



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

Monday, April 14, 2025, 6:30 PM

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

- 1. Call to Order – Chair, Mayor Deschamps**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest or Conflict of Interest & the General Nature Thereof**
- 4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)**
- 5. Delegations and Presentations**
 - a. Spencerville United Church - Holly Howard - Community Grants & Donations
 - b. Spencerville Business Community Connections - Holly Howard - Community Grants & Donations
 - c. Rural FASD Support Network - Rob More - Community Grants & Donations
- 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. 2025 Q1 Bylaw Enforcement Report (See item 8.a)
 - b. 2025 Q1 Council Remuneration Report (See item 8.b)
 - c. 2025 Q1 Fire Report (See item 8.c)
 - d. 2025 Q1 Operations Report (See item 8.d)
- 7. Discussion Items**
 - a. 2025 Road Program - Proposed Conceptual Adjustments
 - b. Curbside Collection Bylaw Review
 - c. Municipal 911 Addressing Bylaw Update
- 8. Action/Information Items**
 - a. 2025 Q1 Bylaw Enforcement Report - CONSENT
 - b. 2025 Q1 Council Remuneration Report - CONSENT

- c. 2025 Q1 Fire Report - CONSENT
- d. 2025 Q1 Operations Report - CONSENT
- e. Upcoming Tax Sales
- f. Fireworks Bylaw
- g. Public Works Buildings - Hazardous Waste Product Removal
- h. Award Asphalt Pad and Patch Tender
- i. Award Winter Sand Tender

- 9. Councillor Inquiries/Notices of Motion**
- 10. Member's Report**
- 11. Question Period**
- 12. Closed Session**
- 13. Adjournment**

MINUTES
COMMITTEE OF THE WHOLE
ADMINISTRATION & OPERATIONS

Monday, March 10, 2025, 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
John Hunter (Advisory Member)
Karen Roussy (Advisory Member)

STAFF: Sean Nicholson, CAO
Dave Grant, Director of Operations/Deputy CAO
Jessica Crawford, Treasurer
Mike Spencer, Manager of Parks, Recreation & Facilities
Brian Moore, Fire Chief
Eric Wemerman, Chief Water/Sewer Operator
Chris LeBlanc, Manager of Public Works
Candise Newcombe, Deputy Clerk
Natalie Charette, Interim Clerk

1. Call to Order – Chair, Mayor Deschamps

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

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

None.

6. Consent Agenda

Deputy Mayor Dillabough requested that item 6a. be removed from the consent agenda for further discussion.

Moved by: C. Ward

Seconded by: W. Smail

That the following consent agenda items be received as presented:

- a. 2024 Storm Water Management Annual Report [See item 8.b]
- b. 224 Prescott Annual Drinking Water System Report [See item 8.c]

Carried

7. Discussion Items

- a. 2025 Consolidated Budget

Committee received a detailed summary outlining a 3.34% increase in the Township tax rate. Discussion focused on the intensity of the proposed 2025 budget, continued investment in closing the Township's infrastructure gap, capital contributions and cost offsets from dividends received from the Port of Johnstown, and the risks and rewards of early tendering and re-tendering the pool piping RFP and possible means of reducing the scope of the project.

The 2024 deficit of \$188,690 was noted; however, the Committee inquired about the discrepancy between the 4th Quarter report, which indicated a deficit of approximately \$44,000, and the final 2024 budget amount. Discussion centered on improving financial mitigation practices and enhancing project management and awareness of project cost changes.

8. Action/Information Items

- a. 4th Quarter Building Report

The Committee was provided with a report summary and discussed building department revenue increases from 2023, heightened commercial activity in 2024, and a 1.14% area growth rate for the Township from 2023 as per the Municipal Property Assessment Corporation (MPAC).

- b. 2024 Stormwater Management Annual Report - CONSENT

Moved by: C. Ward

Seconded by: W. Smail

That Committee recommends that Council:

- 1) Receive the 2024 Stormwater Management Annual Report; and
- 2) Direct staff to submit the report to MECP prior to the April 30th deadline; and
- 3) Make report available on Township website by June 1st as required under Linear ECA # 155-S701.

Carried

c. 2024 Prescott Annual Drinking Water System Report - CONSENT

Moved by: C. Ward

Seconded by: W. Smail

That Committee recommends that Council receive and review the 2024 Water Annual/Summary Report for the Prescott Water System.

Carried

d. Renaming Municipal Asset Application - Cardinal Public Works Garage

The Committee was provided with a report summary, highlighted the recommended individual's contributions to the community, reduced the waiting period from 60 to 20 days, and commended the individual for their career contributions to the Township.

Moved by: C. Ward

Seconded by: W. Smail

THAT Committee recommend that Council:

1. Approve the application to rename the Cardinal Public Works Garage to be the Bill Walter Public Works Garage; and
2. Make a one-time exception to reduce the 60 day comment period to 20 days and approve the application should there be no comments or opposition from this 10th day of March 2025.

Carried

e. Pre-Budget Approval - Johnstown Play Structure

The Committee received a report summary and discussed the play structure's specifications, accessibility, and installation cost relative to the structure price. Members confirmed that usable parts from the old structure will be retained as spares and that the new structure is Canadian-made.

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

That Committee recommends that the Council awards the purchase of the Johnstown Play Structure from Playground Planners Inc for the purchase price of \$ 79,759.50 plus the non-rebated HST of \$ 1,403.75 for a total purchase price of \$ 81,163.25.

Carried

f. Award Johnstown Pool Piping

The Committee received a report summary and discussed the project scope, the drawbacks of reducing it, the manufacturing country of the products, the increased pool usage following continued investment in the assets, and anticipated future investments required. It was noted that certain pool equipment such as the lifeguard chairs must be CSA-certified affecting the availability and cost of materials.

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

That Committee recommends that the Council award tender EC-REC-01-2025 to Benson Pools Ltd. at the bid price of \$ 272,961.00 including non-rebated HST \$ 4,804.11, and furthermore have a 5% contingency for potential unforeseen issues during the course of the renovations in the amount of \$ 13,500.00 for a total project cost of \$ 291,265.11

Carried

g. Municipal Alcohol Policy Update

The Committee received a report summary and discussed placing the insurance responsibility on the event host, the permitting process, advertising the 30-day approval period to avoid short turnaround times, and the special occasion permit parameters for containers.

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

That Committee recommends that Council adopt the proposed updated municipal alcohol policy.

Carried

h. Spencerville Arena Update

The Committee received a report summary and discussed the building's age and condition, ice rental availability, use of the arena by non-local

sports groups, public skating schedules, and the viability and availability of parts for the current compressor.

i. Award Dust Suppressant Tender

The Committee received a report summary and discussed the price difference between 2024 and 2025, the impact on services if the order amount is reduced, and the limited suppliers of dust suppressant liquid, which resulted in fewer submissions.

Moved by: C. Ward

Seconded by: W. Smail

That Committee recommends that Council award the supply of dust suppressant tender EC-PW-25-02 to Da-Lee Dust Control Ltd. at the unit rate of \$0.389 per liter to an upset limit of \$70,750.00 including non-rebated portion of HST

Carried

j. Award Crushed Rock Tender

The Committee received a report summary and discussed using the \$15,000 contingency set aside for spring road repairs, with additional expenses anticipated following the 2024/2025 winter season.

Moved by: C. Ward

Seconded by: W. Smail

That Committee recommends that Council award the supply of crushed rock tender EC-PW-25-03 to G. Tackaberry & Sons Construction Company Ltd. at the unit rate of \$14.14 per ton to an upset limit of \$113,120.00 including non-rebated portion of HST and approve an \$15,000.00 contingency to be used at the Manager of Public Works discretion for additional gravel road spot repairs.

Carried

k. Award Various Granular Material - RFQ Results

Committee was provided with a summary of the report noting that typically the Public Works department would pick-up from the closest location to the site.

l. Vendor of Record - Rental Equipment Summary Results

The Committee received a high-level overview of the report and discussed the hourly charge rate versus minimum charge, public advertisement of the tender, price variability, contract execution upon work required, and the

lack of flexibility to accept additional bids in 2025 due to the tender process.

m. **Entranceway Bylaw - Additional Information**

The Committee received a report summary highlighting changes to installation dates and permissions for private contractors. Discussion focused on surrounding municipal practices for hiring private contractors for culvert installations, adjusting costs to include labor expenses, and the benefits of allowing private contractors to help offset busy seasons for the Public Works department.

9. Councillor Inquiries/Notices of Motion

Councillor Ward recommended discussing the implementation of a bylaw to cover all Township municipal fees and charges for annual review and updates.

10. Member's Report

Members reported on the following:

- Increased uptake on the Township Newsletter compiled by the students in the Real World Learning Program at South Grenville High School.
- Hosting a BBQ at the Port of Johnstown in recognition of the Greenfield Global Inc. annual Earth Day clean up.
- Recognized the swearing-in of the new Prime Minister of Canada and members of their Ministry on Friday, March 14th, 2025.

11. Question Period

None.

12. Closed Session

None.

13. Adjournment

Moved by: C. Ward

Seconded by: W. Smail

That Committee does now adjourn at 8:23 p.m.

Carried

Chair

Deputy Clerk

Spencerv
ille
United
Church

Community Grant
Program
2025

With the growing use of the entire church by outside groups we need to be well prepared in the face of emergency. These new smoke detectors will assist us with that. We currently host the Guiding family.

Mon–Wed. We host choir on Monday. We host the Food Bank every Thursday, and a friendship lunch on the 3rd Thursday of each month.

We are heavily involved in our community and have many other one day events monthly.



**ALARM
SYSTEMS**
Peace of Mind.
Delivered.

QUOTE

Quote #:

AAAQ1493

Date:

Jan 29, 2024

Bill To:

Sandra Lawrence
Spencerville United Church

Site Info:

Phone 613-349-2355
16 Centre St
K0E 1X0 Spencerville

Phone

Your Account Manager:

Chris Izatt

cizatt@alarmsys.com
613-342-7209
15 Central Ave East
K6V 1W5 Brockville

Our Commitment

Locally owned and operated since 1972, Alarm Systems has grown to become one of the largest independent electronic security companies in Canada by keeping our promises. Our promises serve as the backbone of our company that has helped us protect over 10,000 clients in Ontario.

We will Deliver

- A consultation from a local Security Consultant who will design a personalized security solution for your home or business
- A local background checked, CANASA certified technician to provide the highest quality installation and training for your new system
- Local monitoring from our 4 redundant 5-diamond rated monitoring stations in Ontario

Notes:

Here is the quote you requested. This is the costing to replace 6 Smoke Detectors that require specilized equipment to

2 in the Sunday School Room
2 in the main Church - Scaffolding required
1 above the organ
1 Choir door

Once complete we could like to review the description of all of these devices to ensure we are properly describing where the detectors are located.

**QUOTE**

Quote #: AAAQ1493

Date: Jan 29, 2024

Qty	Description	Unit Price	Ext. Price
Replacment of Smoke Detectors located on high ceilings:			
6	Photoelectric Smoke Detectors (4 Wire 12VDC)	\$85.00	\$510.00
8	Installation Labour	\$125.00	\$1,000.00
10	Sub Contractor Services - GA Bruce Construction working at heights	\$150.00	\$1,500.00
5	Scaffolding & specialty ladder rental	\$50.00	\$250.00

Please let me know if you have any further questions,
Chris Izatt - 613-342-7209
cizatt@alarmsys.com

SubTotal	\$3,260.00
Tax	\$423.80
TOTAL	\$3,683.80

Deposit Required	\$1,841.90
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Funding Proposal

April 14th, 2025



TWP
EC
· Ca



SPENCERVILLE
Seasonal
MARKET
EST.2021

SBCC is and will continue to...

- Using Social Media to Promote and Advertise Local events & celebrations
- Investing monies received into signage for our own 4 sponsored events
- Coordinate with all groups & activities by creating a monthly mailout.
- Coordinating with organizations for town logistics during their events and ensuring via social media those logistics are publicized.
- Recruit volunteers by advertising and maintaining a volunteer database
- Sponsorships obtained from businesses servicing the geographical area
- Provide support to business & organizations for their activities/events
- Organize some selected activities annually



Events

Events

- **Hoppin' Spencerville** (April 19th, 2025)
- **Summer Fun Fest** (July 20, 2025)
- **Spooky Spencerville** (October 31, 2025)
- **SpencerWhoville Celebration** (November 29, 2025)



HOPPIN' Spencerville

...April 19th

- Great Easter Egg Hunt(2000 eggs)
- Breakfast with the Easter Bunny at Joe's Spencercity Bar and Grill
- Continue the Fun at 'Happy Little Farmstead' for the Afternoon!





...July 20th- Summer FEST

- Seasonal Summer Market
- Rib smoking competition at Joe's
- Music & live performances
- Paint a rock for Spencer the snake
- Bouncy castle and kids area at the Mill
- Activities at the Mill for youth
- Face painting & balloon animals
- Happy Little Farmstead in the park
- Diablo Manor



October 31st

- Scarecrow competition- residential and commercial with prizes for best in various categories
- Haunted barn (*SpencerCity Bar & Grill*)
- Trunk or Treat hosted at the United Church(will participate and have treats for 250 children)

A Christmas Holiday Celebration

SPENCER *Who*VILLE



November 29th

- Christmas Night Market
- Tree & village lighting ceremony
- Music & live performances
- Children's activities
- Bonfire
- Face painting & balloon animals
- Photo with Santa & photo booth
- Horse-drawn carriage rides

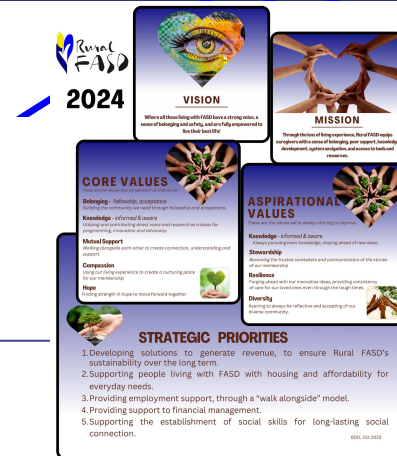
Funding Request

- \$3,000
 - 750.00 Easter
 - 1000.00 Summer Fest
 - 500.00 Hallowe'en
 - 750.00 Spencerwhoville
- In-Kind support:
 - Assistance road closures and barriers for SpencerWHOville and Summer Fest
 - Rental Fees for the Spencerville Arena for the two Seasonal Markets-May 4th and July 20th..



Let's make this happen!

Thanks for your support!



Rural FASD Support Network

April 14, 2025 Edwardsburg-Cardinal Council

<https://ruralfasd.ca/red-shoes-run-5k-race/>

Video

FASD - What is it



FASD Statistics:

- Impacts 5% of the population
- Linked to trauma, and physical, communicative, sensory, and intellectual disabilities
- 98% of Ontarians living with FASD are undiagnosed and unsupported (Popova, 2024)
- 75-80% of Canadians living with FASD live in poverty (StatsCan 2024)
- In a sampling of 30 municipal job descriptions which only require a high school diploma, [100% of the descriptions](#) were written at a college level or higher.

Rural FASD - Red Shoes Run



July 5 9am-noon- Johnstown 5K timed run with 1k accessible run with Communication Accessibility Theme

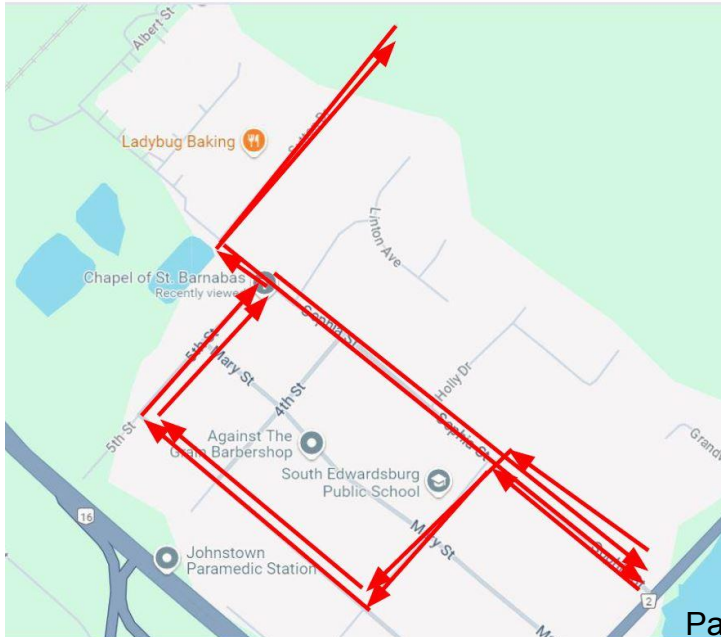
Partners: BACF, Brockville CofC, South Grenville PHS, South Ed PS, JMC Renovations, Have Tents, Public Health Unit, Wills Transfer

Ask: With BACF, pay for timing company, in-situ hall, cones, barricades

Wish: Introductions to potential sponsors with focus on hiring people living with disabilities, hotel room, first aid person, grocery store



Rural FASD - Red Shoes Run





TOWNSHIP OF EDWARDSBURGH CARDINAL DISCUSSION ITEM

Committee: Committee of the Whole – Administration & Operations

Date: April 14, 2025

Department: Public Works

Topic: 2025 Roads Program – Proposed Conceptual Adjustment

Background: Staff was recently contacted by the SDG Counties (Stormont, Dundas and Glengarry) and advised of planned rehabilitation work on the Pittston Creek Bridge in 2026. This is a change from earlier communication and presents a great opportunity to strengthen our partnerships with our neighbours to the east. The concept would see the bridge rehabilitation and our road resurfacing work (spanning to include a section in South Dundas) completed under one contract and administered by SDG in 2026.

We are still working through the high-level details. Should Council be open to the concept, staff will work with SDG and South Dundas to develop an MOU (memorandum of understanding) to bring back for review. The majority of the \$384,540.00 in the 2025 budget can be reallocated to complete other roads in 2025.

Cedar Grove Rd has \$662,622.00 in the 2025 budget to complete the second phase of the road between Fraser and Noe. Preparing Fraser Road straight through to the boundary in 2025 with paving in 2026 makes good sense. Preparation would include culvert replacements, engineering design (improve road alignments) as this is an arterial road that will likely have an increase in traffic in the coming years. The added time would allow for an improved road.

Option # 1

The 2025 budget has \$1,047,162.00 for the above two roads. We would use \$250,000.00 for prep work (advancement) and reallocate \$797,162.00 to alternative roads. We would adjust the 5-year plan and shift the following roads that require no or very minimal prep work into 2025:

Meadowland Drive (St. Lawrence Street to the first cul-de-sac) 215m
Legion Way 110m
Dishaw Street (CR2 to Gill Street) 540m
Hutton Street 60m
Irving (South to David) 240m
Windmill Road 975m

Burchell Street 450m

The idea would be advancing work on the two roads (albeit to a far lesser degree) and completing up to 7 additional road sections.

Option #2

Combine the majority of the \$384,540.00 from Pittston Rd East to Cedar Grove Rd and complete resurfacing from Fraser to boundary in 2025. The resurfacing would not have any prep work completed, simply a pulverize and resurface what is existing. This approach would present a much higher risk of potential infrastructure failure and shorter-range planning.

Based on the feedback received, an action item will be prepared for the April Council meeting.

A handwritten signature in dark ink, appearing to read "D. Scott", written over a horizontal line.

Director of Operations

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Manager of Public Works



TOWNSHIP OF EDWARDSBURGH CARDINAL DISCUSSION ITEM

Committee: Committee of the Whole – Administration & Operations

Date: April 14, 2025

Department: Public Works

Topic: Curbside Collection Bylaw Review

Background: The Township will be issuing a tender for the curbside collection and other waste materials that will take effect January 1, 2026. In advance of preparation and issuance of the tender, there is value in reviewing and updating the current bylaw to reflect general direction on this service.

As a starting point, staff have tracked some initial changes for consideration. Staff would like to confirm Council position on a number of areas including scope of work.

Here are a few questions to start the thought process:

Continue to use Township issued garbage bags?

Continue with current collection route schedules? Is there openness to receive proposed collection route changes from vendors?

Are there adjustments required on Eligibility to receive free garbage bag allotments?

Do we want to consider additional waste streams such as organics or larger bulky items in the program?

Based on the feedback received, staff will prepare a draft bylaw and work on tendering documents.

A handwritten signature in cursive script, appearing to read 'D. S. Galt', written over a horizontal line.

Director of Operations

THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL

BY-LAW NO. 2025-19-64

"A BY-LAW TO PROVIDE FOR THE COLLECTION OF
GARBAGE AND OTHER WASTE MATERIALS"

WHEREAS the Municipal Act, 2001, SO 2001, c.25, Sections 8 and 9(1)(a) provides authority to enable a municipality to govern their affairs as they consider appropriate;

AND WHEREAS the Council of the Corporation of the Township of Edwardsburgh/Cardinal deems it expedient to pass a by-law setting out policies and procedures for the collection and removal of garbage in the Township;

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

1. DEFINITIONS

For the purpose of this by-law, the following words shall have the meaning given herein:

- 1.1 ~~"Alternating Weekly Collection" means collection of plastics and cans one week and fibre the following week.~~
- 1.2 "Collection Route" means the work performed by one collection vehicle during a Regular Collection Day.
- 1.3 "Collection Schedule" means the area divisions for the purpose of waste collection service as described in Schedule "A" of this by-law.
- 1.4 "Contractor" means the company, firm or supplier that has entered into a contract to supply the goods and equipment and to perform the services of curbside waste collection.
- 1.5 "Eligible Units" means households, dwellings, multi-residential units and/or commercial units on a collection route.
- 1.6 "Enforcement Officer" means a person appointed by Council as a municipal By-law Enforcement Officer, Ontario Provincial Police, or the Royal Canadian Mounted Police to enforce this By-law.
- 1.7 ~~"Fibre" means newspaper, corrugated cardboard, box board, magazines and catalogues, telephone books, books and mixed residential papers and other items identified in Schedule "C" of this by-law.~~
- 1.8 "Garbage" means a waste stream that includes household waste but shall not include bulky items such as household furniture, hazardous waste, non-collectable waste or significant quantities of recyclables.
- 1.9 "Non-collectable waste" means items such as construction waste, hazardous waste and other items outlined in Schedule "D" of this by-law.
- 1.10 ~~"Recyclables" means the items outlined in Schedule "C" of this by-law.~~
- 1.11 "Refusal Sticker" means a sticker to be attached by the Contractor to problem waste(s) or receptacle(s) containing contaminated or non- collectable waste identifying why the waste was not collected.

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BY-LAW 2019-64

1.12 "Township Issued Garbage Bag" means garbage bags purchased from the Township or one of the Township's vendors to hold garbage for curbside collection.

2. COLLECTION OF GARBAGE & OTHER WASTE MATERIALS

Every person shall comply with the follow conditions:

- 2.1 The collection of garbage shall be made as per Schedule "A" to this by-law.
- 2.2 No bag shall exceed 40 pounds in weight.
- 2.3 The maximum number of bags placed out for collection by the occupant shall not exceed five per collection for each eligible unit.
- 2.4 Residents shall place garbage bags in a suitable container sufficient to prevent the entry of water, rain, flies and animals and the escape of noxious odours therefrom.
- 2.5 The containers or garbage bags shall be placed for pick up as close as possible to the travelled portion of the street and in a manner as not to impede pedestrians, ~~or traffic;~~ **or maintenance operations (construction or winter).**
- 2.6 Garbage bags or containers shall be placed on the street allowance before 7:00 a.m. on the day of collection for that particular street to ensure collection
- 2.7 No person shall place garbage bags on the street allowance prior to 5:00 a.m. on the day of collection for that particular street unless it is in a suitable container as outlined in section 2.4.
- 2.8 No person shall place garbage on private property other than their own.
- 2.9 No person shall spill, scatter, deposit, throw, cast, lay or cause to be thrown, cast or laid, any garbage or disturb or interfere with any garbage on any street, public or private property.
- 2.10 Spillage from containers or bags caused by animals or persons shall not be gathered up by the Township or its contractor and shall be the responsibility of the occupant.
- 2.11 No person shall set out for collection any non-collectable items included in Schedule "D". The disposal of waste and refuse of an industrial establishment shall be the sole responsibility of the occupant of such establishment and the Township shall bear no responsibility for collection or disposal of the same.
- 2.12 All waste, except for ~~accepted recyclables~~ **(other waste streams?)** shall be placed in Township issued garbage bags to be purchased for a fee ~~as per Schedule "B" of this~~ **established through the Township's fees and charges** by-law.
- 2.13 The monies so collected from the sale of Township issued garbage bags shall be used by the Township to assist in maintaining a system for collection, removal and disposal of garbage from eligible units.
- 2.14 Garbage purposely not collected will be identified with a refusal sticker noting the reason (not contained in Township issued garbage bag, exceeds weight restriction, contains recyclables, etc.) for refusal.

~~3. RECYCLING~~

~~3.1 All residents and occupants must recycle any items that are recyclable.~~

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BY-LAW 2019-64

~~3.2 The list of accepted recyclables is as set out in Schedule "C" of this by-law.~~

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~~3.3. Recyclable waste must be sorted from garbage and the contents of the bin must follow the collection schedule.~~

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~~3.4 If recyclables are not sorted from garbage, the Township or its contractor shall not pick up these bags.~~

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~~3.5 Residents may place recyclables in a receptacle other than a blue or green bin so long as its contents can be clearly seen (i.e. laundry bin or clear plastic bag).~~

4. COMPOSTING

4.1 All occupants are encouraged to compost any suitable organic material such as grass clippings, garden debris and waste, vegetable and fruit wastes, coffee grounds, tea leaves, leaves and wood chips

5. OTHER

5.1 The Township and the United Counties of Leeds Grenville may provide alternatives and programs in conjunction with the curbside collection program to assist residents and occupants to reduce, reuse and recycle.

5.2 Where a provision of this By-law conflicts with a provision of another by-law enforced in the Township of Edwardsburgh Cardinal, the provisions that established the higher standards shall prevail in order to protect the health, safety and welfare of the general public.

5.3 It is the declared intention of the Council of the Corporation of the Township of Edwardsburgh Cardinal that any section or part of this By-law which may subsequently be held to be illegal shall be severable from the remainder of the By-law and shall not be deemed to have persuaded or influenced the Council to pass the remainder of the By-law.

6. PENALTIES & ENFORCEMENT

6.1 Every person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, c.P. 33, as amended.

6.2 A person who is convicted of an offence under this by-law is liable for each day or part of a day that the offence continues, where the minimum fine shall not exceed \$500.00 and a maximum fine of \$10,000.00 and the total of all daily fines for the offences is not limited to \$100,000.00 as provided for in Section 429(3) of the Municipal Act, SO 2001, c. 25, as amended.

6.3 Upon registering a conviction for a contravention of any provision of this By-law, the court in which the conviction has been entered, may in addition to any other remedy and to any penalty imposed by this By-Law, make an order prohibiting the continuation or repetition of the offence by the person convicted, pursuant to Section 431 of the Municipal Act 2001, SO 2001, c.25, as amended.

6.4 Where a person fails or defaults to carry out any direction or action required by the Township as authorized by this by-law, upon reasonable and written notice, the Township may proceed to do such things or carry out such actions as directed at the expense of the person and such expense may be recovered by the Township in a like manner as taxes in accordance with the provisions of Section 326 of the Municipal Act, 2001, S.O. c. 25

BY-LAW 2019-64

- 6.5 Every person who contravenes this by-law, including a notice to remedy issued under this by-law is guilty of an offence.
- 6.6 No person shall obstruct or hinder or attempt to obstruct or hinder an Enforcement Officer or other authorized employee or agent of the Township in the exercise of a power or the performance of a duty under this By-law.
- 6.7 An Enforcement Officer who has reasonable grounds to believe that a person has contravened any provision of this By-law may issue a notice to remedy, notice of violation, an order to comply and every person shall comply with said notice or order.

GENERAL

7. That Schedules "A", "B", "~~C~~", "D", and "E" shall constitute part of this by-law.
8. By-law 2015-10 as amended, And all other by-laws previously passed that are inconsistent with the provisions of this by-law are hereby repealed.
9. That this by-law will come into force and effect on the day of passage.

Read a first and second time in open Council this 28th day of October, 2019.

Read a third and final time, passed, signed and sealed in open Council this 28th day of October, 2019.

Mayor



Deputy Clerk



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BY-LAW 2019-64

SCHEDULE "A": COLLECTION SCHEDULE

Monday	Northwest corner of the Township, bounded by County Road 44 (both sides) in the east and Glen Smail/Patterson Road in the south, including Spencerville.
Tuesday	Northeast corner of the Township, bounded by but not including Pittston Road in the south and up to but not including County Road 44 in the west.
Wednesday	South part of the Township from Pittston Road to, Glen Smail and Patterson Roads south to Highway 401
Thursday	Cardinal
Friday	Remaining areas south of Highway 401, including Johnstown and New Wexford.

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BY-LAW 2019-64

SCHEDULE "B": FEES

Township Issued Garbage Bags

Imprinted, plastic garbage bags are available for purchase at the Township office during regular office hours or from authorized agents of the Township during regular business hours. The fee per bag shall be determined through the Township's fees and charges bylaw, and set during the annual budget deliberations and shall include all provincial and federal taxes.

Eligibility for Free Garbage Bag Allotment (any changes or updates?)

In order to be considered for a free allotment of bags due to health and financial reasons, the following criteria must be clearly demonstrated, in writing on the prescribed form, by the requester:

- (1) the medical or other condition creates a significant increase in the amount of garbage generated by the eligible unit;
- (2) net family income falls below the net family poverty line;
- (3) the waste generated and put out for curb side collection does not include non-collectable waste as per Schedule "D" of this by-law

If clauses 1 through 3 are met, the requester may be eligible to receive a 52 bag/year allotment. The request will be re-evaluated from time-to-time and proof of need must continue to be provided to Township staff annually.

Recycling Bins

One bin will be provided free of charge to residents of newly built homes in the Township.

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TOWNSHIP OF EDWARDSBURGH CARDINAL
Medical Exemption for Free Garbage Bag Allotment

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The purpose of this form is to allow Edwardsburgh Cardinal residents the opportunity to apply for a medical exemption for free garbage bag allotment based on health and financial reasons.

In order to be granted this exemption, you must complete the required information below as well as provide a signed medical practitioner's note on letterhead stating that the extra garbage bags are required *due to medical and financial reasons*.

Required Information	
Name:	
Address:	
# of bags required (maximum 52/year):	
Net annual family income:	

I hereby certify that the information I have provided here is accurate and complete.

Signature

Please forward this form attached to the medical practitioner's note to the Township Office in person or by mail to P.O. Box 129 Spencerville, ON KOE 1X0.

IMPORTANT

- It is the responsibility of the requester to renew the exemption on the yearly anniversary date. A new application form and medical practitioner's note must be completed and provided for renewal
- The anniversary date for the exemption is considered to be one year to the date in which the exemption was granted. This information is noted on the letter you will receive with your garbage bags if an exemption is granted.

- Please keep a copy of this form for your personal records

Personal information collected on this form, including your name and address, is collected under the authority and in accordance with the Municipal Freedom of Information and Protection of Private Act (MFIPPA). Your personal information will be used by staff of the Corporation of the Township of Edwardsburgh Cardinal in the administration of the medical exemption for garbage bags only. Questions regarding the collection, use, and disclosure of your personal information can be directed to the Clerk's Department.

BY-LAW 2019-64

SCHEDULE "C": RECYCLABLES

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Fibre (Green) Box Recyclables

Ensure that no loose material is on top that will blow out and cause litter

- Newspaper & flyers (glossy or plain)
- Paper bags and cups
- Fine paper (writing paper, computer paper, mail)
- Boxboard such as cereal, cracker & cookie boxes, detergent/laundry cartons, file folders, shoe & tissue boxes, paper egg cartons, toilet & paper towel rolls, pizza boxes
- Magazines, catalogues & telephone directories
- Greeting cards
- Cardboard & corrugated cardboard – flattened and placed inside or beside recycling bin

Item which should NOT be placed in Fibre (Green) Box

- No cookie or pet food bags
- No Styrofoam
- No waxed or coated boxes or bags
- No photos
- No ice cream or frozen juice containers
- No gift wrap

Blue Box Recyclables

Ensure all items are empty and rinsed clean

- Glass food and beverage bottles & jars
- Metal food & beverage cans
- Milk & frozen food bags, bread bags, mattress bags, paper towel & toilet paper wrap, diaper packaging, grocery & bulk food bags
- Clean, empty paint cans (lid must be removed)
- Plastic bottles – only items marked with the recycling symbol containing numbers 1, 2, 3, 4, 5 or 6 (i.e. soft drink, juice & water containers, LCBO bottles, home cleaning & laundry products).
- Aluminum pie plates & foil
- Margarine and yogurt tubs

Items which should NOT be placed in Blue Box

- No motor oil bottles or herbicide/pesticide bottles
- No light bulbs
- No ceramic
- No window glass, dishes or mirrors
- No clear prescription bottles
- No chip bags
- No straws
- No pots & pans
- No hard plastic toys
- No plastic used to insulate windows
- No styrofoam
- No aerosol cans

BY-LAW 2019-64

SCHEDULE "D": NON COLLECTABLE WASTE

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The By-law to establish, maintain and regulate a system for the disposal of municipal waste and to provide for the establishment of policies, regulations and fees for the disposal of municipal waste, garbage and other refuse contains details associated with disposal of items not eligible for curb side collection

The following items shall be deemed to be Non-Collectable Waste for the purposes of this By-law:

1. Any materials that are not set out in accordance with the provisions of this By-law;
2. Electronic and Electric Equipment Waste (WEEE waste) as defined in the Waste Diversion Act, R.R.O. 2002, Regulation 393 / 04 includes desk top computers, portable computers, computer peripherals, monitors, televisions, printing devices, information technology equipment, telecommunications equipment, audio visual equipment;
3. Hazardous Waste including any product, material or item labeled as "corrosive", "toxic", "reactive", "explosive", "oxidizing", "poisonous", "infectious", "flammable", including but not limited to the following:
 - (a) Household cleaners including bleach, oven, drain, toilet and carpet cleaning solutions;
 - (b) Prescription medicines;
 - (c) Explosives, gasoline, motor oil, barbeque starter fluid, ammunition or other incendiary material;
 - (d) Pressurized containers including propane cylinders and tanks;
 - (e) Aerosol containers (full or partially full);
 - (f) Poisons, including rat and mouse poisons, moth balls, insect and weed killers;
 - (g) Fertilizers, fungicides, herbicides, insecticides or pesticides;
 - (h) Paints, solvents, coatings and wood preservatives;
 - (i) Engine oil, brake and transmission fluid;
 - (j) Batteries, including automotive batteries and ni-cad rechargeable batteries and lead acid batteries;
 - (k) Other material, including gas tanks, fire extinguishers, pool and photogenic chemicals; or
 - (l) Other Municipal Hazardous or Special Wastes as defined in the Waste Diversion Act, R.R.O. 2002, Regulation 542/06 and in the Environmental Protection Act, R.R.O. 1990, Regulation 347.
4. Pathological wastes whether solid or liquid, including but not limited to:
 - (a) Microbiology laboratory wastes;
 - (b) Animal or human anatomical waste including organs, bones, muscles or other animal or human tissue or part thereof;
 - (c) Animal or human blood or bodily fluids;
 - (d) Used medical dressings including bandages, poultices;
 - (e) Medicines, vitamins, drugs, vials, vaccines;
 - (f) Waste sharps, including but not limited to, hypodermic needles, syringes, blades; or
 - (g) Any other similar material or substance which contains or may contain pathological micro-organisms or which may be hazardous or dangerous and anything designated as pathological waste as defined in the Environmental Protection Act, R.R.O. 1990, Regulation 347.
5. Trade wastes including any industrial, commercial or manufactures' waste and shall include the following:
 - (a) Any waste generated, abandoned, condemned or rejected as a result of construction, alteration, repair, removal or demolition of any building or

BY-LAW 2019-64

- structure or part of any building or structure, including, but not limited to, drywall, bricks, stone, concrete, wall board, insulation, asbestos, lumber, roofing shingles, counter-tops, siding and fencing;
- (b) The stock of any wholesale or retail merchant or fruit or vegetable dealers;
 - (c) Any waste materials originating from any industrial processes or any business industry or commercial establishment;
 - (d) Commercial/industrial appliances;
 - (e) Commercial/industrial furnaces and other types of heating units; or
 - (f) Discarded office furnishings, partitions, office equipment

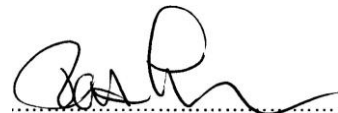
- 6. Automotive wastes, discarded vehicle parts, tires, tire rims and other accessories
- 7. Liquid wastes, including liquid in sealed containers or semi-liquid waste
- 8. Sod, soil, dirt, manure, sand, root balls, stumps, aggregates, concrete products, bricks or stones;
- 9. Sharp-edged material such as broken glass, broken crockery, cut metal or anything of a similar nature unless such material is placed in separate, secure container and whose contents are clearly marked
- 10. Glass plate windows, doors, table tops, shower doors
- 11. Carcasses of any animal (including animal parts) or fowl or live animal or fowl with the exception of bonafide household organic waste
- 12. Ashes (warm or hot)
- 13. Swill or any other organic not properly drained or wrapped
- 14. Sewage
- 15. Any other material or item designated as Non-Collectable Waste by the contractor
- 16. Any other materials designated as 'designated waste' by the Waste Diversion Act or other applicable legislation

PROVINCIAL OFFENCES ACT

Part I

IT IS ORDERED pursuant to the provisions of the *Provincial Offences Act* and the rules for the Ontario Court of Justice, that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-law No. 2019-64 as amended of the Corporation of the Township of Edwardsburgh/Cardinal, attached hereto is the set fine for that offence. This Order is to take effect on November 19th, 2019.

Dated at Ottawa this 19th day of November 2019.


.....
Jean G. Legault, Regional Senior Justice
Ontario Court of Justice
East Region

BY-LAW 2019-64

Schedule E
Township of Edwardsburgh Cardinal
Part I - Provincial Offences Act
By-law 2019-64
Waste Collection - Set Fines

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	SET FINE
1	Set out residential curbside garbage for collection before 5 am in unsuitable container	2.7	\$100
2	Set out QarbaQe in an improper location	2.8	\$100
3	Throw/deposit/disturb/interfere with QarbaQe	2.9	\$300
4	Set out non-complyinQ waste for collection	2.11	\$100
6	Hinder/obstruct officer	6.6	\$200
7	Fail to comply with order/notice	6.7	\$100

Note: The general penalty sections for the offences indicated above is Section 6 of By-law 2019 - 64. A certified copy of which has been filed.

APR 11 2019
RJS
RJS

NOV 19 2019



**TOWNSHIP OF EDWARDSBURGH CARDINAL
DISCUSSION ITEM**

Committee: Committee of the Whole – Administration & Operations

Date: April 14, 2025

Department: Operations

Topic: Municipal 911 Addressing Bylaw Update

Background:

See attached presentation.

A handwritten signature in cursive script, appearing to read 'D. S. G.', written over a horizontal line.

Director of Operations

Municipal 911 Address Program

Prepared for Committee of the Whole
Administration & Operations

Municipal 911 Address Program

Purpose:

To enable emergency services to quickly and accurately locate properties in an emergency

Our current bylaw versions

Bylaw 94-10 Village of Cardinal Amendment 2000-22 changed street names (ex. Second Street to Gill Street)

- Number affixed to building
- No charge or standardized location

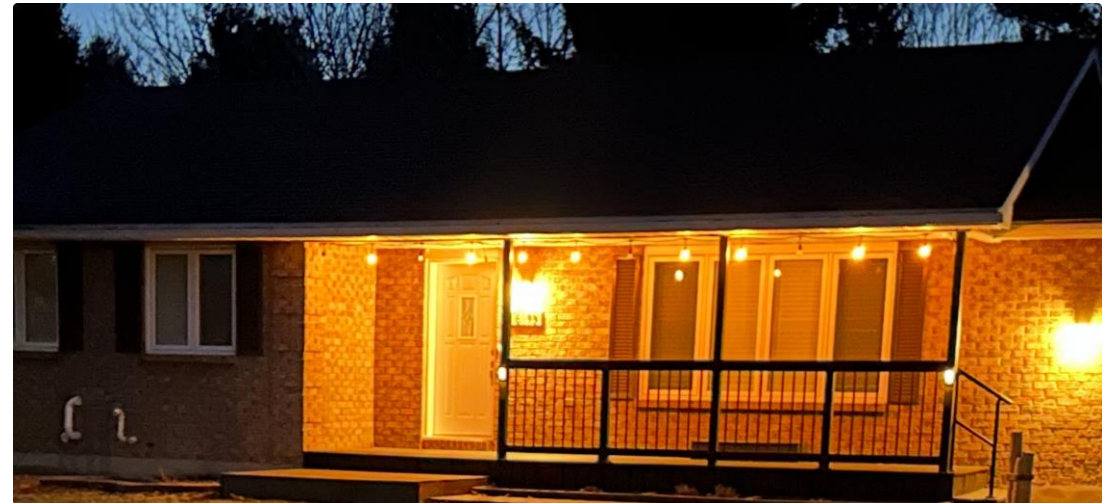
Bylaw 1995-0011 Township of Edwardsburgh

- Number on blade affixed to post at entranceway
- Must be perpendicular to face oncoming traffic
- Charge for the post and blade

94-10 example of looking down the street



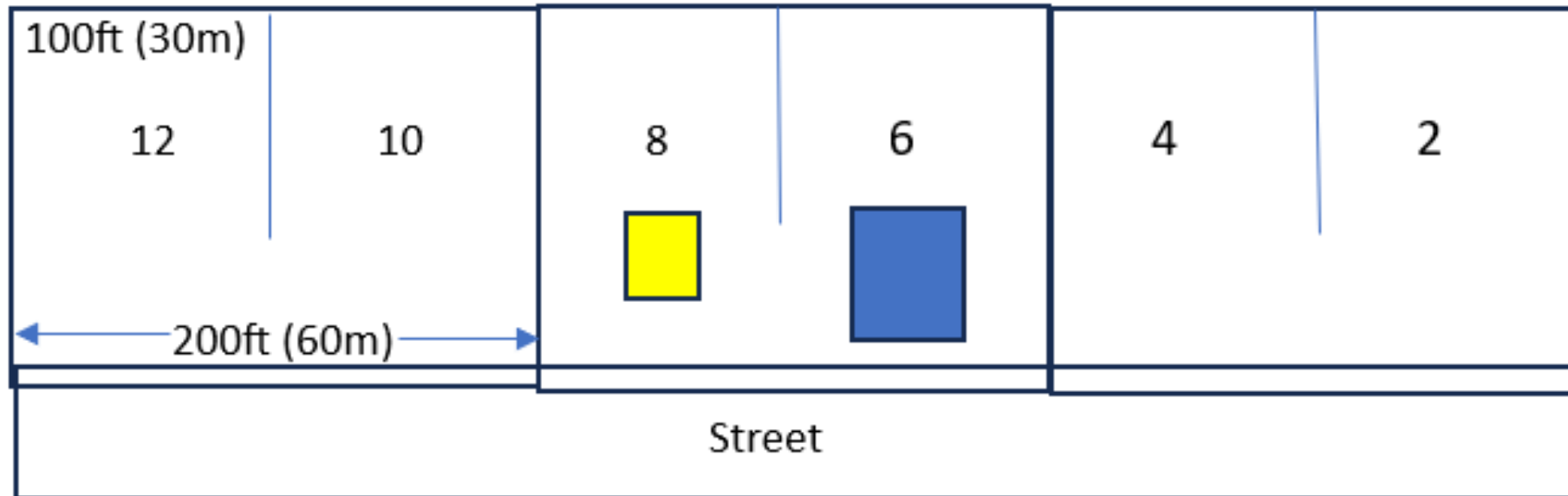
94-10 example of sign affixed to building



1995-0011 example looking down the street



Rural number spacing (original 1995-0011)

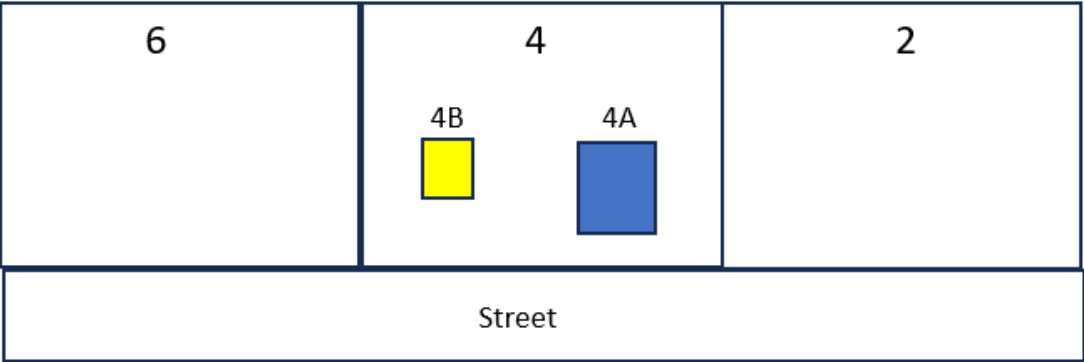


Current assignment of numbers

ARU – additional residential unit

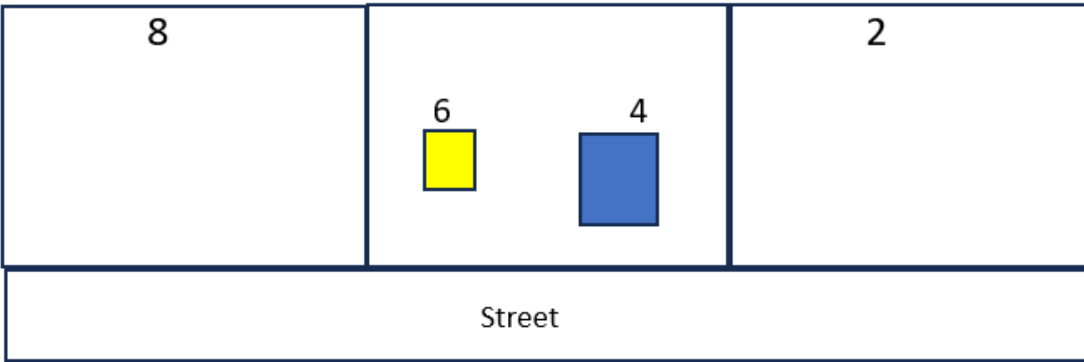
Example:

Where we don't have room to assign a new civic number (ARU or severance)



Example:

Where we have room to assign a new civic number (ARU or severance)



Limitations of current bylaws

- Inconsistency
- Outdated
- The potential degree of intensification was not fully contemplated at the time the bylaws were introduced

Bylaw update: Key areas

- Improving health and safety
- Create a single bylaw for entire Township
- Establish a more uniform and standardized method for number assignments
- Establish additional number capacity for new subdivisions to accommodate future subdividing or additional residential units and allow unique number identifications
- Establish requirements for owners to better identify units contained on a property

Bylaw update: Proposed standards

- Standardize the post and reflective number blade at the entranceway for all properties in the Township
- Unique number available for every 6m interval on all new streets/roads in the built-up areas and 15m interval for all rural locations.
- Require every unit with an exterior principal entry to have an additional unit number or letter assigned to every unit.

Aligning with our Strategic Plan

Livable community

- Improve navigation and connects residents to available services.

Growth and economic development

- Supports our efforts to expand housing options.

Good governance

- Increase efficiency of services (emergency response, mail, curbside collection).
- Provides clear guidance to residents and developers on civic addressing requirements.

Implementation and financial option #1

- Material cost per blade and post \$95.00
- Approximate number of properties impacted - 800
- Universal implementation using a special one-time area charge to Village of Cardinal on the tax bill (supply and install)
- Pay full cost or reduced cost
- Timeframe of completion 1 to 3 years broken down into quadrants

Implementation and financial option #2

- Material cost per blade and post \$95.00
- Staged implementation triggered by either an application to the township (ex. Building permit) or asset street name change.
- Voluntary program at a reduced cost

Discussion?

THE CORPORATION OF THE VILLAGE OF CARDINAL

BY-LAW NO. 00-22

“BEING A BYLAW TO ESTABLISH A MUNICIPAL ADDRESSING SYSTEM FOR THE VILLAGE OF CARDINAL”

WHEREAS authority is given in Paragraph 111 of Section 210 of the Municipal Act, R.S.O. 1990, Chapter M 45, to provide for surveying, settling and marking the boundary lines of highways and giving names to them or changing their names and for affixing the names at the corners thereof, on public or private property.

AND WHEREAS authority is given in Paragraph 112 of Section 210 of the Municipal Act, R.S.O. 1990, Chapter M 45 for numbering the buildings and lots along any highway, beach, park, reserve or any other property in the municipality that is considered necessary to number by Council, and for affixing numbers to designate such property and for charging the owner or occupant with the expense incident to the numbering of his/her property;

AND WHEREAS a bylaw was enacted, being Bylaw No. 94-10 “Being a bylaw to establish a municipal addressing system for the Village of Cardinal and providing for the placing and maintaining of a municipal address system”;

AND WHEREAS the Council of the Village of Cardinal are desirous to amend said Bylaw;

NOW THEREFORE the Council of the Village of Cardinal amends said Bylaw to:

1. Delete the following from the attached addressing schedule
 - a) Centre Street
 - b) Second Street
 - c) Queen Street
 - d) Marjorie Street
 - e) Third Street
2. Add the following to the attached addressing schedule
 - a) Reid Street
 - b) Gill Street
 - c) Dishaw Street
 - d) Hoy Street
 - e) Dodge Street
3. The attached addressing schedule forms part of this Bylaw.

READ A FIRST AND SECOND TIME THIS 5TH DAY OF SEPTEMBER 2000
READ A THIRD AND FINAL TIME, PASSED, SIGNED AND SEALED THIS 5TH DAY OF SEPTEMBER 2000.


Deputy REEVE


CAO

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH**

BY-LAW NUMBER 95-11

**"BEING A BY-LAW TO ESTABLISH A MUNICIPAL ADDRESSING
SYSTEM FOR THE TOWNSHIP OF EDWARDSBURGH AND
PROVIDING FOR THE PLACING AND MAINTAINING
OF A MUNICIPAL ADDRESSING SYSTEM."**

WHEREAS authority is given in Paragraph 112 of Section 210 of The Municipal Act, R.S.O. 1990, Chapter M.45 for numbering the buildings and lots along any highway, beach, park, reserve or any other property in the municipality that is considered necessary to number by Council and for affixing numbers to designate such property and for charging the owner or occupant with the expense incident to the numbering of his/her property.

AND WHEREAS it is deemed advisable to establish a system of numbering said buildings and developed lots in the Township of Edwardsburgh and to provide the authority to administration for its implementation;

NOW THEREFORE the Council of the Township of Edwardsburgh **ENACTS AS FOLLOWS:**

- (1) This By-law may be referred to as the "Municipal Addressing System By-law" which provides an agreed upon system of property identification that will assist emergency and delivery services and outlines a system that is capable of accommodating growth.
- (2)
 - (a) "Municipality" shall mean all areas within the corporate and geographic boundaries of the Township of Edwardsburgh
 - (b) "Municipal Address" shall mean the road or "Street" name and the "Number(s)" as assigned by the Township of Edwardsburgh as per the guidelines of (3) below and in accordance with the attached Appendix "A".
 - (c) "Number"/"number(s)" shall mean the single or multiple digit number(s) designated by the Township of Edwardsburgh to identify individual properties/structure on properties, and (with the "Street" name) may be used in conjunction with a rural route mailing address, but not to replace the present mailing address designated by Canada Post, unless otherwise authorized by Canada Post. The "Number(s)" shall conform to the requirements contained within this By-law.
 - (d) "Number Blade(s)" shall mean the plate(s) on which the "Number" is affixed to each side.
 - (e) "Sign Post" shall mean the support upon which the "Number Blade" shall be placed and shall conform to the requirements contained within this By-law.
 - (f) "Height" shall mean the distance above existing grade at which the "Number" is placed and shall conform to the requirements of this By-law.
 - (g) "Street" shall mean any public or private highway, road, street, lane, alley or thoroughfare within the Township of Edwardsburgh.
 - (h) "Owner" shall mean a person or persons who is in legal possession of a property and also includes a person for the time being who manages the property or receives the rent for it, or who pays Municipal taxes on the property, whether on his account or as an agent or trustee of any other person, who would carry out the aforementioned duties if the property were let, and shall also include a lessee or occupant of the property who under the terms of the lease is required to repair and maintain the property.

- (i) "Property" means a parcel of land, described in a Deed or other document legally capable of conveying land, or shown as a lot or block on a registered Plan of Subdivision but excludes vacant property.
- (j) "Corporation" shall mean the Corporation of the Township of Edwardsburgh and its administrators.
- (3) The "Corporation" shall assign each Municipal Address, "Number(s)" where required and corresponding "Street" name, to every "property" in accordance with the following standards:

one "Number" shall generally be allocated for every 30.48 metres (100 ft.) property "Street" frontage.

"Number(s)" assignment shall correspond to the location of the driveway access off the "Street".

"Number(s)" shall be assigned in accordance with Appendix "A".

numbers shall generally be assigned beginning at the south and east limit of a road with the exceptions being: dead end streets veering south off Highway No. 2, and; where other dead end streets are limited in length and anticipated to remain limited due to expansion restrictions.

even numbers shall be assigned to the north and west sides of a "Street" with the exceptions being Totem Ranch Road, Latimer Road and Limerick Road where numbers are assigned to the south side, while odd numbers shall be assigned to the south and east sides with the exception being Safford Road. Exceptions to this number assignment may exist along streets which fork into two directions.

in the case of crescents and U-looped streets, or when a street changes direction, the predominant direction determines which side of the street received odd or even numbers. Odd and Even numbers are never transposed because of a change in street direction.

on cul-de-sacs and small courts, the change from odd to even numbering occurs at a point as close as possible to the centre line of the street, at the limit of the turning circle.

for curved streets or streets with sharp turns, allowances are made in the numbering sequence to compensate for the greater number of allocated "numbers" around the outside of the curve.

"Street" names assigned to the "Number(s)" shall be assigned in accordance with Appendix "B", or as may be amended by the Township.

- (4) The Corporation of the Township of Edwardsburgh shall provide every person who is an "Owner" of a "Property" in the Township with a "Sign Post" and "Number Blade".
- (5) The assigned "Number Blade(s)" shall be affixed to a "Sign Post" and shall be maintained by the Owner to display the "Number Blade" at a "Height" of generally not less than 1.2 metres (4 feet) and not greater than 1.9 metres (6 feet) above grade.
- (6) The "Number Blade(s)" shall be placed on the "Sign Post" and erected perpendicular to the "Street" to face oncoming traffic and so as to be clearly visible from both directions on the travelled portion of the "Street", clear from any obstructions.
- (7) The "Sign Post" shall be located at the driveway entrance: placed at a distance not to exceed 1 metre (3 feet) from the property line of the "Street" and; placed at a distance not to exceed 1 metre (3 feet) from the driveway to the property or as otherwise approved. Where there is more than one driveway the "Owner" must consult with the Township to ensure that the "Sign Post" and assigned "Number(s)" is located at the appropriate driveway entrance.

- (8) Notwithstanding (5), (6) and (7) above, where a structure on the lot is sited 4.5m (15) ft.) or closer to the "Street" the "Number Blade(s)" may be affixed to the structure, at a "Height" of generally not less than 1.2 metres (4 feet) and not greater than 1.9 metres (6 feet) above grade. Where possible, the "Number Blade(s)" shall be affixed to face oncoming traffic so as to clearly visible from both directions on the travelled portion of the "Street".
- (9) The "Number Blade(s)" and "Sign Post" shall be available only through the office of the Township of Edwardsburgh or their appointed agents and shall be consistent with the requirements of this By-law, at a cost to be determined from time-to-time by the "Corporation".
- (10) Where more than one "Number Blade" is posted on a "Sign Post" at the driveway access, thereby identifying more than one structure at that location, the "Owner" must provide and visibly post each "Number" at the appropriate location near/on the structure in consultation with the Township of Edwardsburgh. Such numbers shall have a minimum digit size of 3 inches in height, be affixed to a contrasting background and posted at a "Height" of generally not less than 1.2 metres (4 feet) and not greater than 1.9 metres (6 feet)..
- (11) The "Owner"/Occupant is responsible for ensuring that the "Number Blade(s)" and any additional "Number(s)", requiring posting, as outlined in (10) are maintained and visible at all times and clear of any snow, foliage or other obstructions that may block visibility of the numbers.
- (12) Notwithstanding clause (4) herein, where vacant land is proposed for development, as part of the building approval process, the Township shall assign the "Municipal Address" and the "Owner" or their agent shall erect the "Number Blade(s)" and "Sign Post" (where required) in accordance with this by-law, within five (5) working days of being advised by the Township of their availability. The costs of the blade and sign posts are to be borne by the property owner.
- (13) That the Treasurer be authorized to apply a charge of \$40.00 including Provincial and Federal Taxes to the tax roll for costs associated with the provision and installation of "Number Blade(s)" and a "Sign Post(s)".
- (14) Any person who contravenes any provision of this by-law, is guilty of an offence as provided for in section 61 of the Provincial Offences Act, R.S.O., 1990, Chapter p.33.
- (15) That any other by-laws, or parts of any by-law or by-laws that is inconsistent with this by-law is hereby deemed not applicable.
- (16) The Municipal Address is entirely independent of and separate from both the assessment of buildings for tax purposes and the legal description of lands upon which buildings are located.

This by-law shall come into force on the date that it is passed by the Council of the Corporation of the Township of Edwardsburgh.

Read a First and Second time this 15th day of May, 1995.

Read a Third Time and Finally Passed this 15th day of May, 1995.

HEAD OF COUNCIL (

David Dobbs

CLERK (

MS

APPENDIX "A"

EDWARDSBURGH TOWNSHIP ROADS

ROAD NAMES	ROAD NUMBERS
A	
ADAMS ROAD	7000 TO 7142
ADELAIDE ST.	1 TO 3
ANN ST.	1 TO 14
ARMSTRONG ROAD	6000 TO 6164
B	
BAYLANE	100 TO 137
BARBARA ST.	1 TO 13
BEVERLY STREET	1 TO 22
BLAIR ROAD	1200 TO 1348
BROUSEVILLE ROAD	94 TO 2428
BUCKWHEAT ROAD	2200 TO 2928
BURNIE ROAD	3100 TO 3515
BYERS ROAD	700 TO 1526
BYKER ROAD	702 TO 754
C	
CAMPBELL ROAD	7998 TO 9071
CEDAR ST.	1 TO 16
CEDAR GROVE ROAD	2900 TO 3816
CENTRE ST.	1 TO 59
CHAMBERS ROAD	100 TO 627
CHARLES ST.	1 TO 15
CHERRY ST.	1 TO 44
CLEARY ROAD	3001 TO 3150
CONNELL ROAD	7000 TO 7258
CROWDER ROAD	94 TO 2333
CTY ROAD 44	2000 TO 9268
CTY ROAD 21	156 TO 9185
CTY ROAD 22	94 TO 3813
CUCMAN ROAD	1101 TO 1218
D	
DOBBIE ROAD	96 TO 627
DUKELOW ROAD	2400 TO 3613
E	
EDWARD ST.	1 TO 15
ELIZABETH ST.	1 TO 42
EMPIRE HANNA ROAD	1 TO 219
F	
FIFTH ST.	1 TO 24
FIRST ST.	1 TO 24
FOURTH ST.	1 TO 20
FRASER ROAD	1 TO 35
FREDERICK STREET	1 TO 74
FROMM ROAD	94 TO 629

G	
GALOP CANAL ROAD	100 TO 131
GAYLORD ROAD	1 TO 14
GEORGE ST.	1 TO 14
GLENSMAIL ROAD	1700 TO 3901
GOODIN ROAD	2300 TO 3613
GROVETON ROAD	100 TO 353
GULLYMEAD ROAD	1 TO 23
H	
HANDS ROAD	300 TO 3511
HIGHWAY 16	1000 TO 9177
HIGHWAY 2	100 TO 3723
HILLTOP ROAD	1 TO 21
HOLLY DR.	1 TO 29
HOLMES ROAD	1000 TO 1044
HOOKER ST.	1 TO 15
HOWARD ST.	1 TO 11
HUDSON CRESCENT	1 TO 24
HURLEY ROAD	6000 TO 6228
HYNDMAN ROAD	92 TO 1935
J	
JAMES ST.	1 TO 36
JOCHEM ROAD	1900 TO 2511
JORDAN ROAD	700 TO 1402
JUDY PLACE	1 TO 9
K	
KAIN ROAD	92 TO 625
KEEFER ST.	1 TO 21
L	
LATIMER ROAD	92 TO 622
LIEZERT ROAD	94 TO 628
LIMERICK ROAD	3400 TO 3814
LINTON AVE.	1 TO 20
M	
MAINSVILLE ROAD	1000 TO 1192
MARJORIE ST.	1 TO 16
MARY ST.	1 TO 45
MONEILLY ROAD	2410 TO 2725
MILLAR ROAD	7000 TO 7185
MILLAR ROAD WEST	2100 TO 2321
MURRAY ST.	1 TO 6
MOORE ROAD	101 TO 137
MYERS CRESCENT	1 TO 6
N	
NEWMAN ROAD	2700 TO 2828
NOE ROAD	202 TO 267
NORTH CHANNEL ROAD	100 TO 135
P	
PATERSON ROAD	3402 TO 3809
PIRELLI DRIVE	101 TO 144
PITDALE ROAD	700 TO 1027

PITT ROAD
PITTSTON ROAD
PORTER ROAD

94 TO 526
93 TO 2336
1600 ONLY ONE NUMBER

Q
QUEEN STREET

1 TO 71

R
RIDDELL ROAD
RIVERVIEW CRESCENT
ROCK STREET
ROONEY ROAD
RYAN ST
ROSS SPENCER AVENUE

1 TO 51
1 TO 25
5000 TO 5147
1300 TO 2576
1 TO 14

S
SAFFORD ROAD
SECOND ST.
SCOTT ROAD
SHANLY ST.
SHORELINE ROAD
SOUTH ST.
SOPHIA ST.
SIXTH STREET
SPENCER-BENNETT ST
SUTTON DR.

3001 TO 3157
1 TO 34
700 TO 1415
1 TO 31
1 TO 9
1 TO 29
1 TO 67
1 TO 44
1 TO 56
1 TO 24

T
TOTEM RANCH ROAD

TUTTLE POINT ROAD
TUTUCKEY ROAD

1700 TO 2724
1 TO 10
1 TO 42
2000 TO 2110

V
VENTNOR ROAD
VILLAGEDGE ROAD
VIC WOODLAND RD.
VICTORIA ST.

700 TO 2313
1 TO 10
1 TO 16
1 TO 7

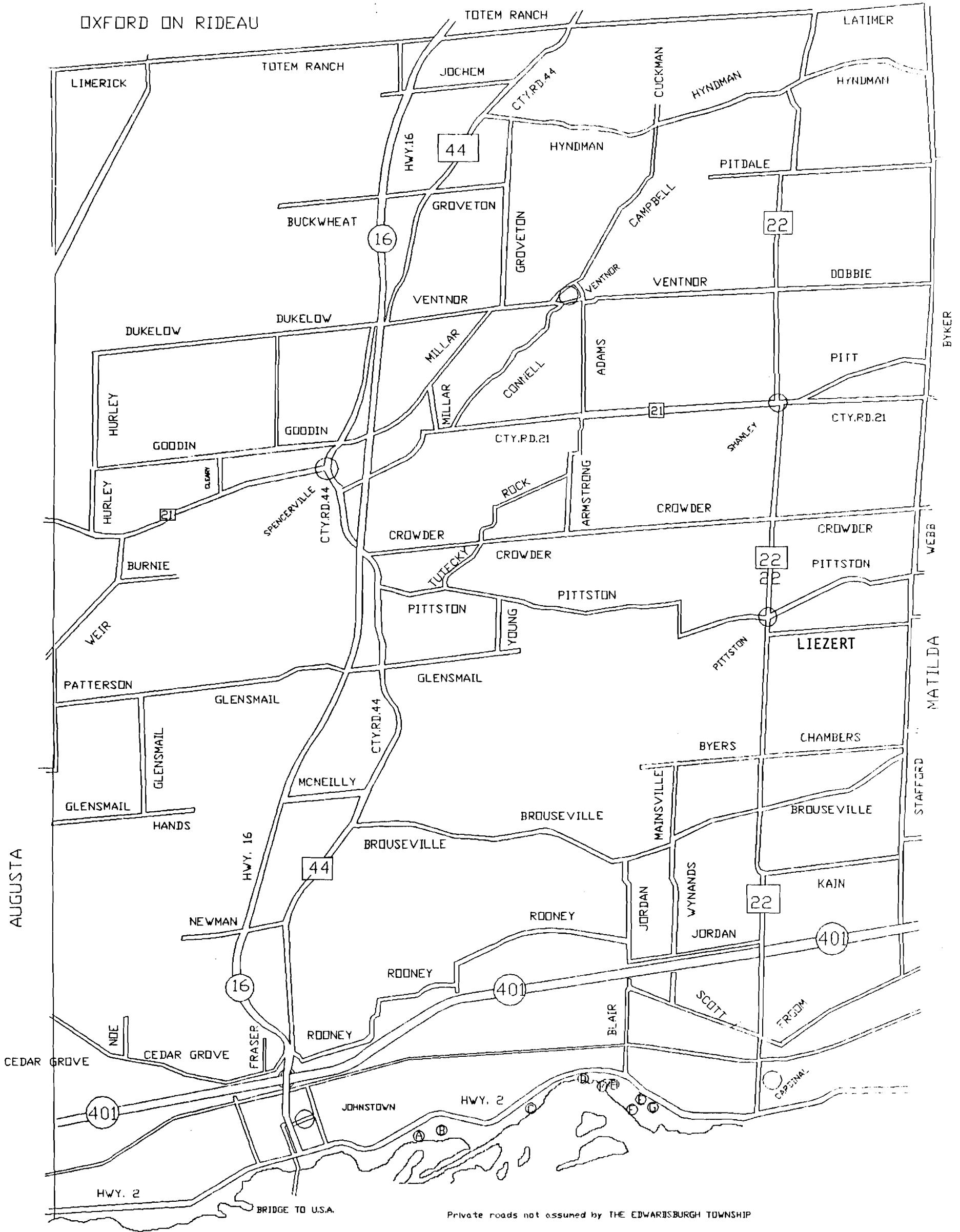
W
WATER ST.
WEIR ROAD
WEST ST.
WINDMILL LANE
WM. STREET
WYNAND ROAD

1 TO 19
3570 TO 3801
1 TO 25
3100 TO 3428
1 TO 29
2000 TO 3053

Y
YOUNG ROAD

500 TO 570

OXFORD ON RIDEAU



EDWARDSBURGH TWP.

Private roads not assumed by THE EDWARDSBURGH TOWNSHIP
Accessible from the South side of HWY. 2

Each is identified on the map by an alphabetic character
SHORELINE-----A GULLYHEAD-----D EMPIRE HANNA-----G
HILLTOP-----B VIC. WOODLAND-----E BAYLANE-----H
RIDDELL-----C VILLAGEDGE-----F MOORE-----K

THE CORPORATION OF THE VILLAGE OF CARDINAL

BY-LAW # 94-10

Being a by-law to establish a Municipal Addressing System for the Municipality of Cardinal including a municipal numbering policy for the numbering to the buildings along all roads, streets, drives and highways and for affixing numbers to the buildings, property identification and street identification.

WHEREAS Section 210 (112) of the Municipal Act, Chapter M.45, R.S.O. 1990, provides that by-laws may be passed for the numbering of the buildings and lots along any highway, beach, park, reserve or any other property in the municipality that is considered necessary to number by the Council and for affixing numbers to the buildings, and for charging the owner or occupant with the expense incident to the numbering of his/her lot or property;

AND WHEREAS Section 210 (113) of the Municipal Act, Chapter M.45, R.S.O. 1990, provides that by-laws may be passed for keeping, and every such Council shall keep, a record of the highways, beaches, parks, reserves and of the numbers of the buildings, lots, and other property, if any, and for entering therein;

AND WHEREAS the Municipality of Cardinal deems it expedient to establish a municipal addressing system and to provide the authority to administration for its implementation;

NOW THEREFORE the council of the Corporation of the Village of Cardinal enacts as follows:

- 1. That a Municipal Addressing System be established to provide for an accurate, universally agreed upon system of property identification that will assist the emergency and delivery services, that is both simple and capable of accommodating growth;**
- 2. That the Municipal Addressing Listing attached hereto Schedule "A" to this by-law is hereby adopted;**
- 3. That the policies and procedures found within the said Municipal Addressing Policy shall be implemented and maintained by the By-law enforcement officer .**

4. That owners of property identified as within The Village of Cardinal, must affix to the main building on their property in full view from the street or road of which the house or building is fronting, the property number designated by the Village, the numbers which must be 13 centimetres (5 inches) in height.

 - a) Where the main building is located within 30 metres (100 feet) of the road allowance, the numbers may be placed on the building to which the number applies in a location visible from the road;
 - b) Where the main building is a commercial building, the property identification number may be displayed on the commercial building's sign, provided the sign is located within 15 metres (50 feet) of the fronting public allowance;
 - c) Where the building is located beyond 30 metres (100 feet) of the road allowance, the property identification sign shall be erected on a post, erected along the front property line perpendicular to the main building or, where the main building is obscured from the highway by trees, buildings, etc., the property identification number attached to a post shall be placed at the front property line adjacent to the building's laneway, unobscured by mailboxes, etc. The municipal number must be placed on both sides of the municipal number plate and be placed on it's own post, a minimum of 1.5 metres (5 feet) above grade or be set in a manner approved by the Town Road Superintendent;
5. That owners/tenants of property keep and maintain in good condition their municipal number plate or municipal numbers, whatever the case shall be;
6. That the Treasurer/Deputy Treasurer be authorized to apply any uncollected costs associated with the provision of the municipal numbers, or the installation of a municipal number and/or post to the corresponding property listing in the current tax roll for collection at the discretion of the Treasurer;
7. That no owner of property or any other person shall remove a property identification plate once posted unless replaced by a number plate or numbers equal to or greater than 13 centimetres (5 inches) in height.

8. That any person who fails to comply to any of the provisions of this by-law is guilty of an offence and on conviction is liable to a fine not exceeding \$1,000, exclusive of costs, under the authority of the Provincial Offenses Act;
9. That should any section, clause or provision in this by-law be held by a court of competent jurisdiction to be invalid, the validity of the remainder of this by-law shall not be affected;
10. That where a form, or words or expressions are prescribed in this by-law, deviations therefrom not affecting the substance or calculated to mislead, do not vitiate them;
11. That clauses 1,2,3,9,10,11 and 12 of this by-law shall take force and effect upon the final passage thereof;
12. That clauses 4,5,6,7, and 8 of this by-law shall take full force and effect on October 3rd 1994 upon the final passage thereof;
13. That any by-laws or by-law, or parts of any by-law or by-laws that is inconsistent with this by-law is hereby deemed repealed.

READ A FIRST AND SECOND TIME 3rd day of October 1994.

READ A THIRD AND FINAL TIME AND PASSED ON 3rd day of October 1994

Larry Dishaw
Reeve

John D. Hall
Clerk/Deputy Clerk



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Administration and Operations

Date: April 14, 2025

Department: Administration

Topic: Q1 Bylaw Enforcement Report

Background: The Bylaw Enforcement Officer responded to 32 calls for service in the first quarter of 2025 involving 34 site visits, several phone calls and email follow-ups.

These calls were separated into the following categories: 4 - Clean Yards, 1 - Parking Enforcement, 6 - Animal Complaints, 1 – Noise Complaint and 20 - Winter Parking Violations.

In addition, there are currently 15 outstanding files that remain in various states of investigation or ongoing compliance, accumulating 64 site visits and 7 with POA Summons being served and not yet completed.

As indicated above, there are 7 POA Court files in progress.

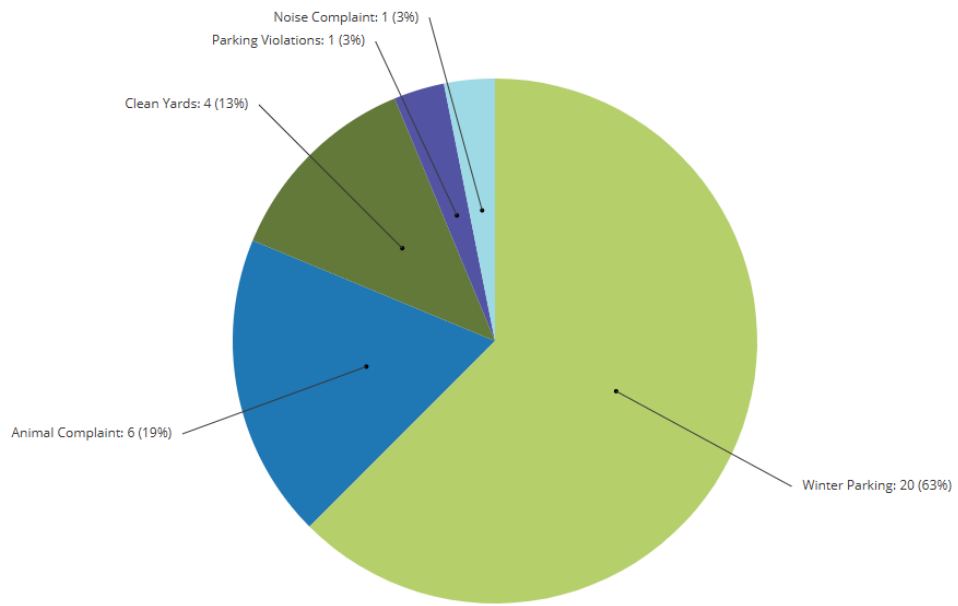
The BLEO is continuing to actively identify and respond to many Bylaw concerns that will require education and communication with the property owners.

A handwritten signature in black ink, reading 'John Buffart', written over a horizontal line.

Bylaw Enforcement Officer

A handwritten signature in black ink, consisting of stylized initials, written over a horizontal line.

CAO



TOTAL: 32

First Quarter Statistics

Name	Area	Work Order Type	Created Date	Completed Date	Animal Type	Work Orders Count	Phone Calls	Emails	Site Visits	Notices	Orders	Summons
Animal Complaint						6						
WO-5002	Spencerville	Animal Complaint	1/8/2025 9:25	1/27/2025 10:56	Dog	1		0	1		1	
WO-5122	Cardinal	Animal Complaint	1/31/2025 10:07	2/7/2025 11:05	Dog	1	1	3	1		2	
WO-5232	Cardinal	Animal Complaint	3/5/2025 10:15		Dog	1	3	2	2			
WO-5237	Spencerville	Animal Complaint	3/10/2025 10:33		Other	1	3	0	1			
WO-5244	Spencerville	Animal Complaint	3/15/2025 10:53		Dog	1	2	0	2			
WO-5273	Cardinal	Animal Complaint	3/26/2025 13:41		Dog	1	1	0	1			
Clean Yards						4						
WO-5253	Spencerville	Clean Yards	3/19/2025 14:48	3/25/2025 9:48		1		1	1			
WO-5270	Johnstown	Clean Yards	3/25/2025 9:51	3/26/2025 13:39		1	1		1			
WO-5274	Spencerville	Clean Yards	3/26/2025 13:46			1	1		1		1	
WO-5275	Cardinal	Clean Yards	3/28/2025 10:32	3/28/2025 10:34		1		1	1	1		
Noise Complaint						1						
WO-5121	Cardinal	Noise Complaint	1/31/2025 10:06	2/15/2025 11:04		1		2	1			
Parking Violations						1						
WO-5003	Spencerville	Parking Violations	1/8/2025 9:27	1/8/2025 9:32		1	3		1			1
Winter Parking						20						
WO-5089	Cardinal	Winter Parking	1/24/2025 6:31	1/24/2025 6:33		1			1			1
WO-5090	Cardinal	Winter Parking	1/24/2025 6:34	1/24/2025 6:35		1			1			1
WO-5091	Cardinal	Winter Parking	1/24/2025 6:36	1/24/2025 6:37		1			1			1
WO-5092	Cardinal	Winter Parking	1/24/2025 6:38	1/24/2025 6:39		1			1			1
WO-5093	Cardinal	Winter Parking	1/24/2025 6:40	1/24/2025 6:41		1			1			1
WO-5094	Cardinal	Winter Parking	1/24/2025 6:42	1/24/2025 6:43		1			1			1
WO-5095	Cardinal	Winter Parking	1/24/2025 6:44	1/24/2025 6:45		1			1			1
WO-5096	Cardinal	Winter Parking	1/24/2025 6:46	1/24/2025 6:47		1			1			1
WO-5097	Spencerville	Winter Parking	1/24/2025 6:48	1/24/2025 6:49		1			1			1
WO-5098	Cardinal	Winter Parking	1/24/2025 6:50	1/24/2025 6:51		1			1			1
WO-5099	Cardinal	Winter Parking	1/24/2025 6:52	1/24/2025 6:53		1			1			1
WO-5100	Cardinal	Winter Parking	1/24/2025 6:54	1/24/2025 6:55		1			1			1
WO-5101	Cardinal	Winter Parking	1/24/2025 6:55	1/24/2025 6:57		1			1			1
WO-5120	Cardinal	Winter Parking	1/31/2025 10:03	2/15/2025 11:05		1		2	1	1		

WO-5150	Cardinal	Winter Parking	2/7/2025 11:41	2/7/2025 11:44		1			1			1
WO-5151	Cardinal	Winter Parking	2/7/2025 11:44	2/7/2025 11:46		1			1			1
WO-5152	Cardinal	Winter Parking	2/7/2025 11:47	2/7/2025 11:49		1			1			1
WO-5153	Cardinal	Winter Parking	2/7/2025 11:49	2/7/2025 11:51		1			1			1
WO-5154	Cardinal	Winter Parking	2/7/2025 11:52	2/7/2025 11:53		1			1			1
WO-5155	Spencerville	Winter Parking	2/7/2025 11:54	2/7/2025 11:56		1			1			1
Totals						32	15	11	34	2	4	20

Departments: Bylaw Enforcement

Work Orders

Open

15



First Quarter Work Orders in Progress

ID	Work Order Type	Area	Status	Created Date	Phone Calls	Emails	Site Visits	Notices	Summons	Orders
WO-5273	Animal Complaint	Cardinal	In Progress	3/26/2025 13:41	1	0	1			
WO-5244	Animal Complaint	Spencerville	In Progress	3/15/2025 10:53	2	0	2			
WO-5237	Animal Complaint	Spencerville	In Progress	3/10/2025 10:33	3	0	1			
WO-5232	Animal Complaint	Cardinal	In Progress	3/5/2025 10:15	3	2	2			
WO-4226	Animal Complaint	Cardinal	Summons Issued	4/15/2024 10:14	8	2	1			
WO-2645	Animal Complaint	Spencerville	Summons Issued	4/22/2022 11:00	8	4	7		1	3
WO-5274	Clean Yards	Spencerville	Waiting on Customer	3/26/2025 13:46	1		1			1
WO-4833	Clean Yards	Johnstown	Waiting on Customer	11/14/2024 11:11	6	1	10	1		1
WO-4824	Clean Yards	Cardinal	In Progress	11/8/2024 10:51						
WO-4587	Clean Yards	Cardinal	Waiting on Customer	8/29/2024 11:32	3		2			1
WO-4486	Clean Yards	Cardinal	Summons Issued	7/20/2024 12:26		10	17	1	2	4
WO-3610	Clean Yards	Spencerville	Summons Issued	6/10/2023 19:11		1	1	1		
WO-4078	Garbage	Spencerville	Summons Issued	2/2/2024 13:21	6	4	2		2	
WO-4618	General Inquiry	Cardinal	Summons Issued	9/4/2024 12:00			12		1	1
WO-4436	General Inquiry	Cardinal	Summons Issued	6/28/2024 9:26			5		1	
Totals in Progress - 15					41	24	64	3	7	11

TOWNSHIP OF EDWARDSBURGH CARDINAL
INFORMATION ITEM

Committee: Committee of the Whole – Administration and Operations

Date: April 14, 2025

Department: Finance

Topic: Q1 2025 Council Remuneration Report

Background: The Township passed Bylaw 2020-12 on February 24, 2020. This bylaw established the rules pertaining to reimbursement of eligible expenses of council members.

Section 9 b) of the bylaw indicates that the Treasurer will prepare a quarterly report that will be reviewed by council and posted to the Township website.

Section 6 a) viii) of the bylaw states “All expenses shall be reimbursed upon submission of a completed and signed expense sheet. The form shall be submitted within a reasonable time after the conference or seminar of by the 15th of each month in order to be included in the monthly council cheque run.”

The statement for the 1st quarter of 2025 up to March 31st, 2025, contains all expenses that have been submitted for reimbursement.



Treasurer



Director of Operations/Deputy CAO

**Township of Edwardsburgh/Cardinal
Council Remuneration and Expenses
updated as of March 31, 2025**

	Council Honourarium as of March 31, 2025	Special Meetings Allowance	Council Cell Phone Allowance as of March 31, 2025	Conferences, Training & Development	Mileage & Other Expenses as of March 31, 2025	Subtotal of Expenses- Conferences/ Mileage	Annual Expense Allowance- Bylaw 2020-12	Remaining Expense Allowance	Total Honourarium & Expenses
T Deschamps	7,601.49	0.00	0.00	60.00	0.00	60.00	4,000.00	3,940.00	7,661.49
S Dillabough	4,768.26	0.00	0.00	1,852.99	0.00	1,852.99	3,500.00	1,647.01	6,621.25
J Martelle	4,031.01	0.00	0.00	1,842.56	0.00	1,842.56	3,500.00	1,657.44	5,873.57
W Smail	4,031.01	0.00	0.00	1,788.50	205.19	1,993.69	3,500.00	1,506.31	6,024.70
C Ward	4,031.01	0.00	0.00	1,770.21	0.00	1,770.21	3,500.00	1,729.79	5,801.22
TOTALS	24,462.78	0.00	0.00	7,314.26	205.19	7,519.45	18,000.00	10,480.55	31,982.23

**TOWNSHIP OF EDWARDSBURGH CARDINAL
INFORMATION ITEM**

Committee: Committee of the Whole – Administration & Operations

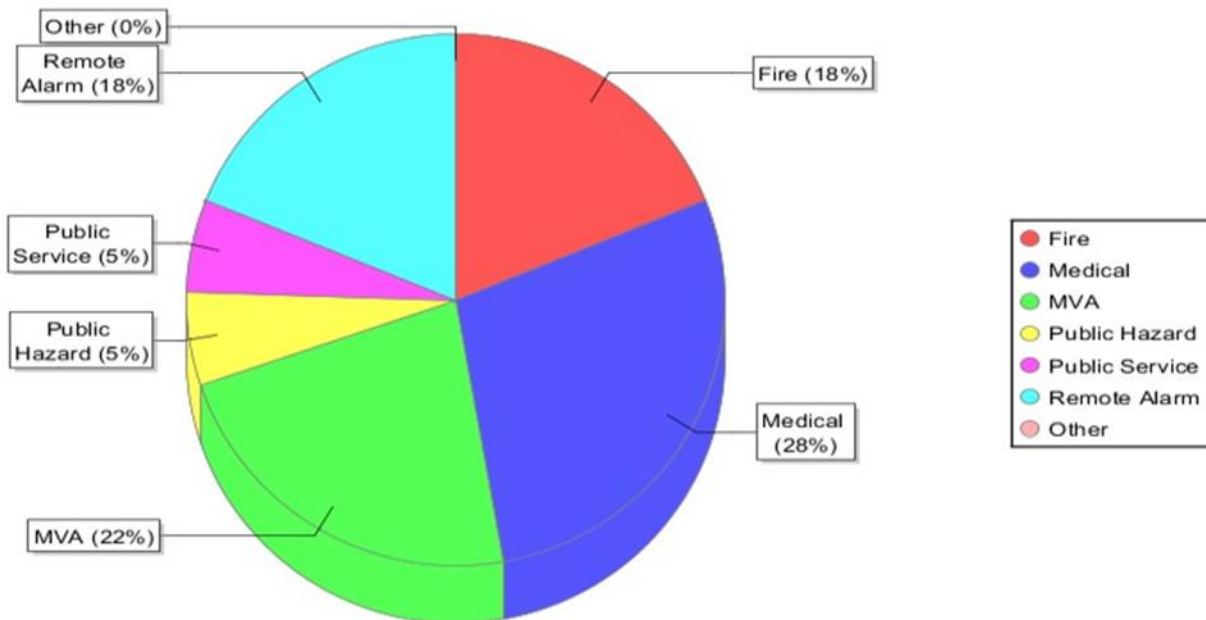
Date: April 14, 2025

Department: Fire

Topic: 1st Quarter Fire Report 2025

53 Total Incidents

Incidents By Type Report



Fire Losses:

Fire - Tractor \$15,000

Updates/Changes to Department:

- Respirator fit testing was completed for all members
- CriSys server was replaced
- Eight new recruits started with the department

Meetings Attended:

- Officers' meeting was held to evaluate the RFPs that were received for the new pumper with a consensus being the MaxiMetal proposal
- EOFA Meeting attended by Captain Purcell's crew hosted in Merrickville
- Three Wellness Committee meetings were attended by the Chief & Admin
- The Wellness Committee hosted a chili lunch and cookoff at fire station 1
- Chief & Admin attended the Levac Propane event as they received the first shipment of renewable propane
- Admin attended a Lunch & Learn event hosted by the Wellness Committee at fire station 1 to introduce the Township's new benefits provider
- JHSC Meeting and Association Meeting were held at Station #1

Training/Courses Attended:

- Seven training sessions were held with topics covered in RIT – Rescuing downed firefighters, packaging, rescuing in/out of a window and up & down stairs; HazMat decontamination; SCBA – inspection – regulator – cleaning and inspection and SCBA PAK tracker inspection; medical response review & scene assessment
- Five truck & equipment checks were completed
- Twelve training sessions were completed for the Firefighter I class on the following topics: Basic overview – platoons created; PPE & SCBA introduction; two sessions of ropes & knots; equipment familiarization; fire services & firefighter safety; PPE; communications; portable fire extinguishers; building construction; fire dynamics; tactical ventilation; and fire hose
- The Chief attended a OFM conference in Huntsville for the Mutual Aid Co-coordinators
- One captain attended a MTO signing authority course hosted by the OAFC
- Chief and 2 captains attended a confined space awareness course at Ingredion
- Several members attended an ice water rescue incident debrief at Leeds 1000 Islands

Fire Prevention Activity:

- Fire Prevention Officer attended South Edwardsburgh Public School reading event
- Firefighters hosted the EarlyOn Centre at Station #2 for a tour and fire prevention presentation with materials
- Fire safety plan update and inspection completed at an assembly occupancy
- FPO and Building Officials visited several industrial occupancies
- Fire Safety Plan updates being completed at two multi residential properties

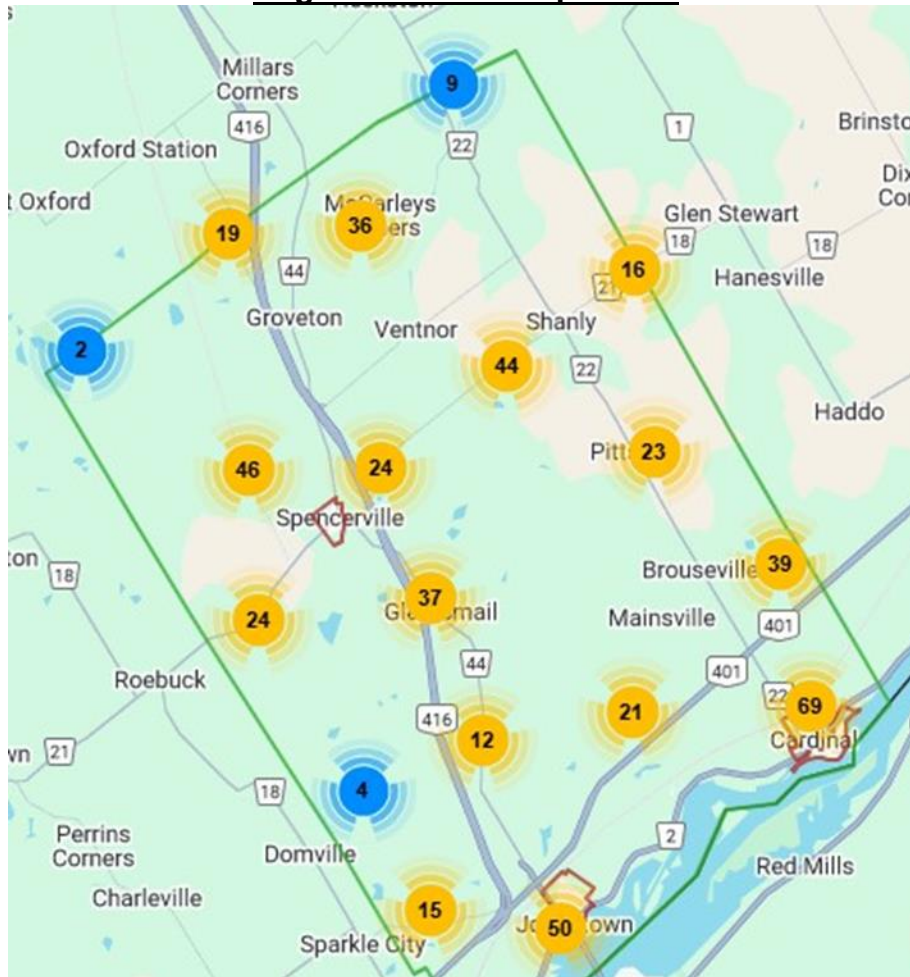
Activity:

- Preliminary planning underway for this year's EOFA games in Merrickville
- Barrel race tickets have been printed and distributed (date TBD)
- Pancake Breakfast tickets have been printed and are currently for sale – April 19th at Station #1 from 8:00 a.m. until noon

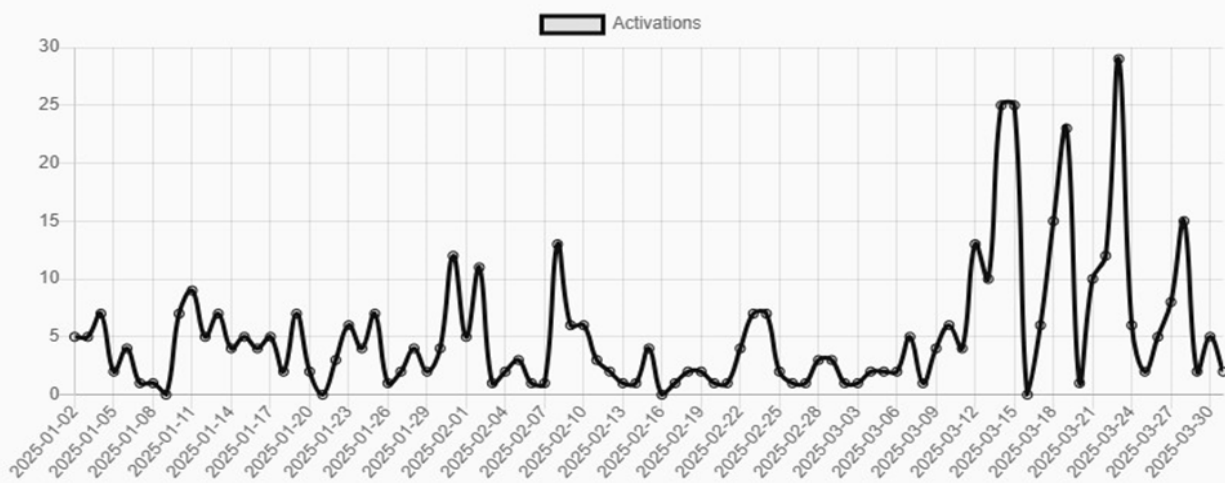
Burn Permits: Permits created in Q1 – 479
Total Income - \$4,610.00

Registered burns in Q1 – 490

Registered Burn Map for Q1



Permits Activated



Fire Department Roster March 31, 2025		
	Station #1	Station #2
	Deputy Chief - Dan Davy	
1	Captain - Mark Bruce	Captain - Mike Ayerst
2	Captain - John Dobbie	Captain - Steve Roberts
3	Captain - Brian Purcell	Captain - Cody Oatway
4	Julenea Barnhardt - Recruit	Shawn Bradford
5	Jay Bottan	Liam Bush
6	Brendan Bruce	Wade Egeberg
7	Sofia Cabral - Recruit	Jason Jacques
8	Ian Carlow	Dustin Krahm
9	Dwayne Collard - Recruit	Nathaly Landry
10	Joshua Couture	Shawn Linn
11	Corey Gillan	Jakob Loucks - Recruit
12	Connor Irving - Recruit	Mathew Perkins
13	Chris Le Feuvre	Francis Plamondon
14	Erika MacDonald	Marcio Ramos - recruit
15	Philip Malcomnson	Ewan Roberts - Recruit
16	Jacob McPhail-Monty	Matthew Rudan - Recruit
17	Tim Nason	Lloyd Scott
18	Steve Pietarinen	Ann Shorey
19	Peter Rainville	Tyler Varley
20	Kyle Scharf	Steve West
21	Ryan Van Keulen	Tim Yandeau
22	Patrick Vezina	
23	Matthew Wallace	Fire Prevention Officer
		John Henry

Q1 2025 Incident Summary				
Dispatch Date	Street	1st Unit on Location	Incident Type	Call Source
Wed, 1 Jan 2025 11:47:17	Highway 416 South	Rescue 1 12:00:55	MVA:Tiered Response	03 from Ambulance
Thu, 2 Jan 2025 12:25:45	Dukelow Road	Pumper 1 12:38:36	Remote Alarm:Alarm Bells	05 from Monitoring Agency
Sat, 4 Jan 2025 00:21:31	Hyndman Road	Rescue 1 00:40:12	Public Hazard:Other	E-911 Cellular - Phase II
Sun, 5 Jan 2025 03:33:58	County Road 2	Rescue 5 03:43:43	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Tue, 7 Jan 2025 07:17:23	County Road 21	No Data	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Wed, 8 Jan 2025 08:09:09	County Road 2, CARDINAL	Rescue 5 08:21:05	MVA:Assist:Extrication	04 from Police Services
Wed, 8 Jan 2025 18:55:50	County Road 21	Truck 8 18:55:52	Fire:Burning Complaint	08 Two-Way Radio
Thu, 9 Jan 2025 10:43:26	HIGHWAY 401 EAST	No Data	Medical:Tiered Response	03 from Ambulance
Thu, 9 Jan 2025 14:27:32	HIGHWAY 401 WEST	Truck 9 14:46:38	MVA:Tiered Response	03 from Ambulance
Thu, 9 Jan 2025 19:06:08	County Road 15	No Data	Fire:Structural:Chimney	E-911 Cellular - Phase II

Tue, 14 Jan 2025 18:55:11	HIGHWAY 416 SOUTH	No Data	MVA:Tiered Response	03 from Ambulance
Mon, 20 Jan 2025 02:08:30	Dundas Street	No Data	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Fri, 24 Jan 2025 21:39:46	Pittston Road	Rescue 1 21:50:48	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Mon, 27 Jan 2025 06:58:08	TOTEM RANCH	Pumper 1 07:14:03	Remote Alarm:Alarm Bells	05 from Monitoring Agency
Wed, 29 Jan 2025 16:12:22	Dundas Street	Unit 1 16:12:23	Public Service:Public Assistance	08 Two-Way Radio
Wed, 29 Jan 2025 19:44:44	County Road 21 & Forsythe Road	No Data	MVA:Tiered Response	03 from Ambulance
Fri, 31 Jan 2025 09:57:26	Brouseville Road	Truck 9 10:08:49	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Sun, 2 Feb 2025 04:44:13	County Road 44	No Data	Remote Alarm:Alarm Bells	E-911 Cellular - Phase II
Mon, 3 Feb 2025 14:13:27	Brouseville Road	Personal Vehicle 14:23:27	Medical:Tiered Response	03 from Ambulance
Wed, 5 Feb 2025 20:52:21	Brouseville Road	Pumper 4 21:11:27	Public Service:Public Assistance	02 from Civilian (non-911)
Thu, 6 Feb 2025 05:08:23	Highway 416 North	Rescue 1 05:23:24	MVA:Assist:Extrication	03 from Ambulance
Fri, 7 Feb 2025 01:14:45	HIGHWAY 401 WEST	No Data	MVA:Tiered Response	03 from Ambulance

Sat, 8 Feb 2025 00:50:30	County Road 44	Rescue 5 01:09:30	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Sat, 8 Feb 2025 12:34:57	Lords Mills Road	No Data	Fire:Structural:Garage:Detached	01 911
Tue, 11 Feb 2025 03:40:12	County Road 44	No Data	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Wed, 12 Feb 2025 18:41:46	Rooney Road	Truck 9 18:57:52	Medical:Tiered Response	03 from Ambulance
Thu, 13 Feb 2025 16:32:18	County Road 18	Pumper 1 16:45:09	Fire:Vehicle:Farm Machinery	E-911 Cellular - Phase II
Fri, 14 Feb 2025 17:46:19	County Road 21	Pumper 1 17:56:21	Fire:Structural:Garage:Detached	E-911 Cellular - Phase II
Sun, 16 Feb 2025 23:54:51	Scott Road	Pumper 4 00:09:13	Fire:Vehicle:Farm Machinery	E-911 Cellular - Phase II
Mon, 17 Feb 2025 18:12:33	Frederick Street	Rescue 5 18:39:56	Public Service:Public Assistance	E-911 Cellular - Phase II
Wed, 19 Feb 2025 05:01:37	HIGHWAY 401 EAST	Rescue 5 05:21:16	MVA:Tiered Response	04 from Police Services
Sun, 23 Feb 2025 11:06:13	Centre Street	Personal Vehicle 11:11:42	Remote Alarm:Alarm Bells	05 from Monitoring Agency
Sun, 23 Feb 2025 20:18:33	Dukelow Road	Pumper 1 20:30:44	Remote Alarm:Fire Signal	05 from Monitoring Agency
Mon, 24 Feb 2025 17:53:28	Smith Road	Pumper 1 18:05:48	Public Hazard:Propane Leak:Internal	E-911 Cellular - Phase II

Fri, 28 Feb 2025 07:44:14	Ventnor Road	Rescue 1 07:56:11	MVA:Assist:Extrication	04 from Police Services
Sat, 1 Mar 2025 22:51:49	Crowder Road	Personal Vehicle 22:57:55	MVA:Tiered Response	Another Agency
Thu, 6 Mar 2025 10:48:12	Goodin Road	Personal Vehicle 10:55:57	Remote Alarm:Alarm Bells	05 from Monitoring Agency
Thu, 6 Mar 2025 14:32:05	County Road 44	Rescue 1 14:48:17	Remote Alarm:CO Detector:Symptoms	E-911 Cellular - Phase II
Sat, 8 Mar 2025 13:33:41	Ventnor Road	Rescue 1 13:45:14	Public Hazard:Propane	E-911 Cellular - Phase II
Wed, 12 Mar 2025 13:07:55	Meadowland Drive	Pumper 4 13:20:33	Fire:Unknown	E-911 Cellular - Phase II
Thu, 13 Mar 2025 14:23:17	Dundas Street	Unit 1 14:36:10	Fire:Burning Complaint	08 Two-Way Radio
Fri, 14 Mar 2025 16:58:01	Shanly Road	Rescue 5 17:05:26	Medical:Tiered Response	03 from Ambulance
Fri, 14 Mar 2025 18:46:46	Glen Smail Road	Personal Vehicle 18:54:58	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Sat, 15 Mar 2025 06:38:41	County Road 44	Rescue 1 06:56:13	Remote Alarm:CO Detector:No Symptoms	E-911 Cellular - Phase II
Mon, 17 Mar 2025 22:52:08	County Road 18	Rescue 1 23:06:56	Medical:Tiered Response	03 from Ambulance
Sat, 22 Mar 2025 12:08:37	Joseph Street	Rescue 5 12:18:09	Remote Alarm:CO Detector:Symptoms	01 911

Sat, 22 Mar 2025 19:55:23	Adelaide Street	Pumper 4 20:04:27	Fire:Hydro:Pole	E-911 Cellular - Phase II
Tue, 25 Mar 2025 16:58:09	Goodin Road	Personal Vehicle 17:08:57	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Thu, 27 Mar 2025 17:29:57	Victoria Street	Rescue 5 17:38:54	Medical:Assist:Ambulance (emergency)	03 from Ambulance
Fri, 28 Mar 2025 16:37:15	Glen Smail Road	Rescue 1 16:45:53	Remote Alarm:CO Detector:No Symptoms	E-911 Cellular - Phase II
Fri, 28 Mar 2025 23:53:04	Highway 416 North	Rescue 1 00:05:12	MVA:Assist:Medical Aid	03 from Ambulance
Sun, 30 Mar 2025 15:17:51	Highway 401 West & Highway 416	No Data	MVA:Tiered Response	E-911 Cellular - Phase II
Mon, 31 Mar 2025 17:29:01	County Road 26	Tanker 1 17:44:51	Fire:Structural:Chimney	E-911 Cellular - Phase II


Fire Chief

TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of The Whole – Administration & Operations

Date: April 14, 2025

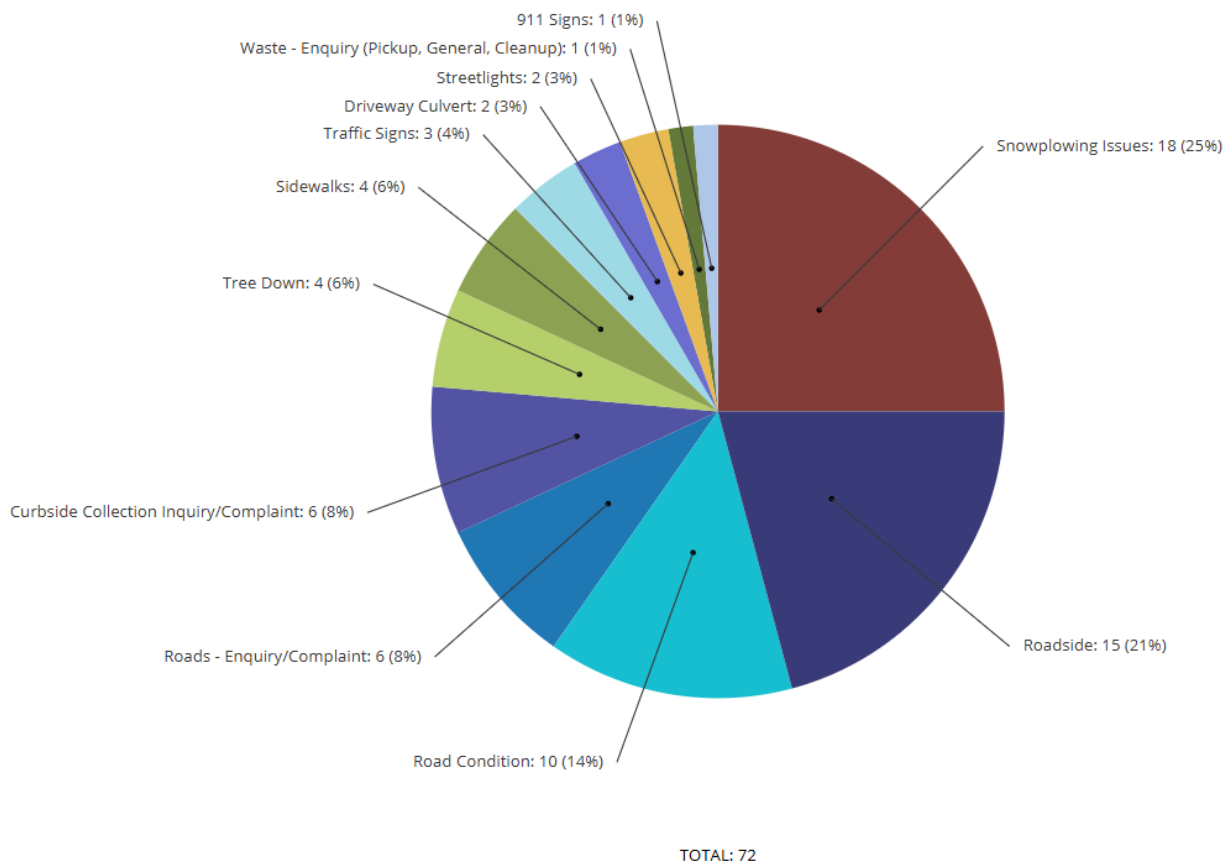
Department: Operations

Topic: 2025 1st Quarter Statistical Report

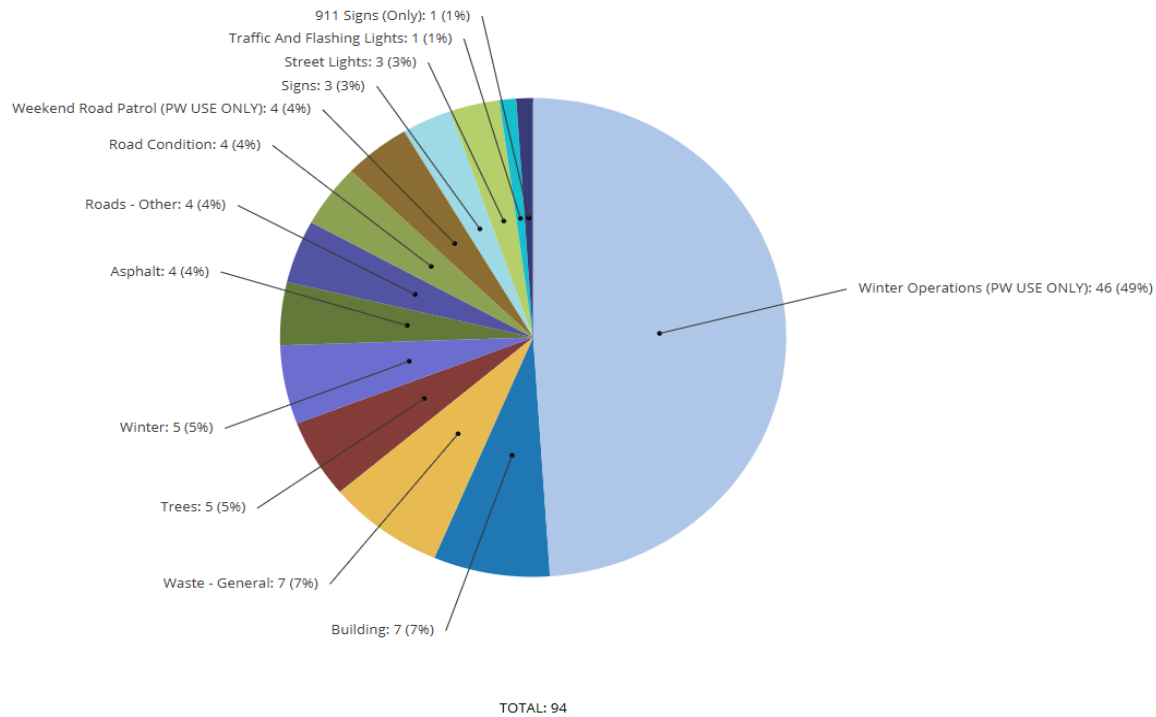
Background:

SECTION 1: Public Works

There were 72 service requests created during the 1st quarter. The requests are categorized based on type in the below pie chart.



There were 94 work orders created during the 1st quarter. The orders are categorized based on type in the below pie chart.



There were 81 Fleet Work Orders during the Quarter. The orders are categorized based on type in the below pie chart.

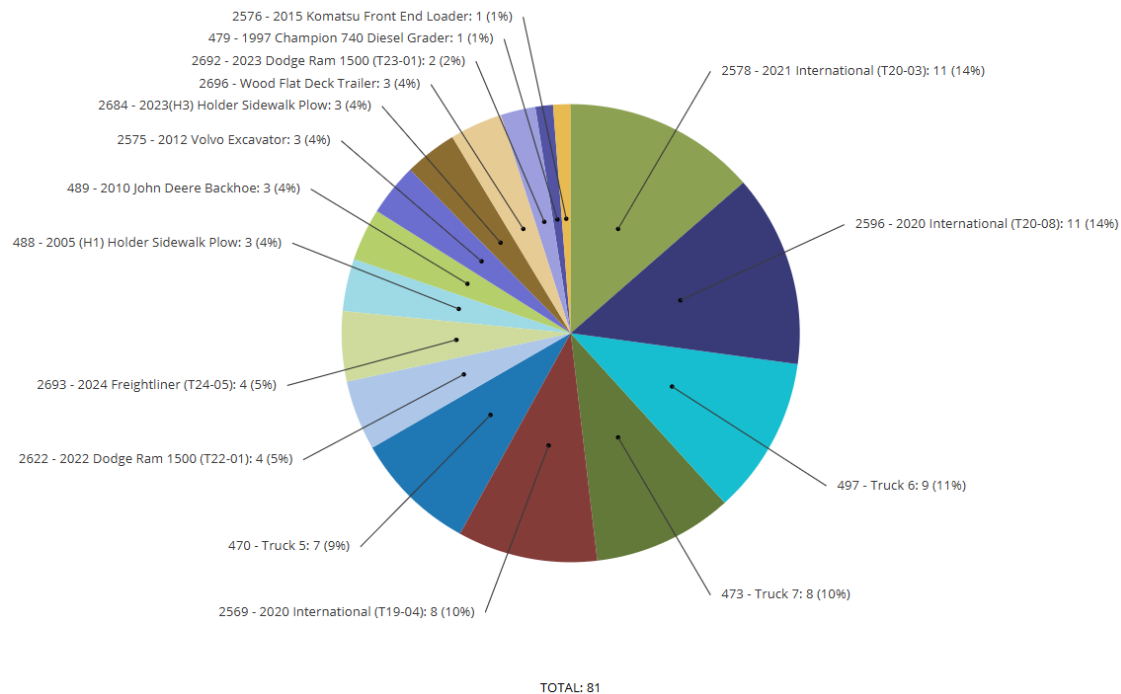


Table 1: 2025 Vehicle Cost Breakdown

YTD	Parts/Materials etc.	Labour	Total
Invoices processed	\$ 22,170.17	\$ 34,394.83	\$ 56,565.00

SECTION 2: Waste Disposal

- 224 vehicles attended the site over the 12 Saturdays in quarter 1. The site was closed on Saturday March 29 due to ice/snow event.
- Punch card sales through office: \$ 120.00
- Punch card sales through Cardinal Library: \$ 155.00
- Punch Card sales through Burchell's \$ 2182.50
- Total punch card sales for Quarter 2 and 3: \$ 2457.50

	Curbside Collection - HGC		Transfer Station – Limerick Env.
Month	Solid Waste (t)	Recycling (t)	Transported offsite (t)
January	87.96	35.06	
February	78.63	**N/A	
March	83.59	**N/A	
Total	250.18	35.06	

**Bluebox transition away from municipal involvement took effect on February 1, 2025

SECTION 3: Environmental Services

<u>1st Quarter Cardinal Water Treatment Plant Flow Summary</u>				
Month	Monthly Flow(m ³)	Minimum Daily Flow (m ³)	Maximum Daily Flow (m ³)	Average Daily Flow (m ³)
January	13,193	321	575	426
February	11,463	319	538	409
March	12,208	300	496	394

<u>1st Quarter Summary of Operational Parameters – Cardinal WTP</u>									
	UV	Filter 1A	Filter 1B	Filter 2A	Filter 2B	pH	Pressure	Raw Cl ₂	Post Chlorine
Average	51.07	0.02	0.02	0.04	0.03	8.26	69.29	1.82	2.55
Unit	mJ/cm ²	NTU	NTU	NTU	NTU		PSI	mg/L	mg/L
Compliance	40	1	1	1	1	6.5-8.5	>20		>0.20

1st Quarter Microbiological Testing for the Cardinal Water System				
	Number of Samples	Total Coliform	<i>E. coli</i>	HPC (min-max)
January - March	52	0	0	<2-2
Compliance for TC/EC is zero. HPC guideline is less than 500.				

1st Quarter Microbiological Testing- Industrial Park				
	Number of Samples	Total Coliform	<i>E. coli</i>	HPC (min-max)
January - March	13	0	0	<2-2
Compliance for TC/EC is zero. HPC guideline is less than 500.				

Description	Prysmian Chlorine Residual	Greenfield Chlorine Residual	Pressure (PSI)
Quarterly Average	1.19	0.87	71.57
Units	mg/L	mg/L	PSI
Compliance	>0.05	>0.05	>20

1st Quarter Report for Windmill Pumping Station				
Month	Total Flow (m ³)	Minimum Daily Flow (m ³)	Maximum Daily Flow (m ³)	Average Daily Flow (m ³)
January	71619	1852	2868	2310
February	59015	1494	2467	2108
March	75846	2054	2987	2447

1st Quarter Report for Spencerville Lagoons				
Month	Total Flow (m ³)	Minimum Daily Flow (m ³)	Maximum Daily Flow (m ³)	Average Daily Flow (m ³)
January	2853	60	174	92
February	2371	76	98	85
March	7191	85	535	232

1st Quarter Report for Cardinal WWTP				
Month	Total Flow (m ³)	Minimum Daily Flow (m ³)	Maximum Daily Flow (m ³)	Average Daily Flow (m ³)
January	24,135	539	1237	779
February	14,294	453	675	511
March	48,956	522	3856	1579

1st Quarter January - March	BOD (mg/L)	Suspended Solids (mg/L)	Total Phosphorus (mg/L)	Ammonia (mg/L)	<i>E.Coli</i>
Average	3.3	3.9	0.08	0.29	3.6
Units	mg/L	mg/L	mg/L	mg/L	CFU
Compliance	25	25	1		
Objective	<15	<15	< 1	<4	<200

Month	BOD Removal	Suspended Solids Removal	Phosphorus Removal	Ammonia Removal
January	96%	98%	98%	99%
February	98%	98%	98%	99%
March	94%	96%	94%	96%


 Director of Operations



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Administration and Operations

Date: April 14, 2025

Department: Finance

Topic: Upcoming Tax Sales

Background: This report provides an overview of two properties scheduled for tax sale due to unpaid property taxes. The tax sale is scheduled for May 28th, 2025, and will be advertised for one month.

For all properties in the Township, tax bills are mailed twice annually, and tax statements are sent to properties with outstanding amounts every 2nd month. An interest rate of 1.25% is applied per month.

The Township is committed to working collaboratively with property owners facing financial difficulties. There are options for property owners prior to reaching tax sale, including establishing a reasonable payment plan or entering into an extension agreement to provide additional time for resolution. However, once the property has reached the stage of tax sale the only available option is for the full payment of all tax arrears and associated tax sale process costs.

The first property is roll number 0701-701-025-03301, the last payment received was on August 18, 2020.

<i>Action</i>	<i>Date</i>
Letter advising 2 years of arrears and if not paid by Dec. 31, 2022, qualification for tax registration.	October, 2022
2 nd letter notifying of arrears and qualification of tax registration and if not paid by January 31 st , 2023, the Township will proceed with registration.	January, 2023
File sent to Realtax	February, 2023
Farm Debt Notices Mailed by Realtax	May 19, 2023
Direction given to Realtax to proceed with title search	July 4, 2023
Tax Arrears Certificate Registered	November 23, 2023
First Notices Mailed	December 1, 2023

Eligibility to send Final Notices	August 20, 2024
Final Notices Sent	August 30, 2024
Eligibility for Tax Sale	November 14, 2024

The second property is roll number 0701-701-040-02100, the last payment received was on September 2, 2020.

<i>Action</i>	<i>Date</i>
Letter advising 2 years of arrears and if not paid by Dec. 31, 2022, qualification for tax registration.	October, 2022
2 nd letter notifying of arrears and qualification of tax registration and if not paid by January 31 st 2023, the Township will proceed with registration.	January, 2023
File sent to Realtax	February, 2023
Farm Debt Notices Mailed	May 19, 2023
Mail was being returned and received new mailing address – new farm debt notices mailed	November 10, 2023
Direction given to Realtax to proceed with title search	July 25, 2023
Tax Arrears Certificate Registered	December 14, 2023
First Notices Mailed	January 19, 2024
Eligibility to send Final Notices	September 19, 2024
Final Notices Sent	September 27, 2024
Eligibility for Tax Sale	December 14, 2024



Treasurer



Director of Operations / Deputy CAO

TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Committee of the Whole – Administration and Operations

Date: April 14, 2025

Department: Fire

Topic: Fireworks Bylaw

Purpose: To provide education and guidance on the safe distribution and use of consumer and display fireworks.

Background: Legacy bylaws from the Village of Cardinal and Township of Edwardsburgh are over 50 years old. An updated fireworks bylaw is essential to promote fire safety and establish a framework for the sale and use of fireworks.

Highlights of the new fireworks bylaw include:

- Consumer fireworks limited to Victoria Day, Canada Day, Civic Holiday and Labour Day, otherwise with council approval. This aligns with the legacy bylaws and the exemption for fireworks on holidays contained within the noise bylaw.
- Fireworks are not permitted during a fire ban.
- Sale of consumer fireworks limited to 7 days prior to the above holidays with permission of the fire chief.
- Display fireworks and special effects require submission of application 14 days in advance, \$5,000,000 insurance coverage and documentation to ensure appropriate safety precautions are implemented.
- Flying lanterns are prohibited.

Policy Implications: The Municipal Act permits a municipality to pass by-laws prohibiting and regulating the sale and the discharge of fireworks. This enables municipalities to choose the holidays that residents may discharge consumer fireworks and conditions for retail sales.

Strategic Plan Implications: Supports maintaining and growing a safe and healthy community.

Financial Considerations: None anticipated at this time.

Recommendation: That Committee recommends that Council approve the Fireworks Bylaw attached to this report.



Fire Chief

**THE CORPORATION OF THE
TOWNSHIP OF EDWARDSBURGH CARDINAL
BY-LAW NO. 2025-**

WHEREAS Section 121, Subsection (a) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a local municipality may prohibit and regulate the sale of fireworks and the discharge of fireworks;

WHEREAS Section 121, Subsection (b) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a local municipality may prohibit the sale of fireworks and discharge of fireworks unless a permit is obtained from the municipality for those activities and may impose conditions for obtaining, continuing to hold and renewing the permit, including requiring the submission of plans;

NOW THEREFORE the Council for The Corporation of the Township of Edwardsburgh Cardinal hereby enacts as follows:

1. DEFINITIONS

For the purposes of this By-law:

"discharge"- means to fire, ignite, explode, set off or cause to be fired, ignited, exploded or set off and the words "discharged" and "discharging" have similar meaning;

"Firecracker"- means any class of fireworks that explodes when ignited and does not make any significant display or visible effect after the explosions, and includes the device commonly known as Chinese firecracker but does not include caps for toy guns.

"Fireworks"- shall include the following devices:

"Consumer Fireworks"- means explosives classified F.1 by regulation to the Explosives Act, R.S.C., 1985, c. E-17 and generally described as low-hazard firework articles designed for recreational use by the public including items such as roman candles, sparklers, fountains, volcanoes, mines, and snakes.

"Display Fireworks"- means explosives classified F.2 by regulation to the Explosives Act, R.S.C., 1985, c. E-17 and generally described as high-hazard firework articles designed for use by professionals holding a Fireworks Operator Certificate including items such as aerial shells, cakes, waterfalls, lances and wheels, rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, barrages, bombardos, waterfalls, fountains, batteries illumination, set pieces, pigeons, and firecrackers.

“Explosive” - means anything that is made, manufactured, or used to produce an explosion or a detonation or pyrotechnic effect, and includes anything prescribed to be an explosive by the regulation to the Explosives Act, R.S.C. 1985, c. E-17, but does not include gases, organic peroxides or anything prescribed not to be an explosive by the regulations.

“Prohibited Fireworks” - includes, but is not limited to, flying lanterns, cigarette loads, or pings, exploding matches, electric matches, sparkling matches, ammunition tie clips, cufflink or key chain pistols, cherry bombs, M-80, flash crackers, throw down torpedoes and crackling balls, exploding golf balls, stink bombs, smoke bombs, tear gas pens and launchers, patty peppers, table bombs, table rockets, battle sky rockets, fake firecrackers, Sprite bombs, party snaps and other similar types of novelty items and other trick devices or practical jokes as included on the most recent list of prohibited fireworks as published by the Explosives Act, R.S.C. 1985, c. E-17 from time to time.

“flying lantern” - means a product resembling a small translucent hot-air balloon fueled by an open flame, also having other product names including Sky Lantern, Chinese Lantern and Kongming Lantern.

“Officer” - means a Police Officer, Fire Marshal, Chief Fire Official, Fire Inspector, Fire Prevention Officer or Municipal Law Enforcement Officer.

“special effect pyrotechnics” - means, in addition to any explosive classified as type F.3, by regulation to the Explosives Act, R.S.C., 1985, c. E-17, the following types of explosives, if it will be used to produce a special effect in a film, television production or a performance before a live audience:

- (a) fireworks accessories (type F.4);
- (b) black powder and hazard category PE 1 black powder substitutes (type P.1);
- (c) smokeless powder and hazard category PE 3 black powder substitutes (type P.2);
- (d) initiation systems (type I) (for example, blasting accessories);
- (e) detonating cord (type E.1); and
- (f) low-hazard special purpose explosives (Type S.1) and high-hazard special purpose explosives (Type S.2).

2. AUTHORIZED DAYS AND TIMES

- 2.1 No Person shall discharge Consumer Fireworks on any occasion except between dusk and 11:00 p.m. on; Victoria Day, Canada Day,

Civic Holiday and Labour Day, unless prior approval is received from council.

3. GENERAL PROVISIONS

- 3.1 No person shall discharge Fireworks in a manner that might create a danger or nuisance to any person, animal or property.
- 3.2 No person shall permit or cause any debris or matter from Fireworks to land on any building, fence, hedge, tree, highway, public or private property other than the property where the Fireworks are being discharged.
- 3.3 Every person who discharges or is responsible for the discharging of Fireworks shall provide and maintain fully operational fire extinguishing equipment, including but not limited to portable fire extinguishers or a water supply, ready for immediate use and present at all times and for at least thirty (30) minutes after the discharging of the Fireworks has terminated.
- 3.4 No Person shall cause or permit the storage, use, discharge, sale or offer for sale, of any Prohibited Fireworks.
- 3.5 No person shall cause or permit the storage, use, discharge, sale or offer for sale of Firecrackers.
- 3.6 No person shall possess or discharge any fireworks not authorized by the Explosives Regulatory Division (ERD) of the Government of Canada.
- 3.7 No Person shall cause or permit to sell or offer for sale Fireworks to any person less than eighteen (18) years of age.
- 3.8 No Person shall cause or permit the discharge of Fireworks during a Fire Ban.
- 3.9 No person shall ignite and/or release or permit the ignition and/or releasing of a product commonly referred to as a flying lantern as defined herein.

4. EXEMPTIONS

- 4.1 This Bylaw shall apply to all persons and all uses of Fireworks in the Township except the use of Fireworks for occupational purposes by trained personnel following all applicable standards, acts, and regulations including:

- 4.1.1 emergency warning or signaling an actual or simulated emergency
- 4.1.2 wildlife management
- 4.1.3 testing and disposal of products by a manufacturer

5. CONSUMER FIREWORKS

- 5.1 No person shall display, offer for sale or sell Consumer Fireworks except for seven (7) calendar days immediately preceding authorized days in subsection 2.1.
- 5.2 No person shall display, offer for sale or sell Consumer Fireworks without the approval of the Fire Chief.
- 5.3 The storage, sale and handling of Fireworks shall be in accordance with the Ontario Fire Code, the Explosives Act R.S.C., 1985, c. E-17, as amended, and Explosives Regulations 2013 SOR/2013-211, as amended, and all other applicable legislation.
- 5.4 No Person under the age of eighteen (18) shall be permitted to handle or use Consumer Fireworks unless under the direct supervision and control of a person eighteen (18) years of age or older.
- 5.5 No person being the parent or guardian of any child under the age of eighteen (18) years shall permit said child to use Consumer Fireworks except when such parent or guardian or some other responsible person of at least eighteen (18) years of age is in direct supervision and control.
- 5.6 No Person shall discharge Consumer Fireworks in the following areas:
 - 5.6.1 On land owned or operated by the Township, its boards, or agencies, without written consent from the Township;
 - 5.6.2 within 50 metres of a hospital, nursing home, long term care facility, retirement home, licensed group home, school, educational facility, daycare, childcare facility, or religious institution, without the written consent of the owner of such facility;
 - 5.6.3 within 50 metres of a place where explosives, gasoline or other highly flammable substances are commercially manufactured, stored or sold.
- 5.7 No person shall discharge or cause or permit the discharge of Consumer Fireworks on any land except on land belonging to the person using the fireworks, or on other privately owned land where written consent of the owner has been obtained.

6. DISPLAY FIREWORKS AND SPECIAL EFFECTS

- 6.1 No person shall discharge, cause or permit to be discharged, Display Fireworks or Special Effects at any time without first having obtained approval by the Township.
- 6.2 Every person applying for approval under subsection 6.1 shall file with the Fire Chief, a completed application in the form prescribed by the Township at least 14 days prior to the fireworks event taking place including a certificate of insurance in the amount of five million dollars (\$5,000,000) liability with a cross-liability clause and naming the Township as an additional insured.
- 6.3 No person shall use, cause or permit to be used, Display Fireworks/Special Effects in a manner contrary to the provisions of a permit issued under subsection 6.1.
- 6.4 No person shall use, or cause or permit to be used, Display Fireworks/Special Effects at any time as follows:
 - 6.4.1 At a location, site, date or time, other than as specified in the permit, as issued;
 - 6.4.2 outside the site boundaries as specified in the permit, as issued;
 - 6.4.3 on any land or site that is not owned by him or her, unless the prior written permission has been obtained from the owner, and the date is clearly specified in the written permission;
 - 6.4.4 into, in or on any highway, street, lane, square or other public place, which the public or any member thereof has access to, may have access to, uses or may use;
 - 6.4.5 within three hundred (300) metres of any premises or place where explosives, gasoline or other highly flammable liquid or gas substances or compounds are manufactured or stored in bulk;
 - 6.4.6 within three hundred (300) metres of a hospital, nursing home, home for the aged, church or school without the written consent of the owner of the facility.

7. OFFENCES AND ENFORCEMENT

- 7.1 Any person who contravenes any portion of this Bylaw is guilty of an offence and upon conviction is liable to a penalty as provided for in the Provincial Offences Act, R.S.O. 1990, c.P.33, as amended, and to any other applicable penalties.
- 7.2 Each day of contravention shall be a separate offence.

- 7.3 Upon conviction, the Court in which the conviction has been entered and any Court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 7.4 This Bylaw shall be enforced by any Officer as defined in this bylaw
- 7.5 Any Officer may enter private property at any time for the purposes of upholding the provisions of this Bylaw in accordance with applicable legislations, Acts, and regulations.

8. CONFLICT

- 8.1 In the event that a provision of this Bylaw respecting the keeping and manufacturing of explosives is inconsistent with a provision of Part IV of the Fire Prevention and Protection Act, 1997, S.O. 1997, c. 4, as amended, the provision that is the most restrictive prevails.
- 8.2 In the event that a provision of this Bylaw is inconsistent with the Explosives Act R.S.C., 1985, c. E-17, as amended, or the Municipal Act, 2001, S.O. 2001, c. 25, as amended, their Regulations or any other Act or Regulation, the provision of the Act or Regulation shall prevail.

9. VALIDITY AND SEVERABILITY

- 9.1 If any section , subsection, clause, paragraph or provision of this by-law or parts thereof are declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of Municipal Council to enact, such section, subsection, clause, paragraph, provision or parts thereof shall be deemed to be severable and shall not affect the validity or enforceability of any other provisions of the bylaw as a whole or part thereof and all other sections of the by-law shall be deemed to be separate and independent there from and enacted as such.
- 9.2 Whenever any reference is made under this by-law to a statute or regulation of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute or regulation and all successor legislation to such legislation.
- 9.3 Nothing in this policy takes precedence over any bylaws, resolutions, plans or agreements of the Township or other legislation.

10. EFFECTIVE DATE AND REPEALS

- 10.1 This Bylaw shall come into force and take effect on the date of passing.

10.2 All bylaws existing on the Effective Date of this Bylaw that are inconsistent with this Bylaw are hereby repealed and of no further force and effect. (Cardinal bylaw 548 -1961, Edwardsburgh bylaw 1401 – 1965)

11. GENERAL

11.1 That the following Schedule attached shall form and constitute part of this by-law: Schedule “A” - **Display Fireworks/Special Effects Approval Form**

Schedule A

Display Fireworks/Special Effects Approval Form

Name of applicant (print): _____

Address: _____

Telephone: _____ E-mail: _____

Supervisors certificate number: _____ Expiry date: _____

Company (if applicable): _____

Address: _____

Telephone: _____ E-mail: _____

Sponsoring organization (if applicable): _____

Telephone: _____ E-mail: _____

Event date: _____ Time: _____

Location: _____

The following documentation must be submitted:

- ☐ Copy of Display Supervisor certificate
- ☐ Certificate of liability Insurance in the amount of 5 million dollars
- ☐ Written permission of registered property owner or municipal council
- ☐ Site plan in accordance with the MNR Display Fireworks Manual
- ☐ Event description in accordance with the MNR Display Fireworks Manual

Display Supervisor: _____ **Date:** _____

Permission of Authority Having Jurisdiction

Name (print): _____ Title: _____

Township of Edwardsburgh Cardinal, 18 Centre Street, Spencerville, ON K0E1X0

Telephone: _____ E-mail: _____

Signature: _____ Date: _____

Comments:



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole - Administration & Operations

Date: April 14, 2025

Department: Public Works

Topic: PW Buildings – Hazardous Waste Removal

Background: GFL Environmental Inc. was brought in to remove numerous products at both shops that are designated as hazardous materials. The removal and disposal cost were around \$18,000.00 which was higher than anticipated due to the volume. The products had accumulated for multiple years and moving forward the removals will be done on a more regular basis.

This will likely elevate the line above budget by the end of the year. Staff will monitor and adjust in a best effort to keep the line item in check.

A handwritten signature in black ink, appearing to read 'C. L. B.', written over a horizontal line.

Manager of Public Works

A handwritten signature in black ink, appearing to read 'D. S. G.', written over a horizontal line.

Director of Operations



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Committee of the Whole – Administration & Operations

Date: April 14, 2025

Department: Public Works

Topic: Asphalt Pad and Patch Tender – EC-PW-25-06

Purpose: To award the supply of asphalt pad and patch tender to Blair Asphalt Ltd at the unit price of \$114.50 per MT to a maximum of \$469,450.00 excluding non-rebated HST

Background: The tender was issued on March 18th, 2025 to local companies and placed on website for the supply and application of approximately 3600 metric tonnes of asphalt (pad and patch) allocated between the following locations: (Brouseville Rd West, Goodin Rd, Connell Rd and Hurley Rd) as directed by the Manager of Public Works.

Seven submissions were received by the April 8th, 2025 closing date. Tenders were opened publicly after closing and the results are listed below:

<u>Bidders</u>		Unit Price Per ton	Total Tender
1	Blair Asphalt Ltd.	\$ 114.50	\$ 412,200.00
2	G. Tackaberry Construction	\$ 118.00	\$ 424,800.00
3	Cornwall Gravel	\$ 129.00	\$ 464,400.00
4	Tomlinson	\$ 149.80	\$ 539,280.00
5	GIP	\$ 160.70	\$ 578,520.00
6	Thomas Cavanagh Construction Inc.	\$ 160.81	\$ 578,916.00
7	Provincial Paving Inc.	\$ 298.00	\$ 1,072,800.00

Policy Implications: By-law 2023-51 establishes policies with respect to the procurement of goods and services. Expenditures above \$75,000 require approval of Council.

Strategic Plan Implications: Nil

Financial Considerations: The low bid submitted by Blair Asphalt Ltd meets the requirements of the tender document. The 2025 budget allocated \$533,110.00 to complete this work. Based on the pricing received, staff recommends completing additional work and applying up to 4100 metric tonnes (\$469,450.00). The remainder will be set aside as contingency until pricing on other capital projects are received.

Recommendation: That Committee recommends that Council award the Supply of Asphalt pad and patch tender to Blair Asphalt Ltd at the unit price of \$114.50 per MT to a maximum of \$469,450.00 excluding non-rebated HST.



Director of Operations



Manager of Public Works



TOWNSHIP OF EDWARDSBURGH CARDINAL ACTION ITEM

Committee: Committee of the Whole – Administration & Operations

Date: April 14, 2025

Department: Public Works

Topic: Winter Sand Tender – EC-PW-25-07

Purpose: To award the supply of winter sand tender to Willis Kerr Contracting Ltd at the unit price of \$21.15 per MT to a maximum of \$80,370.00 excluding non-rebated HST

Background: The tender was issued on March 18th, 2025 to local companies and placed on website for the supply of winter sand for the 2025/2026 winter season. The successful bidder will supply and deliver approximately 3800 tonnes of screened winter sand and provide an elevator with a conveyor belt system, at the Public Works depot, for use by the Township in mixing the winter sand with the salt. Mixing is completed by Township staff utilizing municipal equipment. The salt/sand domes will be filled in September/October of this year.

Three (3) submissions were received by the April 8th, 2025 closing date. Tenders were opened publicly after closing and the results are listed below:

<u>Bidders</u>		Unit Price Per ton	Total Tender
1	Willis Kerr Contracting Ltd	\$ 21.15	\$ 80,370.00
2	G Tackaberry Construction	\$ 23.30	\$ 88,540.00
3	Tomlinson	\$ 23.88	\$ 90,744.00

Policy Implications: By-law 2023-51 establishes policies with respect to the procurement of goods and services. It states that all expenditures shall be within the

current approved budget or within approved estimates; otherwise prior approval of Council is required. In addition, expenditures above \$75,000 require approval of Council.

Strategic Plan Implications: Nil

Financial Considerations: The low bid submitted by Willis Kerr Contracting Ltd meets the requirements of the tender document. The unit price received was \$1.42/tonne or higher than 2024 price. The YTD expenses in this line item are \$183,138.87 and the budget was \$204,000.00.

Note: There will be insufficient budget remaining in the salt and sand material line item for 2025. The cost to stock the salt and sand domes for the upcoming 2025/2026 winter season will likely initially place this line item over budget by \$100,000.00. We expect that a portion of the materials will be inventoried into 2026 and thereby reducing the overage to a certain degree. However, we do anticipate that a portion of this expense will need to be covered through the winter control reserves. The winter control reserve currently sits at \$178,900.24. The value will be unknown until year end inventory.

Recommendation: That Committee recommends that Council award the Supply of Winter Sand to Willis Kerr Contracting Ltd at the unit price of \$21.15 per MT to a maximum of \$80,370.00 excluding non-rebated HST.



Director of Operations



Manager of Public Works