



TOWNSHIP OF EDWARDSBURGH CARDINAL INFORMATION ITEM

Committee: Committee of the Whole – Administration & Operations

Date: March 10, 2025

Department: Public Works

Topic: Entranceway Bylaw Additional Information

Background: At the February 10th committee meeting, staff was directed to obtain additional information on annual quantity of installs and practices of neighbouring municipalities.

Table 1 lists the total number of entranceway culverts installed, by year, over the last three seasons. The number would include both new and replacement culverts

Table 1: Entrance Culverts per Year

Year	Quantity
2024	17
2023	12
2022	22
Total	51

Table 2 on the next page provides a summary of costs and practices from some neighbouring rural municipalities. The information was primarily obtained through their website. The review suggests that our permit fee of \$100.00 is in-line; our proposed installation costs are reasonable; most of the municipalities reviewed stipulate no culvert installs over the winter periods and many have a non-refundable deposit in circumstances where a private contractor is used.

We suggest adjusting the no culvert install window to be November 15 to May 15 aligning with Augusta and installs done as time and resources permit. The applicant would have the ability to use a private contractor should our in-house install timing be unsatisfactory.

Staff will look to incorporate any additional modifications to the 2nd draft of the bylaw based on consensus feedback of the committee.

Table 2: Summary of Costs and Practices

Municipality	Permit Fee	Standard Entrance Cost	Install Timing	Private Contractor
<i>Edwardsburgh Cardinal (1st draft)</i>	\$100.00	\$1,100.00	<i>Between July 15 and November 15</i>	\$2,000.00 refundable deposit
North Grenville (2021)		\$850.00 (includes gravel, culvert and installation)	No installs during winter season and no guarantee on delivery as when time and resources permit	No mention
Augusta	\$125.00	\$1,802.44	May take up to 3 weeks from completed application and installs only between May 15 and November 15	\$2,000.00 refundable deposit
South Dundas	\$100.00	Inspection only	No permanent entrances are to be installed between December 1 and April 15	Contractor installs
North Dundas	\$100.00	Inspection only	No permanent entranceway will be installed between December 1st and April 15th	Contractor installs
South Stormont	\$170.00	Inspection only		Contractor installs
Leeds and 1000 Islands (2008) Fees (2024)	\$250.00	Full cost of the installation	Unclear.	Residential: \$750.00 refundable deposit Commercial: \$2000.00 refundable deposit



Director of Operations



Manager of Public Works