



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

Tuesday, February 18, 2020, 6:30 PM
Corporation of The Township of Edwardsburgh Cardinal
Council Chambers, Spencerville Ontario

- 1. Call to Order – Chair, Councillor Cameron**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest & the General Nature Thereof**
- 4. Business Arising from Previous Committee of the Whole Meeting Minutes (if any)**
- 5. Delegations and Presentations**
- 6. Discussion Items**
- 7. Action/Information Items**
 - a. 4th Quarter Fire Report
 - b. 2019 MTO Calls Update
 - c. Firefighters Association - Participation in Rodeo
 - d. 4th Quarter Facility/Maintenance Report
 - e. 4th Quarter Recreation/Facility Stats Report
 - f. ATM's at Township Arenas
 - g. 4th Quarter Operations Report
 - h. 2019 Annual Water Reports - Cardinal Water System & Edwardsburgh Industrial Park Distribution System
 - i. 2019 Annual Water Pollution Control Plant Report
 - j. Cardinal Drinking Water System MECP Inspection Report
 - k. Government Proposed Blue Box Administration Changes
 - l. Fuel Management System
- 8. Councillor Inquiries/Notices of Motion**
- 9. Mayor's Report**
- 10. Question Period**
- 11. Closed Session**

- a. Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Industrial Land and Closed Session Minutes of January 15, 2020
- b. Labour relations or employee negotiations; Specifically: Public Works Position Classification

12. Report Out of Closed Session

13. Adjournment

**MINUTES
COMMITTEE OF THE WHOLE
PUBLIC WORKS, ENVIRONMENTAL SERVICES & FACILITIES
WEDNESDAY, JANUARY 15, 2020
SPENCERVILLE MUNICIPAL OFFICE
6:30 PM**

Present: Councillor Cameron, Chair
Mayor Sayeau
Deputy Mayor Deschamps (arrived at 6:46pm)
Councillor Dillabough
Councillor Hunter
John Bush, Advisory Member
Mark Packwood, Advisory Member

Staff: Dave Grant, CAO
Debra McKinstry, Clerk
Rebecca Williams, Deputy Clerk
Gord Shaw, Director of Operations
Brian Moore, Fire Chief (left at 7:28pm)

1. Call to Order

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

2. Approval of Agenda

Moved by: P. Sayeau seconded by: M. Packwood that the agenda be approved as presented.

Carried

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

4. Business Arising from Previous Committee of the Whole Meeting Minutes– None

5. Delegations and Presentations – None

6. Discussion Items

a) Soil Sampling & Disposal Costs – Dundas St. – Councillor Cameron

Members noted that during the construction process of building a new home in Cardinal, Habitat for Humanity discovered some contaminated soil, likely due to fuel leaking out from the tank during the previous house fire. It was noted that Habitat for Humanity has made a request to a Councillor to determine if the

Township would be willing to assist the organization by paying the cost, approximately \$1,000, to remove the contaminated soil.

There was a general discussion with respect to the condition of the land and soil, and Members enquired if MOE has issued a certificate confirming that the soil is no longer contaminated. It was noted that Councillor Cameron would follow-up with Habitat for Humanity to seek clarification about a confirmation certificate.

Members highlighted that the Township recently covered the additional costs to install water services to the lot, which totaled approximately \$9,600. A summary of events leading up to Habitat for Humanity purchasing the property was outlined in detail, including the Township to covering the cost to install the water services. Members noted their concerns with respect to setting a precedent of granting additional support to one community organization over others.

Members suggested that Habitat for Humanity apply for the 2020 Community Grants & Donations program. It was noted that an application to cover the cleanup/removal of the contaminated soil would not qualify under the Community Grants & Donations program policy.

There was consensus from Committee to not support Habitat for Humanity's request for the Township to cover the cost of removing the contaminated soil.

7. Action/Information Items

a) Cardinal Library Security

Committee received an update with respect to security concerns previously raised at the Cardinal Library, specifically; need for additional outside lighting and security cameras. It was noted that an additional light has been installed and a quote received for the installation of security cameras both inside and outside the building. Committee discussed and debated if security cameras were needed both inside and outside the building and enquired about ongoing maintenance costs.

It was noted that similar security features are already installed at various other Township facilities and would be maintained and monitored through Falcon security. There was consensus from Committee to proceed with the outlined plan.

b) Fire Department Establishment Bylaw

Committee reviewed the updated bylaw in detail and confirmed that the Fire Chief is responsible for all areas within the Fire Department, even if it is not directly indicated within the bylaw. Committee confirmed that the Training Officer position would be filled by a current member of the Fire Department. Members

requested that training programs be specifically addressed within section 12, under Fire Chief responsibilities and authority. Members enquired if legislation requires that a Training Officer be appointed. It was noted that legislation does not require the appointment, however, it is considered a best practice.

Committee discussed the levels of emergency response from the Fire Department for various calls, including; confined space search and rescue, rope rescue, grain elevator fire and/or confined space rescue, farm silo fire and/or rescue, interior fire suppression, and exterior fire suppression operations. It was noted that there are varying levels of service provided by the Fire Department based on firefighter training and equipment available/required for specific types of fires versus rescue operations. Members noted that companies are required to provide specialized training to employees and have a plan in place to address confined space search and rescue operations. It was noted that the Fire Department responds to and assists whenever they can, but they must also consider the level of training and safety of their firefighters.

Committee discussed the junior firefighter program, specifically with respect to possible Township liability if the junior firefighter was injured during a call. It was noted that the junior firefighter is a possible future program that would require further research and development, including discussions with the Township solicitor to address liability concerns.

Members noted that previous seminars highlighted that public education be considered a priority, however the bylaw does not directly address public education as the highest priority. It was noted that the Fire Department team is currently working together to review and update the mission statement which would outline the Department's priorities. Members confirmed that the draft bylaw has been circulated to the Fire Department officers. Members suggested that the bylaw only receives first and second reading during the January 27 Council meeting in order for the document to be made public in case there are questions with respect to the levels of service outlined in the document.

Moved by: P. Sayeau seconded by: M. Packwood that Committee recommends that Council receives the bylaw through first and second reading to allow for further discussion if necessary.

Carried

c) Unopened Road Allowance Follow-up – Byers Rd

Committee reviewed the update and confirmed that the unopened road allowance on Byers Rd has been slightly improved despite there being no agreement signed and executed by the Dobbie's. Members enquired if these improvements to the road allowance increased the Township's risk. It was noted that the Township's risk remains the same as any other unopened road allowance, however there is a possible increased chance that people may try to

access it thinking it is an open gravel road. Members suggested that 2 signs indicating that it is an unmaintained road be installed and invoiced to the Dobbie's.

Moved by: P. Sayeau seconded by: J. Hunter that Committee recommends that Council:

1. Directs staff to install 2 large signs indicating that it is an unmaintained road allowance; and
2. That the cost to create and install the signage be invoiced to the Dobbie's.

Carried

d) Traffic Volume & Speed Counters – CR 2 East of Cardinal

Committee reviewed the report and enquired if there are additional enforcement steps taken by the Township to address the speed concerns. It was noted that the information will be forwarded to the OPP and UCLG. It was suggested that the Township can try to arrange for a meeting to discuss the concerns jointly with the OPP and UCLG. Members noted that they have seen an increased OPP presence in the area.

Members noted a discrepancy in the data, specifically with respect to the overall count. It was noted that the counters were set up on different dates, however the report does not reflect the date change. It was noted that staff will verify the report dates produced by the counter/volume equipment.

e) QMS Commitment & Endorsement

Moved by: S. Dillabough seconded by: J. Hunter that Committee recommends that Council:

1. Pass a resolution renewing its commitment to the drinking water quality management system for the Cardinal Water and Edwardsburgh Industrial Park Water systems; and
2. Authorize staff and senior management to sign element 3 of the operational plan to confirm endorsement.

Carried

f) Transition of Blue Box Program

Committee reviewed the report and suggested that a resolution should be prepared outlining that the Township's waste collection contract ends in February 2022 and therefore needs to transition based on existing service provisions. It was noted that the Township has not received detailed information with respect to the transition and potential administrative changes. Staff noted that the transition period does not begin until 2023, with the hopes that the project will have province wide transition to full producer responsibility by December 2025. It was noted that staff will be preparing a more detailed report in March.

g) 2020 Industrial Park Water Budget

Members enquired why there is a shortfall in 2019 revenue. It was noted that the report may not include all of December's revenue. There was a brief discussion with respect to transferring \$18,550.00 to offset a sewer collection system deficit.

Moved by: P. Sayeau seconded by: T. Deschamps that Committee recommend that Council maintain the current fee structure to increase reserves.

Carried

h) 2020 Industrial Park Sewer Budget

Committee reviewed the report and enquired if the increase in the rate will offset the money transferred from reserves. Staff confirmed that the increase will cover the deficit and create a small surplus to be added to the reserve. Members requested that the rate of \$1.454/m³ be included in the recommendation.

There was a general discussion with respect to the 2020 estimated draft budget being based on the total flow volume of 33,000/m³ even though in 2019, there was a flow volume of approximately 28,000/m³. Members commented that the 2020 budget should be based on the lower (28,000/m³) consumption due to the expectation that with a higher rate may result in lower consumption.

Moved by: J. Hunter seconded by: S. Dillabough that Committee recommends that Council:

1. Increase the consumption rate by \$0.40/m³ to be \$1.454/m³; and
2. Direct staff to prepare a bylaw to adopt the estimates and impose rates for the users of the Industrial Park Sewer System.

Carried

i) Condition of T4 Snow Plow & 2020 Plan

Members suggested that the Township may be able to recoup the repair costs when the truck is listed for sale. Members enquired if the turbo quote was from the dealer or after market. It was noted that the quote was from the dealer.

Moved by: M. Packwood seconded by: J. Hunter that Committee recommends that Council authorize the replacement of T4's turbo to facilitate a back-up plow for the remainder of the 2020 winter season.

Carried

8. Inquiries/Notices of Motion

Councillor Dillabough brought forward the following concerns with respect to the Johnstown Community Centre:

- Hall rentals need to be provided with a contact number for Township in case of emergency
- Requesting that the walkways be cleared and sand/salt spread accordingly on days the hall is being rented
- Require change tables in both washrooms

Councillor Dillabough noted that the old Cardinal arena dehumidifier was found and requested that staff review the condition of the equipment to determine if it is able to be used at the new Cardinal arena.

Mayor Sayeau requested that updated information be provided at the February Committee of the Whole – Public Works, Environmental Services & Facilities with respect to the Industrial Park water and sewer budgets.

Councillor Hunter requested that staff prepare an information item with respect to possible costs for the installation of heaters at the Spencerville arena.

9. Mayor's Report – None

10. Question Period – None

11. Closed Session

Moved by: J. Hunter seconded by: T. Deschamps that Committee of the Whole proceeds into closed session at 8:24 p.m. in order to address a matter pertaining to:

- Proposed or pending acquisition or disposition of land by the municipality or local board; Specifically: Spencerville Sewer Lateral Crossing
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; Specifically: Minutes of Closed Session dated November 18, 2019.

Carried

Committee recessed for five minutes to clear the chamber.

Moved by: J. Hunter seconded by: T. Deschamps that the closed session does now adjourn and the open meeting of Committee of the Whole does now resume at 8:41 p.m.

Carried

Moved by: S. Dillabough seconded by: P. Sayeau that Committee of the Whole approves the minutes of closed session dated November 18, 2019.

Carried

Moved by: T. Deschamps seconded by: J. Hunter that Committee recommends that Council authorize the purchase of lands in Spencerville in accordance with

the closed session discussion and that the Mayor and Clerk be authorized to execute the necessary documents.

Carried

12. Adjournment

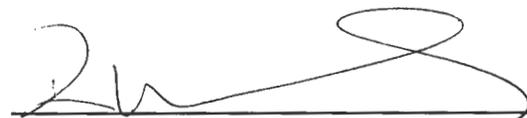
Moved by: S. Dillabough seconded by: P. Sayeau that Committee does now adjourn at 8:43 pm.

Carried

These minutes were approved in open Council this 27th day of January, 2020.



Chair



Deputy Clerk



**TOWNSHIP OF EDWARDSBURGH CARDINAL
INFORMATION ITEM**

Committee: Public Works, Environmental Services & Facilities

Date: February 18, 2020

Department: Fire

Topic: 4th Quarter Fire Report

Calls by Month: October - 15 November - 24 December – 20

Call Type	2019					2018				
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total
Fire/Smoke	4	10	1	8	23	7	8	21	3	39
MVC	7	2	3	9	21	14	5	6	5	30
Medical	4	4	6	7	21	12	9	4	6	31
Activated Alarms	3	5	2	8	18	3	10	8	7	28
Burn Complaints	0	6	2	1	9	1	4	6	0	11
Public Assistance	6	6	2	8	22	11	5	3	1	20
Mutual Aid	2	2	1	1	6	1	3	1	2	7
Grass Fires	0	1	0	0	1	0	2	0	0	2
Assistance Not Req'd	7	14	13	6	40	2	7	8	10	27
Stand By	0	1	0	0	1	0	0	0	0	0
Cancelled on Route	4	1	2	10	17	2	0	2	0	4
Not Found	0	1	0	1	2	1	2	3	0	6
Total	37	53	32	59	181	54	55	63	34	205

Fire Losses:

- \$225,000 - Car fire inside garage
- \$ 500 - Derby Car
- \$ 70,000 - Corn Dryer
- \$ 30,000 - Combine

Updates/Changes to Department:

- Chassis has been ordered for new Rescue Truck (2021 International)
- Received a Jenny's Heroes grant for a Hurst hydraulic ram valued at \$12,000
- Provided 50 hours of stand-by coverage at Greenery site during system testing
- Dispatch updates are nearing completion. Hope to go live in Q1
- Hosted EMS Bootcamp with over 150 attendees from several different agencies, ECFD provided extrication demo and participated in scenarios as first responders
- Recruit testing and interviews

Meetings Attended:

- JHSC, Association, Officers' X2, Stn #2 Working Group, Admin, Information Night for New Recruits

Training/Courses Attended:

- Two Monday night regular training sessions which included topics on Building Sizeup/Construction and Incident Command/Reading Smoke
- Presentations/training sessions on Workplace Harassment/Violence Policy; PTSD/Critical Incident Stress Family Awareness Night and Trans Canada Pipeline Awareness/Emergency Response
- 33 online training courses completed
- Four firefighters received their First Aid/CPR/AED/BLS Certifications
- Seven firefighters completed 40 hour First Responder Course
- In house training has begun for four firefighters on the Pump Operators Course
- Four truck, equipment and hall checks were performed
- One Firefighter wrote Fire Officer I exam at Mississippi Mills Training Centre

Fire Prevention:

- Hosted 15 kids from the Early Years Centre in Cardinal with Fire Prevention material and a station tour
- Participated at both Stations for Halloween night with FP material/candy
- Hosted a tour for the local Beavers' Group with FP material
- Hosted a Fire Prevention contest for Centennial/South Edwardsburgh Schools to submit Escape Plans. Three students from each school were drawn and received a ride to school in a Fire Truck
- Participated in Fire Prevention week at Walmart in Brockville, handing out material and providing information
- Group home inspection and follow-up completed
- CREWS facility tour Chief and PFD DC Gilmer
- Pysmian facility tour Chief

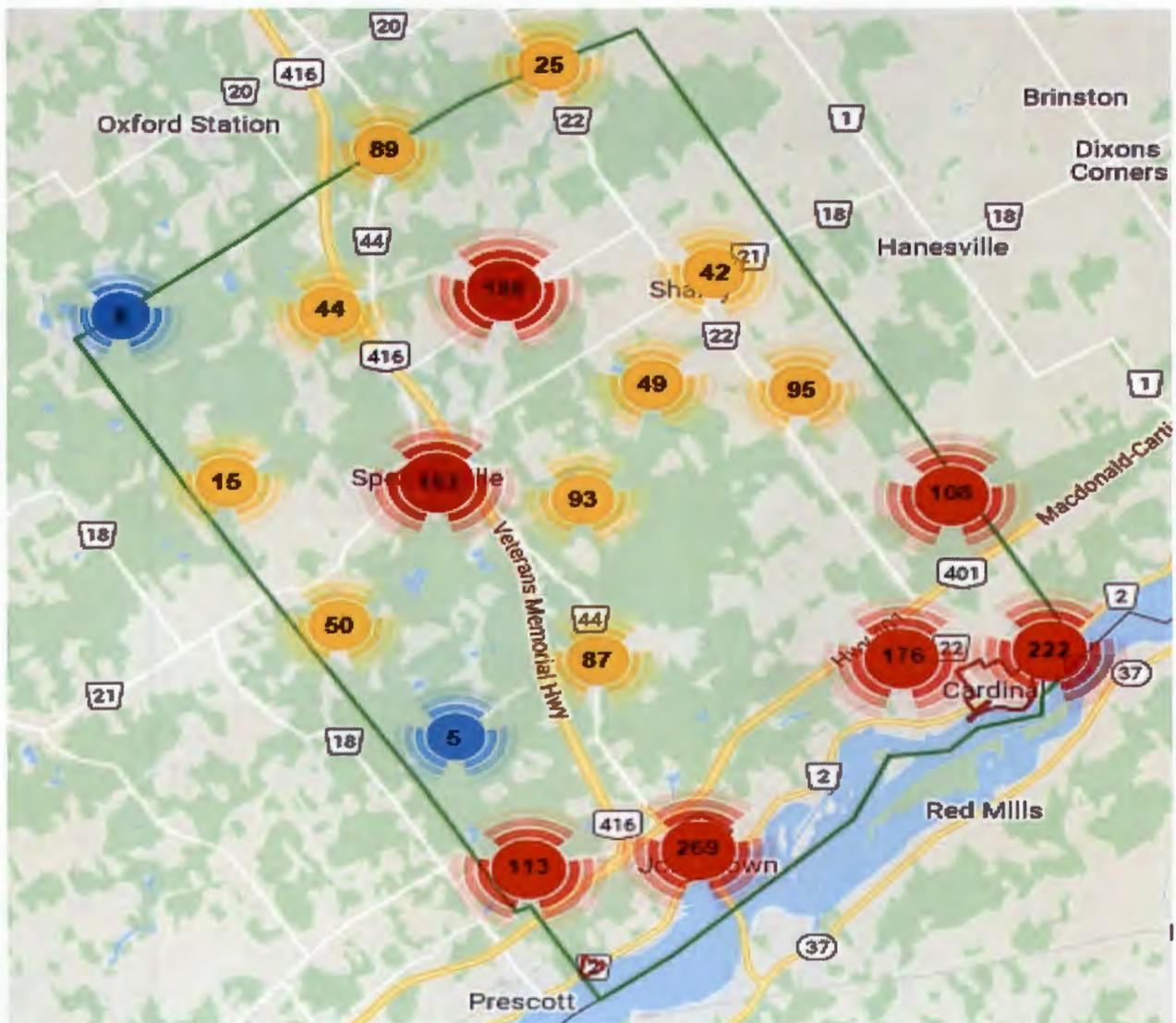
Activity:

- Participated in the Light Up the Night Parade in Prescott
- Dept. members attended the wake of NG firefighter James Petersen
- Attended Council recognition awards ceremony at the township office where several members were recognized for their years of service
- Hosted our annual FD Kids' Christmas Party and Fire Department Dinner

Burn Permits:

- Burn permits created in Q4 - 92
 - Registered burns in Q4 - 376
- Total burn permits issued in 2019 - 956
Total burns registered in 2019 - 1782

Registered Burn Map for 2019



Personnel:

Received the resignation of 5 personnel.

- Dan Grant – retired with 31 years of service
- Derek Pope – resigned,
- Justin Turrin – resigned, relocated for full-time firefighter position in Alberta
- Brad Windsor – retired with 30 years of service
- Phil VanSchie – resigned, relocated to Smiths Falls area

Fire Department Roster as of Jan 31, 2019 40

Station #1 - 23	Station #2 - 17
DC Dan Davy	DC Graham VanCamp
Capt. John Dobbie	Capt. Kevin Patrick
Capt. Mark Bruce	Capt. Steve Roberts
Capt. Brian Purcell	Capt. Aaron Bedor
Bill Barnard	Mike Ayerst
Andrew Beatty	Kaytland Burke
Rob Belton	Liam Bush
Jay Bottan	BJ Campbell
Ed Bruce	Joe Dubray
Dan Connelly	Cody Oatway
Josh Couture	Lloyd Scott
Ralph Dukelow	Kyle Longtin
Evan Gillespie	Ann Shorey
George Grant	Rob Sugrue
Jason Jacques	Mike Tracey
Tony Jumeau	Steve West
Dylan MacEachern	Tim Yandeau
Phil Malcomnson	
Steve Piatarinen	
James Purcell	
Josh Roddick	
Ryan VanKeulen	
Matt Wallace	



Fire Chief

Committee: Public Works, Environmental Services & Facilities

Date: February 18, 2020

Department: Fire

Topic: MTO calls

Purpose: To update Committee on 2019 MTO calls

Background: When the fire department responds to an emergency on a 400 series highway, we invoice the MTO for our services. If emergency services are performed, the MTO will compensate the Municipality at a rate of \$485.00 (increased from \$477.00 Nov 2019) per vehicle/hour for up to 3 vehicles unless the incident circumstances require more.

When submitting a claim to the MTO; all services performed, supplies used and fire apparatus purpose must be documented in detail. Only the apparatus that perform a service qualify for payment. In the event that more than one fire department responds to the same incident, only the host department can file a claim with the MTO. Upon payment, the Municipality will then distribute the funds as appropriate.

Services eligible for payment include; vehicle extrication, fire extinguishment and spill containment. Rendering First Aid, directing traffic and no services rendered calls, i.e. a vehicle in the ditch with no injuries are examples of responses that do not qualify for payment.

2019 MTO Call Summary:

REJECTED CALLS	AMOUNT	HWY	APPROVED CALLS	AMOUNT	HWY
"NO SERVICES PERFORMED"	SUBMITTED		"SERVICES PERFORMED"	RECEIVED	
1/3/2019	\$ 954.00	401	5/17/2019	\$ 4,293.00	401
1/11/2019	\$ 477.00	401	5/23/2019	\$ 715.50	401
1/14/2019	\$ 1,431.00	416	6/8/2019	\$ 1,431.00	401
1/23/2019	\$ 477.00	401	6/10/2019	\$ 14,974.00	401
2/2/2019	\$ 1,431.00	416	8/22/2019	\$ 2,385.00	401
2/2/2019	\$ 1,431.00	416	9/12/2019	\$ 1,431.00	416
2/2/2019	\$ 954.00	416	10/21/2019	\$ 954.00	401
2/2/2019	\$ 477.00	401	11/11/2019	\$ 2,182.50	416
3/28/2019	\$ 954.00	416	12/18/2019	\$ 485.00	416
4/10/2019	\$ 954.00	401			
6/7/2019	\$ 1,431.00	401			
6/7/2019	\$ 477.00	416			
6/24/2019	\$ 1,431.00	416			
6/30/2019	\$ 1,431.00	416			
7/7/2019	\$ 954.00	416			
9/11/2019	\$ 1,431.00	416			
10/3/2019	\$ 1,431.00	401			
10/22/2019	\$ 954.00	401			
10/23/2019	\$ 1,431.00	401			
10/26/2019	\$ 954.00	416			
11/3/2019	\$ 970.00	401			
11/7/2019	\$ 1,431.00	416			
11/9/2019	\$ 954.00	416			
11/9/2019	\$ 1,669.50	416			
11/12/2019	\$ 477.00	401			
12/12/2019	\$ 970.00	401			
12/15/2019	\$ 485.00	401			
12/17/2019	\$ 970.00	401			
12/21/2019	\$ 1,455.00	401			
	\$ 30,846.50			\$ 28,851.00	


 Fire Chief

Committee: Public Works, Environmental Services & Facilities
Date: February 18, 2020
Department: Fire
Topic: 2020 Professional Rodeo
Purpose: To update Committee on Association Participation in Rodeo

Background:

The Firefighters Association have come up with a unique fundraising opportunity for 2020. They have partnered with Black Creek Rodeo to host a professional rodeo at the Drummond building on May 9, 2020.

The event schedule is as follows:

6:30 pm – doors open
7:30 pm – 9:30 pm rodeo competition (approximate)
9:30 pm – 1:00 am community dance

The Association will participate by providing medical care and hosting a cash bar for the rodeo competition and community dance to follow.

The event will be insured by both Black Creek Rodeo and the Firefighters Association.

The funds raised from this event will be used to purchase tools and truck compartment organization.



Fire Chief

Committee: Public Works, Environmental Services & Facilities

Date: Tuesday February 18th,2020

Department: Facilities

Topic: 4th Quarter Facility Maintenance Report Update

Background:

Below you will find a list of work performed at Township facilities during fourth quarter of 2019.

South Centre

- New slide for the play structure is in and will be installed in the spring
- Picnic tables and garbage cans put away for the winter
- Abell Pest Control was in for their monthly inspections - no issues to report

Ingredion Centre

- Carbon Monoxide sensors were tested in November – no issues to report
- Fire alarm system tested in October by Falcon Security – no issues to report
- December – Mid season inspection by Cimco refrigeration – one relief valve replaced
- Electrical Safety Authority inspections – no issues to report

Spencerville Arena

- Zamboni issues – parts were ordered – we were able to use Prescott's machine during the 6 days while waiting for parts.
- Fire alarm tested in November by Falcon Security – no issues to report
- Electrical Safety Authority inspections – no issues to report



**TOWNSHIP OF EDWARDSBURGH CARDINAL
INFORMATION ITEM**

Committee: Public Works, Environmental Services & Facilities

Date: Tuesday February 18th, 2020

Department: Facilities

Topic: 4th Quarter Facility Stats Report Update

Background:

Attached is the report for the period of October 1st, 2019 – December 31st, 2019 for the following facilities.

- Ingredion Centre
- Spencerville Arena
- South Edwardsburgh Community Centre
- Townhall (Upstairs Hall)
- Townhall Council Chamber
- Port of Johnstown Meeting Room

Ice hours rented in the October – December period for 2018 -over 2019 has seen a reduction in the following hours at the rinks indicated.

Ingredion Centre

Saturday's 1 ½ hrs @ 17 weeks (\$ 8,000 Less Revenue)

Sunday's 1 ½ hrs @ 17 weeks

Spencerville Arena

Friday's 1 hr @ 14 weeks (\$ 6,500 Less Revenue)

Saturdays 1 hr @ 14 weeks

Sunday's 1 hr @ 14 weeks

FACILITIES MANAGER – STATISTICS REPORT
4th QUARTER
October 1st – December 31st

FACILITY RENTAL

October 2019

Facility	Total Available Hours	Total Hours Booked	2019 (use)	2018 (use)
South Centre	360	53	15 %	21 %
Port of Johnstown Meeting Room	360	85	24 %	19 %
Townhall Upstairs	360	58	16 %	12 %
Townhall Chambers	360	14	4.0%	6 %

November 2019

Facility	Total Available Hours	Total Hours Booked	2019 (use)	2018 (use)
South Centre	360	69	19 %	20 %
Port of Johnstown Meeting Room	360	62	17 %	15 %
Townhall Upstairs	360	50	14 %	13 %
Townhall Chambers	360	26	7 %	9 %

December 2019

Facility	Total Available Hours	Total Hours Booked	2019 (use)	2018 (use)
South Centre	360	56	16 %	14 %
Port of Johnstown Meeting Room	360	44	12 %	11 %
Townhall Upstairs	360	33	9 %	8 %
Council Chambers	360	15	5 %	6 %

ICE RENTAL

October 2019

Facility	Total Available Hours	Total Hours Booked	2019 (total use)	2018 (total use)	Prime Time (use)
Ingredion Centre	450	322	71.5%	75.5%	90 %
Spencerville Arena	450	289	65%	75%	90 %

November 2019

Facility	Total Available Hours	Total Hours Booked	2019 (total use)	2018 (total use)	Prime Time (use)
Ingredion Centre	450	319	71 %	72 %	90 %
Spencerville Arena	450	292	64.8 %	67 %	90 %

December 2019

Facility	Total Available Hours	Total Hours Booked	2019 (total use)	2018 (total use)	Prime Time (use)
Ingredion Centre	450	325	81%	84%	90 %
Spencerville Arena	450	295	74%	76%	90 %

FOURTH QUARTER YEAR-OVER-YEAR COMPARISON

Facility	Occupancy 2019	Occupancy 2018
South Centre	17 %	19 %
Port of Johnstown Meeting Room	18 %	12 %
Town Hall Upstairs	13 %	13 %
Town Hall Chambers	5 %	6 %
Ingredion Centre	74 %	77 %
Spencerville Arena	67 %	70 %



**TOWNSHIP OF EDWARDSBURGH CARDINAL
INFORMATION ITEM**

Committee: Public Works, Environmental Services & Facilities

Date: Tuesday February 18th, 2020

Department: Facilities

Topic: ATM Placement

Just a quick note to advise that both Spencerville & Ingredion center arenas will be getting ATM machines installed over the next couple of weeks. The company (International Leisure products) from Cornwall will be installing their machines in both lobbies of the arenas. Machine ownership, maintenance and liability rests with International Leisure products.

Once installed the Township will make .50 cents per transaction.

I will update the committee after 6 months of usage.

A handwritten signature in black ink, appearing to be 'M. J. ...', written over a horizontal line.

Manager of Parks, Recreation & Facilities

Committee: Public Works, Environmental Services & Facilities

Date: February 18th, 2020

Department: Operations

Topic: 2019 4th Quarter Operations Report

SECTION 1: PUBLIC WORKS

1.1 Loose and Hardtop Maintenance

- Rural gravel roads were graded and shaped in preparation for winter activities
- 35 tonnes of cold patch applied to various asphalt roads
- Completed tree trimming and removal on various roads

1.2 Winter Control

- Completed preparation of truck and equipment for Winter control activities
- One major winter event early in November
- One Significant Weather Event at the end of December
- 12 Winter events
- 15-20 truckloads of snow removed from Spencerville and Cardinal combined

1.3 Miscellaneous

- Replaced 25-30 traffic signs on various roads to meet reflectivity standards

SECTION 2: WASTE DISPOSAL

- 271 vehicles attended the site over the 13 Saturdays in the quarter
- Punch card sales through office: \$ 370.00
- Punch card sales through Cardinal Library: \$ 1915.00
- Punch Card sales through PayPal: \$ 145.00
- Total punch card sales for this quarter: \$ 2430.00
- Free brush/leaf Drop-off at dump through November
- Fall Leaf and Brush pick-up in November

Cardinal Water Treatment Plant Flows				
<u>Month</u>	<u>Monthly Flow (m³)</u>	<u>Minimum Daily Flow (m³)</u>	<u>Maximum Daily Flow (m³)</u>	<u>Average Daily Flow (m³)</u>
October	13716	355	644	443
November	13234	305	593	441
December	12830	325	531	414

Summary of Operational Parameters for the Cardinal Water Treatment Plant									
	UV Transmittance	Filter 1A	Filter 1B	Filter 2A	Filter 2B	pH	Pressure	Raw Chlorine	Post Chlorine
Average	51.17	0.10	0.06	0.07	0.09	8.05	69	1.66	2.67
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

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

3.4: 2019 Fourth Quarter Summary Report for the Industrial Park

Microbiological Testing- Industrial Park				
	<u>Number of Samples</u>	<u>Total Coliform</u>	<u>E. coli</u>	<u>HPC (min-max)</u>
October-December	13	0	0	0 < 2
Compliance for TC/EC is zero. HPC guideline is less than 500.				

<u>Description</u>	<u>Prysmian Chlorine Residual</u>	<u>Greenfield Chlorine Residual</u>	<u>Pressure (PSI)</u>
Quarterly Average	0.84	0.64	70.9
Units	mg/L	mg/L	PSI
Compliance	>0.05	>0.05	>20

3.5: 2019 Fourth Quarter Report for Windmill Pumping Station

<u>Month</u>	<u>Total Flow (m³)</u>	<u>Minimum Daily Flow (m³)</u>	<u>Maximum Daily Flow (m³)</u>	<u>Average Daily Flow (m³)</u>
October	44926	0	1906	1449
November	44210	1260	1946	1474
December	44259	1241	1571	1428

* Minimum flow of 0 in October due to semi-annual service shut down at Greenfield Ethanol.

3.6: 2019 Fourth Quarter Report for Spencerville Lagoons

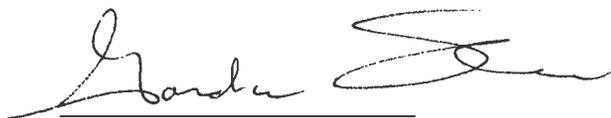
Month	Total Flow (m ³)	Minimum Daily Flow (m ³)	Maximum Daily Flow (m ³)	Average Daily Flow (m ³)
October	3216	76	215	104
November	4575	105	257	153
December	4344	104	191	140

3.7: 2019 Fourth 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)
October	17814	356	1836	575
November	33348	757	3168	1112
December	26482	642	1374	854

October to December	BOD (mg/L)	Suspended Solids (mg/L)	Total Phosphorus (mg/L)	Ammonia (mg/L)	E.Coli
Average	3.0	3.0	0.08	0.15	3.4
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
October	96%	96%	97%	99%
November	91%	95%	94%	99%
December	94%	96%	95%	100%


 Director of Operations

TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM

Committee: Public Works, Environmental Services & Facilities

Date: February 18th, 2020

Department: Environmental Services

Topic: 2019 Annual Water Reports – CWS and EDS

Purpose: To receive and make available the annual reports for the Cardinal and Edwardsburgh Industrial Park water systems.

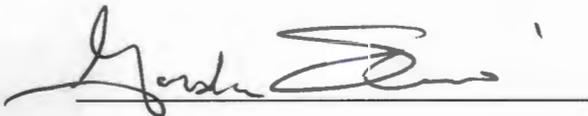
Background: Owners of municipal drinking water systems are required to ensure that an annual report is prepared in accordance with the conditions set out in Section 11 of O. Reg. 170/03 by February 28th of the following year. The owner must also take effective steps to notify the users of the systems when and where a copy of the report can be viewed or received, upon request, at no cost to the user. A local newspaper ad and social media feeds are used to advise system users of report availability. An electronic copy of the reports are placed on the Township website for viewing purposes.

Policy Implications: A requirement under Ontario Regulation 170/03

Financial Considerations: Local newspaper advertising cost.

Recommendation: That Committee recommends that Council:

- 1) Receive the 2019 annual water reports for CWS and EDS; and
- 2) Direct staff to post annual water reports to Township website; and
- 3) Direct staff to notify users via social media and local newspaper of report availability.



Director of Operations



CAO



OPTIONAL ANNUAL REPORT TEMPLATE

Drinking-Water System Number:	220003582
Drinking-Water System Name:	Cardinal Water System
Drinking-Water System Owner:	Township of Edwardsburgh Cardinal
Drinking-Water System Category:	Large Municipal, Residential
Period being reported:	January 1, 2019 to December 31, 2019

<p align="center"><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></p> <p>Does your Drinking-Water System serve more than 10,000 people? Yes [] No [X]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Cardinal Wastewater Treatment Plant 4000 John St Cardinal, Ontario K0E 1E0</p> </div>	<p align="center"><u>Complete for all other Categories.</u></p> <p>Number of Designated Facilities served: <input style="width: 100px; height: 20px;" type="text"/></p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []</p> <p>Number of Interested Authorities you report to: <input style="width: 100px; height: 20px;" type="text"/></p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [] No []</p>
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Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?
Yes [] No []



Indicate how you notified system users that your annual report is available, and is free of charge.

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a newspaper
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method _____

Describe your Drinking-Water System

This is a surface water treatment plant that receives its source water supply from the St. Lawrence River. Treatment consists of pre-chlorination, basket screens, chemically assisted coagulation and flocculation, 4 rapid dual media filters (anthracite coal and sand) for physical removal of turbidity, ultraviolet irradiation (primary disinfection) followed by post chlorination (secondary disinfection). Parameters such as uv intensity, chlorine residual, pH, filter and potable turbidity are continuously monitored. All process and security alarms are monitored 24/7 by Falcon Security. The distribution system includes an elevated storage tank, 6 sample stations, 82 hydrants and a mix of distribution material piping.

List all water treatment chemicals used over this reporting period:

Sodium Hypochlorite – ANSI/NSF 60
 SternPAC (Aluminum chloride hydroxide sulphate) –ANSI/NSF 60

Were any significant expenses incurred to?

- Install required equipment
- Repair required equipment
- Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

Annual inspection of chlorine injection ring and raw intake structure.
 Semi-annual servicing of Trojan UV Swift 12.
 Semi-annual servicing of backup generator.
 Annual backflow testing.
 Annual servicing and calibration of lab equipment/portable chlorine analyzers.
 Semi-annual servicing of SCADA systems.
 Annual servicing of fire alarm system.
 Re-installed one high lift pump after servicing.
 Serviced one Golden Anderson Check Valve at water plant.
 Re-installed one low lift pump after servicing.
 Repaired backflow preventer at water plant.
 Replaced portable pH meter probe.
 Replaced lamp in UV # 1 and UV # 2
 Replaced mixing system in water tower (Capital Project)



Berm installed around south side of water plant for flood mitigation control.
 Repaired two leaking water services
 Repaired two fire hydrants.
 Repaired two curb stops.

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre:

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period:

	Number of Samples	Range of E.Coli Or Fecal Results (min)-(max)	Range of Total Coliform Results (min)-(max)	Number of HPC Samples	Range of HPC Results (min)-(max)
Raw	53	0 – 14	2-86	N/A	N/A
Treated	53	0-0	0-0	53	<2- >500
Distribution	159	0-0	0-0	159	<2-14

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report:

Parameter	Number of Grab Samples	Range of Results (min #)-(max #)
Potable Turbidity		
Continuous	8760	0.06 – 0.25
Grab	365	0.04 – 0.16
Filter 1A Turbidity		
Continuous	8760	0.05 - 0.25
Grab	730	0.04 – 0.18
Filter 1B Turbidity		
Continuous	8760	0.03 - 0.23
Grab	723	0.04 – 0.16
Filter 2A Turbidity		
Continuous	8760	0.03 – 0.44
Grab	729	0.04 - 0.14
Filter 2B Turbidity		
Continuous	8760	0.06 – 0.22
Grab	726	0.04 – 0.17

NOTE: For continuous monitors use 8760 as the number of samples.



Chlorine (Primary)		
Continuous	8760	0.28 – 3.12
Grab	730	0.10 - 3.40
Chlorine(Point of Entry)		
Continuous	8760	1.33 – 3.18
Grab	730	1.3 – 3.3
Chlorine(Distribution)		
Grab: Free:	842	0.27 – 2.20
Total:	728	0.47 – 2.6
UV Disinfection	8760	47.05 -78.32
Fluoride	N/A	N/A

NOTE: Units of measures include:

- Chlorine – mg/L
- Turbidity – NTU
- UV – mj/cm²

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
N/A	N/A	N/A	N/A	N/A

Summary of Inorganic parameters tested during this reporting period or the most recent sample results:

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony	09-Oct-19	0.0001	mg/L	No
Arsenic	09-Oct-19	0.0006	mg/L	No
Barium	15-Oct-19	0.020	mg/L	No
Boron	15-Oct-19	0.019	mg/L	No
Cadmium	09-Oct-19	<0.000015	mg/L	No
Chromium	15-Oct-19	<0.002	mg/L	No
*Lead	07-Jan-19	<0.00002	mg/L	No
Mercury	11-Oct-19	<0.00002	mg/L	No
Selenium	09-Oct-19	<0.001	mg/L	No
Sodium	02-Dec-19	18.2	mg/L	No
Uranium	09-Oct-19	0.00025	mg/L	No
Fluoride	05-Dec-19	<0.1	mg/L	No
Nitrite	05-Dec-19	<0.1	mg/L	No
Nitrate	05-Dec-19	<0.1	mg/L	No

*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

Summary of lead testing under Schedule 15.1 during this reporting period
 (applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min) – (max)	Number of Exceedances
Plumbing	N/A	N/A	N/A
Distribution	4	0.00008-0.00047	0

Summary of Organic parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	21-Oct-19	<0.3	ug/L	No
Atrazine + N-dealkylated metabolites	21-Oct-19	<0.5	ug/L	No
Azinphos-methyl	21-Oct-19	<1	ug/L	No
Benzene	15-Oct-19	<0.5	ug/L	No
Benzo(a)pyrene	21-Oct-19	<0.005	ug/L	No
Bromoxynil	21-Oct-19	<0.5	ug/L	No
Carbaryl	21-Oct-19	<3	ug/L	No
Carbofuran	21-Oct-19	<1	ug/L	No
Carbon Tetrachloride	15-Oct-19	<0.2	ug/L	No
Chlorpyrifos	21-Oct-19	<0.5	ug/L	No
Diazinon	21-Oct-19	<1	ug/L	No
Dicamba	21-Oct-19	<10	ug/L	No
1,2-Dichlorobenzene	15-Oct-19	<0.5	ug/L	No
1,4-Dichlorobenzene	15-Oct-19	<0.5	ug/L	No
1,2-Dichloroethane	15-Oct-19	<0.5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	15-Oct-19	<0.5	ug/L	No
Dichloromethane	15-Oct-19	<5	ug/L	No
2,4 Dichlorophenol	21-Oct-19	<0.1	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	21-Oct-19	<10	ug/L	No
Diclofop-methyl	21-Oct-19	<0.9	ug/L	No
Dimethoate	21-Oct-19	<1	ug/L	No
Diquat	11-Oct-19	<5	ug/L	No
Diuron	21-Oct-19	<5	ug/L	No
Glyphosate	17-Oct-19	<25	ug/L	No
Malathion	21-Oct-19	<5	ug/L	No
MCPA	25-Oct-19	<10	Ug/L	No
Metolachlor	21-Oct-19	<3	ug/L	No
Metribuzin	21-Oct-19	<3	ug/L	No
Monochlorobenzene	15-Oct-19	<0.5	ug/L	No
Paraquat	11-Oct-19	<1	ug/L	No



Pentachlorophenol	21-Oct-19	<0.1	ug/L	No
Phorate	21-Oct-19	<0.3	ug/L	No
Picloram	21-Oct-19	<5	ug/L	No
Polychlorinated Biphenyls(PCB)	11-Oct-19	<0.05	ug/L	No
Prometryne	21-Oct-19	<0.1	ug/L	No
Simazine	21-Oct-19	<0.5	ug/L	No
THM (Running Annual average)	2019	51.3	ug/L	No
HAA (Running annual average)	2019	35.4	ug/L	No
Terbufos	21-Oct-19	<0.3	ug/L	No
Tetrachloroethylene	15-Oct-19	<0.5	ug/L	No
2,3,4,6-Tetrachlorophenol	21-Oct-19	<0.1	ug/L	No
Triallate	21-Oct-19	<10	ug/L	No
Trichloroethylene	15-Oct-19	<0.5	ug/L	No
2,4,6-Trichlorophenol	21-Oct-19	<0.1	ug/L	No
Trifluralin	21-Oct-19	<0.5	ug/L	No
Vinyl Chloride	15-Oct-19	<0.2	ug/L	No

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample



OPTIONAL ANNUAL REPORT TEMPLATE

Drinking-Water System Number:	260005112
Drinking-Water System Name:	Edwardsburgh Industrial Park Distribution System
Drinking-Water System Owner:	Township of Edwardsburgh Cardinal
Drinking-Water System Category:	Small Municipal Residential
Period being reported:	January 1, 2019 to December 31, 2019

<p align="center"><u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u></p> <p>Does your Drinking-Water System serve more than 10,000 people? Yes [] No [X]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p align="center">Cardinal Wastewater Treatment Plant 4000 John St Cardinal, Ontario K0E 1E0</p> </div>	<p align="center"><u>Complete for all other Categories.</u></p> <p>Number of Designated Facilities served: <input style="width: 100px; height: 20px;" type="text"/></p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []</p> <p>Number of Interested Authorities you report to: <input style="width: 100px; height: 20px;" type="text"/></p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [] No []</p>
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Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?
Yes [] No []



Indicate how you notified system users that your annual report is available, and is free of charge.

- Public access/notice via the web**
- Public access/notice via Government Office
- Public access/notice via a newspaper**
- Public access/notice via Public Request
- Public access/notice via a Public Library
- Public access/notice via other method: _____

Describe your Drinking-Water System

The Edwardsburgh Industrial Park distribution system receives all its treated water from the Prescott WTP. The system serves approximately 27 residences and 12 industrial/commercial establishments. The system does not provide re-chlorination and does not have a booster station. The system is comprised of approximately 3 km of Cast Iron, PVC and HDPE materials. Continuous monitoring of chlorine residual currently takes place at Prysmian Cables and hand samples are taken within every 72 hours. There are 2 isokinetic sample stations located at the north and south end of Reilly Street.

List all water treatment chemicals used over this reporting period

N/A

Were any significant expenses incurred to?

- Install required equipment
- Repair required equipment
- Replace required equipment

N/A

Please provide a brief description and a breakdown of monetary expenses incurred

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
July 4/19	Total Coliform	4	cfu/100mL	Re-sampled at Greenfield and upstream.	July 8 th /19
Aug 9/19	System Pressure Loss	< 20	psi	Restore system pressure, Flush, resample	Aug 9/19 Through Aug 11/19



Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period:

	Number of Samples	Range of E.Coli Or Fecal Results (min-max)	Range of Total Coliform Results (min-max)	Number of HPC Samples	Range of HPC Results (min-max)
Raw	N/A	N/A	N/A	N/A	N/A
Treated	N/A	N/A	N/A	N/A	N/A
Distribution	60	0-0	0-4	59	0-6

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min)-(max)
Chlorine (Continuous)	8760	0.46 – 1.38
Chlorine (Grab)	Free: 324 Total: 320	0.30 - 1.46 0.40 – 1.77
Fluoride	NA	NA

NOTE: For continuous monitors use 8760 as the number of samples.

NOTE: Record the unit of measure if it is not milligrams per litre.

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure

Summary of Inorganic parameters tested during this reporting period or the most recent sample results:

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony				
Arsenic				
Barium				
Boron				



Cadmium				
Chromium				
*Lead				
Mercury				
Selenium				
Sodium				
Uranium				
Fluoride				
Nitrite				
Nitrate				

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min) – (max)	Number of Exceedances
Plumbing	N/A	N/A	N/A
Distribution	2	0.00081-0.00090	0

Summary of Organic parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor				
Aldicarb				
Aldrin + Dieldrin				
Atrazine + N-dealkylated metabolites				
Azinphos-methyl				
Bendiocarb				
Benzene				
Benzo(a)pyrene				
Bromoxynil				
Carbaryl				
Carbofuran				
Carbon Tetrachloride				
Chlordane (Total)				
Chlorpyrifos				
Cyanazine				
Diazinon				
Dicamba				
1,2-Dichlorobenzene				
1,4-Dichlorobenzene				



Dichlorodiphenyltrichloroethane (DDT) + metabolites				
1,2-Dichloroethane				
1,1-Dichloroethylene (vinylidene chloride)				
Dichloromethane				
2-4 Dichlorophenol				
2,4-Dichlorophenoxy acetic acid (2,4-D)				
Diclofop-methyl				
Dimethoate				
Dinoseb				
Diquat				
Diuron				
Glyphosate				
Heptachlor + Heptachlor Epoxide				
Lindane (Total)				
Malathion				
Methoxychlor				
Metolachlor				
Metribuzin				
Monochlorobenzene				
Paraquat				
Parathion				
Pentachlorophenol				
Phorate				
Picloram				
Polychlorinated Biphenyls(PCB)				
Prometryne				
Simazine				
THM (NOTE: show latest annual average)	2019	46.9		
HAA (Annual Average)	2019	26		
Temephos				
Terbufos				
Tetrachloroethylene				
2,3,4,6-Tetrachlorophenol				
Triallate				
Trichloroethylene				
2,4,6-Trichlorophenol				
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)				
Trifluralin				
Vinyl Chloride				

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards:

Parameter	Result Value	Unit of Measure	Date of Sample
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TOWNSHIP OF EDWARDSBURGH CARDINAL
ACTION ITEM

Committee: Public Works, Environmental Services & Facilities

Date: February 18th, 2020

Department: Environmental Services

Topic: 2019 Annual Water Pollution Control Plant Report

Purpose: To receive and make available the 2019 annual report for the Cardinal Water Pollution Control Plant system.

Background: Owners of municipal water pollution control systems are required to ensure that an annual report is submitted to the MECP prior to March 31st of the following year. In accordance with the conditions set out in Section 13 of Cardinal WPCP Environmental Compliance Approval, (ECA), 3-0341-94-967, the 2019 Annual Water Pollution Control Plant Annual Report is before you tonight.

Policy Implications: A requirement under Ontario ECA 3-0341-94-967.

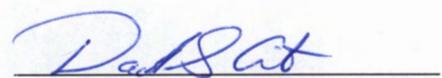
Financial Considerations: None.

Recommendation: That Committee recommends that Council:

- 1) Receive the 2019 annual report for Cardinal WPCP, and
- 2) Direct staff to submit the report to MECP prior to the March 31st deadline.



Director of Operations



CAO



EDWARDSBURGH CARDINAL

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

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

Cardinal WWTP Annual Report 2019

Prepared By: Environmental Services

Township of Edwardsburgh Cardinal

Date: February 18th, 2020

Executive Summary

The operation and maintenance of this facility was within the design and effluent criteria set forth in ECA

Approval #
3-0341-94-957

The facility is normally staffed with a licensed operator Monday thru Friday, with walkthrough inspections performed twice daily, by the rotational on-call operator, during

weekends and holidays. The facility is monitored 24/7 and security company dispatches on-call operator via pager to respond to alarms and residential concerns.



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Staffing and Licensing

The table below lists the licensed operational staff at the end of the 2019 calendar year.

NAME	POSITION	LICENCE #	TYPE	CLASS
Dave Grant	CAO	10410	WWT	III
		12743	WWC	II
Gord Shaw	Director of Operations	58944	WWT	III
		78208	WWC	II
Eric Wemerman	Chief Operator	64873	WWT	II
		80295	WWC	II
Aaron Campbell	Assistant Chief Operator	81927	WWT	II
		96033	WWC	II
Stephen Campbell	Operator	18529	WWT	II
		76515	WWC	II
Mark Simzer	Operator	93002	WWT	II
		104866	WWC	II
Wayne Lefebvre	Public Works Operator	17953	WWC	I

Tabulation of Monitoring Data

Effluent quality obtained leaving the facility met or was better than the effluent objectives set forth in Condition 6 of the Certificate of Approval. A summary of annual concentrations and loadings versus objectives and compliance can be found in Appendix A of this report.

There were no occurrences of non-compliance with respect to Condition 7, 8,9 or 10 of the Certificate of Approval as demonstrated in Appendix A, B and C of this report.

Summary of Maintenance

The majority of routine and scheduled maintenance was performed based on maintenance and lubrication schedules developed by the design consultants and reviewed and modified by operations staff as needed.

Other maintenance and projects included:

- UV Service/Maintenance Contract performed annually by H2Flow.
- Gal Power Service Agreement service and bi-annual maintenance of generators.
- Black & McDonald Service Agreement for quarterly boiler maintenance.
- Replaced SBR blower intake filters.
- Repaired Vessel 2 foam cutter.
- Replaced mechanical seal in Vessel 2 Discflow pump.
- Replaced check valves in ATAD Pipework.
- Repaired leak in ATAD Pipework.
- Replaced timer and solenoid switch on bar screen.
- Repaired roof leaks at the Cardinal Sewage Treatment Plant.
- Replaced Trojan 3000B UV bulbs.
- Replaced Biofilter effluent pump motor.
- Relined sewer main on Marjorie Street (Capital Project).
- Adelaide dry well project (Capital Project)
- Sewer main flushing.
- Installed sump pump in Adelaide St Dry well.
- Replaced level regulator (float) on decanter # 1.
- Falcon Security replaced transceiver in radio communication box.
- Repaired leak on 4 inch non potable water line in sewage plant.
- Repaired leak on boiler system.
- Replaced pressure relief valves on all boilers.
- Replaced temperature sensor in Air Handler Unit # 1.
- Replaced air handler vent hood on roof.
- Installed new starter on blower.
- Installed security camera system around perimeter of sewage plant.
- New pipework installed on biofilter effluent pump.
- Installed new pump and starter relay switch at Flett St. Pumping Station.
- Replaced variable speed drive on decanter # 1.

Operational Problems

Problem: Sewer Lateral Stoppages (6)

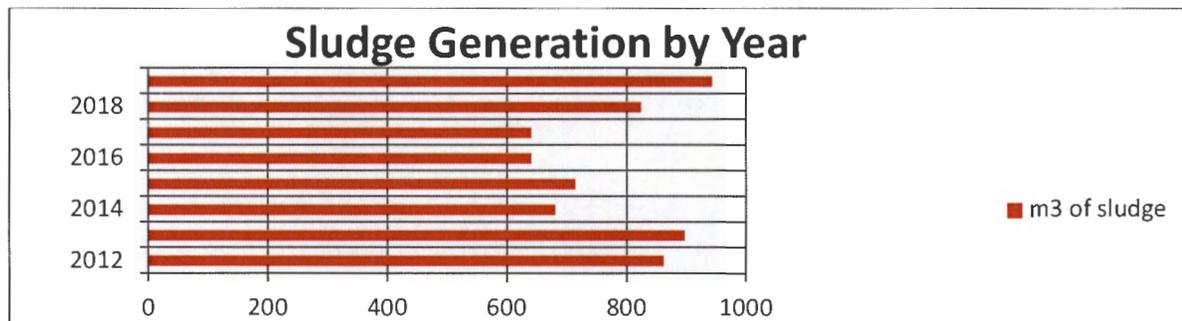
In 2019 the Township received complaints for 6 sewage lateral stoppages/back-ups. All stoppages were investigated, addressed and those originating from Township properties were remediated by Township staff or by utilizing a combination of methods and resources to clear the obstructions and restore service of the laterals.

Problem: Sink Hole (1)

June 26th, 2019- Sink hole developed by a new sewer manhole at the corner of Walker and County Rd 2 in Cardinal. Cornwall Gravel repaired.

Sludge Generation and Removal

The total amount of sludge generated and removed by 3rd High Farms in 2019 was 943 cubic meters. This represents a 14% increase compared to 2018. Based on short-term population growth projections, it is anticipated that sludge generation will remain relatively consistent from 2019 into 2020 depending on the rate of development the Village of Cardinal undergoes.



Currently, waste activated sludge is removed daily from the sequential batch reactors and placed into an un-thickened holding tank. A gravity belt thickener is utilized 2 to 3 times per week to thicken the sludge. The thickened sludge is processed into a holding tank. The sludge is then batch treated, (2 to 3 times per week), through the auto-thermophilic aerobic digesters, (ATADs), and placed into the land application holding tank. The digested sludge is hauled away by Third High Farms and applied to a licensed land application site under Provisional Certificate of Approval # H480300 and Approval of Amended NASM Plan – 23296 under regulation 267/03.

Calibration and Maintenance Procedures

The calibration and maintenance intervals utilized at this facility seem sufficient to maintain equipment and instrumentation in good working order.

Evaluation of Performance and Reliability

The facility is being operated and maintained in efforts to produce the high-quality effluent that is demonstrated by the overall results achieved in 2019. Extraneous flows are an issue and will continue to be for the foreseeable future. These flows are being addressed through a sanitary sewer relining projects and through sewage utility replacement such as the Walker St. rehabilitation project. In 2019, approximately 260 meters of 250mm main on Marjorie Street in Cardinal was relined. Regular assessment and striving for improvement will endeavor to ensure continued high performance, efficiency and reliability of this facility.

Appendices

Appendix A – Annual Monitoring & Performance Report

Appendix B – Monthly Average Effluent Concentrations and Loadings

Appendix C – Sludge Processing Performance Summary

Appendix D – Monthly Average Effluent Loadings

Appendix E - ATAD Performance Summary

Appendix A

CARDINAL WASTEWATER TREATMENT FACILITY

ANNUAL MONITORING & PERFORMANCE REPORT

Period Covered : from 1-Jan to 31-Dec 2019

Average Daily Flow for Period = 914 m³/d

Annual Average Effluent Concentrations & Loadings

"Annual average concentration" means the arithmetic mean of the monthly average concentrations of a contaminant in the effluent calculated for a particular calendar year.

"Annual average loading" means the value obtained by multiplying the annual average concentration of a contaminant by the average daily flow over the same calendar year.

ANNUAL AVERAGE EFFLUENT CONCENTRATIONS

<u>Parameters</u>	<u>Units</u>	<u>Objectives</u>	<u>Compliance</u>	<u>Actual</u>
BOD5	mg/L	15.0	25.0	3.02
Suspended Solids	mg/L	15.0	25.0	3.28
Total Phosphorus	mg/L	<1.0	1.0	0.09
Am & Am Nitrogen	mg/L	4.0		0.19
E. Coli		<200/100 ml		4.33
CBOD	mg/L	15.0		3.00

ANNUAL AVERAGE EFFLUENT LOADING

CBOD	kg/d	36		2.7
BOD5	kg/d	36	61	2.8
Suspended Solids	kg/d	36	61	3.0
Total Phosphorus	kg/d	<2.4	2.4	0.1
Am & Am Nitrogen	kg/d	9.8		0.2

CARDINAL WASTEWATER TREATMENT FACILITY

Municipality: Cardinal			Year: 2019			Receiving Water: St. Lawrence River			Design Capacity: Peak Hourly Flow = 8900 m ³ /day			Annual Average Daily Flow = 2438 m ³ /day						
Descriptor Sequential Batch Reactor with Autoheated Thermophilic Aerobic Digestion																		
MONTH	FLOWS			BIOCHEMICAL O2 DEMAND			SUSPENDED SOLIDS			PHOSPHORUS			AMMONIA			CBOD		
	TOTAL FLOWS m ³	AVG DAY FLOWS m ³	MAX DAY FLOWS m ³	AVE RAW BOD (mg/L)	AVE EFF BOD (mg/L)	PERCENT REMOVAL %	AVG RAW SS (mg/L)	AVG EFF SS (mg/L)	PERCENT REMOVAL %	AVG RAW PHOS. (mg/L)	AVG EFF PHOS. (mg/L)	PERCENT REMOVAL %	AVG RAW AMM. (mg/L)	AVG EFF AMM. (mg/L)	PERCENT REMOVAL %	AVG RAW CBOD (mg/L)	AVG EFF CBOD (mg/L)	PERCENT REMOVAL %
JAN	19009	613	1173	76	3.2	96%	77	4.2	95%	2.27	0.05	98%	14.29	0.08	99%	61.40	3.00	95%
FEB	14443	516	869	86	3.00	97%	101	3.0	97%	3.06	0.07	98%	19.03	0.17	99%	69.50	3.00	96%
MAR	38451	1240	3396	48	3.00	94%	51	3.5	93%	1.42	0.07	95%	12.05	0.13	99%	43.25	3.00	93%
APR	63629	2121	4837	22	3.20	85%	62	3.4	95%	0.96	0.11	88%	9.49	0.76	92%	12.40	3.00	76%
MAY	43610	1407	1801	23	3.00	87%	26	3.0	89%	2.60	0.06	98%	7.16	0.10	99%	17.00	3.00	82%
JUN	29459	982	1587	37	3.00	92%	43	3.0	93%	1.66	0.08	95%	26.54	0.12	100%	31.25	3.00	90%
JUL	20045	647	800	58	3.00	95%	68	4.0	94%	1.98	0.22	89%	17.24	0.17	99%	48.20	3.00	94%
AUG	13630	440	624	98	3.00	97%	94	3.3	97%	2.90	0.06	99%	24.88	0.14	99%	89.25	3.00	97%
SEP	13760	459	600	61	3.00	95%	89	3.0	97%	2.66	0.09	99%	22.62	0.14	99%	58.80	3.00	95%
OCT	17814	575	1836	72	3.00	96%	80	3.0	96%	2.71	0.08	97%	20.16	0.26	99%	61.00	3.00	95%
NOV	33348	1112	3168	33	3.00	91%	57	3.0	95%	1.35	0.08	94%	11.19	0.12	99%	32.00	3.00	91%
DEC	26482	854	1374	49	3.00	94%	77	3.0	96%	1.65	0.08	95%	13.46	0.07	100%	37.40	3.00	92%
TOTAL AVERAGE	333680	914	4837	55	3.0	93%	69	3.3	95%	2.10	0.09	95%	16.5	0.19	99%	46.8	3.00	91%
MAXIMUM CRITERIA				97.75	3.2		101	4.2		3	0.22		26.5	0.76		89.3	3.00	
					25.0			25.0			1.00			15			15	

CARDINAL WASTEWATER TREATMENT FACILITY

SLUDGE PROCESSING PERFORMANCE SUMMARY										
YEAR: 2019										
MONTH	WASTE ACTIVATED SLUDGE	THICKENED WASTE ACTIVATED SLUDGE			DIGESTED SLUDGE			VOLATILE SOLIDS	REACTOR TEMP.	
	VOL. m ³	Vol. m ³	TS %	VS %	Vol. m ³	TS %	VS %	Reduction %	R1 °C	R2 °C
JAN	222.00	63.4	4.58	64.4	82.5	3.73	56.4	29%	29.1	51.8
FEB	183.38	52.6	4.32	67.6	70.4	3.59	56.6	30%	31.0	51.6
MAR	234.67	51.7	4.42	67.6	70.8	3.75	59.0	26%	33.0	52.8
APR	184.90	51.5	4.72	66.9	71.0	3.70	58.3	32%	33.3	51.7
MAY	102.34	32.5	4.81	62.3	42.4	3.56	55.7	34%	42.4	47.7
JUN	84.10	28.4	4.84	64.4	36.6	3.00	52.3	50%	53.8	46.8
JULY	99.41	40.4	4.63	57.2	50.5	3.20	49.7	40%	54.7	53.5
AUG	167.87	51.3	3.90	61.3	64.3	3.45	51.7	25%	46.8	58.3
SEP	281.87	74.7	4.25	59.0	99.6	3.41	52.9	28%	40.2	61.0
OCT	171.47	42.8	4.43	64.5	46.2	3.49	55.0	33%	40.2	56.5
NOV	174.77	46.6	4.06	63.6	47.2	3.84	51.7	23%	37.5	47.5
DEC	215.20	50.9	4.06	63.6	60.0	3.92	52.0	21%	33.9	47.6
Total	2121.98	586.7			741.5					
Avg.	176.83	48.89	4.42	63.54	61.79	3.55	54.29	31%	39.66	52.24

CARDINAL WASTEWATER TREATMENT FACILITY

Year: 2019

MONTHLY AVERAGE CONCENTRATIONS

MONTH	BOD5	MONTHLY COMPLIANCE	SS	MONTHLY COMPLIANCE	TOT. PHOS	MONTHLY COMPLIANCE
	mg/L	mg/L	mg/L	mg/L	mg/L	mg/L
JANUARY	3	35	4.2	35	0.05	1
FEBUARY	3	35	3	35	0.07	1
MARCH	3	35	3.5	35	0.07	1
APRIL	3	35	3.4	35	0.11	1
MAY	3	35	3	35	0.06	1
JUNE	3	35	3	35	0.08	1
JULY	3	35	4	35	0.22	1
AUGUST	3	35	3.28	35	0.06	1
SEPTEMBER	3	35	3	35	0.09	1
OCTOBER	3	35	3	35	0.08	1
NOVEMBER	3	35	3	35	0.08	1
DECEMBER	3	35	3	35	0.08	1

MONTHLY AVERAGE LOADINGS

MONTH	BOD5	MONTHLY COMPLIANCE	SS	MONTHLY COMPLIANCE	TOT. PHOS	MONTHLY COMPLIANCE
	kg/d	kg/d	kg/d	kg/d	kg/d	kg/d
JANUARY	1.96	85.3	2.58	85.3	0.03	2.4
FEBUARY	1.55	85.3	1.55	85.3	0.03	2.4
MARCH	3.72	85.3	4.34	85.3	0.1	2.4
APRIL	6.36	85.3	7.21	85.3	0.2	2.4
MAY	4.22	85.3	4.22	85.3	0.1	2.4
JUNE	2.95	85.3	2.95	85.3	0.1	2.4
JULY	1.94	85.3	2.89	85.3	0.1	2.4
AUGUST	1.32	85.3	1.43	85.3	0.03	2.4
SEPTEMBER	1.36	85.3	1.36	85.3	0.04	2.4
OCTOBER	1.72	85.3	1.72	85.3	0.05	2.4
NOVEMBER	3.33	85.3	3.33	85.3	0.1	2.4
DECEMBER	2.56	85.3	2.56	85.3	0.1	2.4

Appendix E

CARDINAL WASTEWATER TREATMENT FACILITY

2019

ATAD PERFORMANCE SUMMARY

Month	Thickened WAS		Temperature	
	% TS	% VS	R1 - °C	R2 - °C
Jan	4.58	64.4	29.1	51.8
Feb	4.32	67.6	31.0	51.6
Mar	4.42	67.6	33.0	52.8
Apr	4.72	66.9	33.3	51.7
May	4.81	62.3	42.4	47.7
Jun	4.84	64.4	53.8	46.8
Jul	4.63	57.2	54.7	53.5
Aug	3.90	61.3	46.8	58.3
Sep	4.25	59.0	40.2	61.0
Oct	4.43	64.5	40.2	56.5
Nov	4.06	63.6	37.5	47.5
Dec	4.06	63.6	33.9	47.6

Committee: Public Works, Environmental Services & Facilities

Date: February 18th, 2020

Department: Environmental Services

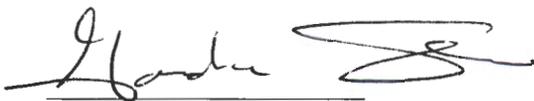
Topic: Cardinal Drinking Water System MECP Inspection Report

Background: On October 28th, 2019, an announced inspection of the Cardinal Drinking Water System was undertaken by Mr. Daniel White, Provincial Officer/Inspector for the Ministry of the Environment, Conservation and Parks.

The inspection examined compliance with various applicable Provincial Acts, Regulations, Permits, Documentation, Training and Certification requirements. The inspection found no areas of non-compliance with regulatory requirements nor any recommended best practices.

Attached is a copy of the Inspection Summary Rating Record. The full report can be made available to committee members upon request.

Staff would like to acknowledge the efforts of our Environmental Services Department, support personnel and Council in achieving this result.



Director of Operations

APPENDIX A
INSPECTION RATING RECORD
AND METHODOLOGY

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2019-2020)

DWS Name: CARDINAL DRINKING WATER SYSTEM
DWS Number: 220003582
DWS Owner: Edwardsburgh-Cardinal, The Corporation Of Township Of
Municipal Location: Edwardsburgh/Cardinal

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: October 28, 2019
Ministry Office: Kingston District

Maximum Question Rating: 521

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 102
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 42
Water Quality Monitoring	0 / 112
Reporting & Corrective Actions	0 / 42
Treatment Process Monitoring	0 / 151
TOTAL	0 / 521

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2019-2020)

DWS Name: CARDINAL DRINKING WATER SYSTEM
DWS Number: 220003582
DWS Owner: Edwardsburgh-Cardinal, The Corporation Of Township Of
Municipal Location: Edwardsburgh/Cardinal

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: October 28, 2019
Ministry Office: Kingston District

Maximum Question Rating: 521

Inspection Risk Rating	0.00%
-------------------------------	--------------

FINAL INSPECTION RATING:	100.00%
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Committee: Public Works, Environmental Services & Facilities

Date: February 18th, 2020

Department: Operations

Topic: Government Proposed Blue Box Administration Changes

Background: AMO is asking that Municipal Councils pass a resolution outlining the municipalities preferred date to transition from the Blue Box program to full producer responsibility by June 30, 2020. The requested resolution should outline the following:

- 1) Council's preferred date to transition based on exiting service provision.
- 2) Rationale for transition date.
- 3) Whether the municipality is interested in potentially continuing to provide services (e.g. contract management, collection, haulage, processing services, etc.) or not
- 4) Key contacts if there are any follow-up questions.

A sample resolution provided by AMO is attached for Council's consideration.

Considerations:

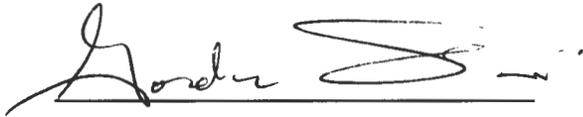
- 1) Regulation has not been passed at this point and negotiations are ongoing with respect to the types of materials that may be recycled. There are multiple unknowns that may affect administration of the new program.
- 2) Council's stated preference may not be the final determination of your transition date.
- 3) Council's interest level in being a contract administrator for the program or full step back from the program.
- 4) Council will need to consider extending the current contract with Waste Connections as it expires In February 2022.

Recommendations:

- 1) Council consider a transition date of January 2024. A third of the municipalities transition each year over the three-year phase-in period from January 2023 through December 31st, 2025. Since the contract between the Township and

Waste Connections is due to expire in February 2022, Waste Connections may find a two year contract more palatable.

- 2) Rationale for this start date is that there isn't enough information at this time to make an informed decision. Postponing commitment until year two will provide time to obtain greater insight into possible pitfalls and allow for mitigation.
- 3) Staff recommend allowing producers to assume control and operation of the system by working with municipalities and service providers.
- 4) Staff recommends The Director of Operations assume the role of Key Contact.



Director of Operations



CAO

TOWNSHIP OF EDWARDSBURGH CARDINAL

February 18, 2020

Resolution Number: 2020- _____

Moved By: _____

Seconded By: _____

Resolution on Transition to Full Producer Responsibility

WHEREAS the amount of single-use plastics leaking into our lakes, rivers, and waterways is a growing area of public concern; and

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce greenhouse gases significantly; and

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is critical to reducing waste, improving recycling and driving better economic and environmental outcomes; and

WHEREAS the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome; and

WHEREAS the Corporation of the Township of Edwardsburgh Cardinal is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products; and

WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the Township of Edwardsburgh Cardinal would like to transition our Blue Box program to full producer responsibility by **select date between January 1, 2023 and December 31, 2025**).

AND FURTHER THAT this decision is based on the following rationale:

Carried Defeated Unanimous

Mayor: _____

RECORDED VOTE REQUESTED BY: _____

NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

TOWNSHIP OF EDWARDSBURGH CARDINAL

February 18, 2020

Resolution Number: 2020- _____

Moved By: _____

Seconded By: _____

1. **Include rationale based on analysis of contracts, assets, integrated waste management system or other considerations (e.g. collection contract for Blue Box materials expires on a specific date)**

AND FURTHER THAT the Corporation of the Township of Edwardsburgh Cardinal would be interested in providing collection services to producers, should the Township and the producers be able to arrive at mutually agreeable commercial terms.

AND FURTHER THAT any questions regarding this resolution can be directed to **supply contact name and details**.

AND FURTHER THAT this resolution be forwarded to the association of Municipalities of Ontario (AMO) and the Ministry of Environment, Conservation and Parks.

Carried Defeated Unanimous

Mayor: _____

RECORDED VOTE REQUESTED BY: _____		
NAME	YEA	NAY
Councillor H. Cameron		
Councillor S. Dillabough		
Councillor J. Hunter		
Deputy Mayor T. Deschamps		
Mayor P. Sayeau		
TOTAL		

Committee: Public Works, Environmental Services & Facilities

Date: February 18th, 2020

Department: Operations

Topic: Public Works Diesel Fuel Card-Lock System

Background: The Township currently has an agreement with Ultramar Canada to supply Fleet diesel fuel to both Pittston and Cardinal Public Works locations.

Ultramar has given notice that they intend to replace both location's storage tanks with modern tanks that include level sensors and warning alarms. The new monitors will remotely provide tank levels through the internet allowing them to make more efficient fuel deliveries and reduce the risk of the Township Fleet running out of fuel.

Staff have followed up and inquired if the new tanks could include a Card-Lock system. A Card-Lock system would enable Staff to more closely monitor individual vehicle fuel consumption and possibly identify vehicles that may have performance issues, (ie. a bad injector etc.). Ultramar has responded and recommended the CUBE MC Card-Lock system. This unit will record the number of liters pumped by each unit by date and session each day. It has an additional feature that will record the unit's odometer reading after being manually entered by the operator. Staff will obtain the ability to download the information via internet. The Card-Lock system will enable staff to closely monitor and log fuel costs, mileage, inventory and possibly provide the ability to link to Citywide and generate reports.

Policy Implications: The procurement policy requires all expenditures with a value over \$5,000.00 and below \$20,000.00 to have a written quotation when possible. Quotation attached.

Financial Considerations: Ultramar has provided two financial options:

- 1) **Purchase outright** – The cost to purchase has be quoted at approximately \$5500.00 per site for a total of \$11,000.00 + non-rebated HST. The Township would then own the units and maintain possession should a new fuel provider be secured in the future.

- 2) **Lease with additional cost to fuel-** The second option available would be to lease the units and apply the cost as an addition to fuel on a cost/liter basis. Ultarmar would maintain ownership of the units and they would be removed with the tanks should a new supplier be secured in the future.

- 3) Service for the CUBE MC Card-Lock system is out of Kingston and Belleville. There are currently 25 of these units installed in Eastern Ontario.

Recommendation: Staff recommends that Council purchase the units outright at a cost of \$11,000.00 + non-rebated HST and maintain ownership of the Card-Lock system utilizing funds from the Township's Modernization Fund.



Director of Operations



CAO



DISPENSERS



FUEL KITS



PUMPS



METERS



NOZZLE



FILTRATION

CUBE MC

FEATURES

- MULTI-USER MANAGEMENT
- ALL-IN-ONE EQUIPMENT
- COMPACT DESIGN
- COMPATIBLE WITH SSM 2018 SOFTWARE
- SUCTION FILTER
- IP55 PROTECTION RATING

The PIUSI CUBE MC is the upgraded version of the world famous Cube dispenser equipped with an electronic panel able to manage up to 120 users and 255 transactions. The sturdy structure includes a self-priming vane pump, built-in bypass, automatic nozzle, and integrated nozzle holder with start/stop pump lever.

PERFORMANCE

UP TO 18 GPM	AC
FLOW RATE	VOLTAGE POWER
± 0.5%	UP TO 120
ACCURACY	USERS



CUBE 70 MC



CUBE 70 MC WITH PEDESTAL (optional)

PACKAGING

PART #	WEIGHT		PACKAGING			N. BOXES / EUROPALLET	
	KG	LBS	MM	INCH	PCS/BOX		
F0059423C	75	55	381X381X482	15X15X19	1	12	24



Quotation

2 Gurdwara Rd., Ste. #400
 Ottawa Ontario K2E 1A2
 contact: Kevin Casselman
 Phone# 613-930-3025

DATE 2/13/2020

Quotation For:

Quotation valid until: 3/14/2020

Prepared by: Kevin Casselman

Edwardsburg / Cardinal Township
 18 Center Street
 Cardinal

Comments or Special Instructions:

Locations #1 Public Works Dishaw Street Cardinal -

Location #2 Public Works Pittson Yard

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Kevin Casselman					Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
	Location #1 Public Works Yard Cardinal			
2	MCBOX 1.5	1,665.00		3,330.00
1	Soft Ware SSM 90	715.00		715.00
1	Key Reader Kit MCBOX	130.00		130.00
2	Manager Key MCBOX	75.00		150.00
2	Pedestals MCBOX	250.00		500.00
2	Pulsers K24	200.00		400.00
1	Shipping	275.00		275.00
	Location #2 Public Works Yard Pittson			
2	MCBOX 1.5	1,665.00		3,330.00
1	Soft Ware SSM 90	715.00		715.00
1	Key Reader Kit MCBOX	130.00		130.00
2	Manager Key MCBOX	75.00		150.00
2	Pedestals MCBOX	250.00		500.00
2	Pulsers K24	200.00		400.00
1	Shipping	275.00		275.00
			SUBTOTAL	\$ 11,000.00
			TAX RATE	13.00%

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
			SALES TAX	284.70
			OTHER	-
			TOTAL	\$ 11,284.70

If you have any questions concerning this quotation,
Please contact Kevin Casselman 613-930-3025 kevin.casselman@parkland.ca

THANK YOU FOR YOUR BUSINESS!