

CAO's ADMINISTRATIVE UPDATE TO COUNCIL

ADMINISTRATION / ECONOMIC DEVELOPMENT

Senior Management Team	Several 2023 capital projects and annual programs are underway. Annual reviews will take place during the month of June.
Economic Development	Staff attended Augusta Township's South Grenville Economic Development Summit this month, with presentations from Northern Cables CEO, Grenville CFDC, SG Chamber; LG Small Business Centre and the SG Digital Service Squad. The event theme and focus was on collaborations.
Training	Accessible Customer Service, Integrated Accessibility Standards Regulation and Workplace Violence and Harassment Training has been organized for Members of Council, Committee, union and non-union Township staff. There are two date options (both providing the same training), please confirm availability. Calendar invitations have been circulated, please RSVP to the one you are able to attend. Training sessions have been scheduled for June 19 from 9am to 2pm and again on June 29 from 11am to 3:30pm .
Agriculture LEAR	UCLG Planning Department has shared a notice of consultation for phase 2 of the agricultural LEAR. The Township has shared the notice on our website and through social media. Staff will bring a planning report and mapping for comment to the COW-CDC on June 5 th .
Building	The building permit fee schedule bylaw is before Council tonight. The department has issued 41 permits to date.
Bylaw	The BLEO continues to identify areas within the Township that require compliance efforts, specifically focusing on clean yards and animal control. BLEO has issued a number of orders to comply and is continually monitoring and working with individuals to gain compliance. Attended POA court in May for issues relating to clean yards and shipping container screening. Trial was set for November 2023.
Upcoming meeting schedule Time – 6:30pm unless noted otherwise	Monday June 5 - Committee of the Whole, Community Development Monday June 12, – Committee of the Whole, Admin & Operations Monday June 19– Port Management Committee Monday June 26 – Regular Council Note: Meetings this month are held at South Edwardsburgh Community Centre - 24 Sutton Drive, Johnstown

TREASURY

FIR	FIR is mostly complete and ready for submission. Once the financial statements have been approved the final submission will be ready to be submitted.
Year End	Once amended reserve bylaw is approved the final entries will be completed and year end close will be completed in MuniSoft.
Scotia GIC	The Scotia GIC will mature on July 27, 2023. Will present a discussion item at the June 12 th committee meeting

FACILITIES/RECREATION

GT Play Structure	Staff will be starting the installation this week with a 2-3 week anticipated install time frame
Docks	New dock and ramp installed last week, working with fabricator on handrails and hope to have something in place in the next couple of weeks
Pool Heaters	Johnstown installation starting May 29 and plan to have Cardinal up and running in the next couple of weeks
Pool Inspections	June 7 th for both pools. Public Swimming times will be posted in the coming week
Flowers	Hanging baskets and planted flowers went up last week throughout the township
Johnstown Tennis Courts	Phase one (Paving) will be completed in the next couple of weeks, just firming up the fencing and line painting.
Waterfront Canteen	Opens June 17 th
Diver Signage Boards	The final design is complete. The signs are being order in both English and French. We appreciate the collaboration with SOS on this initiative.
Pride Month	Banners will go up morning of June 1 st and come down the afternoon of June 30 th
SNC Youth Fish Camp	SNC will be hosting their youth Fish Camp in Cardinal August 16 th & 17 th . SNC will have more information on the sign up later this week.
Hockey Contracts	Working on contracts for both arenas for the upcoming season. Staff should have a clearer picture in the next week on the uptake.

OPERATIONS – PUBLIC WORKS

Roadside Brushing	Perform Roadside Brushing in conjunction with North Grenville on Totem Ranch Rd East - Ongoing
Misc Work	Perform grading maintenance on granular surfaces. Perform Hardtop pothole patch repairs on various roadways. Perform Seasonal Lawn Restoration repairs from winter operations at various locations.

	Perform Leaf and Yard Waste collection in Cardinal, Johnstown, New Wexford, and Spencerville. (2 times) Performed sweeping of walking path along St. Lawrence River at Cardinal Legion.
Contracts	Street Sweeping was completed in New Wexford and Johnstown Industrial Park. Street Sweeping on the rest of streets in the built-up areas are ongoing. Cracksealing has been completed on Hyndman Rd (5900m), Fredrick St (1200m), and Froom Rd (1400m).
Training	Public Works Manager attended OGRA – Fleet Management Course. Staff attended Traffic Control Book 7 Training.

OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Water Control Pollution Plant	GFL removed approximately 423 m ³ of biosolids. 2022 WPCP Annual report updated to include additional monitoring data at the request of the MECF. Report can be provided upon request. Dundee Marine completed bi-annual outfall inspection. Selleck Mechanical installed gas line sleeve (addressed Enbridge safety defect order). Annual ESA inspection completed. Addressed one minor defect. Schneider Electric completed semi-annual SCADA maintenance.
Cardinal Water Plant	Dundee Marine completed annual intake inspection and cleaning. Annual ESA inspection completed. Addressed one minor defect. Schneider Electric completed semi-annual SCADA maintenance. High lift pump # 1 motor and panel failure. Working with IECBL and Hewitts Brockville to obtain pricing and repair. Switched to chlorination for Zebra Mussel control for season.
Cardinal Distribution System	Hydrant flushing on going. Honeywell training for new water meter programming unit completed. Faulty residential curb stop valve excavated and replaced on New Street. County Road 2 project started.
Industrial Park Water System	Routine rounds completed.

Windmill Pumping Station	<p>Station upgrades and commissioning completed. Final walkthrough inspection completed with Greenfield Ethanol and Laframboise. (Capital Project)</p> <p>Dundee Marine completed intake inspection and replaced screens.</p> <p>Annual ESA inspection completed. No defects identified.</p> <p>Replaced bulk tank foot valve.</p> <p>Received order of Sodium Hypochlorite and placed chlorination system online (Zebra Mussel control).</p>
Spencerville Wastewater System	<p>Pump stop float and relays replaced in Spencerville Station # 1</p> <p>Selleck Mechanical replaced sluice gate valve in south lagoon (Capital project).</p> <p>IECBL completed pump relay replacement work at Spencerville Station 1.</p> <p>Sanitary manhole inspections on going (in house).</p> <p>Annual ESA inspection completed. Addressed two minor defects.</p> <p>Wet vs Dry Flow Assessment Study tender closed.</p>
Cardinal Sewer and Storm Collection System	<p>Sewer lateral replaced on Dundas Street from house to main.</p> <p>Storm outfall inspections on going.</p> <p>Sanitary manhole inspections on going (in house).</p> <p>Sanitary main on Dundas Street flushed and CCTV inspected.</p> <p>Annual ESA inspection completed. No defects identified.</p>

FIRE DEPARTMENT

HR	Planning is underway to host this year's women's firefighter bootcamp at the regional training center in Lyndhurst. This will potentially be a county-wide initiative.
	A firefighter appreciation dinner is scheduled for May 27 at the Drummond building in Spencerville. Invitations and requests to RSVP have been sent to active/honorary firefighters and Council members.
	The draft update to the honorarium policy will return to committee in June for further discussion. The policy utilizes an increasing rate system to encourage and reward progression through the certification process.
	A mutual-aid memorial service was held for firefighter Lucas Champagne on Friday May 5. Over 60 fire personnel from the area were in attendance.
Training	The NFPA 1001 Firefighter 1 class wrapped up with certification exam and skills testing on Saturday April 29.

	Learning contracts have been developed and submitted to the Ontario Fire College to deliver NFPA 1072 Hazmat Operations and NFPA 1002 Pumper Operations courses in August and October. Approval has not been received to date.
	One firefighter completed NFPA 1041 Fire Instructor I program. This was a blended program consisting of online pre assignments followed by 3 days of in-class instruction/evaluation.
	Mutual Aid coordinator symposium is taking place virtually May 23, 30 and June 19.
Fleet	Tanker 1 siren module was replaced under warranty. Upfit nearing completion. Familiarization and training is progressing.
Fire Prevention	Four refreshment vehicles have been inspected.
	The fire ban was removed on April 24. No ground cover fires reported to date.
	Fire Prevention Officer will be attending the Operation SAFER (Smoke Alarms for Every Residence) summit being hosted in Vaughan June 13-14.
	Enforcement is ongoing on a couple multi residential properties.
Other	EOFA convention to be hosted on June 16,17 in Cardinal. Regular committee meetings have been held in preparation. A 30-day meeting was held at the Ingredion Centre on May 16 with participating departments
	A mutual aid meeting was held at station 1 on May 9 with a good turnout from our neighboring departments. A representative from CANUTEC provided an overview of their services.
	The Fire Chiefs Association met with EMS Chief Jeff Carss and Deputy Kerry Morris to discuss tiered response agreements and issues pertaining to medical response.

EMERGENCY MANAGEMENT

Emergency Preparedness Week	EMPC delivered emergency kits and class pizza parties to the winners of our "Build a 72-Hour Emergency Kit" contest and partnership with Centennial '67 and South Edwardsburgh Public Schools.
Senior Management and Elected Official Workshop	Some members of the EMPC will be attending a Senior Management and Elected Official Workshop scheduled for Thursday June 15 from 4pm to 7pm at the Prescott Fire Department.

Councillors are reminded to please forward or cc sent/received email correspondence that is a municipal record to councilmail@twpec.ca