on the results of the review of available site physiographical and geological information and on the results of the field work carried out for this scoped assessment, no karstic areas, areas of fractured bedrock exposed at the ground surface, areas of thin soil cover, or areas of highly permeable soils were encountered or are expected for the subject site.

Based on the above, the subject site is not considered obviously hydrogeologically sensitive.



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### 8.3 STEP 3 – PREDICTIVE ASSESSMENT

To obtain a general indication as to the potential impact of septic effluent on the properties adjoining the proposed severed and retained lots a nitrate dilution model was utilized. The annual water surplus for the site was estimated using meteorological data from the Environment Canada station at Kemptville and the potential evapotranspiration for the site calculated using the Thornthwaite Method. The estimate of water surplus using the Thornthwaite Method is shown in Appendix F. It is pointed out that the Town of Kemptville is located some 22 kilometres northeast of the subject site and based on the limited available meteorological stations available from Environment Canada is considered adequately representative of the weather at the subject site.

With regard to nitrate dilution calculations, the MECP D-5-4 guideline document states *“For the purposes of predicting the potential for groundwater impacts, a nitrate loading of at least 40 grams/lot/day per residential dwelling unit shall normally be used”*. That guideline document also states in relation to the 40 grams/lot/day, *“This is based on expected actual flows of 1000 L/day and a minimum value of 40 mg/L nitrate-nitrogen in the discharge from a Class 4 or Class 6 system treating domestic/household sewage”*. As such, a daily effluent loading of 1000 L/day was assumed per dwelling unit at the site in accordance with the MECP D-5-4 guideline document.

With regard to treatment and dispersal of effluent from a leaching bed, the expected impact on the groundwater of a septic system at the proposed severed and retained lots was determined by considering the attenuation of nitrate in the effluent from an assumed 40 mg/L (as N) at the septic tank to 10 mg/L (as N) at the site boundaries by dilution as a result of the infiltration of meteoric water only. The results of the calculation indicate that the expected concentration of nitrate at the down gradient boundary for the site is 4.0 mg/L, which meets the MECP nitrate impact limit of 10 mg/L (see Appendix F). The results of additional calculations indicate that a total of 8 dwelling units for the proposed severed and retained lots at the site would meet the MECP nitrate impact limit (with an expected concentration of nitrate at the down gradient boundary for the site calculated as 9.0 mg/L, see Appendix F). This additional calculation is provided as it may relate to possible future secondary dwelling units constructed at the subject site.



## **9.0 PROPOSED WELL CONSTRUCTION**

Future wells at the site must be constructed, as a minimum, in accordance with Ontario Regulation 903 (O.Reg 903), as amended, and constructed in accordance with the recommendations outlined in this present assessment report (see report Section 10.0) and any municipal requirements.

## **10.0 CONCLUSIONS AND RECOMMENDATIONS**

### **10.1 SUMMARY AND CONCLUSIONS**

A scoped hydrogeological assessment and terrain analysis was carried out in support of three proposed lot severances that will create three proposed dwelling lots located on the west side of Hurley Road within Lot 36, Concession 6, in the Township of Edwardsburgh/Cardinal, United Counties of Leeds and Grenville, Ontario. The scoped assessment consisted of a review of readily available information from a hydrogeological point of view and on-site observations, field work and in-situ and laboratory testing.

Based on the results of the scoped assessment, the following conclusions are provided by Morey Associates Ltd. and are based on our interpretation of the relevant sections of the previously mentioned MECP guideline documents.

- 1) The results of this scoped assessment, discussed in the preceding report sections, indicates that there is a sufficient quantity of groundwater of acceptable drinking water quality in the bedrock aquifer system to satisfy the water requirements of the proposed future dwellings at the site.
- 2) The proposed severed and retained lots are indicated to be of sufficient size that the impact, if any, to the downgradient off property groundwater quality due to proposed septic system loading at the subject site, is not expected to exceed the acceptable impact as outlined in the MECP D-5-4 guideline.



- 3) Based on the results of this scoped assessment, the proposed severed and retained lots are considered suitable for development using private services, from a scoped hydrogeological and terrain analysis point of view.

## 10.2 RECOMMENDATIONS

Morey Associates Ltd. provides the following recommendations regarding proposed groundwater supply wells and sewage systems at the site. The reader(s) of this report should read/reference the entire report.

- 1) The future wells at the proposed severed and retained lots must be constructed, as a minimum, in accordance with Ontario Regulation 903 (O.Reg 903), as amended, and constructed in accordance with the recommendations outlined in this present assessment report and any municipal requirements.
- 2) Future wells drilled at the site should be constructed with a minimum 6 metre length of casing extending through overburden materials and set at least 1.5 metres into sound, competent bedrock. The entire annular space between the steel casing and the overburden/bedrock should be filled with a suitable cement and/or bentonite grout.
- 3) Once the steel well casing has been suitably sealed, the well should be advanced uncased in the bedrock. The proposed wells may have to be drilled to depths of up to some 32 metres below the ground surface (based on the well depths indicated on the attached Table I). However, due to possible changes in topography and because it is impossible to predict with certainty the depth(s) at which water-producing fractures will be encountered during drilling, the above mentioned depth of 32 metres below the ground surface should be considered an approximate target depth only.
- 4) Any new wells drilled significantly deeper than 32 metres depth may require additional water quality testing and review to ensure the well water quality is in keeping with the findings of this present scoped assessment.



- 5) The final landscaping at the site should be graded such that surface water (including any eavestrough downspout discharge and sumpline discharge) is not directed to or ponds around the well head. New constructed wells should have casing heights extending not less than 0.4 metres above the ground surface. Future drilled wells at the site should be located up gradient of septic leaching beds and meet the clearance distances to septic system leaching beds and septic tanks indicated in the most recent version of the Ontario Building Code as amended.
- 6) In order to encourage domestic supply well education and best management practices future residents at the site should be made aware of and refer to the province of Ontario web-doc-publication: [ontario.ca/document/water-supply-wells-requirements-and-best-practices](http://ontario.ca/document/water-supply-wells-requirements-and-best-practices)
- 7) Future residents at the site should be made aware that it is considered prudent to adhere to the regulatory well maintenance requirements, general maintenance for well owners (Table 11-1: Well Maintenance Checklist Items), and well water quality laboratory testing outlined in the above mentioned province of Ontario web-doc publication.
- 8) Future residents at the site should be made aware of and refer to the Province of Ontario publications titled "Septic Smart! Understanding Your Home's Septic System (available for download at time of preparation of this report on the Province of Ontario website, [www.ontario.ca/files/2022-10/omafra-septic-smart-understanding-home-wastewater-system-en-2022-10-14.pdf](http://www.ontario.ca/files/2022-10/omafra-septic-smart-understanding-home-wastewater-system-en-2022-10-14.pdf)).
- 9) Based on the testing results of water samples obtained from the test well, well water may exceed the prescribed operational guidelines for hardness and organic nitrogen. Organic nitrogen levels encountered at the test well are not indicative of requiring specific water treatment. Water treatment specific to hardness may be desired to mitigate hard water concerns. Commercially available water softeners are indicated to be adequate to treat hardness concentrations encountered at the test well.
- 10) Future residents at the site should be made aware that the use of conventional sodium ion exchange water softeners may introduce relatively high concentrations of sodium into the





drinking water, which may contribute a significant percentage to the daily sodium intake for a consumer on a sodium restricted diet. Where sodium ion exchange water softeners are used, a separate unsoftened water supply could be used for drinking and culinary purposes. Alternatively, commercially available potassium chloride ion exchange water softeners could be considered.

- 11) In addition to the above mentioned recommendation (recommendation No. 10) and as per the MECP D-5-5 Guideline Document, if water softening is utilized, a warning should be registered on title with a recommendation that a separate tap, which by-passes the softener, be installed to supply unsoftened drinking water.
- 12) Future residents at the site should be made aware that water wells should be adequately disinfected prior to use, and that wells must be accessible in perpetuity for maintenance, repair and replacement, as per O.Reg 903.

## **11.0 LIMITATIONS AND USE OF REPORT**

This report was prepared for the exclusive use of Lockwood Brothers Construction. This report may not be relied upon by any other person or entity without the express written consent of Lockwood Brothers Construction and Morey Associates Ltd.

This scoped hydrogeological assessment and terrain analysis does not address the design/construction of earth/groundwater energy systems at the site. Should earth/groundwater energy systems be considered for construction at the site hydrogeological studies and subsurface investigations may be required for obtaining approvals of such systems.

This report documents work that was carried out with generally accepted professional standards at the time and location in which the services were provided and in a manner consistent with a level of care and skill normally exercised by other professional engineering and geoscientist firms practicing under similar conditions and subject to the time limits and financial and physical constraints applicable to the services.



Any third party use of this report, including reliance of this report and/or decisions made based on this report, is the sole responsibility of the third party. Morey Associates Ltd. accepts no responsibility for damages, whether direct or indirect, suffered by any third party as a result of any third party use of this report.

The conclusions provided herein represent an opinion of Morey Associates Ltd. as of the time of preparation of this report. It is recognized that the passage of time affects the information provided in this report. This report should not be construed as legal advice, nothing in this report is intended to provide a legal opinion. If new information is discovered during future work, including excavations, borings or other studies, Morey Associates Ltd. should be requested to re-evaluate the conclusions presented in this report and provide amendments as required.

## 12.0 SIGNATURE

We trust that this report is sufficient for your present requirements. If you have any questions concerning this report, please do not hesitate to contact our office.

Yours truly,  
Morey Associates Ltd.

D. G. Morey, P.Eng.  
Principal | Consulting Engineer





### 13.0 REFERENCES

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*Ontario Ministry of the Environment, Conservation and Parks: MOEE Hydrogeological Technical Information Requirements for Land Development Applications, 1995.*

*Ontario Ministry of the Environment, Conservation and Parks: Procedure D-5-5: Technical Guideline for Private Wells: Water Supply Assessment, August 1996.*

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*Kransy: Classification of Transmissivity Magnitude and Variation, Vol.31, No.2 - Ground Water, dated 1993.*

*Province of Ontario: Web-doc publication – Water Supply Wells: Requirements and Best Practices, revised April 2015.*

*Province of Ontario: Technical Support Document for Ontario Drinking Water Standards, Objectives and Guidelines, revised June 2006.*

*South Nation Conservation Authority: GeoPortal Website.*

*Google Earth: Google Earth Pro Application Imagery.*



**TABLE I  
 MECP WELL RECORDS SUMMARY**

<b>Well ID</b>	<b>Stratum Description</b>	<b>Geology Stratum Top Depth (m)</b>	<b>Geology Stratum Bottom Depth (m)</b>	<b>Well Completion Date (mm/yyyy)</b>	<b>Drill Method</b>	<b>Casing Depth Below Ground Surface (m)</b>	<b>Depth at which Water was Found (m)</b>	<b><sup>1</sup> Well Yield (L/min)</b>
2406623 6008 Hurley Rd (Test Well)	Topsoil	0.0	0.6	01/1988	Cable Tool	7.6	19.8, 25.9	113
	Sand, clay, stones	0.6	7.3					
	Sandstone	7.3	21.9					
	Limestone	21.9	27.4					
A006980 Possibly 6031 Hurley Rd	Sand, stones, clay	0.0	3.7	05/2004	Rotary (Air) & Air Percussion	6.6	7.9, 28.3	46
	Limestone	3.7	29.9					
2402629 Possibly 3532 CR-21	Topsoil, sand	0.0	0.6	08/1973	Air Percussion	13.1	23.8	19
	Clay, boulders	0.6	12.5					
	Limestone	12.5	25.9					
2402000 Possibly 3609 CR-21	Sand, gravel, boulders	0.0	13.4	01/1970	Rotary (Air)	14.3	17.7	38
	Limestone	13.4	21.3					
2403200 Possibly 3704 CR-21	Topsoil	0.0	0.6	02/1976	Rotary (Air)	11.6	29.6	38
	Clay, sand, gravel, boulders	0.6	11.6					
	Limestone	11.6	32.0					
2404543 Possibly 3717 CR-21	Hardpan, boulders	0.0	12.8	06/1981	Air Percussion	13.4	29.9	19
	Limestone	12.8	32.0					

<sup>1</sup> Recommended pumping rate indicated by well driller on well records & assuming US gpm on well records



**TABLE II**  
**SUMMARY OF PUMPING TEST RESULTS AND WELL PARAMETERS**  
**FOR TEST WELL**

Well	Tp (m <sup>2</sup> /day)	Tr (m <sup>2</sup> /day)	Tav (m <sup>2</sup> /day)	Q (m <sup>3</sup> /day)	SC (m <sup>3</sup> /day/m)	ho m	hf m	Td m	TD m	CS m	AD m
Test Well (6008 Hurley Rd)	8.0	1.4	4.7	39.3	2.3	6.16	23.02	16.86	27.4	0.20	21.4

Well % Available Drawdown Used  
 79%

- Note:
- Tp: Transmissivity as calculated from pumping data (m<sup>2</sup>/day)
  - Tr: Transmissivity as calculated from recovery data (m<sup>2</sup>/day)
  - Tav: Average transmissivity (average of pumping and recovery) (m<sup>2</sup>/day)
  - Q: Test pumping rate (m<sup>3</sup>/day)
  - SC: Specific Capacity (m<sup>3</sup>/day/m)
  - ho: Static water level (below top of casing) at beginning of pumping test (metres)
  - hf: Water level (below top of casing) at end of 6 hour pumping test (metres)
  - Td: Total drawdown (metres)
  - TD: Total depth of well (below ground surface) (metres)
  - CS: Casing stickup above ground surface, as measured at time of pumping test (metres)
  - AD: Approximate available drawdown (metres)



**TABLE III  
 RESULTS OF IN-SITU WATER QUALITY MEASUREMENTS  
 FOR TEST WELL**

Test Well	Hours Since Pumping Started	Temp. (°C)	Conductivity (uS/cm)	pH (pH units)	TDS (ppm)	Turbidity (NTU)	Colour [Apparent] (TCU)	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Odour <sup>1,2</sup>	Sample
Test Well (6008 Hurley Rd)	1	16.7	536	8.0	258	13.7	20	-	-	none	-
	2	16.7	499	7.8	247	8.2	15	-	-	none	-
	3	18.6	489	7.8	256	2.3	10	0.00	0.00	none	3hr sample
	4	16.6	484	7.7	229	2.6	5	0.00	0.00	none	-
	5	16.6	480	7.7	227	2.4	5	0.00	0.00	none	-
	6	16.7	482	7.6	223	2.1	0	0.00	0.00	none	6hr sample

<sup>2</sup>Olfactory detection used for odour.

<sup>1</sup>Chlorination of the test well was carried out prior to commencement of pumping test.

In-Situ Water Quality Testing Equipment:

Hanna Instruments HI93414 Turbidity and Free/Total Chlorine Meter - Calibrated and battery check prior to field work.

Hanna Instruments HI98129 pH/EC/Temp./TDS Meter - Calibrated and battery check prior to field work.

Hanna Instruments HI727 Handheld Color of Water Colorimeter - Calibrated and battery check prior to field work.



**TABLE IV - SUMMARY OF TEST WELL LABORATORY WATER QUALITY TESTING**

Parameter	RL	Units	<sup>1</sup> Guideline	3hr sample	6hr sample
<b>Anions</b>					
Chloride	0.5	mg/L	AO 250	12.6	11.9
Nitrate (as Nitrogen)	0.1	mg/L	MAC 1	0.17	0.19
Nitrite (as Nitrogen)	0.1	mg/L	MAC 10	<0.1	<0.1
Sulphate	1	mg/L	AO 500	28	28
<b>Calculations</b>					
Ion Balance	0.1	-	-	1.00	1.00
<b>General Chemistry</b>					
Alkalinity (as CaCO <sub>3</sub> )	5	mg/L	OG 30-500	245	244
Colour (true)	2	TCU	AO 5, T <sup>2</sup> 7	2	<2
Conductivity (at 25 degree C)	5	uS/cm	-	512	516
Dissolved Organic Carbon	0.5	mg/L	AO 5, T <sup>2</sup> 10	1.2	1.1
Fluoride	0.1	mg/L	MAC 1.5	0.67	0.67
Hardness (as CaCO <sub>3</sub> )	1	mg/L	OG 80-100, 500 <sup>4</sup>	<b>271</b>	<b>271</b>
pH (at 25 degree C)	1	-	OG 6.5-8.5	8.06	8.01
Phenols-4AAP	0.001	mg/L	-	<0.001	<0.001
Sulphide (S <sub>2</sub> -)	0.01	mg/L	AO 0.05	<0.01	<0.01
Tannin and Lignin	0.1	mg/L	-	0.1	0.1
Total Dissolved Solids	5	mg/L	AO 500	333	335
Turbidity	0.1	NTU	AO 5.0	0.39	1.00
<b>Metals</b>					
Aluminum	0.01	mg/L	OG 0.1	0.09	<0.01
Antimony	0.0005	mg/L	IMAC 0.006	<0.0005	<0.0005
Arsenic	0.001	mg/L	IMAC 0.025	<0.001	<0.001
Barium	0.001	mg/L	MAC 1	0.086	0.091
Beryllium	0.0005	mg/L	-	<0.0005	<0.0005
Boron	0.01	mg/L	IMAC 5	0.32	0.31
Cadmium	0.0001	mg/L	MAC 0.005	<0.0001	<0.0001
Calcium	1	mg/L	-	52	52
Chromium	0.001	mg/L	MAC 0.05	<0.001	<0.001
Cobalt	0.0002	mg/L	-	0.0004	0.0005
Copper	0.001	mg/L	AO 1	<0.001	<0.001
Iron	0.03	mg/L	AO 0.3, <sup>2</sup> T 5.0	0.12	0.05
Lead	0.001	mg/L	MAC 0.01	<0.001	<0.001
Magnesium	1	mg/L	-	34	34
Manganese	0.01	mg/L	AO 0.05	0.02	0.02
Molybdenum	0.005	mg/L	-	<0.005	<0.005
Nickel	0.005	mg/L	-	<0.005	<0.005
Potassium	1	mg/L	-	6	6
Selenium	0.001	mg/L	MAC 0.05	<0.001	<0.001
Silver	0.0001	mg/L	-	<0.0001	<0.0001
Sodium	1	mg/L	AO 200, A 20	7	7
Strontium	0.001	mg/L	7 [Health Canada Proposed]	1.81	1.85
Thallium	0.0001	mg/L	-	<0.0001	<0.0001
Uranium	0.001	mg/L	MAC 0.02	<0.001	<0.001
Vanadium	0.001	mg/L	-	<0.001	<0.001
Zinc	0.01	mg/L	AO 5	<0.01	<0.01
<b>Microbiology</b>					
E. Coli	0	CFU/100mL	MAC Not detectable	0	0
Total Coliforms	0	CFU/100mL	MAC Not detectable	0	0
Fecal Coliforms	0	CFU/100mL	-	0	0
Heterotrophic Plate Count	0	CFU/1mL	-	33	151
<b>Nutrients</b>					
Ammonia (Total, as Nitrogen)	0.02	mg/L	-	0.119	0.121
Total Kjeldahl Nitrogen	0.1	mg/L	-	0.276	0.352
<sup>5</sup> Organic Nitrogen	-	mg/L	OG 0.15	<b>0.16</b>	<b>0.23</b>

<sup>1</sup> Guideline = Ontario Drinking Water Standards Objectives and Guidelines

<sup>2</sup> MOE Maximum Concentration Considered Reasonably Treatable (See MOE Guideline 'D-5-5 Private Wells: Water Supply Assessment')

<sup>3</sup> Table 2, Appendix, MOE Guideline 'D-5-5 Private Wells: Water Supply Assessment' document

<sup>4</sup> "Hardness in excess of 500mg/L in drinking water is unacceptable for most domestic purposes" - Technical Support Document for Ontario Drinking Water Standards, Objectives and Guidelines, Revised June 2006, Province of Ontario.

<sup>5</sup> Organic Nitrogen=Total Kjeldahl Nitrogen - N-NH<sub>3</sub>, and should not exceed 0.15 mg/L

RL = Reporting Limit

AO = Aesthetic Objective

OG = Operational Guideline

MAC = Maximum Acceptable Concentration

IMAC = Interim Maximum Acceptable Concentration

T = Treatability Limit (See Note 2)

A = Advisory Limit (See Note 3)

**Bold Italic** = AO, OG, A, T, or MAC Guideline Exceedence

**TABLE V  
 RECORD OF TEST PITS**

**6008 HURLEY ROAD  
 TOWNSHIP OF EDWARDSBURGH/CARDINAL  
 UNITED COUNTIES OF LEEDS AND GRENVILLE, ONTARIO**

TEST PIT NUMBER	DEPTH (METRES)	DESCRIPTION
TP24-1	0.00 – 0.20	TOPSOIL
	0.20 – 0.50	Red brown SILTY SAND, trace to some clay
	0.50 – 0.90	Grey brown SILTY SAND, trace to some clay
	0.90 – 2.00	Grey brown silty sand, some clay, gravel, cobbles and boulders (GLACIAL TILL)
	2.00	End of test pit

Minor groundwater seepage into test pits observed at about 0.3 metres below existing ground surface, May 9, 2024.

No groundwater seepage observed in test pit below about 0.3 metres below existing ground surface and soil material within test pit relatively dry below 0.3 metres depth.

TP24-2	0.00 – 0.30	TOPSOIL
	0.30 – 0.80	Red brown SILTY SAND, trace to some clay
	0.80 – 1.10	Grey brown SILTY SAND, trace boulders, some shells
	1.10 – 2.10	Grey brown SILTY SAND to SANDY SILT, trace to some clay
	2.10	End of test pit

Groundwater seepage into test pit observed at about 0.8 metres below existing ground surface, May 9, 2024.



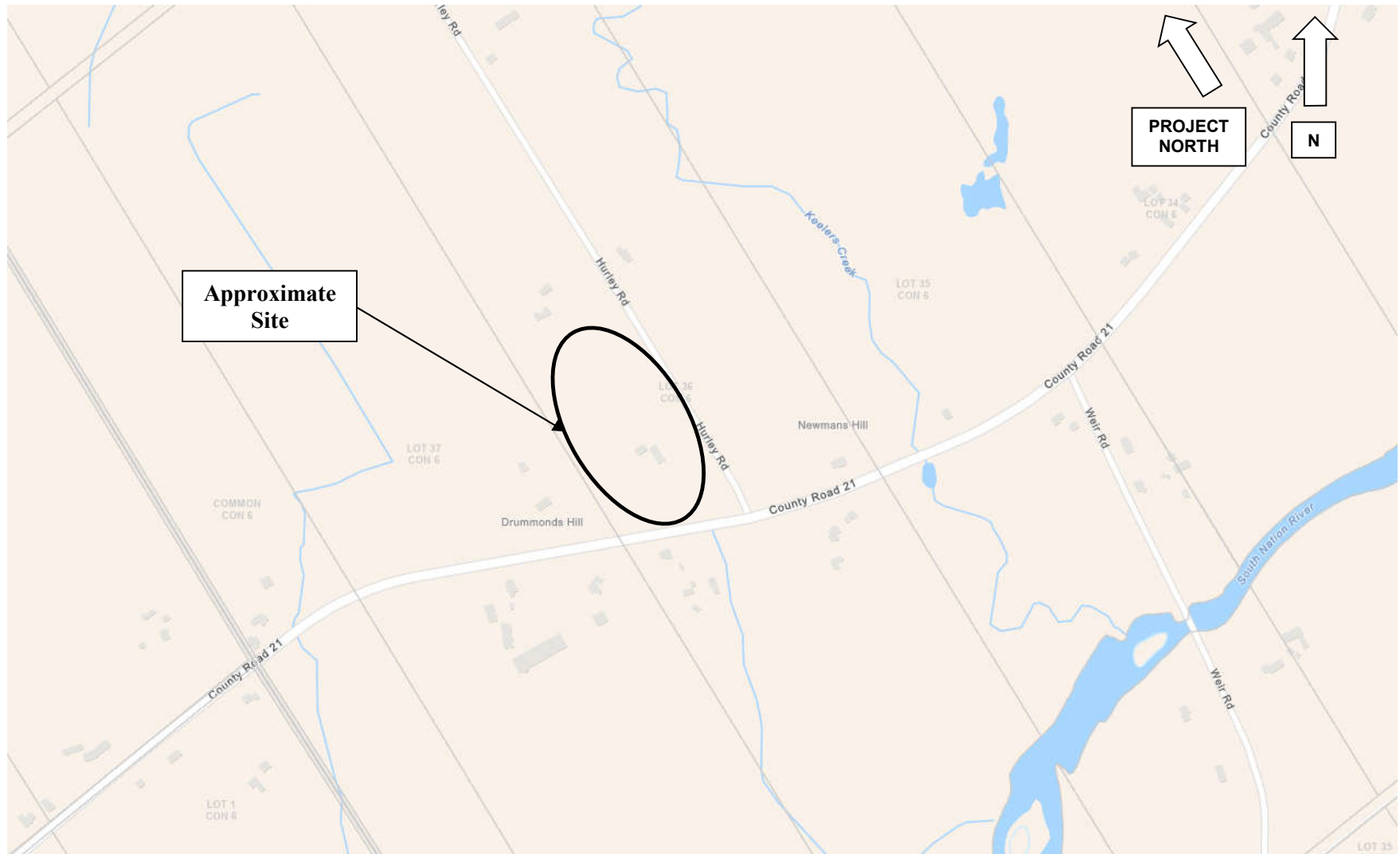
**TABLE V CONTINUED**

<b>TEST PIT NUMBER</b>	<b>DEPTH (METRES)</b>	<b>DESCRIPTION</b>
TP24-3	0.00 – 0.30	TOPSOIL
	0.30 – 1.20	Red brown SILTY SAND, trace to some clay
	1.20 – 2.20	Grey brown SILTY SAND to SANDY SILT, trace to some clay
	2.20	End of test pit

Groundwater seepage observed at about 0.8 metres below existing ground surface, May 9, 2024.

**KEY PLAN**

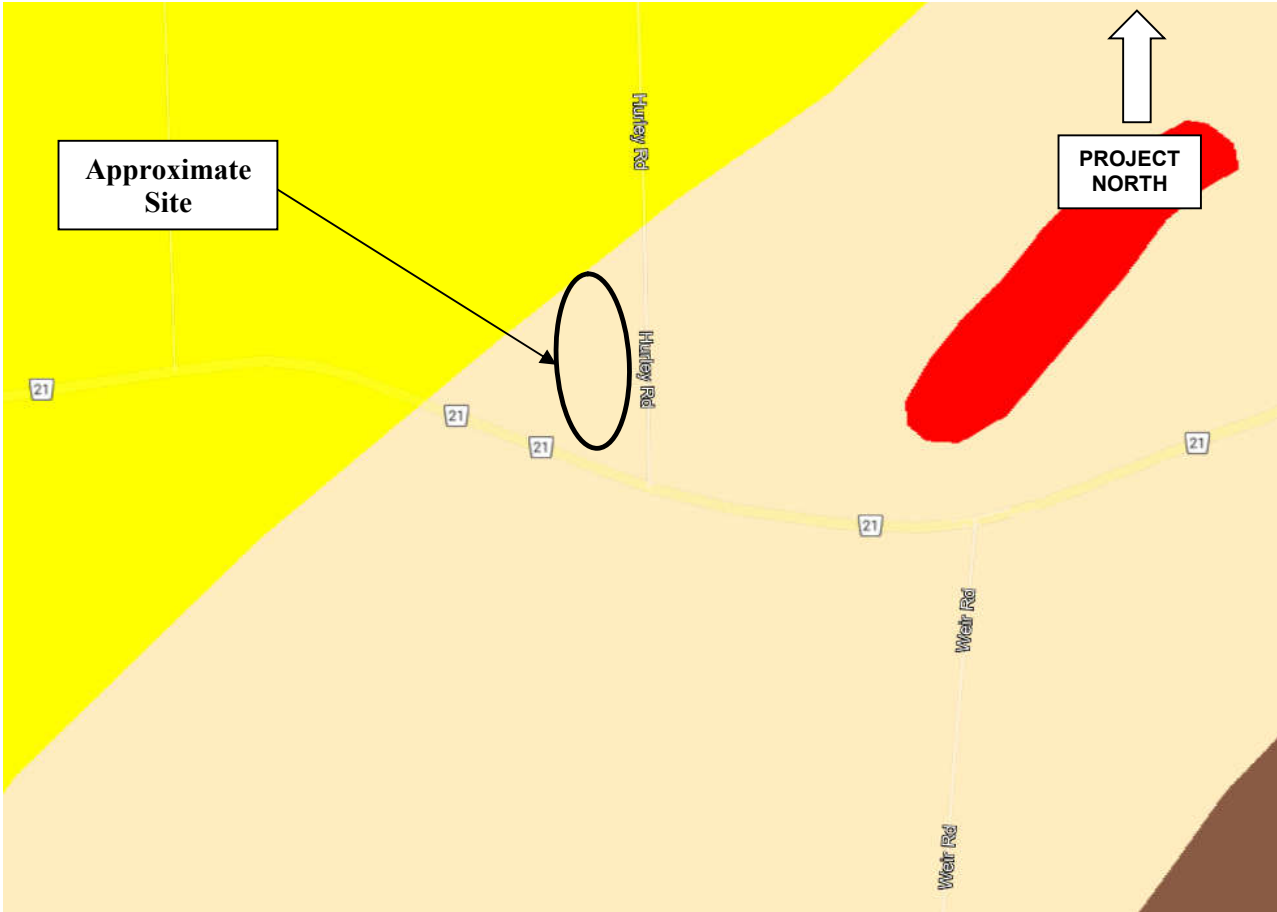
**FIGURE 1**



**NOT TO SCALE**

**SURFICIAL GEOLOGY MAP**

**FIGURE 2**



6 Till Plains (Drumlinized)

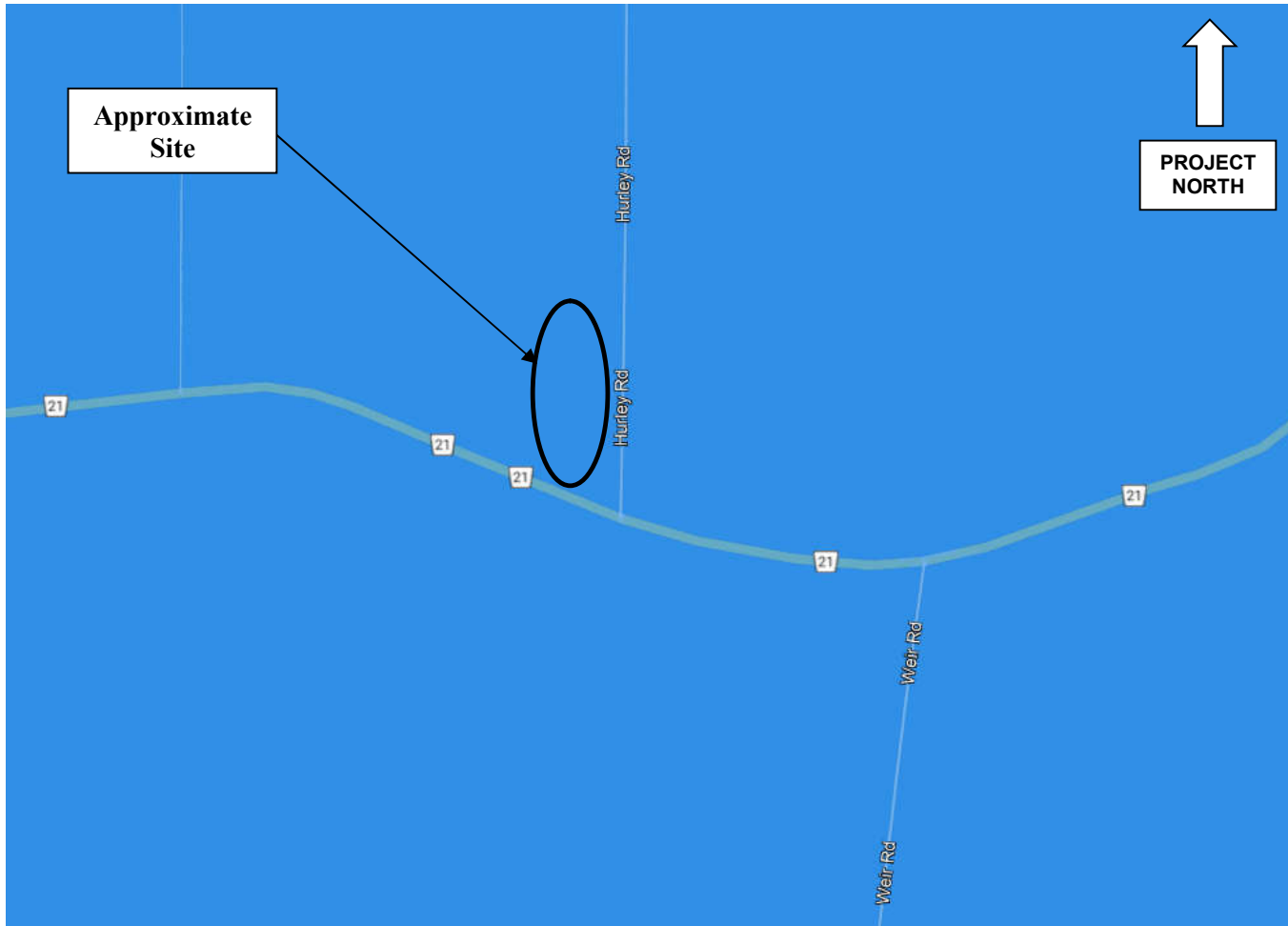
Reference: Chapman and Putnam, Ontario Geological Survey, 2007



Project No. 024241  
Date September 2024

BEDROCK GEOLOGY MAP

FIGURE 3



NOT TO SCALE

5

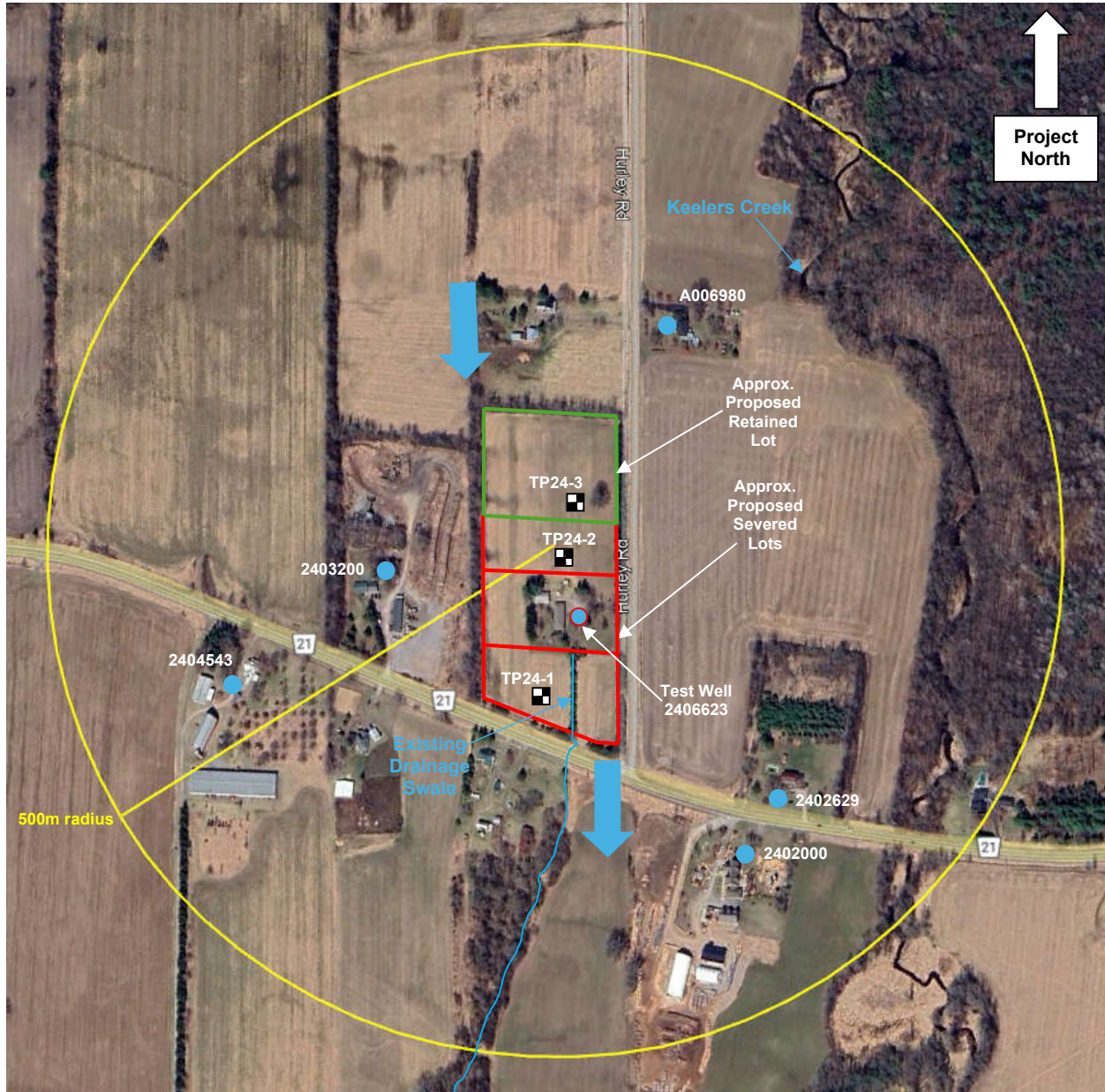
**Oxford Formation:** dolostone, minor shale and sandstone

Reference: Ontario Geological Survey, 2007



Project No. 024241

Date September 2024



**NOT TO SCALE**

- Indicates Possible Well Location (based on available information) and Well ID
- Indicates Test Well
- ➔ Inferred Regional Groundwater Flow Direction



Project No. 024241  
Date September 2024

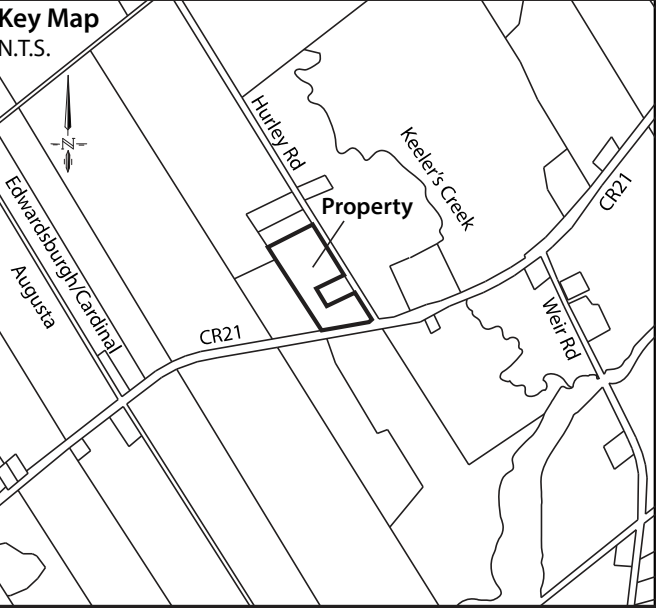


**APPENDIX A**

**SEVERANCE SKETCH**

# Hutton Severance Sketch

Hurley Road Property  
 Part 1, Plan 15R-8000  
 Part Lot 36, Concession 6  
 Geographic Edwardsburgh  
 Township of Edwardsburgh/Cardinal  
 LEEDS AND GRENVILLE



## Legend

- Lands to be Severed
- Lands to be Retained
- Lands Receiving the Lot Addition
- Buildable Areas on Vacant Lots
- MDS Setbacks
- Watercourse
- Overhead Wires
- UP Utility Poles

**Notes:**

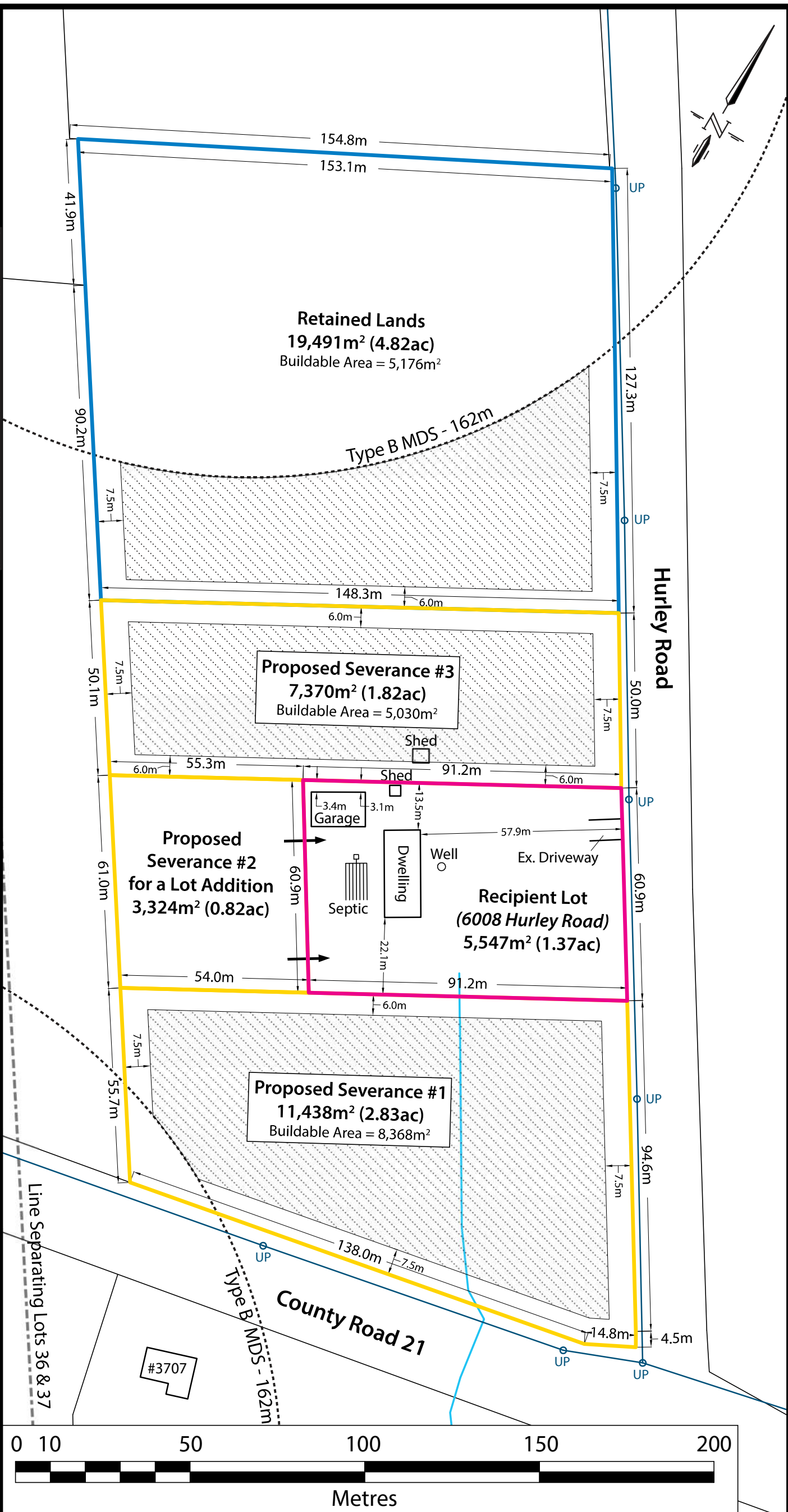
- Given the proposed severances for new lots and an addition to #6008 Hurley Road results in a cluster of four or more lots in close proximity, MDS calculations for nearby barns have been completed as Type B.
- Location of the watercourse, hydro servicing, and existing buildings are approximate and derived from available mapping. One shed on the property at #6008 Hurley Road falls within 3 metres of the interior side lot line and may require relocation to comply with setbacks.
- Boundary and dimensions of the subject property derived from Plan 15R-8000 completed by Collett, Jordan and Wiseman Ltd. in August of 1990. The recipient lot at #6008 Hurley Road is described as Part 1 on Plan 15R-5340 completed by Hazan Meldrum Ltd. in July of 1977.

Version Date: April 25, 2024

File No. 23-230 | Drawn By: CC

**ZANDERPLAN**  
 Your rural land planning experts

40 Sunset Boulevard, Perth, ON K7H 2Y4 | 613-264-9600





**APPENDIX B**

**MECP WELL RECORDS**





Ministry of the Environment  
Ontario

**SUBJECT SITE WELL - TEST WELL**

The Ontario Water Resources Act

# WATER WELL RECORD

2406623

~~24038000~~

1. PRINT ONLY IN SPACES PROVIDED  
2. CHECK  CORRECT BOX WHERE APPLICABLE

11

MUNICIPALITY: \_\_\_\_\_ CON. \_\_\_\_\_

COUNTY OR DISTRICT: Greenville TOWNSHIP, BOROUGH, CITY, TOWN, VILLAGE: Edwardsburg CON. BLOCK, TRACT, SURVEY, ETC.: Con #6 LOT: 136

DATE COMPLETED: DAY 7 MO 1 YR 88

ADDRESS: Spenceville

## LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
Brown	Top Soil		Loose	0	2
Brown	Sand		Loose	2	14
Grey	Clay	Stone's	Packed	14	20
Brown	Sand	Stone's	Loose	20	24
Brown	Sandstone		Layered	24	72
Grey	Limestone		Soft	72	90

31 \_\_\_\_\_ 32 \_\_\_\_\_

### 41 WATER RECORD

WATER FOUND AT - FEET	KIND OF WATER					
65 <sup>10-13</sup>	1 <input checked="" type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERALS	5 <input type="checkbox"/> GAS	6 <input type="checkbox"/>	7 <input type="checkbox"/>
85 <sup>15-18</sup>	1 <input checked="" type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERALS	5 <input type="checkbox"/> GAS	6 <input type="checkbox"/>	7 <input type="checkbox"/>
20-23	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERALS	5 <input type="checkbox"/> GAS	6 <input type="checkbox"/>	7 <input type="checkbox"/>
25-28	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERALS	5 <input type="checkbox"/> GAS	6 <input type="checkbox"/>	7 <input type="checkbox"/>
30-33	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERALS	5 <input type="checkbox"/> GAS	6 <input type="checkbox"/>	7 <input type="checkbox"/>

### 51 CASING & OPEN HOLE RECORD

INSIDE DIAM. INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET	
			FROM	TO
6 1/4 <sup>10-11</sup>	1 <input checked="" type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE 5 <input type="checkbox"/> PLASTIC	.188	0	35
17-18	1 <input type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE 5 <input type="checkbox"/> PLASTIC			20-23
24-25	1 <input type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE 5 <input type="checkbox"/> PLASTIC			27-30

### SCREEN

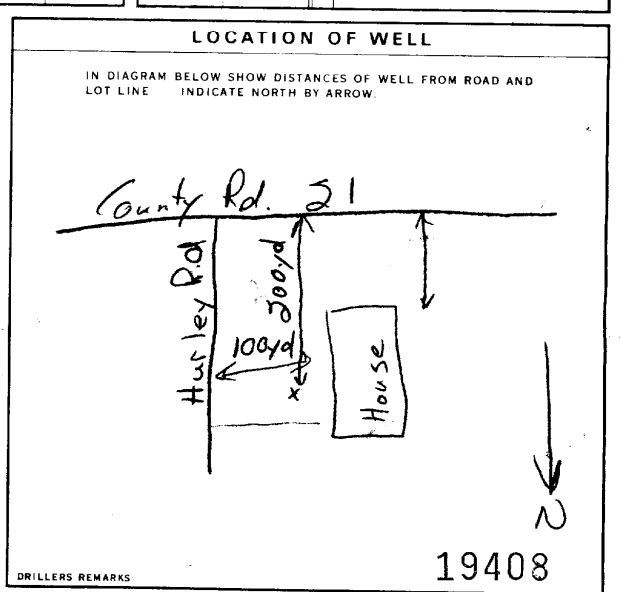
SIZE(S) OF OPENING (SLOT NO.)	DIAMETER	LENGTH
	INCHES	FEET
		DEPTH TO TOP OF SCREEN

### 61 PLUGGING & SEALING RECORD

DEPTH SET AT - FEET	MATERIAL AND TYPE
24 <sup>10-13</sup> - 18 <sup>14-17</sup>	Cement Grout
18-21	
22-25	
28-29	
30-33	

### 71 PUMPING TEST

PUMPING TEST METHOD	PUMPING RATE	DURATION OF PUMPING
1 <input type="checkbox"/> PUMP 2 <input checked="" type="checkbox"/> BAILER	14 GPM	15-16 HOURS 30
WATER LEVEL END OF PUMPING	WATER LEVELS DURING	1 <input checked="" type="checkbox"/> PUMPING 2 <input type="checkbox"/> RECOVERY
18 <sup>19-21</sup> FEET	56 <sup>22-24</sup> FEET	15 MINUTES 25 <sup>25-28</sup> FEET
		30 MINUTES 38 <sup>29-31</sup> FEET
		45 MINUTES 50 <sup>32-34</sup> FEET
		60 MINUTES 50 <sup>35-37</sup> FEET
IF FLOWING GIVE RATE	PUMP INTAKE SET AT	WATER AT END OF TEST
	80 GPM	1 <input type="checkbox"/> CLEAR 2 <input checked="" type="checkbox"/> CLOUDY
RECOMMENDED PUMP TYPE	RECOMMENDED PUMP SETTING	RECOMMENDED PUMPING RATE
<input type="checkbox"/> SHALLOW <input checked="" type="checkbox"/> DEEP	80 FEET	30 GPM



### FINAL STATUS OF WELL

1  WATER SUPPLY 6  ABANDONED, INSUFFICIENT SUPPLY  
2  OBSERVATION WELL 7  ABANDONED, POOR QUALITY  
3  TEST HOLE 8  UNFINISHED  
4  RECHARGE WELL 9  DEWATERING

### WATER USE

1  DOMESTIC 5  COMMERCIAL  
2  STOCK 6  MUNICIPAL  
3  IRRIGATION 7  PUBLIC SUPPLY  
4  INDUSTRIAL 8  COOLING OR AIR CONDITIONING  
9  OTHER 9  NOT USED

### METHOD OF CONSTRUCTION

1  CABLE TOOL 6  BORING  
2  ROTARY (CONVENTIONAL) 7  DIAMOND  
3  ROTARY (REVERSE) 8  JETTING  
4  ROTARY (AIR) 9  DRIVING  
5  AIR PERCUSSION 10  DIGGING 11  OTHER

4877

### CONTRACTOR

NAME OF WELL CONTRACTOR: Splash Well Drilling  
ADDRESS: Box 1083 Prescott  
NAME OF WELL TECHNICIAN: Todd Ferguson  
WELL TECHNICIAN'S LICENCE NUMBER: T-0478  
SIGNATURE OF TECHNICIAN/CONTRACTOR: Todd Ferguson  
SUBMISSION DATE: \_\_\_\_\_

### OFFICE USE ONLY

DATA SOURCE: \_\_\_\_\_ CONTRACTOR: \_\_\_\_\_ DATE RECEIVED: **FEB 02 1988**  
DATE OF INSPECTION: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_  
REMARKS: \_\_\_\_\_  
CSS.ES



Ministry of the Environment

Well Tag Number (Place sticker and print number below)

A 006980

A006980

Well Record  
Regulation 903 Ontario Water Resources Act

page \_\_\_ of \_\_\_

Instructions for Completing Form

- For use in the Province of Ontario only. This document is a permanent legal document. Please retain for future reference.
- All Sections must be completed in full to avoid delays in processing. Further instructions and explanations are available on the back of this form.
- Questions regarding completing this application can be directed to the Water Well Management Coordinator at 416-235-6203.
- All metre measurements shall be reported to 1/10<sup>th</sup> of a metre.
- Please print clearly in blue or black ink only.

Ministry Use Only

Address of Well Location (County/District/Municipality) **Leeds \* Grenville** Township **Edwardsburgh** Lot **27** Concession **6**  
 RR#/Street Number/Name **Lot 36, Hurley Road** City/Town/Village **Spencerville** Site/Compartment/Block/Tract etc. **Garman**  
 GPS Reading **8 3** NAD Zone **18** Easting **45 37 62** Northing **49 62 980** Unit Make/Model **Garman** Mode of Operation:  Undifferentiated  Averaged  
 Differentiated, specify \_\_\_\_\_

Log of Overburden and Bedrock Materials (see instructions)

General Colour	Most common material	Other Materials	General Description	Depth From	Metres To
Brown	Sandy Soil	Stones		0	3.04
Gray	Clay			3.04	3.65
Gray	Limestone			3.65	29.87

**Hole Diameter**

Depth From	Metres To	Diameter Centimetres
0	6.55	22.53
6.55	29.87	15.23

**Water Record**

Water found at **7.92** Metres Kind of Water  Fresh  Sulphur  Gas  Salty  Minerals  
 Other: \_\_\_\_\_

**28.34** m Fresh  Sulphur  Gas  Salty  Minerals  
 Other: **not tested**

After test of well yield, water was  Clear and sediment free  Other, specify \_\_\_\_\_

Chlorinated  Yes  No

**Construction Record**

Inside diam centimetres	Material	Wall thickness centimetres	Depth From	Metres To
15.86	<input checked="" type="checkbox"/> Steel <input type="checkbox"/> Fibreglass <input type="checkbox"/> Plastic <input type="checkbox"/> Concrete <input type="checkbox"/> Galvanized	0.48	+ 0.91	6.55

**Screen**

Outside diam	Material	Slot No.
15.23	<input checked="" type="checkbox"/> Steel <input type="checkbox"/> Fibreglass <input type="checkbox"/> Plastic <input type="checkbox"/> Concrete <input type="checkbox"/> Galvanized	

**No Casing or Screen**

Open hole  Annular space  Abandonment

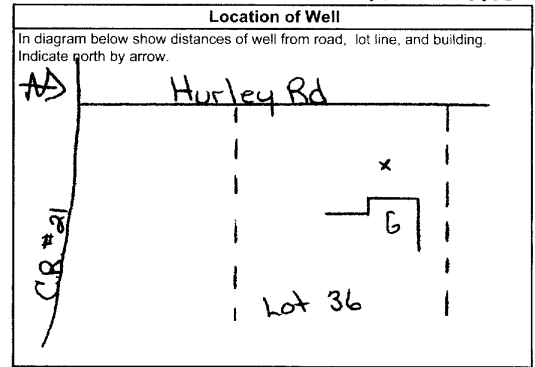
15.23 6.55 29.87

**Test of Well Yield**

Pumping test method	Draw Down	Recovery
	Time min Water Level Metres	Time min Water Level Metres
<b>submersible</b>		
Pump intake set at - (metres) <b>15.24</b>	Static Level <b>3.77</b>	
Pumping rate - (litres/min) <b>54.6</b>	1 <b>3.55</b>	1 <b>4.06</b>
Duration of pumping <b>2</b> hrs + <b>2</b> min	2 <b>3.59</b>	2 <b>4.06</b>
Final water level end of pumping <b>4.65</b> metres	3 <b>4.18</b>	3 <b>4.06</b>
Recommended pump type <input type="checkbox"/> Shallow <input checked="" type="checkbox"/> Deep	4 <b>4.19</b>	4 <b>4.06</b>
Recommended pump depth <b>15.24</b> metres	5 <b>4.30</b>	5 <b>4.05</b>
Recommended pump rate <b>45.5</b> (litres/min)	10 <b>4.23</b>	10 <b>4.02</b>
If flowing give rate - (litres/min)	15 <b>4.26</b>	15 <b>4.00</b>
	20 <b>4.28</b>	20 <b>3.99</b>
	25 <b>4.30</b>	25 <b>3.97</b>
If pumping discontinued, give reason.	30 <b>4.31</b>	30 <b>3.96</b>
	40 <b>4.34</b>	40 <b>3.94</b>
	50 <b>4.37</b>	50 <b>3.93</b>
	60 <b>4.38</b>	60 <b>3.91</b>

**Plugging and Sealing Record**  Annular space  Abandonment

Depth set at - Metres From	To	Material and type (bentonite slurry, neat cement slurry) etc.	Volume Placed (cubic metres)
6.55	0	Grouted - Bentonite & Cement	0.254m3



**Method of Construction**

Cable Tool  Rotary (air)  Diamond  Digging  
 Rotary (conventional)  Air percussion  Jetting  Other  
 Rotary (reverse)  Boring  Driving

**Water Use**

Domestic  Industrial  Public Supply  Other  
 Stock  Commercial  Not used  
 Irrigation  Municipal  Cooling & air conditioning

**Final Status of Well**

Water Supply  Recharge well  Unfinished  Abandoned, (Other)  
 Observation well  Abandoned, insufficient supply  Dewatering  
 Test Hole  Abandoned, poor quality  Replacement well

Audit No. **Z 07008** Date Well Completed **2004 5 17**

Was the well owner's information package delivered?  Yes  No **2004 5 18**

**Well Contractor/Technician Information**

Name of Well Contractor **Capital Water Supply Ltd.** Well Contractor's Licence No. **1558**  
 Business Address (street name, number, city etc.) **P.O. Box 490 Stittsville, Ontario K2S 1A6**  
 Name of Well Technician (last name, first name) **Miller, Stephen** Well Technician's Licence No. **T0097**  
 Signature of Well Contractor/Technician *[Signature]* Date Submitted **2004 5 17**

**Ministry Use Only**

Data Source \_\_\_\_\_ Contract **1558**

Date Received **JUN 24 2004** Date of Inspection **2004 5 18**

Remarks **CSS PSS** Well Record Number **2409979**



Ontario

# WATER WELL RECORD

318/13E 47

1. PRINT ONLY IN SPACES PROVIDED  
2. CHECK  CORRECT BOX WHERE APPLICABLE

11 2402629

MUNICIPALITY 24002 CON. 06

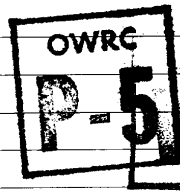
COUNTY OR DISTRICT **GRENVILLE** TOWNSHIP, BOROUGH, CITY, TOWN, VILLAGE **EDWARDSBURG** CON., BLOCK, TRACT, SURVEY, ETC. **6**

DATE COMPLETED **035 t. 25-27 25-28**  
DAY **31** MO. **08** YEAR **73**

NO. **2402629** RC. **18** ELEVATION **454131** BASIN CODE **4315526** MAR 24, 1977 245

### LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
Brown	Topsoil	Sand	Loose.	0	2
Grey	Clay	Boulders	Cemented	2	41
Grey	Limestone	Rock	Hard	41	85



31 000260228 004120513 0085215

41 WATER RECORD

WATER FOUND AT - FEET	KIND OF WATER			
10-13	1 <input checked="" type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	14
0678	2 <input type="checkbox"/> SALTY	4 <input type="checkbox"/> MINERAL		
15-18	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	19
20-23	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	24
25-28	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	29
30-33	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	34-80

51 CASING & OPEN HOLE RECORD

INSIDE DIAM. INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET	
			FROM	TO
06	1 <input checked="" type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE	.188	0	043
06	1 <input type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE			0085
	1 <input type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE			27-30

SCREEN

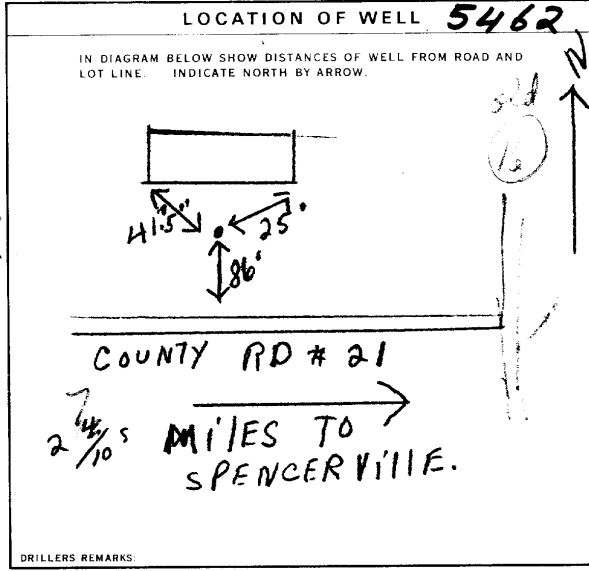
SIZE(S) OF OPENING (SLOT NO.)	DIAMETER	LENGTH
	31-33	34-38
	INCHES	FEET
	DEPTH TO TOP OF SCREEN	41-44
		FEET

61 PLUGGING & SEALING RECORD

DEPTH SET AT - FEET	MATERIAL AND TYPE	CEMENT GROUT LEAD PACKER, ETC.
FROM TO		
10-13	14-17	
18-21	22-25	
26-29	30-33	80

71 PUMPING TEST

PUMPING TEST METHOD	10 PUMPING RATE	11-14 DURATION OF PUMPING	15-16 HOURS	17-18 MINS
1 <input checked="" type="checkbox"/> PUMP 2 <input type="checkbox"/> BAILER	0005	01	00	00
STATIC LEVEL	WATER LEVELS DURING PUMPING			
19-21	22-24	15 MINUTES	30 MINUTES	45 MINUTES
0.95 FEET	0.50 FEET	0.50 FEET	0.50 FEET	0.50 FEET
26-28	29-31	32-34	35-37	
38-41	42			
RECOMMENDED PUMP TYPE	RECOMMENDED PUMP SETTING	43-45 RECOMMENDED PUMPING RATE	46-49	
1 <input type="checkbox"/> SHALLOW 2 <input checked="" type="checkbox"/> DEEP	040	0005	500 G.P.H.	
50-53	000.2	with 35' of tailpipe.		



54 FINAL STATUS OF WELL

1  WATER SUPPLY 6  ABANDONED, INSUFFICIENT SUPPLY  
 2  OBSERVATION WELL 6  ABANDONED, POOR QUALITY  
 3  TEST HOLE 7  UNFINISHED  
 4  RECHARGE WELL

55-56 WATER USE

1  DOMESTIC 5  COMMERCIAL  
 2  STOCK 6  MUNICIPAL  
 3  IRRIGATION 7  PUBLIC SUPPLY  
 4  INDUSTRIAL 8  COOLING OR AIR CONDITIONING  
 5  OTHER 9  NOT USED

57 METHOD OF DRILLING

1  CABLE TOOL 6  BORING  
 2  ROTARY (CONVENTIONAL) 7  DIAMOND  
 3  ROTARY (REVERSE) 8  JETTING  
 4  ROTARY (AIR) 9  DRIVING  
 5  AIR PERCUSSION

CONTRACTOR

NAME OF WELL CONTRACTOR **Ramon H. Casselman** LICENCE NUMBER **1505**

ADDRESS **Williamsburg, Ontario**

NAME OF DRILLER OR BORER **Dalton Gow** LICENCE NUMBER

SIGNATURE OF CONTRACTOR **Ramon H. Casselman** SUBMISSION DATE DAY **31** MO. **Aug** YEAR **73**

OFFICE USE ONLY

DATA SOURCE **1** 58 CONTRACTOR **1505** 59-62 DATE RECEIVED **18 02 74** 63-68

DATE OF INSPECTION INSPECTOR

REMARKS

# WATER WELL RECORD

31813E

Water management in Ontario 1. PRINT ONLY IN SPACES PROVIDED

2. CHECK  CORRECT BOX WHERE APPLICABLE

11 2402000

MUNICIP. 24002

CON. con

LOT 25-27 06

COUNTY OR DISTRICT  
Grenville

TOWNSHIP, BOROUGH, CITY, TOWN, VILLAGE  
Edwardsburg

CON., BLOCK, TRACT, SURVEY, ETC.  
VI

DATE COMPLETED  
DAY 06 MO. Jan. YR. 70

R. No. 2 - Spencerville, Ont.

162370

4

ELEVATION 2325

5

23

## LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
	boulders - gravel - pan			0	36
black	sand - gravel			36	44
grey	limestone			44	70

31

32

41

### WATER RECORD

WATER FOUND AT - FEET	KIND OF WATER
10-13	<input checked="" type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERAL
15-18	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERAL
20-23	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERAL
25-28	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERAL
30-33	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERAL

51

### CASING & OPEN HOLE RECORD

INSIDE DIAM. INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET	
			FROM	TO
10-11	<input checked="" type="checkbox"/> STEEL <input type="checkbox"/> GALVANIZED <input type="checkbox"/> CONCRETE <input type="checkbox"/> OPEN HOLE	3/16	0	13-16
17-18	<input type="checkbox"/> STEEL <input type="checkbox"/> GALVANIZED <input type="checkbox"/> CONCRETE <input checked="" type="checkbox"/> OPEN HOLE			20-23
24-25	<input type="checkbox"/> STEEL <input type="checkbox"/> GALVANIZED <input type="checkbox"/> CONCRETE <input type="checkbox"/> OPEN HOLE			27-30

61

### PLUGGING & SEALING RECORD

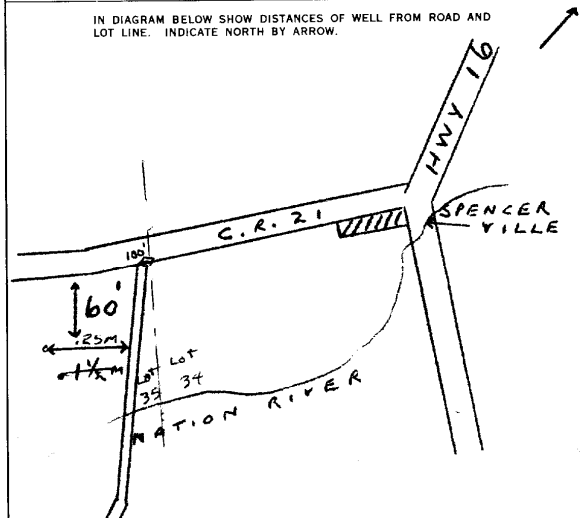
DEPTH SET AT - FEET	MATERIAL AND TYPE
10-13	14-17
18-21	22-25
26-29	30-33

71

### PUMPING TEST

PUMPING TEST METHOD <input checked="" type="checkbox"/> PUMP <input type="checkbox"/> BAILER	DURATION OF PUMPING 11-14 HOURS 0025	15-16 GPM. 01	17-18 MINS. 00
STATIC WATER LEVEL 19-21 FEET 040	WATER LEVEL END OF PUMPING 22-24 FEET 060	WATER LEVELS DURING 15 MINUTES 26-28 FEET 040	30 MINUTES 29-31 FEET 040
IF FLOWING, GIVE RATE	PUMP INTAKE SET AT	WATER AT END OF TEST	RECOVERY
RECOMMENDED PUMP TYPE <input type="checkbox"/> SHALLOW <input checked="" type="checkbox"/> DEEP	RECOMMENDED PUMP SETTING 065	RECOMMENDED PUMPING RATE 0010	46-49 GPM.
50-53 001.2 GPM./FT. SPECIFIC CAPACITY			

## LOCATION OF WELL



### FINAL STATUS OF WELL

1 <input checked="" type="checkbox"/> WATER SUPPLY	5 <input type="checkbox"/> ABANDONED, INSUFFICIENT SUPPLY
2 <input type="checkbox"/> OBSERVATION WELL	6 <input type="checkbox"/> ABANDONED, POOR QUALITY
3 <input type="checkbox"/> TEST HOLE	7 <input type="checkbox"/> UNFINISHED
4 <input type="checkbox"/> RECHARGE WELL	

### WATER USE

1 <input checked="" type="checkbox"/> DOMESTIC	5 <input type="checkbox"/> COMMERCIAL
2 <input type="checkbox"/> STOCK	6 <input type="checkbox"/> MUNICIPAL
3 <input type="checkbox"/> IRRIGATION	7 <input type="checkbox"/> PUBLIC SUPPLY
4 <input type="checkbox"/> INDUSTRIAL	8 <input type="checkbox"/> COOLING OR AIR CONDITIONING
<input type="checkbox"/> OTHER	9 <input type="checkbox"/> NOT USED

### METHOD OF DRILLING

1 <input type="checkbox"/> CABLE TOOL	6 <input type="checkbox"/> BORING
2 <input type="checkbox"/> ROTARY (CONVENTIONAL)	7 <input type="checkbox"/> DIAMOND
3 <input type="checkbox"/> ROTARY (REVERSE)	8 <input type="checkbox"/> JETTING
4 <input checked="" type="checkbox"/> ROTARY (AIR)	9 <input type="checkbox"/> DRIVING
5 <input type="checkbox"/> AIR PERCUSSION	

### CONTRACTOR

NAME OF WELL CONTRACTOR J.B. DUPRESNE & CO. LIMITED	LICENCE NUMBER 1802
ADDRESS 1014 Maitland Ave., Ottawa 5, Ont.	
NAME OF DRILLER OR BORER R. Lapan	LICENCE NUMBER
SIGNATURE OF CONTRACTOR	SUBMISSION DATE DAY 6 MO. Jan. YR. 70

### OFFICE USE ONLY

DATA SOURCE	58 CONTRACTOR 1802	59-62 DATE RECEIVED 020870	63-68
DATE OF INSPECTION	INSPECTOR	REMARKS	



Ontario

# WATER WELL RECORD

1. PRINT ONLY IN SPACES PROVIDED  
2. CHECK  CORRECT BOX WHERE APPLICABLE

11 | 2403200-1 | MUNICIPAL 24002 | CON. 318/13E 06

COUNTY OR DISTRICT <b>Greenville</b>	TOWNSHIP, BOROUGH, CITY, TOWN, VILLAGE <b>Edwardsburg</b>	3	6	CON. BLOCK, TRACT, SURVEY, ETC.	LOT 25-27 <b>037</b>
DATE COMPLETED DAY <b>25</b> MONTH <b>02</b> YEAR <b>76</b>				DATE COMPLETED DAY <b>25</b> MONTH <b>02</b> YEAR <b>76</b>	
ADDRESS <b>3 Dibble Street, Prescott, Ontario</b>					
ELEVATION <b>624.00</b>		BASIN CODE <b>5</b>		RC <b>2.5</b>	

LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)					
GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
Brown	Topsoil		Loose	0	2
Grey	Clay	Boulders	Hard packed	2	27
Grey	Sand	Gravel, Clay	Coarse, packed	27	38
Grey	Limestone Rock		Hard	38	105

31 | 00260277 | 00272051379 | 0038228105 | 010521573

41 | WATER RECORD

WATER FOUND AT - FEET	KIND OF WATER
10-13 <b>0097</b>	1 <input checked="" type="checkbox"/> FRESH 3 <input type="checkbox"/> SULPHUR 2 <input type="checkbox"/> SALTY 4 <input type="checkbox"/> MINERAL
15-18	1 <input type="checkbox"/> FRESH 3 <input type="checkbox"/> SULPHUR 2 <input type="checkbox"/> SALTY 4 <input type="checkbox"/> MINERAL
20-23	1 <input type="checkbox"/> FRESH 3 <input type="checkbox"/> SULPHUR 2 <input type="checkbox"/> SALTY 4 <input type="checkbox"/> MINERAL
25-28	1 <input type="checkbox"/> FRESH 3 <input type="checkbox"/> SULPHUR 2 <input type="checkbox"/> SALTY 4 <input type="checkbox"/> MINERAL
30-33	1 <input type="checkbox"/> FRESH 3 <input type="checkbox"/> SULPHUR 2 <input type="checkbox"/> SALTY 4 <input type="checkbox"/> MINERAL

51 | CASING & OPEN HOLE RECORD

WELL DIA. INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET
10-11 <b>06</b>	1 <input checked="" type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE	<b>.188</b>	0 0638
17-18	1 <input type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE		20-23
24-25	1 <input type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE		27-30

SCREEN

SIZE (SI OF OPENING (SLOT NO.)	DIAMETER	LENGTH
	INCHES	FEET
	DEPTH TO TOP OF SCREEN	

61 | PLUGGING & SEALING RECORD

DEPTH SET AT - FEET	MATERIAL AND TYPE
10-13	14-17
18-21	22-25
26-29	30-33

71 | PUMPING TEST

PUMPING TEST METHOD:  PUMP 2  BAILER

STATIC LEVEL: 019 FEET

WATER LEVELS DURING PUMPING:

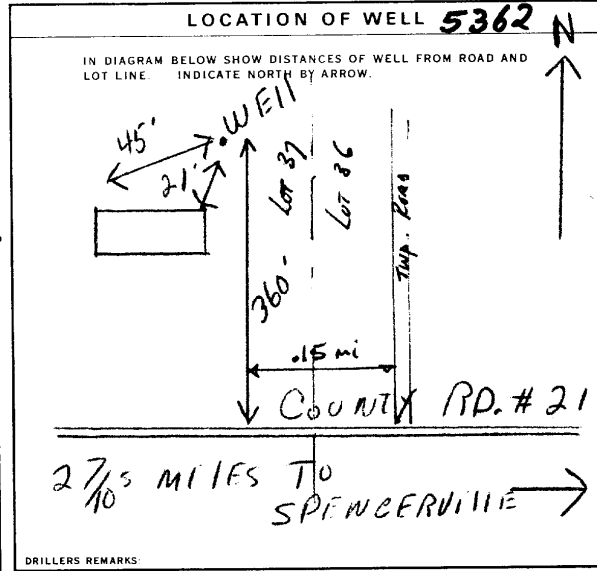
15 MINUTES: 060 FEET	30 MINUTES: 060 FEET	45 MINUTES: 060 FEET	60 MINUTES: 060 FEET
----------------------	----------------------	----------------------	----------------------

RECOMMENDED PUMP TYPE:  SHALLOW  DEEP

RECOMMENDED PUMP SETTING: 055 FEET

RECOMMENDED PUMPING RATE: 600 G.P.M.

with 35 ft. of tailpipe



FINAL STATUS OF WELL: 1

WATER USE: 01

METHOD OF DRILLING: 4

CONTRACTOR: Ramon H. Casselman, Licence Number 1505

ADDRESS: Williamsburg, Ontario

NAME OF DRILLER OR BORER: Dalton Gow

SIGNATURE OF CONTRACTOR: Ramon H. Casselman

SUBMISSION DATE: DAY 25, NO. Feb., YR. 76

OFFICE USE ONLY

DATA SOURCE: 1, 1505

DATE RECEIVED: 130478

DATE OF INSPECTION: \_\_\_\_\_

INSPECTOR: \_\_\_\_\_

REMARKS: \_\_\_\_\_



# WATER WELL RECORD

1. PRINT ONLY IN SPACES PROVIDED  
2. CHECK  CORRECT BOX WHERE APPLICABLE

11

2404543

MUNICIPALITY: 24002 CON.

DATE COMPLETED: 19 06 81

COUNTY OR DISTRICT: **Leeds & Grenville** TOWNSHIP, BOURGHO, CITY, TOWN, VILLAGE: **Edwardsburg** CON. BLOCK, TRACT, SURVEY ETC.: **Conc. 6** LOT: **37**

DATE COMPLETED: DAY **19** MO **06** YR **81**

ADDRESS: **Rideau Heights Dr., Nepean, Ontario**

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
Brown	Hardpan	Boulders		0	42
Gray	Limestone			42	105

31

32

**41 WATER RECORD**

WATER FOUND AT - FEET	KIND OF WATER
98'	1 <input checked="" type="checkbox"/> FRESH 3 <input type="checkbox"/> SULPHUR 2 <input type="checkbox"/> SALTY 4 <input type="checkbox"/> MINERAL

**51 CASING & OPEN HOLE RECORD**

INSIDE DIAM. INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET
6 1/4	1 <input checked="" type="checkbox"/> STEEL 2 <input type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input type="checkbox"/> OPEN HOLE	188	0 44
5 13/16	1 <input type="checkbox"/> STEEL 2 <input checked="" type="checkbox"/> GALVANIZED 3 <input type="checkbox"/> CONCRETE 4 <input checked="" type="checkbox"/> OPEN HOLE		44 105

**SCREEN**

SIZE OF OPENING (SLOT NO.): 31-33 DIAMETER: 34-36 LENGTH: 39-40

MATERIAL AND TYPE: DEPTH TO TOP OF SCREEN: 41-44

**61 PLUGGING & SEALING RECORD**

DEPTH SET AT - FEET	MATERIAL AND TYPE	CEMENT GROUT LEAD PACKER ETC.
10-13		
18-21		
26-29		

**71 PUMPING TEST**

PUMPING TEST METHOD: 1  PUMP 2  BAILER

PUMPING RATE: 50 GPM

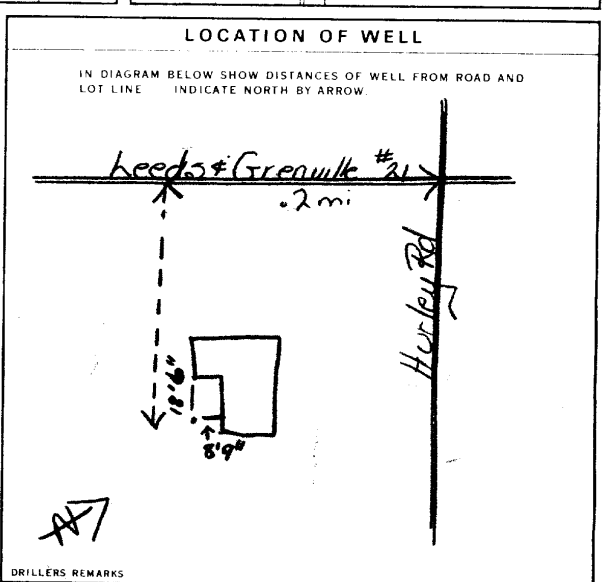
DURATION OF PUMPING: 1 HOURS

STATIC LEVEL	WATER LEVEL END OF PUMPING	WATER LEVELS DURING
30 FEET	60 FEET	15 MINUTES: 60 FEET 26-28: 60 FEET 30 MINUTES: 60 FEET 29-31: 60 FEET 45 MINUTES: 60 FEET 32-34: 60 FEET 60 MINUTES: 60 FEET 35-37: 60 FEET

RECOMMENDED PUMP TYPE: 1  SHALLOW 2  DEEP

RECOMMENDED PUMP SETTING: 75 FEET

RECOMMENDED PUMPING RATE: 5 GPM



**FINAL STATUS OF WELL**

1  WATER SUPPLY 5  ABANDONED INSUFFICIENT SUPPLY  
2  OBSERVATION WELL 6  ABANDONED POOR QUALITY  
3  TEST HOLE 7  UNFINISHED  
4  RECHARGE WELL

**WATER USE**

1  DOMESTIC 5  COMMERCIAL  
2  STOCK 6  MUNICIPAL  
3  IRRIGATION 7  PUBLIC SUPPLY  
4  INDUSTRIAL 8  COOLING OR AIR CONDITIONING  
9  OTHER 9  NOT USED

**METHOD OF DRILLING**

1  CABLE TOOL 6  BORING  
2  ROTARY (CONVENTIONAL) 7  DIAMOND  
3  ROTARY (REVERSE) 8  JETTING  
4  ROTARY (AIR) 9  DRIVING  
5  AIR PERCUSSION

**CONTRACTOR**

NAME OF WELL CONTRACTOR: **Capital Water Supply Ltd.** LICENCE NUMBER: **1558**

ADDRESS: **Box 490, Stittsville, Ontario K0A 3G0**

NAME OF DRILLER OR BORER: **J Miller** LICENCE NUMBER:

SIGNATURE OF CONTRACTOR: *[Signature]* SUBMISSION DATE: DAY **30** MO **06** YR **81**

**OFFICE USE ONLY**

DATA SOURCE: 58 CONTRACTOR: **1558** 59-62 DATE RECEIVED: **15 09 81** 63-68

DATE OF INSPECTION: INSPECTOR:

REMARKS: **WDE** **CSS.ES**



## **APPENDIX C**

### **PUMPING TEST DATA FOR TEST WELL**



## DRAWDOWN DATA TEST WELL

File: 024241

Pump Test Date: June 19/24

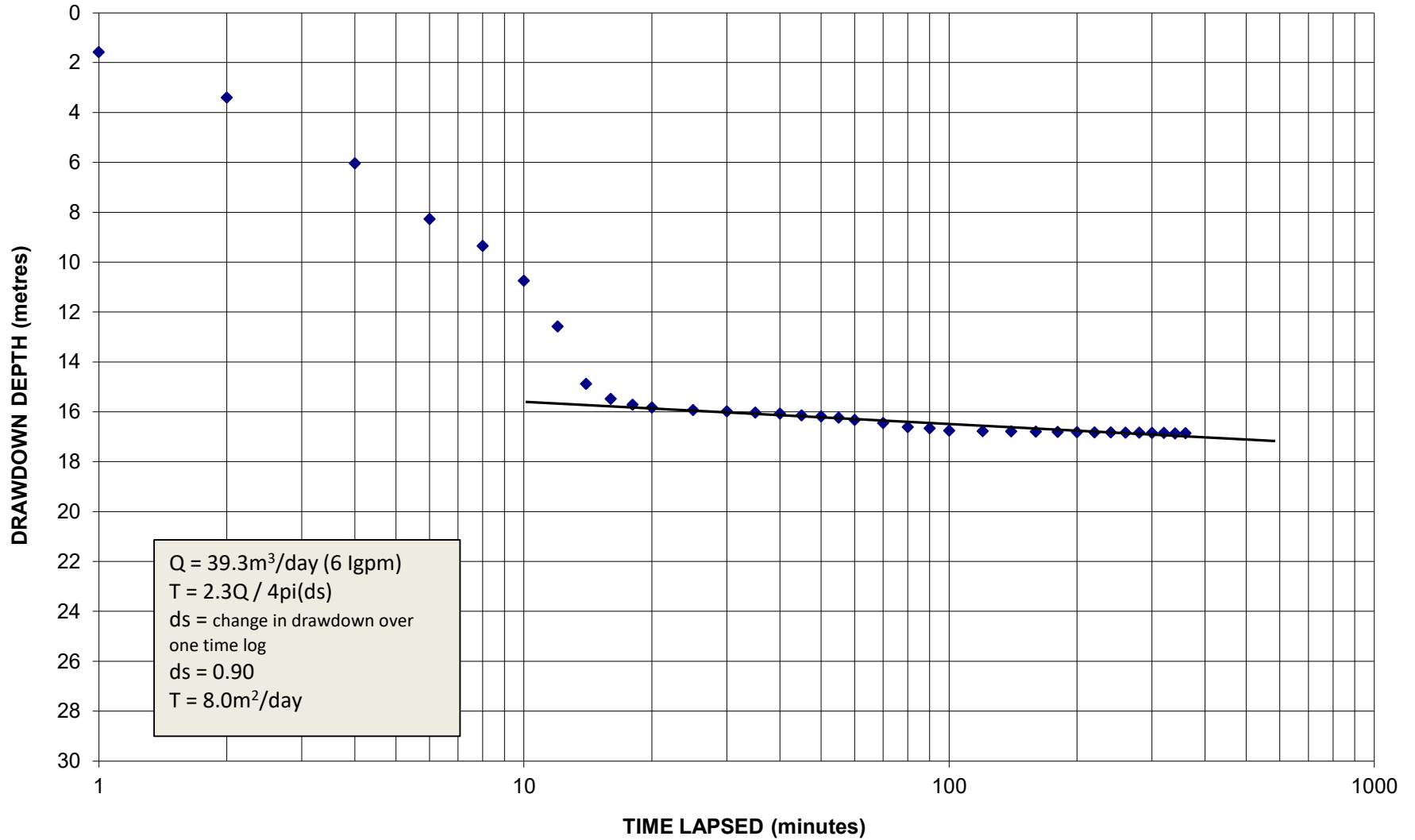
Pump Rate: 6 lgpm

<b>Time of Day</b>	<b>Time Lapsed (minutes)</b>	<b>Depth (metres)</b>	<b>h-ho (metres)</b>
8:40	0	6.16	0.00
8:41	1	7.74	1.58
8:42	2	9.56	3.40
8:44	4	12.20	6.04
8:46	6	14.43	8.27
8:48	8	15.51	9.35
8:50	10	16.90	10.74
8:52	12	18.74	12.58
8:54	14	21.04	14.88
8:56	16	21.64	15.48
8:58	18	21.87	15.71
9:00	20	21.99	15.83
9:05	25	22.09	15.93
9:10	30	22.14	15.98
9:15	35	22.19	16.03
9:20	40	22.23	16.07
9:25	45	22.30	16.14
9:30	50	22.34	16.18
9:35	55	22.39	16.23
9:40	60	22.49	16.33
9:50	70	22.61	16.45
10:00	80	22.77	16.61
10:10	90	22.82	16.66
10:20	100	22.91	16.75
10:40	120	22.93	16.77
11:00	140	22.94	16.78
11:20	160	22.95	16.79
11:40	180	22.96	16.80
12:00	200	22.97	16.81
12:20	220	22.99	16.83
12:40	240	22.99	16.83
13:00	260	23.00	16.84
13:20	280	23.00	16.84
13:40	300	23.01	16.85
14:00	320	23.01	16.85
14:20	340	23.03	16.87
14:40	360	23.02	16.86





### TEST WELL DRAWDOWN VS. TIME





### RECOVERY DATA TEST WELL

File: 024241

Pump Test Date: June 19/24

Recovery Time t' (minutes)	t / t' (ratio)	Depth (metres)	h-ho (metres)
0		23.02	16.86
1	361	21.12	14.96
2	181	19.33	13.17
4	91	18.34	12.18
6	61	17.47	11.31
8	46	16.79	10.63
10	37	16.15	9.99
12	31	15.71	9.55
14	27	15.28	9.12
16	24	14.92	8.76
18	21	14.58	8.42
20	19	14.26	8.10
25	15	13.67	7.51
30	13	13.09	6.93
35	11	12.54	6.38
40	10	12.03	5.87
45	9	11.55	5.39
50	8	11.06	4.90
55	8	10.62	4.46
60	7	10.17	4.01
70	6	9.36	3.20
80	6	8.61	2.45
90	5	7.81	1.65
100	5	7.11	0.95
120	4	6.54	0.38
130	4	6.14	-0.02

**>100%**

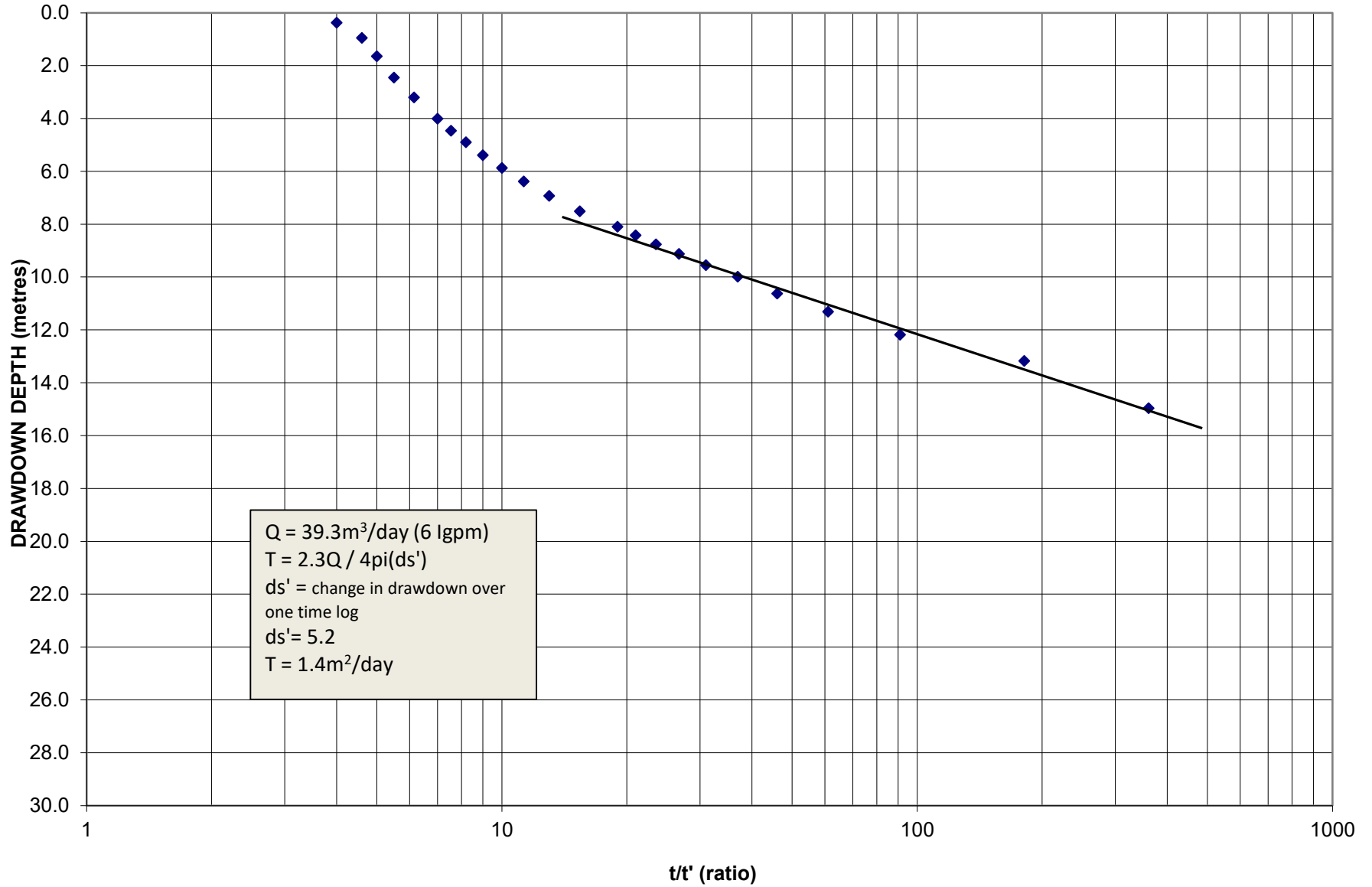
**RECOVERY AFTER**

**130**

**MINUTES**



### TEST WELL RECOVERY DATA





## **APPENDIX D**

### **RESULTS OF LABORATORY TESTING OF TEST WELL WATER SAMPLES**

**OFFICIAL CERTIFICATE OF ANALYSIS : 3961292**

**WORK REQUEST : 100291252**

**Report Date : 2024-06-27**

**Morey Associates**

2672 Highway 43  
Kemptville, ON  
K0G 1J0  
Attention : Dan Morey

Reception Date : 2024-06-20  
Project : 024241  
Sampler : NA  
PO Number : Not Applicable  
Temperature : 14 °C

Analysis	Quantity	External Method
Alkalinity (Water, Automated)	1	Modified from SM 2320 B
Ammonia, Total (Water, Colorimetry)	1	Modified from EPA 350.1
Chloride (Water, IC)	1	Modified from SM 4110 B and C
Colour, True (Water, Spectrophotometry)	1	Modified from SM 2120 C
Conductivity (Water, Automated)	1	Modified from SM 2510 B
DOC (Water, IR)	1	Modified from SM 5310 B
E.Coli and Total Coliforms (DC Plate)	1	Modified from MECP E3407
Fecal Coliforms (mFC)	1	Modified from SM 9222 D
Fluoride (Water, Auto/ISE)	1	Modified from SM 4500-F A and 4500-F C
Hardness (Water, Calculation Only)	1	SM 2340 B
Heterotrophic Plate Count (mHPC)	1	Modified from SM 9215 D
Ion Balance (Water, Calculation)	1	Modified from SM1030 E
Metals Scan (Water, ICP/MS)	1	Modified from EPA 200.8
Metals Scan (Water, ICP/OES)	1	Modified from SM 3120 B
Nitrate (Water, IC)	1	Modified from SM 4110 B and C
Nitrite (Water, IC)	1	Modified from SM 4110 B and C
pH (25°C) (Water, Automated)	1	Modified from SM 4500-H+ B
Phenols (Water, Colorimetry)	1	Modified from EPA 420.2
Sulphate (Water, IC)	1	Modified from SM 4110 B and C
Sulphide (Water, Colorimetry)	1	Modified from SM 4500-S2 D
Tannin and Lignin (Water, Spec)	1	Modified from SM 5550 B
TDS (Estimated)	1	Modified from SM 2510 A
Total Kjeldahl Nitrogen (Water, Colorimetry)	1	Modified from EPA 351.2
Turbidity (Water, Turbidimeter)	1	Modified from SM 2130 B

**Criteria :**

**A :** Ontario Regulation 169/03 (Non-Regulated Drinking Water)

**Sample status upon receipt :**

7792332

**Compliant**

**Certificate Comments :**

7792332

**Fe spike unavailable due to matrix interferences in the mother sample.**

**Notes :**

- All analysis is completed at Eurofins Environment Testing Canada Inc. (Ottawa, Ontario) unless otherwise stated.
- Eurofins Environment Testing Canada Inc. is accredited by CALA, Canadian Association for Laboratory Accreditation to ISO/IEC 17025 for tests which appear on the scope of accreditation. The scope is available at <https://directory.cala.ca/>
- Please note: Field data, where presented on the report, has been provided by the client and is presented for informational purposes only. Guideline or regulatory limits listed on this report are provided for ease of use (informational purposes) only. Eurofins recommends consulting the official guideline or regulation as required. Unless otherwise stated, measurement uncertainty is not taken into account when determining guideline or regulatory exceedances.

**Legend :**

RL : Reporting limit	N/A : Not applicable	* : Analysis conducted by external subcontracting
QC : Reference material (QC)	1 : Results in annex	^ : Analysis not accredited

### OFFICIAL CERTIFICATE OF ANALYSIS - EXCEEDENCE SUMMARY

Client : Morey Associates  
 Project : 024241

Reception Date : 2024-06-20

Eurofins Sample No	Client Sample Identification	Analyte	Result	Units	Exceeded Criteria		
					A	B	C
<b>Hardness (Water, Calculation Only)</b>							
7792332	TW1 6008 Hurley 3hr	Hardness as CaCO3 (Calculation)	271	mg/L	80-100		

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## OFFICIAL CERTIFICATE OF ANALYSIS - RESULTS

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

				Eurofins Sample No :		<b>7792332</b>					
				Matrix :		Drinking water					
				Sampling Date :		2024-06-19					
				Client Sample Identification :		TW1 6008 Hurley 3hr					
Anions	RL	Unit	Criteria								
			A	B	C						
Chloride	0.5	mg/L	250			12.6					
Nitrate (as Nitrogen)	0.1	mg/L	10.0			0.17					
Nitrite (as Nitrogen)	0.1	mg/L	1.0			<0.1					
Sulphate	1	mg/L	500			28					

				Eurofins Sample No :		<b>7792332</b>					
				Matrix :		Drinking water					
				Sampling Date :		2024-06-19					
				Client Sample Identification :		TW1 6008 Hurley 3hr					
Calculations	RL	Unit									
Ion Balance (Calculation)^	0.1		1.00								

				Eurofins Sample No :		<b>7792332</b>					
				Matrix :		Drinking water					
				Sampling Date :		2024-06-19					
				Client Sample Identification :		TW1 6008 Hurley 3hr					
General Chemistry	RL	Unit	Criteria								
			A	B	C						
Alkalinity (as CaCO3)	5	mg/L	500			245					
Colour (True)	2	TCU				2					
Conductivity @ 25°C	5	µS/cm				512					
Dissolved Organic Carbon	0.5	mg/L	5			1.2					
Fluoride	0.1	mg/L	1.5			0.67					
Hardness as CaCO3 (Calculation)	1	mg/L	80-100			<b>271</b>					
pH @ 25°C	1		6.5-8.5			8.06					
Phenols-4AAP	0.001	mg/L				<0.001					
Sulphide (S2-)	0.01	mg/L	0.05			<0.01					
Tannin and Lignin	0.1	mg/L				0.1					
TDS (Estimated)^	5	mg/L	500			333					
Turbidity	0.1	NTU	5			0.394					

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## OFFICIAL CERTIFICATE OF ANALYSIS - RESULTS

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

		Eurofins Sample No :		7792332					
		Matrix :		Drinking water					
		Sampling Date :		2024-06-19					
		Client Sample Identification :		TW1 6008 Hurley 3hr					
Metals	RL	Unit	Criteria						
			A	B	C				
<b>Metals Scan (Water, ICP/MS)</b>									
Aluminum	0.01	mg/L	0.1			0.09			
Antimony	0.0005	mg/L	0.006			<0.0005			
Arsenic	0.001	mg/L	0.01			<0.001			
Barium	0.001	mg/L	1			0.086			
Beryllium	0.0005	mg/L				<0.0005			
Boron	0.01	mg/L	5			0.32			
Cadmium	0.0001	mg/L	0.005			<0.0001			
Chromium	0.001	mg/L	0.05			<0.001			
Cobalt	0.0002	mg/L				0.0004			
Copper	0.001	mg/L	1			<0.001			
Iron	0.03	mg/L	0.3			0.12			
Lead	0.001	mg/L	0.01			<0.001			
Manganese	0.01	mg/L	0.05			0.02			
Molybdenum	0.005	mg/L				<0.005			
Nickel	0.005	mg/L				<0.005			
Selenium	0.001	mg/L	0.05			<0.001			
Silver	0.0001	mg/L				<0.0001			
Strontium	0.001	mg/L				1.81			
Thallium	0.0001	mg/L				<0.0001			
Uranium	0.001	mg/L	0.02			<0.001			
Vanadium	0.001	mg/L				<0.001			
Zinc	0.01	mg/L	5			<0.01			
<b>Metals Scan (Water, ICP/OES)</b>									
Calcium	1	mg/L				52			
Magnesium	1	mg/L				34			
Potassium	1	mg/L				6			
Sodium	1	mg/L	200			7			

		Eurofins Sample No :		7792332					
		Matrix :		Drinking water					
		Sampling Date :		2024-06-19					
		Client Sample Identification :		TW1 6008 Hurley 3hr					
Microbiology	RL	Unit	Criteria						
			A	B	C				
<b>E.Coli and Total Coliforms (DC Plate)</b>									
Escherichia coli (DC)	0	CFU/100mL	0			0			
Total Coliforms (DC)	0	CFU/100mL	0			0			
Fecal Coliforms (mFC)	0	CFU/100mL	0			0			
Heterotrophic Plate Count (mHPC)	0	CFU/1 mL				33			



## OFFICIAL CERTIFICATE OF ANALYSIS - RESULTS

Client : Morey Associates  
 Project : 024241

Reception Date: 2024-06-20

Eurofins Sample No :		7792332							
Matrix :		Drinking water							
Sampling Date :		2024-06-19							
Client Sample Identification :		TW1 6008 Hurley 3hr							
<b>Nutrients</b>	<b>RL</b>	<b>Unit</b>							
Ammonia (Total, as Nitrogen)	0.02	mg/L	0.119						
Total Kjeldahl Nitrogen	0.1	mg/L	0.276						

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Approved by :   
 Emma-Dawn Ferguson, M.Sc.  
 Environmental Chemist

Approved by :   
 Jason Kennedy,  
 Project Manager

# Environment Testing

146 Colonnade Rd, Unit 8, Ottawa, ON K2E 7Y1 (613) 727-5692

## OFFICIAL CERTIFICATE OF ANALYSIS - QUALITY CONTROL

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

Parameter	Unit	RL	Blank	QC		Matrix Spike		Duplicate	
				Recovery %	Range %	Recovery %	Range %	RPD %	Range %
<b>Alkalinity (Water, Automated)</b>									
<i>Method : Alkalinity (water, titration to pH 4.5, automated). Internal method: OTT-I-AT-WI45398.</i>									
Alkalinity (as CaCO3)	mg/L	5	<5	99	95-105			0	0-20
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-25	
<b>Ammonia, Total (Water, Colorimetry)</b>									
<i>Method : Ammonia (Water, Colorimetry). Internal method: OTT-I-NUT-WI46201.</i>									
Ammonia (Total, as Nitrogen)	mg/L	0.02	<0.020	90	80-120	100	80-120	-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-23 Analysis Date: 2024-06-24	
<b>Chloride (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Chloride	mg/L	0.5	<0.5	94	80-120	97	80-120	-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Colour, True (Water, Spectrophotometry)</b>									
<i>Method : Colour (Water, Spectrophotometric). Internal method: OTT-I-SPEC-WI45980.</i>									
Colour (True)	TCU	2	<2	97	39-159			-	0-40
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-25	
<b>Conductivity (Water, Automated)</b>									
<i>Method : Conductivity (Water, Autotitrator). Internal Method: OTT-I-AT-WI45398.</i>									
Conductivity @ 25°C	uS/cm	5	<5	98	98-102			0	0-20
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	
<b>DOC (Water, IR)</b>									
<i>Method : Organic carbon (water, IR, combustion). Internal method: OTT-I-DEM-WI46148.</i>									
Dissolved Organic Carbon	mg/L	0.5	<0.5	104	84-116	110	80-120	-	0-15
Associated Samples : 7792332								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>E.Coli and Total Coliforms (DC Plate)</b>									
<i>Method : Total Coliforms and E.Coli by MF (Water, DC plate). Internal method: OTT-M-BAC-WI45296.</i>									
Escherichia coli (DC)	CFU/100mL	0	0					-	0-30
Total Coliforms (DC)	CFU/100mL	0	0					-	0-30
Associated Samples : 7792332								Prep Date: 2024-06-20 Analysis Date: 2024-06-21	
<b>Fluoride (Water, Auto/ISE)</b>									
<i>Method : Fluoride by autotitrator, ion selective electrode. Internal method: OTT-I-AT-WI45398.</i>									
Fluoride	mg/L	0.1	<0.10	100	90-110			-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	

## OFFICIAL CERTIFICATE OF ANALYSIS - QUALITY CONTROL

Client : Morey Associates  
 Project : 024241

Reception Date: 2024-06-20

Parameter	Unit	RL	Blank	QC		Matrix Spike		Duplicate	
				Recovery %	Range %	Recovery %	Range %	RPD %	Range %
<b>Metals Scan (Water, ICP/MS)</b>									
<i>Method : Metals (Water, ICP/MS). Internal method: AMMTFQE1.</i>									
Aluminum	mg/L	0.01	<0.01	100	80-120	100	70-130	7	0-20
Antimony	mg/L	0.0005	<0.0005	119	80-120	-	70-130	-	0-20
Arsenic	mg/L	0.001	<0.001	96	80-120	92	70-130	-	0-20
Barium	mg/L	0.001	<0.001	100	80-120	83	70-130	0	0-20
Beryllium	mg/L	0.0005	<0.0005	112	80-120	-	70-130	-	0-20
Boron	mg/L	0.01	<0.01	120	80-120	78	70-130	0	0-20
Cadmium	mg/L	0.0001	<0.0001	109	80-120	-	70-130	-	0-20
Chromium	mg/L	0.001	<0.001	110	80-120	97	70-130	-	0-20
Cobalt	mg/L	0.0002	<0.0002	110	80-120	95	70-130	-	0-20
Copper	mg/L	0.001	<0.001	110	80-120	88	70-130	-	0-20
Iron	mg/L	0.03	<0.03	100	80-120			1	0-20
Lead	mg/L	0.001	<0.001	110	80-120	88	70-130	-	0-20
Manganese	mg/L	0.01	<0.01	100	80-120	92	70-130	1	0-20
Molybdenum	mg/L	0.005	<0.005	100	80-120	99	70-130	-	0-20
Nickel	mg/L	0.005	<0.005	110	80-120	92	70-130	-	0-20
Selenium	mg/L	0.001	<0.001	105	80-120	90	70-130	-	0-20
Silver	mg/L	0.0001	<0.0001	112	80-120	94	70-130	-	0-20
Strontium	mg/L	0.001	<0.001	110	80-120	75	70-130	0	0-20
Thallium	mg/L	0.0001	<0.0001	115	80-120	-	70-130	-	0-20
Uranium	mg/L	0.001	<0.001	100	80-120	91	70-130	-	0-20
Vanadium	mg/L	0.001	<0.001	100	80-120	99	70-130	-	0-20
Zinc	mg/L	0.01	<0.01	120	80-120	86	70-130	-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Metals Scan (Water, ICP/OES)</b>									
<i>Method : Metals (Water, ICP/OES). Internal method: OTT-I-MET-WI48491.</i>									
Calcium	mg/L	1	<1	103	86-115	101	70-130	-	0-20
Magnesium	mg/L	1	<1	102	91-109	99	70-130	-	0-20
Potassium	mg/L	1	<1	103	87-113	100	70-130	-	0-20
Sodium	mg/L	1	<1	101	85-115	100	70-130	-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-27 Analysis Date: 2024-06-20	
<b>Nitrate (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Nitrate (as Nitrogen)	mg/L	0.1	<0.1	96	80-120	100	80-120	-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Nitrite (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Nitrite (as Nitrogen)	mg/L	0.1	<0.1	93	80-120				
Associated Samples : 7792332								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>pH (25°C) (Water, Automated)</b>									
<i>Method : pH (Water, Automated Meter). Internal method: OTT-I-AT-WI45398.</i>									
pH @ 25°C		1	5.84	100	97-103			0	0-20
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	

# Environment Testing

146 Colonnade Rd, Unit 8, Ottawa, ON K2E 7Y1 (613) 727-5692

## OFFICIAL CERTIFICATE OF ANALYSIS - QUALITY CONTROL

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

Parameter	Unit	RL	Blank	QC		Matrix Spike		Duplicate	
				Recovery %	Range %	Recovery %	Range %	RPD %	Range %
<b>Phenols (Water, Colorimetry)</b>									
<i>Method : Phenols (Water, Colorimetry). Internal method: OTT-I-4AAP-WI46150.</i>									
Phenols-4AAP	mg/L	0.001	<0.001	106	75-125	104	70-130	-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-25	
<b>Sulphate (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Sulphate	mg/L	1	<1	90	90-110	92	80-120	0	0-20
Associated Samples : 7792332								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Sulphide (Water, Colorimetry)</b>									
<i>Method : Sulphide, S2- (Water, Colorimetry). Internal method: OTT-I-SPEC-WI45931.</i>									
Sulphide (S2-)	mg/L	0.01	<0.01	96	80-120			-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-26 Analysis Date: 2024-06-26	
<b>Tannin and Lignin (Water, Spec)</b>									
<i>Method : Tannin and Lignin (Water, Spec), Internal method: OTT-I-SPEC-WI57693.</i>									
Tannin and Lignin	mg/L	0.1	<0.1	94	80-120			-	0-20
Associated Samples : 7792332								Prep Date: 2024-06-21 Analysis Date: 2024-06-21	
<b>Total Kjeldahl Nitrogen (Water, Colorimetry)</b>									
<i>Method : TKN (Water, colorimetry). Internal method: OTT-I-NUT-WI46201.</i>									
Total Kjeldahl Nitrogen	mg/L	0.1	<0.100	97	70-130	129	70-130	5	0-20
Associated Samples : 7792332								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	
<b>Turbidity (Water, Turbidimeter)</b>									
<i>Method : Turbidity (Water, Turbidimeter). Internal method: OTT-I-TUR-WI46288.</i>									
Turbidity	NTU	0.1	<0.1	102	80-120			-	0-30
Associated Samples : 7792332								Prep Date: 2024-06-21 Analysis Date: 2024-06-21	
<b>Fecal Coliforms (mFC)</b>									
<i>Method : Fecal Coliforms by MF (mFC Media). Internal method: OTT-M-BAC-WI45296.</i>									
Fecal Coliforms (mFC)	CFU/100mL	0	0					-	0-30
<b>Heterotrophic Plate Count (mHPC)</b>									
<i>Method : Heterotrophic Plate Count by MF (mHPC Media). Internal method: OTT-M-BAC-WI45296.</i>									
Heterotrophic Plate Count (mHPC)	CFU/1 mL	0	0					0	0-30
Associated Samples : 7792332								Prep Date: 2024-06-20 Analysis Date: 2024-06-22	

Where RPD % is reported as "-" the calculation is not available because one or both of the duplicates is within 5 times the RL.

**OFFICIAL CERTIFICATE OF ANALYSIS : 3961289**

**WORK REQUEST : 100291255**

**Report Date : 2024-06-27**

**Morey Associates**

2672 Highway 43  
Kemptville, ON  
K0G 1J0  
Attention : Dan Morey

Reception Date : 2024-06-20  
Project : 024241  
Sampler : NA  
PO Number : Not Applicable  
Temperature : 14 °C

Analysis	Quantity	External Method
Alkalinity (Water, Automated)	1	Modified from SM 2320 B
Ammonia, Total (Water, Colorimetry)	1	Modified from EPA 350.1
Chloride (Water, IC)	1	Modified from SM 4110 B and C
Colour, True (Water, Spectrophotometry)	1	Modified from SM 2120 C
Conductivity (Water, Automated)	1	Modified from SM 2510 B
DOC (Water, IR)	1	Modified from SM 5310 B
E.Coli and Total Coliforms (DC Plate)	1	Modified from MECP E3407
Fecal Coliforms (mFC)	1	Modified from SM 9222 D
Fluoride (Water, Auto/ISE)	1	Modified from SM 4500-F A and 4500-F C
Hardness (Water, Calculation Only)	1	SM 2340 B
Heterotrophic Plate Count (mHPC)	1	Modified from SM 9215 D
Ion Balance (Water, Calculation)	1	Modified from SM1030 E
Metals Scan (Water, ICP/MS)	1	Modified from EPA 200.8
Metals Scan (Water, ICP/OES)	1	Modified from SM 3120 B
Nitrate (Water, IC)	1	Modified from SM 4110 B and C
Nitrite (Water, IC)	1	Modified from SM 4110 B and C
pH (25°C) (Water, Automated)	1	Modified from SM 4500-H+ B
Phenols (Water, Colorimetry)	1	Modified from EPA 420.2
Sulphate (Water, IC)	1	Modified from SM 4110 B and C
Sulphide (Water, Colorimetry)	1	Modified from SM 4500-S2 D
Tannin and Lignin (Water, Spec)	1	Modified from SM 5550 B
TDS (Estimated)	1	Modified from SM 2510 A
Total Kjeldahl Nitrogen (Water, Colorimetry)	1	Modified from EPA 351.2
Turbidity (Water, Turbidimeter)	1	Modified from SM 2130 B

**Criteria :**

**A :** Ontario Regulation 169/03 (Non-Regulated Drinking Water)

**Sample status upon receipt :**

7792341

**Compliant**

**Certificate Comments :**

7792341

**Fe spike unavailable due to matrix interferences in the mother sample.**

**Notes :**

- All analysis is completed at Eurofins Environment Testing Canada Inc. (Ottawa, Ontario) unless otherwise stated.
- Eurofins Environment Testing Canada Inc. is accredited by CALA, Canadian Association for Laboratory Accreditation to ISO/IEC 17025 for tests which appear on the scope of accreditation. The scope is available at <https://directory.cala.ca/>
- Please note: Field data, where presented on the report, has been provided by the client and is presented for informational purposes only. Guideline or regulatory limits listed on this report are provided for ease of use (informational purposes) only. Eurofins recommends consulting the official guideline or regulation as required. Unless otherwise stated, measurement uncertainty is not taken into account when determining guideline or regulatory exceedances.

**Legend :**

RL : Reporting limit	N/A : Not applicable	* : Analysis conducted by external subcontracting
QC : Reference material (QC)	1 : Results in annex	^ : Analysis not accredited

### OFFICIAL CERTIFICATE OF ANALYSIS - EXCEEDENCE SUMMARY

Client : Morey Associates

Project : 024241

Reception Date : 2024-06-20

Eurofins Sample No	Client Sample Identification	Analyte	Result	Units	Exceeded Criteria		
					A	B	C
<b>Hardness (Water, Calculation Only)</b>							
7792341	TW1 6008 Hurley 6hr	Hardness as CaCO3 (Calculation)	271	mg/L	80-100		

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## OFFICIAL CERTIFICATE OF ANALYSIS - RESULTS

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

				Eurofins Sample No :		<b>7792341</b>					
				Matrix :		Drinking water					
				Sampling Date :		2024-06-19					
				Client Sample Identification :		TW1 6008 Hurley 6hr					
Anions	RL	Unit	Criteria								
			A	B	C						
Chloride	0.5	mg/L	250			11.9					
Nitrate (as Nitrogen)	0.1	mg/L	10.0			0.19					
Nitrite (as Nitrogen)	0.1	mg/L	1.0			<0.1					
Sulphate	1	mg/L	500			28					

				Eurofins Sample No :		<b>7792341</b>					
				Matrix :		Drinking water					
				Sampling Date :		2024-06-19					
				Client Sample Identification :		TW1 6008 Hurley 6hr					
Calculations	RL	Unit									
			A	B	C						
Ion Balance (Calculation)^	0.1		1.00								

				Eurofins Sample No :		<b>7792341</b>					
				Matrix :		Drinking water					
				Sampling Date :		2024-06-19					
				Client Sample Identification :		TW1 6008 Hurley 6hr					
General Chemistry	RL	Unit	Criteria								
			A	B	C						
Alkalinity (as CaCO3)	5	mg/L	500			244					
Colour (True)	2	TCU				<2					
Conductivity @ 25°C	5	µS/cm				516					
Dissolved Organic Carbon	0.5	mg/L	5			1.1					
Fluoride	0.1	mg/L	1.5			0.67					
Hardness as CaCO3 (Calculation)	1	mg/L	80-100			<b>271</b>					
pH @ 25°C	1		6.5-8.5			8.01					
Phenols-4AAP	0.001	mg/L				<0.001					
Sulphide (S2-)	0.01	mg/L	0.05			<0.01					
Tannin and Lignin	0.1	mg/L				0.1					
TDS (Estimated)^	5	mg/L	500			335					
Turbidity	0.1	NTU	5			1.00					

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## OFFICIAL CERTIFICATE OF ANALYSIS - RESULTS

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

		Eurofins Sample No :		<b>7792341</b>					
		Matrix :		Drinking water					
		Sampling Date :		2024-06-19					
		Client Sample Identification :		TW1 6008 Hurley 6hr					
Metals	RL	Unit	Criteria						
			A	B	C				
<b>Metals Scan (Water, ICP/MS)</b>									
Aluminum	0.01	mg/L	0.1			<0.01			
Antimony	0.0005	mg/L	0.006			<0.0005			
Arsenic	0.001	mg/L	0.01			<0.001			
Barium	0.001	mg/L	1			0.091			
Beryllium	0.0005	mg/L				<0.0005			
Boron	0.01	mg/L	5			0.31			
Cadmium	0.0001	mg/L	0.005			<0.0001			
Chromium	0.001	mg/L	0.05			<0.001			
Cobalt	0.0002	mg/L				0.0005			
Copper	0.001	mg/L	1			<0.001			
Iron	0.03	mg/L	0.3			0.05			
Lead	0.001	mg/L	0.01			<0.001			
Manganese	0.01	mg/L	0.05			0.02			
Molybdenum	0.005	mg/L				<0.005			
Nickel	0.005	mg/L				<0.005			
Selenium	0.001	mg/L	0.05			<0.001			
Silver	0.0001	mg/L				<0.0001			
Strontium	0.001	mg/L				1.85			
Thallium	0.0001	mg/L				<0.0001			
Uranium	0.001	mg/L	0.02			<0.001			
Vanadium	0.001	mg/L				<0.001			
Zinc	0.01	mg/L	5			<0.01			
<b>Metals Scan (Water, ICP/OES)</b>									
Calcium	1	mg/L				52			
Magnesium	1	mg/L				34			
Potassium	1	mg/L				6			
Sodium	1	mg/L	200			7			

		Eurofins Sample No :		<b>7792341</b>					
		Matrix :		Drinking water					
		Sampling Date :		2024-06-19					
		Client Sample Identification :		TW1 6008 Hurley 6hr					
Microbiology	RL	Unit	Criteria						
			A	B	C				
<b>E.Coli and Total Coliforms (DC Plate)</b>									
Escherichia coli (DC)	0	CFU/100mL	0			0			
Total Coliforms (DC)	0	CFU/100mL	0			0			
Fecal Coliforms (mFC)	0	CFU/100mL	0			0			
Heterotrophic Plate Count (mHPC)	0	CFU/1 mL				151			



## OFFICIAL CERTIFICATE OF ANALYSIS - RESULTS

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

Eurofins Sample No :		7792341							
Matrix :		Drinking water							
Sampling Date :		2024-06-19							
Client Sample Identification :		TW1 6008 Hurley 6hr							
<b>Nutrients</b>	<b>RL</b>	<b>Unit</b>							
Ammonia (Total, as Nitrogen)	0.02	mg/L	0.121						
Total Kjeldahl Nitrogen	0.1	mg/L	0.352						

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Approved by :   
 Emma-Dawn Ferguson, M.Sc.  
 Environmental Chemist

Approved by :   
 Jason Kennedy,  
 Project Manager

# Environment Testing

146 Colonnade Rd, Unit 8, Ottawa, ON K2E 7Y1 (613) 727-5692

## OFFICIAL CERTIFICATE OF ANALYSIS - QUALITY CONTROL

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

Parameter	Unit	RL	Blank	QC		Matrix Spike		Duplicate	
				Recovery %	Range %	Recovery %	Range %	RPD %	Range %
<b>Alkalinity (Water, Automated)</b>									
<i>Method : Alkalinity (water, titration to pH 4.5, automated). Internal method: OTT-I-AT-WI45398.</i>									
Alkalinity (as CaCO3)	mg/L	5	<5	99	95-105			0	0-20
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-25	
<b>Ammonia, Total (Water, Colorimetry)</b>									
<i>Method : Ammonia (Water, Colorimetry). Internal method: OTT-I-NUT-WI46201.</i>									
Ammonia (Total, as Nitrogen)	mg/L	0.02	<0.020	90	80-120	100	80-120	-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-23 Analysis Date: 2024-06-24	
<b>Chloride (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Chloride	mg/L	0.5	<0.5	94	80-120	97	80-120	-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Colour, True (Water, Spectrophotometry)</b>									
<i>Method : Colour (Water, Spectrophotometric). Internal method: OTT-I-SPEC-WI45980.</i>									
Colour (True)	TCU	2	<2	97	39-159			-	0-40
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-25	
<b>Conductivity (Water, Automated)</b>									
<i>Method : Conductivity (Water, Autotitrator). Internal Method: OTT-I-AT-WI45398.</i>									
Conductivity @ 25°C	uS/cm	5	<5	98	98-102			0	0-20
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	
<b>DOC (Water, IR)</b>									
<i>Method : Organic carbon (water, IR, combustion). Internal method: OTT-I-DEM-WI46148.</i>									
Dissolved Organic Carbon	mg/L	0.5	<0.5	104	84-116	110	80-120	-	0-15
Associated Samples : 7792341								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>E.Coli and Total Coliforms (DC Plate)</b>									
<i>Method : Total Coliforms and E.Coli by MF (Water, DC plate). Internal method: OTT-M-BAC-WI45296.</i>									
Escherichia coli (DC)	CFU/100mL	0	0					-	0-30
Total Coliforms (DC)	CFU/100mL	0	0					-	0-30
Associated Samples : 7792341								Prep Date: 2024-06-20 Analysis Date: 2024-06-21	
<b>Fluoride (Water, Auto/ISE)</b>									
<i>Method : Fluoride by autotitrator, ion selective electrode. Internal method: OTT-I-AT-WI45398.</i>									
Fluoride	mg/L	0.1	<0.10	100	90-110			-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	

## OFFICIAL CERTIFICATE OF ANALYSIS - QUALITY CONTROL

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

Parameter	Unit	RL	Blank	QC		Matrix Spike		Duplicate	
				Recovery %	Range %	Recovery %	Range %	RPD %	Range %
<b>Metals Scan (Water, ICP/MS)</b>									
<i>Method : Metals (Water, ICP/MS). Internal method: AMMTFQE1.</i>									
Aluminum	mg/L	0.01	<0.01	100	80-120	100	70-130	7	0-20
Antimony	mg/L	0.0005	<0.0005	119	80-120	-	70-130	-	0-20
Arsenic	mg/L	0.001	<0.001	96	80-120	92	70-130	-	0-20
Barium	mg/L	0.001	<0.001	100	80-120	83	70-130	0	0-20
Beryllium	mg/L	0.0005	<0.0005	112	80-120	-	70-130	-	0-20
Boron	mg/L	0.01	<0.01	120	80-120	78	70-130	0	0-20
Cadmium	mg/L	0.0001	<0.0001	109	80-120	-	70-130	-	0-20
Chromium	mg/L	0.001	<0.001	110	80-120	97	70-130	-	0-20
Cobalt	mg/L	0.0002	<0.0002	110	80-120	95	70-130	-	0-20
Copper	mg/L	0.001	<0.001	110	80-120	88	70-130	-	0-20
Iron	mg/L	0.03	<0.03	100	80-120			1	0-20
Lead	mg/L	0.001	<0.001	110	80-120	88	70-130	-	0-20
Manganese	mg/L	0.01	<0.01	100	80-120	92	70-130	1	0-20
Molybdenum	mg/L	0.005	<0.005	100	80-120	99	70-130	-	0-20
Nickel	mg/L	0.005	<0.005	110	80-120	92	70-130	-	0-20
Selenium	mg/L	0.001	<0.001	105	80-120	90	70-130	-	0-20
Silver	mg/L	0.0001	<0.0001	112	80-120	94	70-130	-	0-20
Strontium	mg/L	0.001	<0.001	110	80-120	75	70-130	0	0-20
Thallium	mg/L	0.0001	<0.0001	115	80-120	-	70-130	-	0-20
Uranium	mg/L	0.001	<0.001	100	80-120	91	70-130	-	0-20
Vanadium	mg/L	0.001	<0.001	100	80-120	99	70-130	-	0-20
Zinc	mg/L	0.01	<0.01	120	80-120	86	70-130	-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Metals Scan (Water, ICP/OES)</b>									
<i>Method : Metals (Water, ICP/OES). Internal method: OTT-I-MET-WI48491.</i>									
Calcium	mg/L	1	<1	103	86-115	101	70-130	-	0-20
Magnesium	mg/L	1	<1	102	91-109	99	70-130	-	0-20
Potassium	mg/L	1	<1	103	87-113	100	70-130	-	0-20
Sodium	mg/L	1	<1	101	85-115	100	70-130	-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-27 Analysis Date: 2024-06-20	
<b>Nitrate (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Nitrate (as Nitrogen)	mg/L	0.1	<0.1	96	80-120	100	80-120	-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Nitrite (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Nitrite (as Nitrogen)	mg/L	0.1	<0.1	93	80-120				
Associated Samples : 7792341								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>pH (25°C) (Water, Automated)</b>									
<i>Method : pH (Water, Automated Meter). Internal method: OTT-I-AT-WI45398.</i>									
pH @ 25°C		1	5.84	100	97-103			0	0-20
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	

# Environment Testing

146 Colonnade Rd, Unit 8, Ottawa, ON K2E 7Y1 (613) 727-5692

## OFFICIAL CERTIFICATE OF ANALYSIS - QUALITY CONTROL

Client : Morey Associates  
Project : 024241

Reception Date: 2024-06-20

Parameter	Unit	RL	Blank	QC		Matrix Spike		Duplicate	
				Recovery %	Range %	Recovery %	Range %	RPD %	Range %
<b>Phenols (Water, Colorimetry)</b>									
<i>Method : Phenols (Water, Colorimetry). Internal method: OTT-I-4AAP-WI46150.</i>									
Phenols-4AAP	mg/L	0.001	<0.001	106	75-125	104	70-130	-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-25	
<b>Sulphate (Water, IC)</b>									
<i>Method : Anions (Water, Ion Chromatography). Internal method: OTT-I-IC-WI45985.</i>									
Sulphate	mg/L	1	<1	90	90-110	92	80-120	0	0-20
Associated Samples : 7792341								Prep Date: 2024-06-24 Analysis Date: 2024-06-25	
<b>Sulphide (Water, Colorimetry)</b>									
<i>Method : Sulphide, S2- (Water, Colorimetry). Internal method: OTT-I-SPEC-WI45931.</i>									
Sulphide (S2-)	mg/L	0.01	<0.01	96	80-120			-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-26 Analysis Date: 2024-06-26	
<b>Tannin and Lignin (Water, Spec)</b>									
<i>Method : Tannin and Lignin (Water, Spec), Internal method: OTT-I-SPEC-WI57693.</i>									
Tannin and Lignin	mg/L	0.1	<0.1	94	80-120			-	0-20
Associated Samples : 7792341								Prep Date: 2024-06-21 Analysis Date: 2024-06-21	
<b>Total Kjeldahl Nitrogen (Water, Colorimetry)</b>									
<i>Method : TKN (Water, colorimetry). Internal method: OTT-I-NUT-WI46201.</i>									
Total Kjeldahl Nitrogen	mg/L	0.1	<0.100	97	70-130	129	70-130	5	0-20
Associated Samples : 7792341								Prep Date: 2024-06-25 Analysis Date: 2024-06-26	
<b>Turbidity (Water, Turbidimeter)</b>									
<i>Method : Turbidity (Water, Turbidimeter). Internal method: OTT-I-TUR-WI46288.</i>									
Turbidity	NTU	0.1	<0.1	102	80-120			-	0-30
Associated Samples : 7792341								Prep Date: 2024-06-21 Analysis Date: 2024-06-21	
<b>Fecal Coliforms (mFC)</b>									
<i>Method : Fecal Coliforms by MF (mFC Media). Internal method: OTT-M-BAC-WI45296.</i>									
Fecal Coliforms (mFC)	CFU/100mL	0	0					-	0-30
<b>Heterotrophic Plate Count (mHPC)</b>									
<i>Method : Heterotrophic Plate Count by MF (mHPC Media). Internal method: OTT-M-BAC-WI45296.</i>									
Heterotrophic Plate Count (mHPC)	CFU/1 mL	0	0					0	0-30
Associated Samples : 7792341								Prep Date: 2024-06-20 Analysis Date: 2024-06-22	

Where RPD % is reported as "-" the calculation is not available because one or both of the duplicates is within 5 times the RL.



## **APPENDIX E**

### **RESULTS OF LABORATORY TESTING OF SOIL SAMPLES**



Client: **Morey Associates, File #024241**  
 Project: **Materials Testing**  
 Material Type: **Soils / Aggregates:**  
 Proposed Use: **Fill/Granulars**  
 Source: **TP24-1**  
 Sample Number: **SA-1**  
 Sampled Depth: **±1.5m**  
 Sampled By: **Morey Associates**  
 Date Sampled: **May 9, 2024**

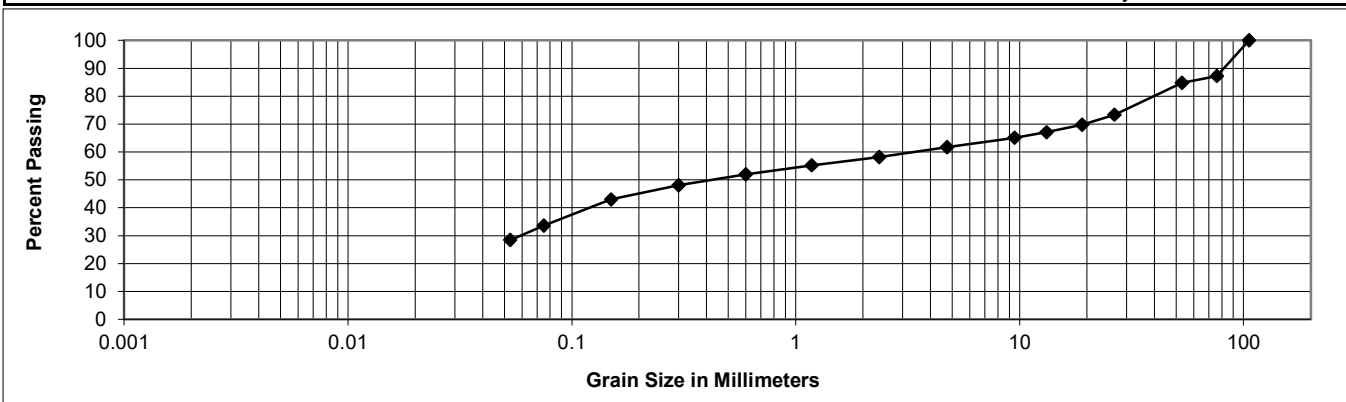
Project Number: **121625580**

Tested By: **Brian Prevost**  
 Date Tested: **May 13, 2024**

Sieve Test Data		Wash Test Data		
Sample Weight Before Sieve, (g):	<b>8132.7</b>	Sample Weight Before Wash, (g):	<b>301.2</b>	<b>Corrected</b>
Sample Weight After Sieve, (g):	<b>8103.4</b>	Sample Weight After Wash, (g):	<b>169.7</b>	
Percent Loss In Sieve, (%):	<b>0.36</b>	Percent Passing No. 270, (%):	<b>43.7</b>	

Sieve Analysis							
Sieve No.	Size of Opening		Weight Retained g	Cumulative Weight Retained g	Percent Passing %	No Envelope	
	Inches	mm				Minimum	Maximum
	6	150					
	4	106	0	0.0	100.0		
	3	76.2	1033.7	1033.7	87.3		
	2	53.0	206.4	1240.1	84.8		
	1	26.5	924.1	2164.2	73.4		
	3/4	19.0	295.3	2459.5	69.8		
	5/8	16.0					
	1/2	13.2	216.3	2675.8	67.1		
	3/8	9.5	159.4	2835.2	65.1		
+4	0.187	4.75	280.2	3115.4	61.7		
		- 4.75	4988.0	8103.4			
8	0.0937	2.36		17.2	58.2		
16	0.0469	1.18		31.4	55.3		
30	0.234	0.600		47.2	52.0		
50	0.0117	0.300		66.7	48.0		
100	0.0059	0.150		91.5	43.0		
200	0.0029	0.075		136.9	33.7		
270	0.0021	0.053		162.6	28.4		
		Pan		168.5			

Classification of Sample:      % Gravel: **38.3**      % Sand: **28.0**      % Silt & Clay: **33.7**



Remarks:

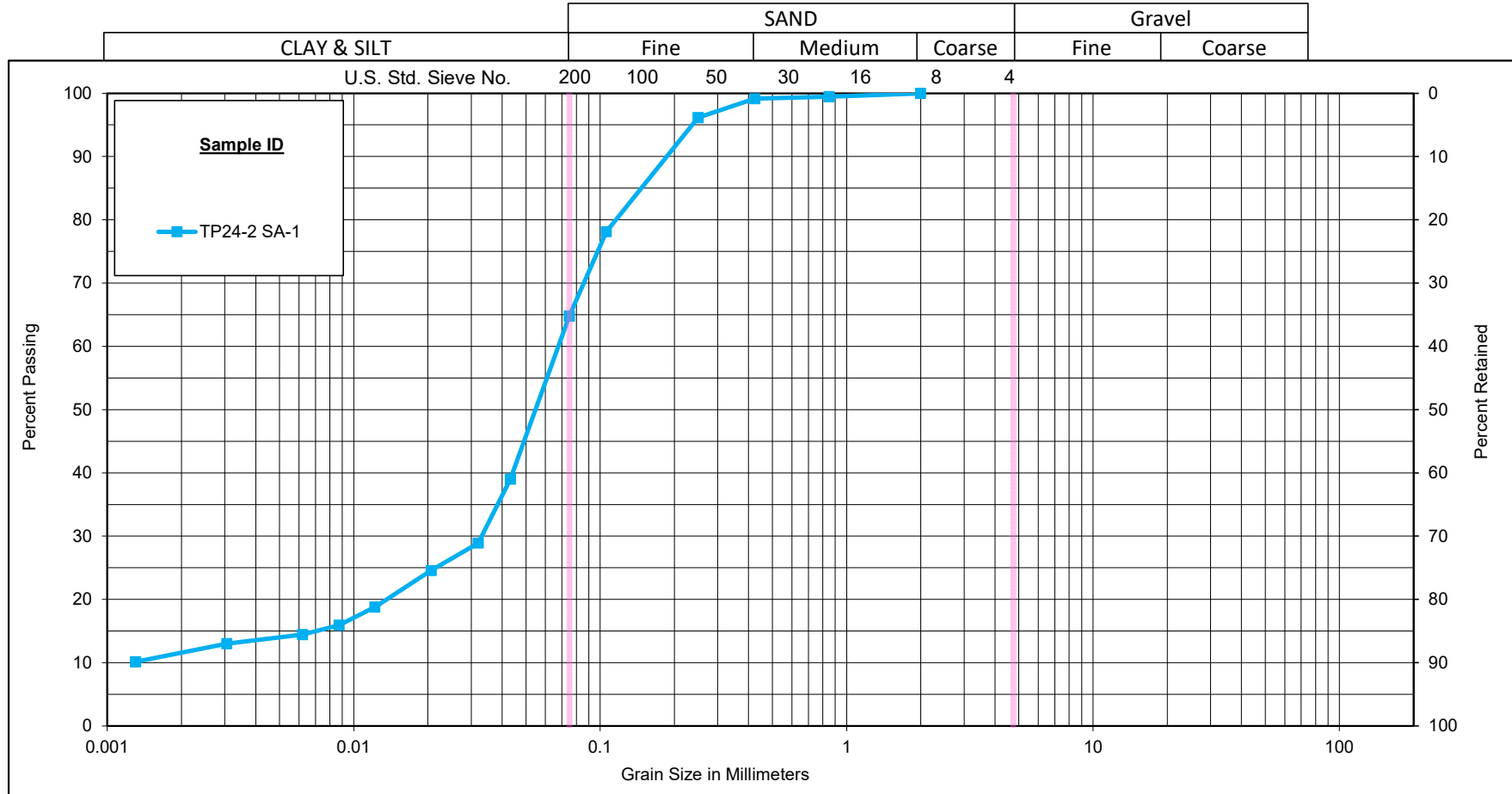
Reviewed By:

*Brian Prevost*

Date:

May 14, 2024

# Unified Soil Classification System



Sample ID	Depth	% Gravel	% Sand	% Silt	% Clay
TP24-2 SA-1	±1.8m	0.0	35.2	53.8	11.0



## GRAIN SIZE DISTRIBUTION

Morey Associates, File #024241  
Materials Testing

Figure No.

Project No. 121625580



# Particle-Size Analysis of Soils

LS702

AASHTO T88

PROJECT DETAILS			
Client:	Morey Associates, File #024241	Project No.:	121625580
Project:	Materials Testing	Test Method:	LS702
Material Type:	Soil	Sampled By:	Morey Associates
Source:	TP24-2	Date Sampled:	May 9, 2024
Sample No.:	SA-1	Tested By:	Brian Prevost
Sample Depth	±1.8m	Date Tested:	May 13, 2024

WASH TEST DATA	
Oven Dry Mass In Hydrometer Analysis (g)	67.68
Sample Weight after Hydrometer and Wash (g)	25.24
Percent Passing No. 200 Sieve (%)	62.7
Percent Passing Corrected (%)	62.71

PERCENT LOSS IN SIEVE	
Sample Weight Before Sieve (g)	301.20
Sample Weight After Sieve (g)	300.60
Percent Loss in Sieve (%)	0.20

SOIL INFORMATION		
Liquid Limit (LL)		
Plasticity Index (PI)		
Soil Classification		
Specific Gravity ( $G_s$ )	2.750	
Sg. Correction Factor ( $\alpha$ )	0.978	
Mass of Dispersing Agent/Litre	24	g

CALCULATION OF DRY SOIL MASS	
Oven Dried Mass ( $W_o$ ), (g)	45.62
Air Dried Mass ( $W_a$ ), (g)	46.17
Hygroscopic Corr. Factor ( $F=W_o/W_a$ )	0.9881
Air Dried Mass in Analysis ( $M_a$ ), (g)	68.50
Oven Dried Mass in Analysis ( $M_o$ ), (g)	67.68
Percent Passing 2.0 mm Sieve ( $P_{10}$ ), (%)	100.00
Sample Represented ( $W$ ), (g)	67.68

SIEVE ANALYSIS		
Sieve Size mm	Cum. Wt. Retained	Percent Passing
75.0		100.0
63.0		100.0
53.0		100.0
37.5		100.0
26.5		100.0
19.0		100.0
13.2		100.0
9.5		100.0
4.75		100.0
2.00	0.0	100.0
Total (C + F) <sup>1</sup>	300.60	
0.850	0.36	99.47
0.425	0.59	99.13
0.250	2.60	96.16
0.106	14.80	78.13
0.075	23.83	64.79
PAN	24.72	

Note 1: (C + F) = Coarse + Fine

HYDROMETER DETAILS	
Volume of Bulb ( $V_b$ ), (cm <sup>3</sup> )	63.0
Length of Bulb ( $L_2$ ), (cm)	14.47
Length from '0' Reading to Top of Bulb ( $L_1$ ), (cm)	10.29
Scale Dimension ( $h_s$ ), (cm/Div)	0.155
Cross-Sectional Area of Cylinder ( $A$ ), (cm <sup>2</sup> )	27.25
Meniscus Correction ( $H_m$ ), (g/L)	1.0

START TIME 11:00 AM

HYDROMETER ANALYSIS											
Date	Time	Elapsed Time T Mins	$H_s$ Divisions g/L	$H_c$ Divisions g/L	Temperature $T_c$ °C	Corrected Reading $R = H_s - H_c$ g/L	Percent Passing P %	L cm	$\eta$ Poise	K	Diameter D mm
13-May-24	11:01 AM	1	31.0	4.0	23.0	27.0	39.03	11.40904	9.39251	0.012818	0.04330
13-May-24	11:02 AM	2	24.0	4.0	23.0	20.0	28.91	12.49404	9.39251	0.012818	0.03204
13-May-24	11:05 AM	5	21.0	4.0	23.0	17.0	24.57	12.95904	9.39251	0.012818	0.02064
13-May-24	11:15 AM	15	17.0	4.0	23.0	13.0	18.79	13.57904	9.39251	0.012818	0.01220
13-May-24	11:30 AM	30	15.0	4.0	23.0	11.0	15.90	13.88904	9.39251	0.012818	0.00872
13-May-24	12:00 PM	60	14.0	4.0	23.0	10.0	14.45	14.04404	9.39251	0.012818	0.00620
13-May-24	3:10 PM	250	13.0	4.0	23.0	9.0	13.0095	14.19904	9.39251	0.012818	0.00305
14-May-24	11:00 AM	1440	11.0	4.0	22.0	7.0	10.1185	14.50904	9.61570	0.012970	0.00130

Remarks:

Reviewed By: D. Boateng  
Date: May 14, 2024





## **APPENDIX F**

### **THORNTHWAITE CALCULATIONS AND SEPTIC EFFLUENT DILUTION CALCULATIONS**



### Thornthwaite Method Calculation

Month	Precipitation (cm)	Mean Temp. °C (monthly)	I (Heat Index)	a	c (Daylight Factor)	E (cm)	PET (cm)	Net Water Surplus (cm)
January	6.38	-10.3	0.00	1.054	0.80	0.00	0.00	6.38
February	6.11	-8.8	0.00		0.81	0.00	0.00	6.11
March	7.00	-2.5	0.00		1.02	0.00	0.00	7.00
April	8.05	5.6	1.19		1.13	2.66	3.00	5.05
May	8.38	12.7	4.10		1.28	6.29	8.05	0.33
June	7.79	17.8	6.84		1.29	8.98	11.58	-3.79
July	9.75	20.4	8.41		1.31	10.37	13.58	-3.83
August	8.41	19.1	7.61		1.21	9.67	11.70	-3.29
September	9.28	14.1	4.80		1.04	7.02	7.31	1.97
October	8.18	7.8	1.96		0.94	3.76	3.54	4.64
November	8.37	1.3	0.13		0.79	0.57	0.45	7.92
December	8.47	-6.6	0.00		0.75	0.00	0.00	8.47
<b>TOTALS</b>	<b>96.17</b>		<b>35.03</b>			<b>49.32</b>	<b>59.21</b>	<b>36.96</b>

Notes:

Tm = Mean Monthly Temperature (from Environment Canada information)

$$I = (Tm/5)^{1.514}$$

$$a = 67.5(10^{-8})(I^3) - 77.1(10^{-6})(I^2) + 0.0179(I) + 0.492$$

c = based on latitude of 45 degrees

$$E = 1.62(10Tm/\sum I)^a$$

$$PET = Ec$$

$$\text{Net Water Surplus} = \text{Precipitation} - \text{PET}$$



### Nitrate Dilution Calculation - 4 Dwelling Units

Number of Lots	4		(Severed and retained lots as per Severance Sketch)
Number of Dwelling Units	<b>4</b>		(Number of dwelling units, including existing dwelling at 6008 Hurley Rd)
Gross Site Area	47170	m <sup>2</sup>	(As per Severance Sketch)
Net Potential Infiltration (NPI)	369.6	mm/year	(As per Thornthwaite Method Calculation)

Infiltration Reduction Factors (IRF):

Topography	0.25		(Relatively flat with gentle slope across site)
Soil	0.40		(Sandy subgrade)
Cover	0.10		(Cultivated lands)
Total	<u>0.75</u>		

$$\frac{^1(\text{Number of Dwelling Units}) \times 365 \text{ m}^3 \text{ Effluent Per Year} \times 40 \text{ mg/L NO}_3}{^2(\text{Number of Lots}) \times 365 \text{ m}^3 \text{ Effluent Per Year} + (\text{Net Infiltration Area} \times \text{NPI} \times \text{IRF})} = \mathbf{4.02} \text{ mg/L NO}_3 \text{ as N}$$

<sup>1</sup>Number of Dwelling Units is used as per MOE D-5-4 guidelines document, section 5.6.2.(a) which states "For the purposes of predicting the potential for groundwater impacts, a nitrate loading of at least 40 grams/lot/day **per residential dwelling unit** shall normally be used."

<sup>2</sup>Number of Lots is used as per MOE D-5-4 guidelines document, section 5.6.2.(b)(v) which states "The volume of sewage effluent, if used as dilution water in mass balance calculations, should not exceed 1000 L/day/lot"



### Nitrate Dilution Calculation - 9 Dwelling Units

Number of Lots	4		(Severed and retained lots as per Severance Sketch)
Number of Dwelling Units	9		(Number of dwelling units, including existing dwelling at 6008 Hurley Rd)
Gross Site Area	47170	m <sup>2</sup>	(As per Severance Sketch)
Net Potential Infiltration (NPI)	369.6	mm/year	(As per Thornthwaite Method Calculation)

#### Infiltration Reduction Factors (IRF):

Topography	0.25		(Relatively flat with gentle slope across site)
Soil	0.40		(Sandy subgrade)
Cover	0.10		(Cultivated lands)
Total	0.75		

$$\frac{^1(\text{Number of Dwelling Units}) \times 365 \text{ m}^3 \text{ Effluent Per Year} \times 40 \text{ mg/L NO}_3}{^2(\text{Number of Lots}) \times 365 \text{ m}^3 \text{ Effluent Per Year} + (\text{Net Infiltration Area} \times \text{NPI} \times \text{IRF})} = 9.04 \text{ mg/L NO}_3 \text{ as N}$$

<sup>1</sup>Number of Dwelling Units is used as per MOE D-5-4 guidelines document, section 5.6.2.(a) which states "For the purposes of predicting the potential for groundwater impacts, a nitrate loading of at least 40 grams/lot/day **per residential dwelling unit** shall normally be used."

<sup>2</sup>Number of Lots is used as per MOE D-5-4 guidelines document, section 5.6.2.(b)(v) which states "The volume of sewage effluent, if used as dilution water in mass balance calculations, should not exceed 1000 L/day/lot"

**DEVELOPMENT AGREEMENT  
BETWEEN PETER HUTTON  
AND THE TOWNSHIP OF EDWARDSBUGH/CARDINAL**

**SCHEDULE "D"  
SITE SURVEY 15R12485**

**Notes & Legend**

- Denotes Survey Monument Planted
- " Survey Monument Found
- SIB " Standard Iron Bar
- SSIB " Short Standard Iron Bar
- IB " Iron Bar
- IBØ " Iron Bar
- RPL " Rock Plug
- (WIT) " Witness
- Meas. " Measured
- (P1) " Plan 15R-8000
- (P2) " Plan 15R-5051
- (P3) " Plan 15R-338
- (P4) " Plan 15R-62
- PWF " Post and Wire Fence
- UP " Utility Pole
- OHW " Overhead Wires

Distances shown on this plan are ground distances and can be converted to grid distances by multiplying by the combined scale factor of 0.999949.

Bearings are grid, derived from Can-Net 2016 Real Time Network GPS observations on reference points (ORP A and ORP B), shown hereon, having a bearing between them of N55°52'00"W and are referenced to the Central Meridian of MTM Zone 9 ( 76°30' West Longitude ) NAD-83 (CSRS)(2010).

For comparison purposes, a rotation of 0°36'40" counter clockwise was applied to the bearings on P1 and P2.

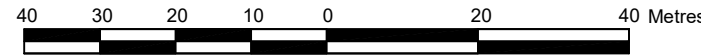
Coordinates are derived from Can-Net 2016 Real Time Network GPS observations and are referred to the Central Meridian of MTM Zone 9 ( 76°30' West Longitude ) NAD-83 (CSRS)(2010).

Coordinate values are to urban accuracy in accordance with O. Reg. 216/10.

.ORP A Northing 4964536.27 Easting 377068.58  
 .ORP B Northing 4964320.92 Easting 377386.27

Caution: Coordinates cannot, in themselves, be used to re-establish corners or boundaries shown on this plan.

Scale 1 : 1000



The intended plot size of the plan is 610 mm in width by 457 mm in height when plotted at a scale of 1:1000.

**Metric**

**DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.**

**Surveyor's Certificate**

I CERTIFY THAT :

1. This survey and plan are correct and in accordance with the Surveys Act, the Surveyors Act and the Land Titles Act and the regulations made under them.
2. The survey was completed on the 18th day of October, 2024.

November 8, 2024  
Date

*Emmett Ketchum*  
Emmett Ketchum  
Ontario Land Surveyor

This Plan of Survey relates to AOLS Plan Submission Form number 2220168.

**PLAN OF SURVEY OF  
PART OF LOT 36  
CONCESSION 6  
GEOGRAPHIC TOWNSHIP OF  
EDWARDSBURGH  
NOW IN THE TOWNSHIP OF  
EDWARDSBURGH/CARDINAL  
COUNTY OF GRENVILLE**  
Surveyed by Annis, O'Sullivan, Vollebakk Ltd.

**PLAN 15R-12485**

Received and deposited

November 12<sup>th</sup>, 2024

Carolette Liburd

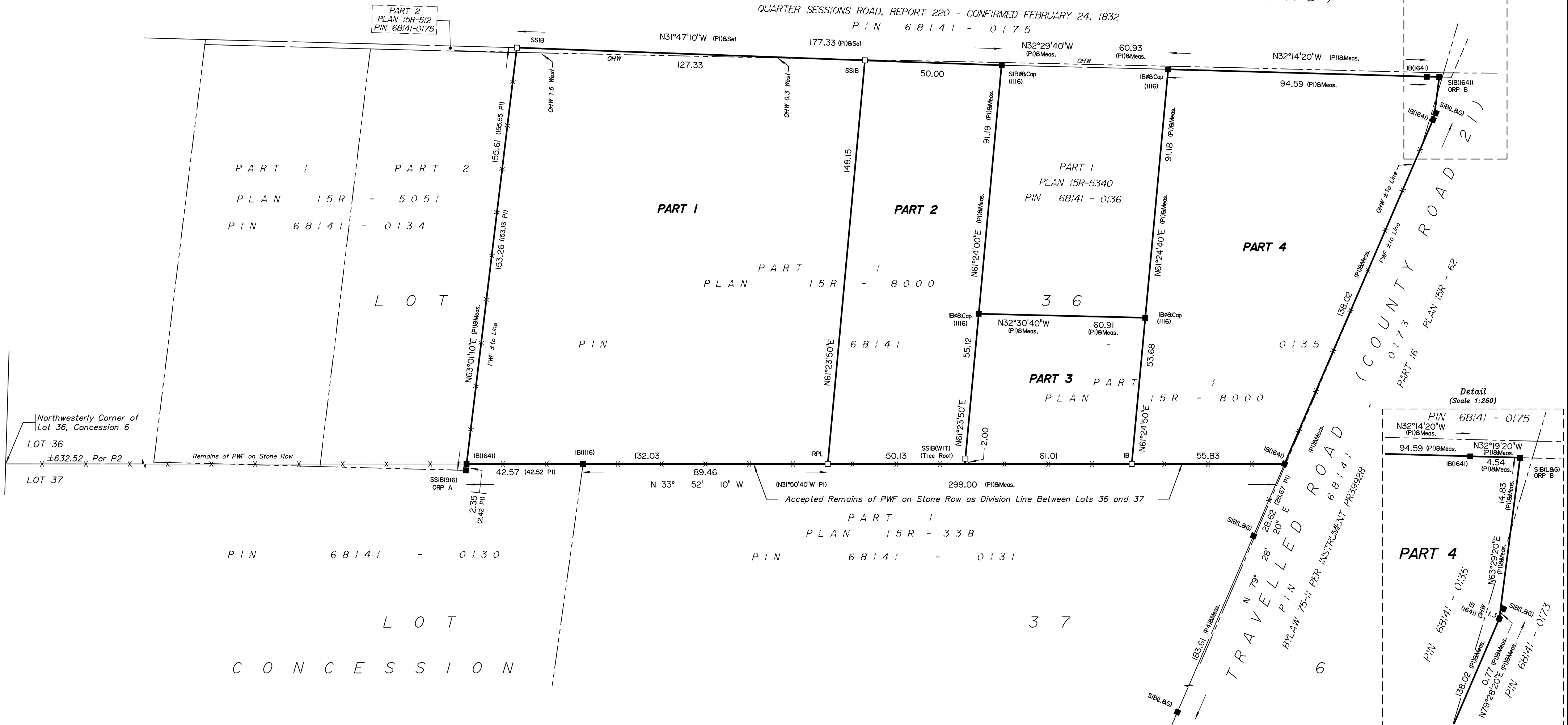
Representative for the  
Land Registrar for the  
Land Titles Division of  
Grenville (No.15)

**SCHEDULE**

PART	PART OF LOT	CONCESSION	ALL OF PIN
1			
2			
3	36	6	68141 - 0135
4			

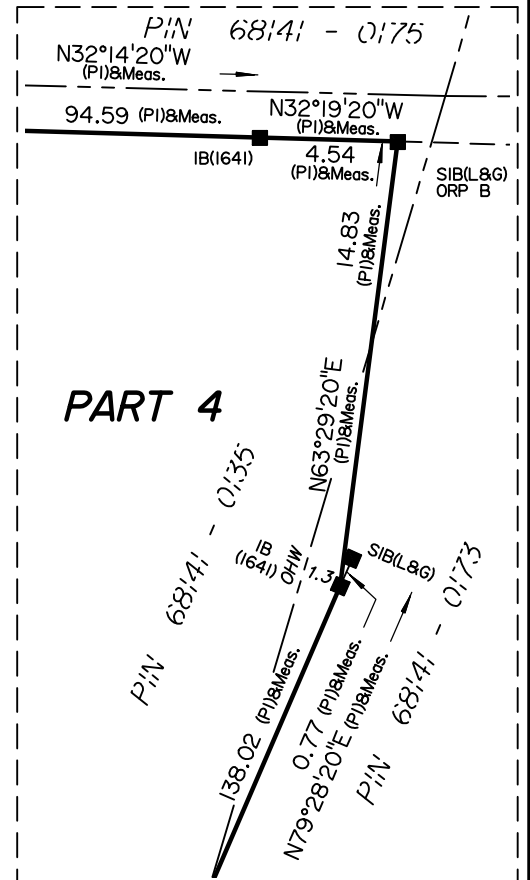
TRAVELLED ROAD (KNOWN AS HURLEY ROAD)

QUARTER SESSIONS ROAD, REPORT 220 - CONFIRMED FEBRUARY 24, 1832  
PIN 68141 - 0175



See Detail

Detail  
(Scale 1:250)



**ANNIS, O'SULLIVAN, VOLLEBEKK LTD.**  
 113 Prescott Street, Box 1340  
 Kemptville, Ontario K0G 1J0  
 Phone: (613) 258-1717  
 Email: Kemptville@aovltd.com

Ontario  
Land Surveyors

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL  
BY-LAW NO. 2024-58**

**“A BY-LAW TO AUTHORIZE THE MAYOR AND CAO TO EXECUTE AN  
AGREEMENT WITH THE UNITED COUNTIES OF LEEDS AND GRENVILLE FOR  
NAMING RIGHTS SUPPORTING THE REDEVELOPMENT OF THE MAPLE VIEW  
LANDINGS LONG-TERM CARE PROJECT”**

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 8(1) states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 8(2) states that in the event of ambiguity, the ambiguity shall be resolved so as to include, rather than exclude, municipal powers that existed before the Municipal Act, 2001 came into force; and

**WHEREAS** the Municipal Act 2001, SO 2001, Chapter 25, Section 9 gives the municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this Act; and

**WHEREAS** Municipal Council deems it desirable to enter into an agreement with the United Counties of Leeds and Grenville for Naming Rights supporting the redevelopment of the Maple View Landings Long-Term Care project;

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

1. That the Mayor and CAO is hereby authorized to execute the agreement with the United Counties of Leeds and Grenville, attached hereto as Schedule “A” and forming part of this bylaw.
2. That this by-law shall come into force and take effect on the date of passing.

Read a first and second time in open Council this 25 day of November, 2024.

Read a third and final time, passed, signed and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**

**THIS AGREEMENT made the \_\_\_\_\_ of \_\_\_\_\_ 2024**

**BETWEEN:**

The Corporation of the United Counties of Leeds and Grenville  
("Counties")

**AND:**

Township of Edwardsburgh Cardinal  
("Donor")

The following Agreement outlines the terms, conditions and specific details of a \$22,500.00 commitment/donation made by the Township of Edwardsburgh Cardinal (hereinafter referred to as "the Donor") to the United Counties of Leeds and Grenville (hereinafter referred to as "the Counties").

**1. Purpose of the Donation:**

The donation shall be used to solely support the redevelopment of the Long-Term Care Redevelopment Project and in accordance with the Fundraising Strategy Policy; specifically: Naming Rights.

**2. Payment Amount and Timing:**

The Counties and the Donor agree to the following payment(s) and schedule for which the Donor shall receive a receipt from The Counties in the year of the donation:

Date	Dollar Amount
May 2024	\$7,500
May 2025	\$7,500
May 2026	\$7,500

The Donor agrees to make all payments by EFT.



### **3. Use of the Funds:**

The Donor's gift shall be used to enhance the lives of residents and staff of the Counties' new long-term care facility in the Township of Athens, Ontario. The funds may be used for items needed to enhance the lives of the residents and staff unless otherwise directed to a specific purchase as outlined below:

- One living room - \$15,000
- Remaining balance of \$7,500 to be used towards remaining naming bins as the UCLG Long-Term Care Team sees fit.

### **4. Recognition:**

The Donor shall be recognized at the appropriate level of the Counties "Donor Tree". Recognition of this funding shall be in the name as specified by the Donor:

Township of Edwardsburgh Cardinal

Should "Anonymous" be entered on the line above no recognition shall be advertised or provided for this donation.

### **5. Naming Rights**

If the purpose of the donation in Section 1, is identified as Naming Rights, the Donor understands that such rights expire at the sole discretion of The Counties on the earlier of:

- a. The building being decommissioned as a long-term care facility
- b. Such time as the Counties determines the entire donation is not collectable, despite any amounts already donated.
- c. At any point in time the Counties determines the Donor's activities or the name bestowed at the request of the Donor reflects negatively on The Counties' image, brand or ability to operate effectively.

The Counties and the donor shall work together to establish the official name to be used to recognize the Naming Right donation.

The Donor agrees the Counties shall have the final say on all naming rights assigned to any part of the facility; however, the donor requests the following name be

considered: The Township of Edwardsburgh Cardinal and that this name be used to describe

- One living room - \$15,000
- Remaining balance of \$7,500 to be used towards remaining naming bins as the UCLG Long-Term Care Team sees fit.

The Counties on signing this donation agreement has determined the following name has been approve the Township of Edwardsburgh Cardinal.

## **6. Applicable Law**

This agreement represents the entire agreement of the parties; supersedes all prior agreements, and may not be amended except by the written agreement of The Counties. This agreement will be governed by the laws of Ontario and Canada accordingly.

## **7. Communication**

That once signed by the donor, Council will be notified of an agreement receipt by email and information from the agreement will be added to a confidential donor list at the next Committee of Management. No public announcement of donors will be made until a scheduled announcement event is held, after Committee of Management is notified of the donor.

### **Donor Contact Information:**

Name: Township of Edwardsburgh Cardinal

Mailing Address: 18 Centre St. PO Box 129 Spencerville, ON K0E 1X0

Phone Number: 613-658-3055

Email: snicholson@twpec.ca

**Authorization:**

**IN WITNESS WHEREOF** the Parties have duly executed this Agreement

) **CORPORATION OF THE UNITED COUNTIES**  
) **OF LEEDS AND GRENVILLE**

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per: Interim Chief Administrative Officer

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I have the authority to bind the Corporation.

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**Donor Name:**

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per: Mayor Tory Deschamps

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per: Chief Administrative Officer, Sean Nicholson

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I/We have the authority to bind the Corporation.

**CAO's ADMINISTRATIVE UPDATE TO COUNCIL**

ADMINISTRATION / ECONOMIC DEVELOPMENT

Holiday Office Closure	The Township office will close on Tuesday December 24 <sup>th</sup> at noon and will reopen on Thursday January 2 <sup>nd</sup> at 8:30 AM.
UCLG Economic Summit	Economic development staff attended the UCLG Economic Development Summit on November 22 <sup>nd</sup> . Potentia Renewables CEO and Project Manager made a presentation to attendees
Student Newsletter	Staff are working with SGDSS students on the December edition of the Township newsletter. The school has advised that the students will not continue the newsletter into the 2nd semester. The opportunity to continue the newsletter will be available to the 2nd semester grade 9 tech class.
Building and Planning Application Process Improvement	Planning, Building, Frontline and Finance staff are exploring ways to improve building and planning application and permitting processes. The team has completed a process mapping exercise and has engaged software companies to find efficiencies in our payment and application process.
UCLG Fall Planner	Staff attended UCLG's fall Planner's meeting on Nov 15. The agenda included a community consultation presentation on the Counties Housing and Homelessness Plan.
Tourism Symposium	Staff attended Brockville's Tourism symposium on Nov 18. The symposium outlined the benefits of including tourism under the municipal umbrella, hearing from 2 panels of experts speaking on collaboration and marketing.
CIP Redesign	We have received one response to our RFP for the Community Improvement Plan. A review of the proposal is in progress.
Communication Committee	The Communications Committee will meet for their first meeting on December 4th.
Bylaw	The BLEO has been actively distributing public educational materials for the upcoming winter season respecting the winter parking restriction. The BLEO works closely with PW staff to monitor the weather and clean up efforts to ensure that warnings are issued prior to official orders when addressing winter parking.
Upcoming meeting schedule <b>Time – 6:30 p.m. unless noted otherwise</b>	Monday, December 2 – Committee of the Whole – Administration & Operations Monday, December 9 – Annual Awards & Recognitions for Youth/Citizen/Volunteer/Small & Large Businesses – 6:00p.m. Monday, December 9 – Regular Council Monday, January 13 - Committee of the Whole – Administration & Operations

TREASURY

FMW	Staff have been working with FMW to input their budgets and capital projects for 2025. The FMW Salary plan has successfully been completed in moved into the Operating Budget for 2025.
Payment Methods	In response to the Canada Post strike, staff have been working with RBC to explore options for residents to make payments online for invoices, tax certificate/statement and other items that do not relate to property taxes.

FACILITIES/RECREATION

Skate With Santa	Ingredion arena December 13 <sup>th</sup> – 6 pm – 7:30 pm Spencerville Arena December 15 <sup>th</sup> 2 pm – 3:30 pm
Holiday Skate Hours	Listed on our website
Aerobics Instructor	Posting has been up for two weeks with no interest yet.
Art Class	4 weeks session starts this week
Cookie Decorating	Sunday December 8 <sup>th</sup> . Johnstown Hall, registration has been good
Boat Launch	Nonresidents 169 - Township residents 168
Live Barn	I have reached back to Live Barn, and they are still interested in installing their camaras system in the Ingredion arena

OPERATIONS – PUBLIC WORKS

Roads Program	All roadways within the 2024 road program are completed to date. Final review of resurfaced roads to be reviewed for deficiencies by staff, consultant engineers, and contractors.
Ongoing Activities	Perform routine and weekend road patrols. Ongoing work includes vehicle maintenance, winter operations set up of one-way plows and wings. Shop maintenance, pothole patch repairs on various roadways, maintenance grading, culvert installations.
Training/ Meetings	PSD Citywide Route Patrol System completed and in place. Public Works Staff Training on system for road patrol usage. GPS/AVL training in progress for staff.

Lane Light Pedestrian Crossings	Staff met with ACF Electric on-site at the four locations. We will be proceeding with three locations right now: CR2/Dishaw, CR2/Walker and Bennett/Henderson. Some additional work will be required for CR2/Shanly Rd and will be included for 2025 budget discussions.
Augusta Boundary Road Agreement	Staff in both municipalities have worked on formalizing the current practices into an agreement. We will be bringing the agreement to Council on December 9 <sup>th</sup> and Augusta staff will be bringing the agreement on December 16 <sup>th</sup> .
Datacall Blue Box Wrap-Up	This is the final year of Datacall and the online portal will be taken offline on December 15, 2024. The 2025 Municipal Funding Allocation Model will be posted December 2, 2024 and we will be advised by email when the funding amounts become available.
Holiday Wreaths	Rideau St. Lawrence assisted with installing the wreaths on Bridge and Dundas Streets in Cardinal on November 18.
Tree Planting	Manotick Tree services completed the planting of 31 trees. Caliper size ranged between 50mm-70mm. Tree species included red and sugar maple, hack and service berry, oak and ironwood. There were four properties in Johnstown that took advantage of the offer, and the remainder of trees were planted at the back of fire station #1. We appreciate the efforts of SNC for coordination efforts and MNRF for their grant contributions.

OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Wastewater Treatment Plant	Replaced aging ceiling tiles in offices and hallway. Serviced/repaired gear box on Gravity Belt thickener Drained SBR # 2 to repair sludge pump. Semi-annual SCADA servicing completed. Routine maintenance completed.
Cardinal Water Plant	Morrisburg Plumbing repaired boiler. Semi-annual SCADA servicing completed. Replaced MAC control positioner on valve # 1 for Filter 2A. Routine maintenance completed.
Cardinal Distribution System	Routine rounds completed. Fire Hydrants winterized and markers installed.
Industrial Park Water System	Routine rounds completed. Fire Hydrants winterized and markers installed.
Windmill Pumping Station	Routine rounds completed.
Spencerville Wastewater System	Topped up diesel fuel tank-Spencerville P.S 1. Received annual order of SHAC digester chemical. IECBL serviced pump panel at Spencerville P.S # 1.

Cardinal Sewer and Storm Collection System	Routine rounds completed. Henry Street Pumping Station- grease removed and cleaned.
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OPERATIONS – MUNICIPAL DRAINS

	Nothing to report
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FIRE DEPARTMENT

HR	A recruitment information session was completed at each fire station. Seven candidates have completed aptitude test, physical testing and interviews. Potential start date of Jan 6, 2025.
	Two firefighters suffered injuries in separate incidents during live fire training. One is back to 100% and the other is on the road to recovery. These were not lost time injuries.
Training	The Training Officer completed NFPA 1041 Fire Instructor III at the Huntsville Regional Training Centre.
	Five members have started NFPA 1021 Fire Officer I that will conclude with 3 days of in person learning at the Clarence Rockland Regional Training Centre.
	Application submitted to the Ontario Fire College to get one of the mobile live fire training units for several days in 2025.
Fleet	An electrical issue has been identified on pumper 1. Emergency Vehicle Technician is scheduled this week. The truck remains in service.
Fire Prevention	Fire Prevention Officer and chief met with HFI representatives and toured the facility.
	Received a fire prevention kit from the Fire Marshalls Public Safety Council donated by TC Energy.
	Twelve Days of Holiday Fire Safety flyers designed/printed and distributed to Leeds Grenville Fire Departments.
	Firefighters attended several locations for Halloween distributing candy and fire prevention items.

	Fire Chief and Community Development Coordinator met with Potentia to receive a project update and discuss fire safety for the Skyview 2 Energy Project.
Facilities	Exterior lighting on the east side of fire station 1 has failed and will be replaced by month end.
Other	Firefighters participated in the Prescott Light up the Night parade with several trucks.

### EMERGENCY MANAGEMENT

Annual Exercise	An emergency exercise of the Municipal Emergency Control Group was held on October 28. There was good participation and discussions by all members involved with the exercise. Adjustments are being made based on the findings of the exercise.
Annual Review	The Emergency Management Program Committee met on November 25 to review the 2024 activities and begin preparations for the 2025 emergency management program.
New Field Officer	The new field officer for our area (Loyalist Sector) is James Brown.
Annual Compliance Submission	Staff are in the process of completing the submission. Our target date is on or before December 5. Submissions are due by December 31 of every year.

Councilors are reminded to please forward or cc sent/received email correspondence that is a municipal record to [councilmail@twpec.ca](mailto:councilmail@twpec.ca)



# TOWNSHIP OF EDWARDSBURGH CARDINAL

November 25, 2024

Resolution Number: 2024- \_\_\_\_\_

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

COPY

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

Carried     Defeated     Unanimous

Mayor: \_\_\_\_\_

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor J. Martelle		
Councillor W. Smail		
Councillor C. Ward		
Deputy Mayor S. Dillabough		
Mayor T. Deschamps		
TOTAL		

**THE CORPORATION OF THE  
TOWNSHIP OF EDWARDSBURGH CARDINAL**

**BY-LAW NO. 2024-**

**“A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY  
RESOLUTION”**

**WHEREAS** Section 5(3) of the Municipal Act 2001, SO 2001, Chapter 25, as amended, provides that the powers of a municipality shall be exercised by by-law;

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by the municipality does not lend itself to the passage of an individual by-law;

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

1. That the actions of the Township of Edwardsburgh Cardinal, at its meeting held on November 25, 2024 in respect of recommendations contained in the reports of committees considered at the meeting and in respect of each motion, resolution and other action taken by the Township of Edwardsburgh Cardinal at its meeting are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Mayor and the appropriate officials of the Township of Edwardsburgh Cardinal are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Township of Edwardsburgh Cardinal referred to in the preceding section.
3. That except as otherwise provided, the Mayor and Clerk are authorized and directed to execute all documents necessary on behalf of the Township of Edwardsburgh Cardinal.

Read, passed, signed and sealed in open Council this 25 day of November, 2024.

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**Mayor**

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**Clerk**