

CAO's ADMINISTRATIVE UPDATE TO COUNCIL

ADMINISTRATION / ECONOMIC DEVELOPMENT

Economic Development	The Inaugural Regional Tourism Destination Strategy is available on the Counties website. The strategy includes a Destination Development Plan, Destination Management Plan and Destination Marketing strategies. The project was led by the Counties Economic Development office with agencies Twenty31 and Alphabet Creative and prepared with contributions from a wide network of stakeholders.
Planning-Zoning	The Township received an appeal of the new zoning bylaw which will be forwarded to the Ontario Land Tribunal. The appeal relates to the operations at the Hunter Quarry. Staff are working through various Planning inquiries and applications for severance, zoning amendments and minor variances.
OTF Application	The Township was notified that the application to the Resilient Community Fund was not successful as it did not align with the funding outcomes
Building	The total number of building permits issued to date is 100 building permits, which includes three new residential permits for the month of July. Of the 100 building permits 14 were for swimming pools. Over the last two months approximately 90 % of the delinquent or inactive building permits over the last three years have been updated or finalized.
Bylaw	BLEO continues to identify and issue violation notices within the Township for properties that require compliance measures, specifically focusing on clean yards. The BLEO continues to monitor and gather additional information for various cases awaiting trial.
Upcoming meeting schedule Time – 6:30pm unless noted otherwise	Thursday July 28 – Tri-Council meeting Tuesday, August 2 – Committee of the Whole, Community Development Monday, August 8 – Committee of the Whole, Admin/Finance Monday August 15– Committee of the Whole, PW/ES/F Wednesday, August 17 – Port Management Committee Monday, August 22 – Regular Council

TREASURY

2022 Final Tax Bills	The final tax bills for 2022 will be generated and mailed the 1 st week of August and are due August 31st
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Foodcycler Pilot Program	The 12-week Foodcycler pilot program has been completed and an online survey has been emailed to all participants. As of July 20 th , 70 responses have been received. Following the submissions of surveys, a report will be coming to council to provide an update on the success of the pilot and recommend next steps.
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FACILITIES/RECREATION

Pools & Camp	The first session for both locations finished up July 15 th with great success. Day trip to Mon Cascade had a bus load of 42 kids.
Cardinal Swim Meet	Cardinal hosted the first swim meet of the year on July 16 th , 7 teams participated in the event which was a huge success.
Giant Tiger Donation	New Lane ropes for the pools were donated by Giant Tiger in partnership with SERA. They were used at our swim meet in Cardinal.
Minor Ball	The Johnstown Ball league ran a very successful 2-day tournament last weekend, the pool was opened earlier on the Saturday morning for the kids and was well utilized.
Cardinal Waterfront	The Pavilion continues to get used on weekends for family picnics, staff have done a great job keeping the grounds cleaned up.
Ingredion Ice	First rental will be Monday August 8 th
The Healing Place	Recreation staff have met with SNC to understand the scope of work that needed to be done on the lot Staff have now cut the lot once and will make a bi-weekly cut going forward.

OPERATIONS – PUBLIC WORKS

Staff	One Employee progressing to Equipment Operator 2
Dust suppressant	Dust suppressant application completed on Township Roads. Denchem has contacted the Township and offered some low concentration CaCl ₂ to the Township for free. Staff are applying it to roads.
Roadside mowing	The first pass of roadside mowing is complete.
Weed spraying	Roadside weed spraying in partnership with the Counties completed
Road sweeping	Road and parking lot sweeping in the Township has been completed by Munro and in partnership with Prescott
Storm Repair	Assisted ES with catch basin repair in Cardinal
Spencerville drainage	Spencerville drainage project underway. Pipe is scheduled to begin laying July 18 th .
Johnstown drainage	Johnstown drainage project has been delayed for 4 weeks. The contractor is focusing on Spencerville and will move all forces to Johnstown once Spencerville is complete
County Rd. 2 project	Bore hole locations marked in preparation for Geotechnical work to commence in August.

OPERATIONS – ENVIRONMENTAL SERVICES

Cardinal Wastewater Treatment Plant	Received Grit Dewatering Screw System. Air-Handler-Filters removed and cleaned. Capital Controls completed annual calibrations on ATAD Vessel Temperature sensors and Dissolved Oxygen Sensor. IECBL repaired the exterior lighting system. Routine maintenance completed.
Cardinal Water Plant	Annual ESA inspection completed. Falcon Security serviced an alarm communicator system. Adverse Sodium Sample- reported and resampled. Resample below regulatory limits. No further action required. Routine maintenance completed.
Cardinal Distribution System	Adverse Lead sample result at the Walter St Sample Station- reported, resample results below regulatory limits. No further action required. Routine dead-end hydrant flushing on going. Water main break on Meadowlands Drive. Repaired, flushed and collected a microbiological sample. Landmark completed ROV inspection of the water tower. A new water service has been installed on Adelaide Street. Stelem serviced four fire hydrants.
Industrial Park Water System	Stelem serviced one fire hydrant. Routine rounds completed.
Windmill Pumping Station	Annual ESA inspection completed. Routine rounds completed.
Spencerville Wastewater System	Cleaned floats in Spencerville Station # 1. Annual ESA inspection completed. Coco Paving completed CCTV inspection of sewer mains ahead of storm main project. Routine maintenance completed.
Cardinal Sewer and Storm Collection System	Annual ESA inspection completed. Storm main repair on corner of John & Victoria Street. Clean Water Works completed preparation work for CIPP lining the Helen Street sewer main. (Capital project) A new sewer lateral service has been installed on Adelaide Street.

OPERATIONS – MUNICIPAL DRAINS

Ferguson Drain	Greer Galloway Group has developed a tender for the two culvert replacements in the Ferguson Municipal drain South of Dobbie Rd. The tender is set to go out July 19 th with a closing date of August 16 th at 4pm.
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Newport/CR2	Robinson Consultants are preparing tender documents. The tender package should be ready by July 29.
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FIRE DEPARTMENT

Training	<p>There is no regular training scheduled in July.</p> <p>Several members completed an 8-hour online Before Occupational Stress program.</p> <p>One member attending NFPA 1001 FFII at the Regional Training Centre in Lyndhurst.</p> <p>Chief and Capt. Bruce instructed an NFPA 1002 Pumper Operations course at the RTC.</p>
HR	<p>A recruitment information session was held with 9 potential members attending.</p> <p>Physical and cognitive testing will be completed in August.</p> <p>Received the resignation of a member moving out of the Township.</p>
Fleet	<p>Pumper 1 developed a significant coolant leak returning from a call and was taken out of service. Repair completed by Selleck's Truck & Trailer.</p> <p>Apparatus service and safety are scheduled August – September.</p> <p>Krown scheduled to treat fire and PW fleet on September 26.</p> <p>Several minor truck repairs were completed and parts ordered by apparatus tech from Iron Trade Works.</p> <p>The technician noticed a bulge in the water tank on Pumper/Tanker 7 and suspects a broken baffle inside the tank. The unit will remain in service and repair scheduled in the next few weeks.</p>
Fire Prevention	<p>FD participated in the summer reading program at the Cardinal Library on July 14 and scheduled to attend the Spencerville Library on August 18.</p> <p>Cooperation received from building owner to comply with fire safety inspection orders.</p> <p>The automated burn permit system was down for a short period due to technical difficulties with its phone service provider. The website and permit manager were not affected.</p>

EMERGENCY MANAGEMENT

Annual Emergency Exercise	<p>We will be participating with the UCLG on an exercise this year.</p> <p>The date is set for September 13.</p>
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Councillors are reminded to please forward or cc sent/received email correspondence that is a municipal record to councilmail@twpec.ca