LUCAN BIDDULPH COUNCIL AGENDA

TUESDAY, JUNE 2, 2020 6:00 PM
Lucan Biddulph Township Office
270 Main Street P.O. Box 190 Lucan, ON

AGENDA

MEETING TO BE HELD ELECTRONICALLY. THE MEETING WILL BE AVAILABLE AS FOLLOWS AT 6:00 P.M. ON JUNE 2, 2020
https://www.youtube.com/channel/UCeA4Y0M03UFY2O_nbymnWHg

1. Call to Order

2. Disclosure of Pecuniary Interest & Nature Thereof

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

3. In-Camera Session

4. 6:00 pm, Public Meeting Under Planning Act, R.S.O. 1999, c. P.13

(Note: Resolution required for the Council to adjourn its regular meeting in order to sit as a Committee of Adjustment under the Planning Act.).

a) Consent Application B-5-2020
Catharina Agatha Malbrecht, Applicant
34237 Mitchell Line
PL-04-2020 - Planner's Report re Malbrecht Application for Consent and ZBA

(Note: Resolution required for the Council to adjourn Committee of Adjustment to convene a Public meeting under the Planning Act.)

b) Zoning Amendment Application ZBA-3-2020
Catharina Agatha Malbrecht, Applicant
34237 Mitchell Line
see report no. PL-04-2020 listed as 3(a)

(Note: Resolution required for the Council to reconvene its regular meeting.)

5. Petitions & Delegations

Rod Dupuis and Renee Hornick, OCWA (Ontario Clean Water Agency

Lucan WPCP 2019 Annual Report

Granton WPCP 2019 Annual Report

WWTP - Lucan Operational Report - First Quarter

WWTP - Granton Operational Report - First Quarter

6. Adoption of Minutes

Council Minutes - May 19 2020

7. Business Arising From the Minutes

BA June 2 2020

8. Communications Reports

a. Balance of Communications:
   i. Resolution - City of Kitchener - Universal Basic Income
   ii. Support Resolution - Request of Support for High Speed Internet Connectivity in Rural Ontario
   iii. UTRCA BOD Meeting Minutes & May 26 Board Meeting Video
   iv. AMO Watchfile May 21
   v. AMO Watchfile May 28

9. Committee Reports

a) CEDC
b) Bluewater Recycling
c) Lake Huron
d) Fire Boards
e) ABCA
f) UTRCA
g) Parks & Recreation
h) Canada Day

10. Staff Reports

a) CAO/Clerks Office

HS-01-2020 - WSIB Health & Safety Excellence Program

CAO-09-2020 - Lucan Master Servicing Plan

b) Building/By-law Enforcement
c) Finance
d) Planning
e) Public Works
PW-16-2020 - MAMP Grant 2020

f) Parks & Recreation
PR-07-2020 - 2020 Day Camps and Pool Season

g) Economic Development

11. Councillor's Comments

12. Changes to Budget

13. Notice of Motions

14. Motions and Accounts
Motions June 2 2020

15. By-laws
22-2020 Confirming

16. Adjournment

Planning Department
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June 2, 2020

REPORT

TO: Members
Committee of Adjustment and Council
Township of Lucan Biddulph

FROM: Dan FitzGerald, Planner

RE: **Applications for Consent (B-2/2020) and Zoning By-law Amendment (ZBA 03/2020)**
Catharina Agatha Alida Malbrecht (Owner/Agent)
34237 Mitchell Line

Purpose:
The purpose of these applications is to permit the severance **(B-2/2020)** of an existing farm from the residence for the purpose of farm consolidation. This application is considered to be a "reverse" surplus farm dwelling severance. The farm dwelling, which will be surplus to a farmers operation who is purchasing the lands and consolidating the lands into their business, is proposed to be retained by the current land owners. Additionally, the subject lands are proposed to be rezoned **(ZBA 03/2020)** to recognize the residential use associated with the lands to be retained, while prohibiting the construction of a new dwelling on the lands to be conveyed consistent with the Provincial Policy Statement (PPS). The rezoning application also seeks to address a lot frontage deficiency for the lands to be severed.

Background (see Figure 1):
The subject property is a 31.9 hectare (78.85 acre) farm parcel located on the west side of Mitchell Line (Highway 23), legally described as Part of Lots 27 and 28, Concession 8, Parts 2 and 3 of Registered Plan 33R12037, in the Township of Lucan Biddulph. The lands are designated Agricultural according to the Township Official Plan and zoned General Agricultural (A1) according to the Township Zoning By-law. See attachment 1.

The applicant is requesting to sever approximately 31.04 ha (76.7 ac) of farm land for the purpose of a farm consolidation. To prohibit any new residential use on the remnant farm parcel consistent with the Provincial Policy Statement (PPS) and to recognize a proposed reduced frontage and reduced minimum lot area, the farmland is proposed to be rezoned to a 'site specific' Agricultural (A3-#) exception zone. The retained lands are proposed to have an area of approximately 0.83 ha (2.05 ac) of land occupied by a single detached dwelling, an above ground pool and various accessory buildings (a wood shed, storage shed and detached garage). The lands to be retained are proposed to be rezoned to a Surplus Dwelling (SD) Zone to recognize the residential use. See attachment 2.

The proposal is summarized below:

	'Lands to be severed – farm'	'Lands to be retained - house'
Lot Frontage	125.34 metres (1168 ft) Mitchell Line	73.75 m (241.96 ft) Richmond Street
Lot Depth	1017.9 m (3339.5 ft)	103.53 m (339.6 ft)
Lot Area	31.9 ha (78.85 ac)	0.83 ha (2.05 ac)

The lands proposed to be retained contain an existing single detached dwelling, an above ground pool, a wood shed (40 ft x 24 ft), a storage shed (40 ft x 60 ft), a detached garage (24 ft x 24 ft), and an outdoor wood furnace. The lands proposed to be retained contain a privately owned individual well and septic system and also include one separate driveway access to Mitchell Line, Provincial Highway (23).

The lands proposed to be severed contain agricultural land in crop production, are not serviced, and maintain their own access off Mitchell Line, Provincial Highway (23).

Surrounding land uses are predominantly agricultural in nature.

Policy and Regulation Background

The subject lands are located within a 'Prime Agricultural Area' as defined by the 2014 Provincial Policy Statement and within the 'Agricultural' designation of the County and Township Official Plans.

The subject lands are zoned 'General Agricultural (A1) according to the Township Zoning By-law.

Provincial Policy Statement (PPS)
Section 2.3.4.1(c) of the PPS directs that lot creation may be permitted for a residence surplus to a farming operation as a result of farm consolidation, provided the new lot is limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and new residential dwellings are prohibited on the remnant parcel of farmland.

County of Middlesex Official Plan
Section 4.5.3.4(a) of the Plan indicates that consents to sever a residence surplus to a farming operation as a result of farm consolidation may be permitted, provided the residence was built prior to January 1, 1999 and that new residential dwellings are prohibited on any vacant remnant parcel of farmland created by the severance.

Township of Lucan Biddulph Official Plan
Section 3.1.1.10 of the Township of Lucan Biddulph Official Plan states that dwellings considered surplus to a farming operation as a result of farm consolidation, meaning the acquisition of farm parcels to be operated as one farm operation, may be severed from the balance of the farm subject to the following criteria:

a) The surplus dwelling shall have been in existence as of January 1st, 1999 and in a sound and reasonable state of condition to permit human habitation.
b) The remaining farmland shall be zoned agricultural and new dwelling shall be prohibited.
c) Farm buildings and structures deemed surplus to the needs of the farm, which may be incompatible with the disposal of a surplus dwelling, may be required to be demolished or removed as a condition

of consent, or retained and decommissioned of any livestock barn or the facilitation of manure storage for livestock purposes.

d) The dwelling shall not be severed from the farm where it may have a detrimental impact on the operation, expansion or flexibility of any nearby livestock operation.
e) An agreement shall be entered into and registered on title advising future owners of the potential for odours and similar adverse impacts arising from neighbouring farm operations despite the fact that such operations may be operating in accordance with normal farm practices.
f) An adequate water supply be available to service the dwelling to the satisfaction of the Township.
g) Sanitary waste disposal systems must be available to service the dwelling an upgraded to current standards, and wholly contained on the proposed lot in accordance with the required setbacks to the satisfaction of the Township.
h) Vehicular access shall be available or made available from a public highway or public road of reasonable construction and maintenance.
i) The frontage and size of the proposed lot shall be suitable for the purpose intended and shall generally only be a large as necessary to accommodate an on-site water and sanitary waste disposal system. The lot shall be a regular shape and the loss of productive farm land shall be minimized, while ensuring the requirements of the Zoning By-law are met. An amendment to the By-law shall be required.

Township of Lucan Biddulph Zoning By-law No. 100-2003
Current Zoning: The existing 'General Agricultural (A1) Zone' permits generally agricultural and requires a minimum lot area of 40 ha and a minimum lot frontage of 150 m.

Proposed Severed Parcel Zoning: The proposed severed parcel zoning is a 'site specific' 'Agricultural (A3-#) exception zone' and generally only permits agricultural uses. The establishment of a single until dwelling is not permitted in the 'Agricultural (A3) Zone'. It requires a minimum lot area of 39 ha and a minimum lot frontage of 150 m.

Proposed Retained Parcel Zoning: The proposed retained parcel zoning is 'Surplus Dwelling (SD) Zone' and generally permits residential uses, including a single unit dwelling. It requires a minimum lot area of 4,000 m2, a maximum lot area of 1 ha, and a minimum lot frontage of 50 m.

Analysis:
The Provincial Policy Statement (PPS), County Official Plan and Township Official Plan generally permit lot creation in agricultural areas for a dwelling surplus to a farming operation as a result of farm consolidation. This is subject to evaluation criteria, including but not limited to, the dwelling being habitable and in existence as of January 1, 1999.

Consolidation means the acquisition of additional farm parcels to be operated as one farming operation. While the applicant does not own additional farms, the purchaser of the proposed severed farmlands already owns additional farm lands, which contain a residence. Staff are satisfied that a consolidation will occur as the applicant has provided an agreement of purchase and sale between the owner and the authorized agent, being 806538 Ontario Ltd.

The existing dwelling is a single detached dwelling originally constructed in 1905, is structurally sound and currently occupied by the applicant. The existing residence is on a private individual well and septic system and will be verified through conditions of consent. Staff is satisfied that the foregoing tests contained in the Provincial Policy Statement, County Official Plan and Township Official Plan have been satisfied and that farm consolidation is achieved, rendering the dwelling surplus to a farming operation.

In order to facilitate the proposed severance and to fulfill a recommended condition of Application for Consent B-5/2020, a concurrent Zoning By-law amendment was submitted. To prohibit a new residential use on the balance of the farm consistent with the PPS, the County Official Plan and Township Official Plan, the applicant has requested a 'site specific' Agricultural (A3-#) Exception Zone. An exception zone is required to permit a proposed reduced frontage size of 125.34 metres and reduced minimum lot area of 31.9 hectares, whereas the Agricultural (A3) Zone requires a minimum frontage of 150 metres and minimum lot area of 39 hectares. The rezoning application also proposes a Surplus Farm Dwelling (SD) Zone to recognize the residential use and reduced parcel size. This rezoning is appropriate in that the lots resulting from the consent are capable of conforming to all other zoning requirements. A deposited reference plan will be required to accurately describe the limits of the lands being rezoned.

Planning staff are satisfied that the criteria for the proposed severance of a surplus farm residence on the lands have been met or can be appropriately addressed via conditions of consent.

Consultation:
Notice of the application has been circulated to agencies, as well as property owners in accordance to the requirements of the Planning Act. The following comments were received:

Agency Comments

1. Ausable Bayfield Conservation Authority:
   No comments.

2. Hydro One:
   No comments or concerns at this time.

3. Ministry of Transportation:
   The Ministry of Transportation (MTO) has completed its review of municipal file no. B-5-2020 and ZBA-3-2020 and overall subject site in accordance with the Public Transportation and Highway Improvement Act and MTO's Highway Access Management policy and have the following comments.

   - To secure a uniform right-of-way for future widening of the highway, we require the owner(s) to convey to Ministry of Transportation by deed, free and clear of all mortgages, liens and encumbrances, a 3.048 metre (10-foot) property widening along the former rail corridor fronting the highway. This widening must be illustrated as a part(s) on a reference plan.
   - A draft reference plan must be submitted to the ministry for review and approval prior to being deposited. As well, a draft of the transfer deed and certification of title conveying the part(s) to MTO must be submitted for our review and approval prior to being registered.
   - MTO entrance permits will be required for both parcels defining the site specific use for each property
   - Access to the retained farm land via the old rail corridor shall only be used for the retained parcel and not any other adjoining lands.

4. Chief Building Official:
   a. A separate entrance is required to Mitchell Line. An entrance permit shall be obtained from the Ministry of Transportation.
   b. Any laneway access to the severed farm lands is required to be removed and replaced with a one metre wide planting strip.

c. All retained buildings must be confirmed by a professional engineer, to be suitable to support a residential accessory use. Many of these buildings were approved as 'farm buildings' which are built to a different standard than residential accessory buildings. A building permit would be required if improvements are to be made.
d. Clean up of properties: please include a condition which requires the removal of all debris (including cut vegetation, waste, abandoned vehicles, etc, and that the retained portion be levelled and cleared. Any wood remaining for 'wood-heat' must be stored and stacked neatly.
e. Encroachment: the hand-drawn submission shows a linkage between the storage shed – woodheat – house. This linkage appears to encroach onto the severed lands. Please request clarification.

Public Comments

At the time of writing the report, no comments or concerns have been received from the public regarding the proposal.

Consent Recommendation:

THAT **Application for Consent B-5/2020** filed by Catharina Malbrecht to sever a parcel of land for the purpose of farm consolidation and to retain the disposed surplus farm dwelling, having a lot frontage of approximately 73.75 metres along Mitchell Line, a lot depth of approximately 103.53 metres and a lot area of approximately 0.83 hectares from a property legally described as Part of Lots 27 and 28, Concession 8, Parts 2 and 3 of Registered Plan 33R12037, in the Township of Lucan Biddulph, being located on the west side of Mitchell Line (Provincial Highway 23) and known municipally as 34237 Mitchell Line; **BE GRANTED** subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act be issued within one year of the date of the notice of decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled.
2. That the lands being conveyed be rezoned to a 'site specific' Agricultural (A3-#) Exception Zone to permit their frontage and size for agricultural purposes as well as prohibit any new residential use.
3. That the lands being retained be rezoned to Surplus Dwelling (SD) Zone to recognize the residential use.
4. That the applicant confirm, to the satisfaction of the Township, that the septic system will be wholly contained on the lands being conveyed in accordance with Ontario Building Code requirements and that a 100 percent contingency area be shown to exist on same.
5. That the lands to be conveyed be transferred to 806538 Ontario Ltd to ensure the consolidation occurs with their existing farming operation.
6. That the applicant initiate and assume, if required, all engineering costs associated with the preparation of revised assessment schedule(s) for any municipal drain having jurisdiction in accordance with the Drainage Act, as amended, such costs to be paid in full to the appropriate engineering firm prior to submitting a registered copy of the transfer.
7. That the taxes on the subject lands are paid in full.
8. That the applicant's solicitor submits an Acknowledgment and Direction duly signed by the applicant.
9. That the applicant's solicitor submits an undertaking, in a form satisfactory to the Secretary-Treasurer, to register an electronic transfer of title consistent with the Acknowledgment and Direction and the decision of the Committee of Adjustment.

10. That an address be assigned and number erected for the retained agricultural parcel.
11. That any laneway or access from the residential lands to the farm lands be removed and replaced with a minimum 1.0 metre wide planting strip.
12. That all retained buildings must be confirmed by a professional engineer, to be suitable to support a residential accessory use. A building permit is required if any improvements are to be made.
13. That the property be cleaned up and all debris, including cut vegetation, waste, abandoned vehicles and the like shall be removed. Any wood remaining for 'wood heat' must be stored and stacked neatly.
14. That the applicant confirm that the wood furnace heat pipe running between the shop and house does not encroach onto the severed lands.
15. That the owner(s) be required to convey to Ministry of Transportation by deed, free and clear of all mortgages, liens and encumbrances, a 3.048 metre (10-foot) property widening along the former rail corridor fronting the highway. This widening must be illustrated as a part(s) on a reference plan. A draft reference plan must be submitted to the ministry for review and approval prior to being deposited. As well, a draft of the transfer deed and certification of title conveying the part(s) to MTO must be submitted for our review and approval prior to being registered.
16. That a new MTO Entrance Permit shall be applied for and obtained for both parcels defining the site specific use for each property.
17. That the owner confirm to the MTO that the access to the retained farm land via the old rail corridor shall only be used for the farm parcel and not any other adjoining lands.
18. That two copies of the reference plan are submitted to the satisfaction of the Township.

Reasons:

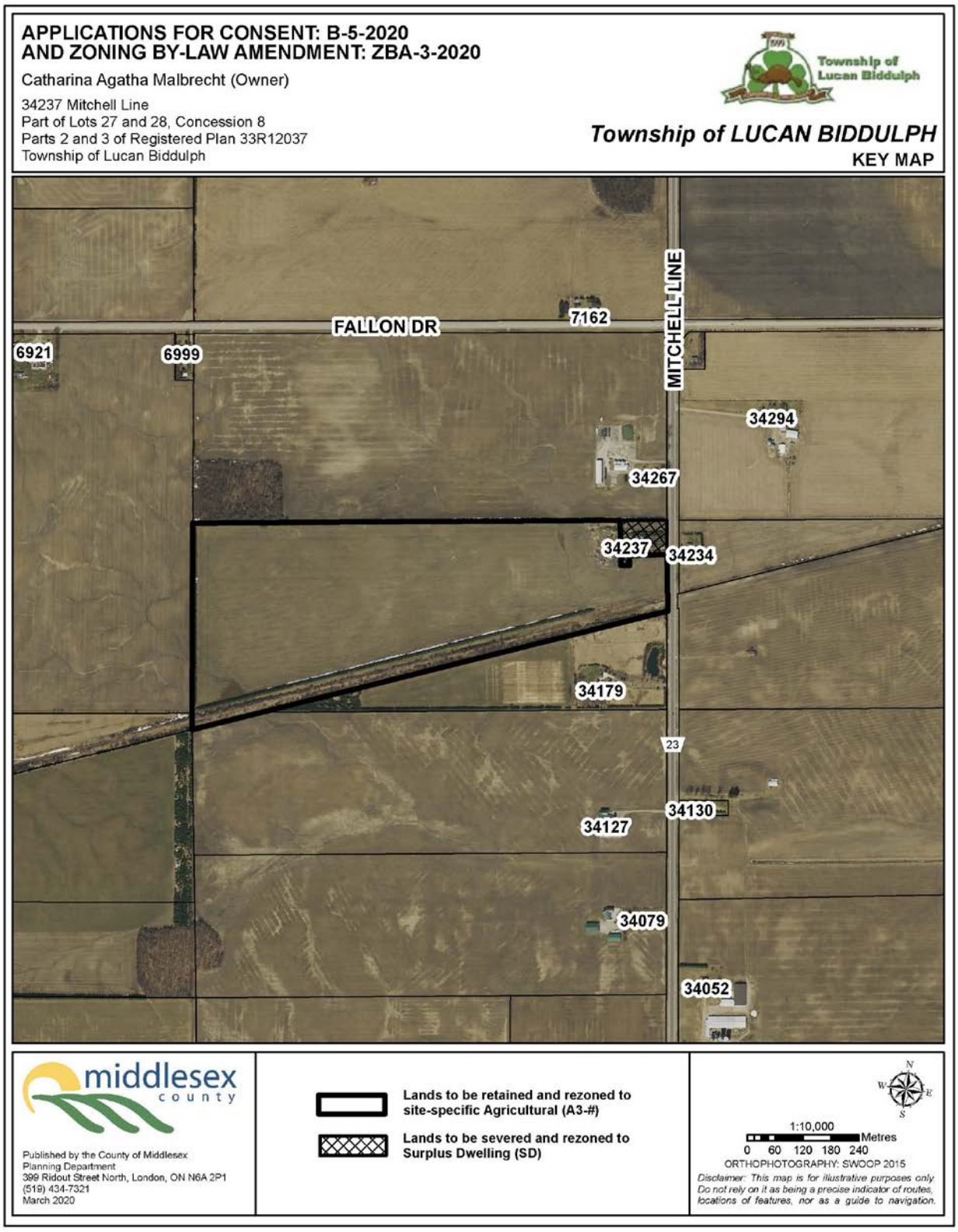
- Consistency with the Provincial Policy Statement would be maintained;
- Conformity with the County of Middlesex Official Plan and the Township of Lucan Biddulph Official Plan would be maintained;
- The requirements of the Township of Lucan Biddulph Zoning By-law are capable of being satisfied through an amendment thereto.

Rezoning Recommendation:

THAT **Application for Zoning By-law Amendment ZBA 03/2020**, for lands owned by Catharina Agatha Alida Malbrecht and legally described as Part of Lots 27 and 28, Concession 8, Parts 2 and 3 of Registered Plan 33R12037, in the Township of Lucan Biddulph, being located on the west side of Mitchell Line (Provincial Highway 23) and known municipally as 34237 Mitchell Line, be approved and that the implementing By-law be forwarded to Township Council for consideration once a deposited reference plan has been provided to the satisfaction of the Township.

This opinion is provided prior to the public meeting and without the benefit of potentially receiving all comments from agencies or members of the public. Should new information arise regarding this proposal prior to or at the public meeting, the Council is advised to take such information into account when considering the application.

Attachment 1:



Attachment 2:

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Catharina Agatha Alida Malbrecht
34237 Mitchell Line, Lucan

To be severed and use for residential.

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) shall not be liable in any way for the use or any information on this map, of, or reliance upon, this map.

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Map Created: 2/29/2020
Map Center: 43.20426 N, -81.35075 W

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Catharina Agatha Alida Malbrecht
34237 Mitchel Line, Lucan
Lands to be retained by new owner.
to be used for agriculture.
N
LOT 26
CON 6
914.65 m
102.58 m
81.39 m
125.34 m
Area: 31.07 ha
Perimeter: 2,757.92 m
430.85 m
1,048.37 m
LOT 25
CON 6
0
0.26km
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Map Created: 3/1/2020
Map Center: 43.20177 N, -81.35395 W

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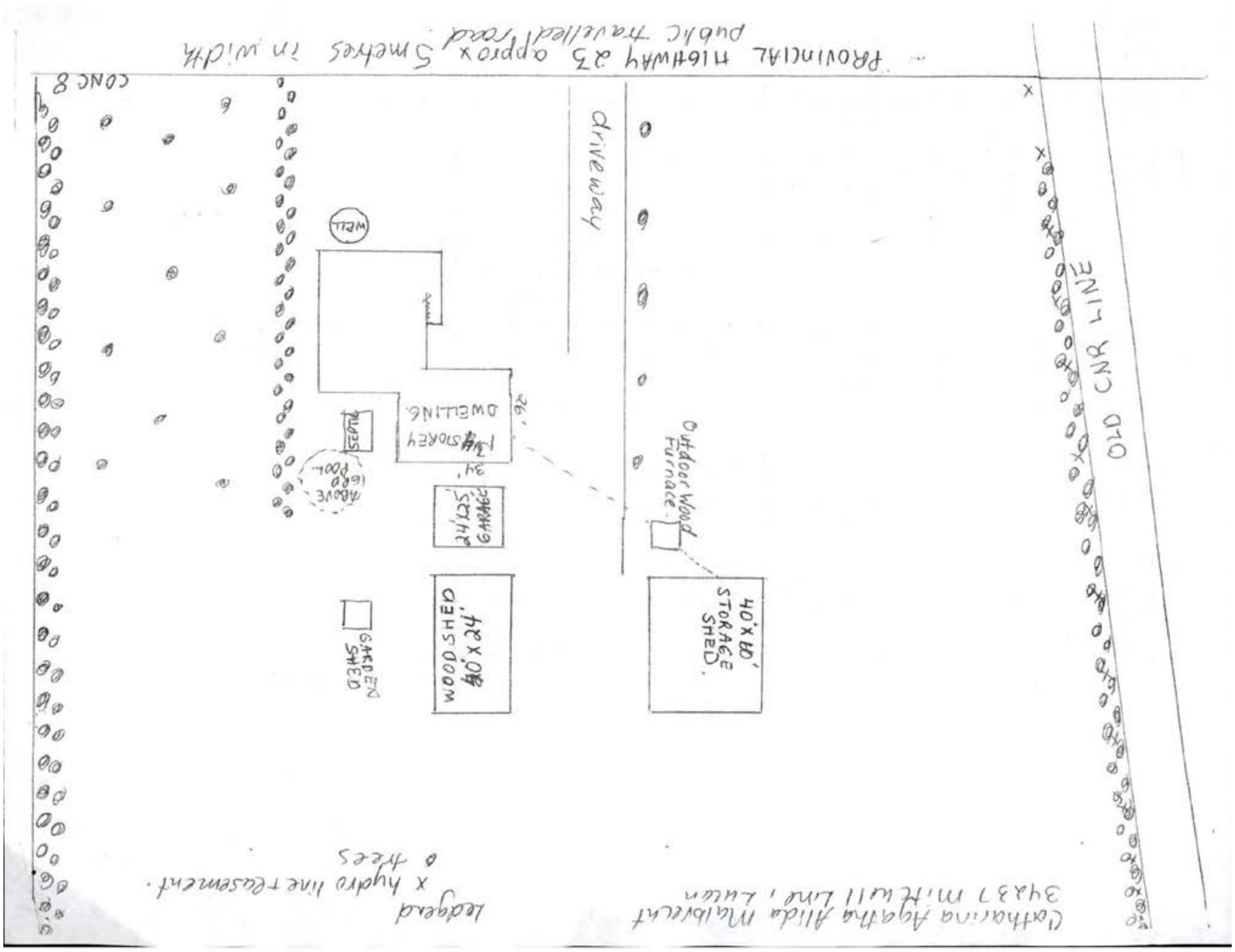
PROVINCIAL HIGHWAY 25 approx 5 metres in width
public travelled road
CONC 8
driveway
WELL
DWELLING
Outdoor Wood Furnace
40' x 60' STORAGE SHED
GARDEN SHED
WOOD SHED
OLD CNR LINE
Legend
x hydro line + easement
o trees

Ontario Clean Water Agency
Agence Ontarienne Des Eaux

2019 Compliance Report

for the

Lucan WPCP

Municipality of Lucan-Biddulph

Works #120002754

The Ontario Clean Water Agency is the contracted Operating Authority of the Lucan Water Pollution Control Plant (WPCP).

The Lucan WPCP operators under Amended Environmental Compliance Approval Number 7008-B7CJWY issued February 11, 2019.

The Lucan Water Pollution Control Plant is a Class 4 Wastewater Treatment plant.

The Lucan WPCP was expanded and upgraded in 1992 to an aeration type process. The sewage treatment plant is located at lot 25, Concession 4, in Biddulph Township, 6242 Fallon Drive and consists of the following:

- Raw sewage pumping station with five submersible pumps and one standby diesel generator
- Force mains to treatment plant and lagoon storage area
- Extended aeration plant with automatically raked bar screen, grit chamber, aeration basins, secondary clarifiers, return activated sludge system, chemical storage and feeding systems, aerobic digesters, sludge storage system, effluent filtration, ultra violet disinfection system and post aeration system
- Outfall sewer to Heenan Drain which drains to the Little Ausable River
- Standby power diesel generator
- Various related buildings for above processes
- Two cell lagoon system for storing excessive flows

(a) A summary and interpretation of all Influent, monitoring data and a review of the historical trend of the sewage characteristics and flow rates

The total raw sewage flow into the Lucan WPCP during the 2019 reporting period was 405,809 m^3 / year; the total raw sewage flow into the plant in 2018 was 381,471 m^3 / year. Raw sewage flow into the Lucan WPCP increased by 6% from 2018 to 2019.

Amended Environmental Compliance Approval # 7008-B7CJWY identifies the plant's design rated capacity of 1,700m^3 per day.

The average daily flow in 2018 was 1047.10 m^3/ day; this is 61.59 % of the plant's design rated capacity. The average daily flow in 2019 was 1113.17 m^3/ day; this is 65.48 % of the plant's design rated capacity.

The 2019 maximum daily raw sewage flow of 2,871 m^3 occurred in November; this is 168.88 % of the plants design rated capacity of 1,700 m^3 / day. The 2018 maximum daily raw sewage flow of 3,047 m^3 occurred in February; this represents 179.24 % of the plants rated capacity. High influent flows in 2018 and 2019 were directly related to snow melt or heavy precipitation in the area.

In 2019, 11,536 m^3 of raw sewage was diverted to the storage lagoon due to high flows into the Chestnut Pumping Station; in 2018, 17,512 m^3 of raw sewage was diverted to the lagoon for storage. The lagoon is then decanted to the plant during lower flow conditions.

The design rated capacity of 1,700 m^3 / day was exceeded on multiple days in 2019; all exceedances were related to snow melt or rain. The Lucan WPCP 2019 Annual Average Daily Influent flow of 1113.17 m^3 is compliant with the design rated capacity.

Plant influent flow is affected by heavy weather events; the plant is consistently operating above 60 % of the design rated capacity.

Lucan Water Pollution Control Plant
Raw Sewage - Influent

Parameter	2018 Average Monthly Concentration	2018 Maximum Monthly Concentration	2019 Average Monthly Concentration	2019 Maximum Monthly Concentration
BOD5	120.97 mg/L	173.6 mg/L	127.07 mg/L	199.75 mg/L
Total Suspended Solids (TSS)	64.85 mg/L	196.75 mg/L	77.3 mg/L	164 mg/L
Total Phosphorus (TP)	3.12 mg/L	5.02 mg/L	3.04 mg/L	4.57 mg/L
Total Kjeldahl Nitrogen (TKN)	30.38 mg/L	42.85mg/L	32.62 mg/L	47.20 mg/L

The 2018 raw influent annual average Biochemical Oxygen Demand (BOD5) concentration was 120.97 mg/L with a maximum monthly concentration of 173.6 mg/L recorded for July 2018. The 2019 raw influent annual average Biochemical Oxygen Demand (BOD5) concentration was 127.07 mg/L with a maximum monthly concentration of 199.75 mg/L recorded for September 2019.

The 2018 raw influent annual average Total Suspended Solids (TSS) was 64.85 mg/L with a maximum monthly concentration of 197.75 mg/L recorded for June 2018. The 2019 raw influent annual average Total Suspended Solids (TSS) was 77.3 mg/L with a maximum monthly concentration of 164 mg/L recorded for July 2019.

The 2018 raw influent annual average Total Phosphorus (TP) concentration was 3.12 mg/L with a maximum monthly concentration of 5.02 mg/L recorded for June 2019. The 2019 raw influent annual average Total Phosphorus (TP) concentration was 3.04 mg/L with a maximum monthly concentration of 4.57 mg/L recorded for June 2019.

The 2018 raw influent annual average Total Kjeldahl Nitrogen (TKN) concentration was 30.38 mg/L with a maximum monthly concentration of 42.85 mg/L recorded for June 2018. The 2019 raw influent annual average Total Kjeldahl Nitrogen (TKN) concentration was 32.62 mg/L with a maximum monthly concentration of 47.2 mg/L recorded for September 2019.

Lucan Water Pollution Control Plan raw sewage characteristics for parameters BOD, TSS, TP and TKN are consistent from year to year; see above chart comparing current and previous year data. Raw sewage samples are collected weekly and sent to an accredited lab from analysis of BOD, TSS, TP and TKN.

Appendix A contains a summary of Lucan WPCP process sample results and flow values per Amended Environmental Compliance Approval # 7008-B7CJWY issued February 11, 2019.

(b) A summary and interpretation of all Final Effluent monitoring data, including concentration, flow rates, loading and a comparison to the design objectives and compliance limits in Amended Environmental Compliance Approval Number 7008-B7CJWY including an overview of the success and adequacy of the Works;

Effluent Concentration Limits			
Parameter	**Average Monthly Concentration**	**2019 Annual Average Concentration**	**2019 Maximum Monthly Concentration**
CBOD5	10 mg/L	< 2.39 mg/L	< 3.00 mg/L
Total Suspended Solids	10 mg/L	< 3.81 mg/L	5.00 mg/L
Total Phosphorus	0.32 mg/L	0.19 mg/L	0.24 mg/L
Total Ammonia Nitrogen Non-freezing Total Ammonia Nitrogen Freezing	1.3 mg/L (May 1-Oct. 31) 2.6 mg/L (Nov. 1 – Apr. 30)	< 0.21 mg/L	0.9 mg/L
E. Coli (counts per 100 ml)	100 cfu/100 mL	4.63 cfu/100 mL	23.72 cfu/100mL
pH of the effluent maintained between 6.0 to 8.5, inclusive, at all times		7.03 6.07 – 7.96	7.03 6.07 – 7.96

Effluent Loading Limits		
Parameter	**Average Monthly Loading**	**2019 Maximum Monthly Loading**
CBOD5	17 kg/d	< 3.81 kg/d
Total Suspended Solids	17 kg/d	5.15 kg/d
Total Phosphorus	0.55 kg/d	0.30 kg/d
Total Ammonia Nitrogen Non-freezing Total Ammonia Nitrogen Freezing	2.3 kg/d (May 1-Oct. 31) 4.4 kg/d (Nov. 1 – Apr. 30)	1.22 kg/d

Appendix A summary shows that the required Lucan WPCP process samples collected and analyzed complied with identified effluent limits for CBOD, Total Suspended Solids, Total Phosphorus, Total Ammonia Nitrogen, pH and E. coli per Amended Environmental Compliance Approval # 7008-B7CJWY issued February 11, 2019.

The 2019 final effluent annual average Carbonaceous Biochemical Oxygen Demand (CBOD5) concentration was <2.39 mg/L with a maximum monthly concentration of <3.00 mg/L recorded for February and March of 2019. The 2019 maximum monthly loading for CBOD5 was <3.81 kg/d; CBOD5 loading rate was compliant.

The 2019 final effluent annual average Total Suspended Solids (TSS) was < 3.81 mg/L with a maximum monthly concentration of 5.00 mg/L recorded for December of 2019. The 2019 maximum monthly loading for TSS was 5.15 kg/d; TSS loading rate was compliant.

The 2019 final effluent annual average Total Phosphorus (TP) concentration was 0.19 mg/L with a maximum monthly concentration of 0.24 mg/L recorded for August 2019. The 2019 maximum monthly loading for Total Phosphorus was 0.30 kg/d; TP loading rate was compliant.

The 2019 final effluent annual average Total Ammonia Nitrogen (TAN) concentration was <0.21 mg/L with a maximum monthly concentration of 0.90 mg/L recorded in April 2019. The 2019 maximum monthly loading for Total Ammonia Nitrogen was 1.22 kg/d; TAN loading rate was compliant.

Final effluent pH and temperature were analyzed for each Total Ammonia Nitrogen sample collection and unionized ammonia calculated.

The bacteriological quality of the effluent was monitored and the Geometric mean density of E.coli did not exceed the compliance limit of 100 organisms per 100 ml of effluent discharged from the works throughout 2019. The 2019 final effluent annual average geometric mean density for E.coli was 4.63 cfu/ 100 mL with a maximum monthly concentration of 23.72 cfu/ 100mL recorded for June 2019.

The Amended Environmental Compliance Approval # 7008-B7CJWY requires that the effluent pH be maintained between 6.0 and 8.5 at all times; the final effluent pH was compliant throughout 2019 with minimum pH 6.07 recorded in the month of July and maximum pH 7.96 recorded in the month of February.

There were no effluent limit exceedances during the 2019 reporting period.

Effluent Objectives		
Parameter	**Average Monthly Concentration Objectives**	**2019 Maximum Monthly Concentration**
CBOD	5 mg/L	< 3.00 mg/L
Total Suspended Solids	5 mg/L	5.00 mg/L
Total Phosphorus	0.2 mg/L	0.24 mg/L
Total Ammonia Non freezing (May 1 – Oct 31) Total Ammonia as N Freezing (Nov 1 – Apr 30)	1.0 mg/L 2.0 mg/L	0.90 mg/L
E. Coli (counts per 100 mL)	80 cfu/100 mL	23.72 cfu/100mL
Dissolved Oxygen	> 5.0 mg/L	6.47 – 9.9 mg/L
pH of the effluent maintained between 6.5 to 8.5, inclusive, at all times		6.07 – 7.96

The effluent objectives were met consistently in 2019 for CBOD, total suspended solids, total phosphorus, total ammonia nitrogen, E. coli and dissolved oxygen. Effluent design objectives were not met consistently in 2019 for pH.

The objectives for pH (6.5 – 8.5) were not met consistently in the months of January, July, September and October of 2019. Daily pH objectives were not met on Jan.24th (6.23), July 2nd (6.36) July 3rd (6.38), July 4th (6.07), July 5th (6.30), July 8th (6.39), July 17th (6.27), July 9th (6.21), July 18th (6.14), July 19th (6.27), Sept. 9th (6.40), Sept. 10th (6.29) and Oct. 15th (6.31).

Process adjustments were made throughout the year to strive to meet the Environmental Compliance Approval's final effluent objectives; alum dosage adjustments were made and additional in-house testing was completed.

A total of 389,932 m³ of final effluent was discharged from the Lucan Water Pollution Control Plant to the Heenan Drain which drains into the Little Ausable River.

The average daily final effluent discharge flow during the 2019 reporting period was 1069.60 m^3/ day. The maximum daily final effluent flow of 2,792 m^3 occurred in November 2019; this maximum daily final effluent flow coincides with maximum daily influent flow.

Please see Appendix A for a summary of all flows and laboratory results.

The Lucan WPCP process performed as designed.

(c) A summary of any deviation from the monitoring schedule and reasons for the current reporting year and a schedule for the next reporting year;

All Amended Environmental Compliance Approval # 7008-B7CJWY required sample collections were completed as per the monitoring schedule with two exceptions in 2019.

On September 3rd 2019 the final effluent auto sampler had a programming error; no sample was collected. The auto sampler was re-set and sample collected on September 4th 2019; sample collection was completed in a timeframe to meet compliance.

On October 22nd 2019 the final effluent auto sampler had a programming error; insufficient sample was collected. The auto sampler was re-set and sample collected on October 23trd 2019; sample collection was completed in a timeframe to meet compliance.

Appendix B contains a copy of the 2020 Lucan Water Pollution Control Plan Sampling Schedule

(d) A summary of all operating issues encountered and corrective actions taken;

Operators encountered multiple occasions throughout the year where the SCADA system communications failed; Data Soft technician was called on location to trouble shoot and repair issues.
A new SCADA computer was installed to help resolve communication issues.

Limited facility sludge storage space is available at the Lucan WPCP. Operators struggle to maintain adequate sludge operational storage space until land application of sludge is viable; a limited volume of sludge was hauled to the Lucan storage lagoon in May to free up enough space to safely operate the process until land application of the sludge could be made.

(e) A summary of all normal and emergency repairs and maintenance activities carried out on any major structure, equipment , apparatus or mechanism forming part of the Works;

Regular-scheduled monthly preventative maintenance has been assigned and monitored using the OCWA's Work Management System program. Regular scheduled maintenance activities include monthly generator testing and equipment greasing. Pierce Services is contracted to complete annual calibrations required at the Lucan WWTP; see Appendix C (attached).

Additional unscheduled maintenance is completed as needed. Additional maintenance completed during 2019 included:

January

- Data Soft was onsite to investigate loss of communications on the SCADA system. The system was reset to restore communications.
- Air Design Services technician was onsite to complete maintenance on the facility heating system.
- Additional Operators were onsite to assist changing disc sections on filter system # 1 and # 2.
- Data Soft was onsite to investigate loss of communications on the SCADA system. The technician found a fault with the location IP address. The IP address was changed and communications were restored.
- OCWA Electrician was onsite to investigate a motor overload on filter system # 1. Electrician found the internal breaker was blown; issue corrected.
- Ultraguard security was onsite to complete maintenance of the facility security system.

February

- Data Soft technician was onsite to complete SCADA upgrades & system changes.
- OCWA Electrician was onsite to perform annual inspection of exit emergency lighting and completed any necessary repairs.

March

- OCWA Electrician was onsite to replace UPS battery backup for PLC system at Chestnut pumping station. While on location the Electrician also replaced a blown fuse in bank B of the UV system at the WPCP.
- Pierce Services was onsite to complete annual calibration and inspections of all flow meters and miltronics at all Lucan facilities.

April

- A Technician was onsite to determine the reason for the communication error from the Chestnut Street pumping station.
- OCWA Electrician was onsite to check RAS pump # 1 that was found in fault. The motor was removed and taken to a specialist.
- OCWA Electrician was onsite to install the repaired motor for RAS pump # 1.
- Mobile Fire & Safety were onsite to perform the annual inspection on all fire extinguishers.
- Konecranes was onsite to perform the annual inspection on all lifting devices.

May

- Hodgins Custom Services was onsite to remove sludge from the digesters and haul to the Lucan Lagoon as it's too wet to land apply; approximately 450 m^3 was hauled to lagoon.
- Data Soft was onsite to troubleshoot the communications failure from the Chestnut Street pumping station but was unable to resolve the issue.
- Operators transferred contents from cell # 1 into cell # 2 at the Lucan Lagoon due to cell # 1 being at a high level. Operators will start to bring contents back from the Lagoon through the plant when weather permits.
- Hetek was onsite to perform semi-annual inspection and calibrations on all gas detection equipment.
- Mornington Communications was onsite to perform annual fire alarm inspection.
- Gen Care was onsite at the Lucan WPCP and Chestnut Street Pumping Station to perform the semi-annual maintenance and inspection of the generators. No issues were reported.

June

- Operator on duty contacted Data Soft due to a communications fault on the SCADA system; Data Soft was able to clear the fault remotely.
- OCWA Electrician was onsite to install two new GFS receptacles required following insurance inspection.
- CT Environmental was onsite to perform the semi-annual cleaning of the Chestnut Street and Joseph Street wet wells. During this time, operators performed the annual inspections of the wet wells.

July

- OCWA Electrician was on site to assist with removing RAS pump motor # 3 due to the operators finding this pump in fault on multiple occasions. This pump motor was sent to be inspected and rebuilt if needed. While on site OCWA Electrician inspected the AC system and found some minor problems with it and resolved all issues found.
- Operator on duty found the communications from the Chestnut Street wet well were lost. Data Soft was called to resolve the issue.
- Hetek Solutions was on site to replace a faulty gas detector sensor in the headworks area of the plant.
- Throughout the month the operators brought back the lagoon contents to process through the plant.

August

- OCWA Electrician was on site to replace the motor on RAS pump # 3; while on site maintenance work was performed on the UV system.
- Nevtro was on site to manufacture and install a secure system around the rag removal system in the headworks building.
- OCWA Electrician was on site to troubleshoot row # 1 on bank # 2 of the UV system. Row # 1 inductor lights were not working properly; parts were ordered to finish this job.
- Shamrock Mechanical was on site to perform routine maintenance on the HVAC system.
- OCWA Electrician was on site to change the frequency of run time of the Grit Vortex removal system. The run time was change to operate every 4 hours instead of every 6 hours.
- Throughout the month the operators brought back the lagoon contents to process through the plant.

September

- Hetek was onsite to troubleshoot Gas Monitoring System Failure at the Headworks building.
- Operations Staff worked with Hodgins Custom Service to haul approximately 720m³ of Biosolids for the Lucan plant for land application to NASM approved site. .
- Nevtro onsite to repair the overflow trough located at the Headworks building.
- OCWA Electrician onsite to repair U.V. system; a module and fuses were replaced.

October

- GenCare was onsite to complete the semi-annual inspection and maintenance on the generators at the WPCP and at the Chestnut Street pumping station.
- Shamrock Mechanical was onsite at the WPCP to perform annual maintenance of the HVAC system
- Throughout the month the operators brought back the lagoon contents to process through the plant.

November

- OCWA Electrician was onsite at the Chestnut Street pumping station to clean up the new fibre wiring in the PLC, remove any unnecessary wiring and devised a plan to make the entire PLC and instruments UPS protected.
- OCWA Electrician was onsite at the Chestnut Street pumping station to install a control. Electrician also relocated the Ethernet conduit at this time.
- Data Soft was onsite at the WPCP to install the new SCADA computer.
- CT Environmental was onsite at the Joseph Street wet well and the Chestnut Street pumping station to perform the semi-annual cleaning. OCWA operators completed the semi-annual inspection of the wet well and pumps at this time.

- Throughout the month the operators brought back the lagoon contents to process through the plant.

December

- Operators changed out 4 filter sections of final effluent disc filter system.
- Throughout the month the operators brought back the lagoon contents to process through the plant.

(f) A summary of any effluent quality assurance or control measures undertaken;

The effluent parameters specified in the Environmental Compliance Approval were analyzed by SGS Lakefield; SGS Lakefield is an accredited laboratory in Ontario.
In-house monitoring tests are conducted by licensed operators using Standard Methods and the data generated from these tests is used to monitor treatment efficiency while maintaining process control.

All in-house monitoring equipment is calibrated based on the manufacturer's recommendations.

Annually a facility sampling schedule calendar is prepared and reviewed with operational staff; the sampling schedule calendar identifies sample collection dates to meet regulatory requirements of the facility Environmental Compliance Approval (refer to appendix B).

(g) A summary of the calibration and maintenance carried out on all monitoring equipment to ensure that the accuracy is within the tolerance of that equipment required in Amended Environmental Compliance Approval Number 7008-B7CJWY or recommended by the manufacturer;

Flow meter calibrations were completed on March 21, 2019 by Pierce Services.
Equipment used for in-house process analysis is calibrated by qualified personal, competent trained operators or certified third party service providers.
See Appendix C for calibration reports.

(h) A summary of the efforts made to achieve the design objectives in Amended Environmental Compliance Approval Number 7008-B7CJWY, including an assessment of the issues and recommendation for pro-active actions if any are required under the following situations;
i) when any of the design objectives is not achieved more than 50% or the time in a year, or there is an increasing trend in deterioration of Final Effluent quality;
ii) when the Annual Average Daily Influent Flow reaches 80% of the Rated Capacity;

Process adjustments were made throughout the year to strive to meet the Environmental Compliance Approval's final effluent objectives; efforts included:

- Alum dosage changes to enhance settling
- Additional in-house testing
- Additional process cleaning

The effluent objectives were met consistently in 2019 for CBOD, total suspended solids, total phosphorus, total ammonia nitrogen, E. coli and dissolved oxygen. Effluent design objectives were not met consistently in 2019 for pH. Effluent design objectives for pH was achieved for approximately 95 % of 2019 pH sample analysis.

The average daily influent flow during the 2018 reporting period was 1047.10 m^3/ day; this is 61.59 % of the plant design rated capacity of 1,700 m^3/ day. The average daily influent flow during the 2019 reporting period was 1113.17 m^3/ day; this is 65.48 % of the plant rated capacity. The plant is operating at less than 80 % capacity to date.

(i) A tabulation of the volume of sludge generated, an outline of anticipated volumes to be generated in the next reporting period and a summary of the location sot where the sludge was disposed;

Sludge was hauled from the Lucan WPCP by Hodgins Custom Service of Lucan, Ontario. Sludge generated and hauled from the Lucan WPCP in 2019 was deposited with MECP approval to the Lucan Wastewater lagoon or applied to certified organic soil conditioning sites.

Bio-solids were hauled from the Lucan WPCP to the Lucan WPCP Sewage Lagoon on May 02nd 2019 per MECP approval. Hodgins Custom Services (#8647-7JJPFN) hauled approximately 450 m³ of bio-solids from the Lucan WPCP digester(s) and off loaded into cell # 1 of the Lucan Sewage Lagoon. Bio-solids were removed from the digesters and off loaded into the lagoon because wet weather conditions did not allow for pre-approved planned spring land application. Digester stored sludge volume was reduced to approximately half freeing up storage and operational space required.

A total volume of 720 m^3 of sludge was removed from the Lucan WPCP on September 11th 2019 and land applied to NASM approved site ID # 22664.
It is anticipated that approximately 1,300 m³ of sludge will be generated during the next reporting period.

(j) A summary of any complaints received and any steps taken to address the complaints;

There were no complaints received during the 2019 reporting period.

(k) A summary of all Bypasses, Overflows, other situations outside Normal Operating Conditions and spills within the meaning of Part XS of EPZ and abnormal discharge events;

There were no spill, by-pass or overflow events reported in 2019. The Lucan WPCP operated above the ECA design rated capacity of 1,700 m³/day on the following days.

January 1st	2,367 m³	April 19th	1,846 m³	May 25th	3,363 m³
January 23rd	1,730 m³	April 20th	1,948 m³	May 26th	3,402 m³
February 4th	2,046 m³	April 21st	1,948 m³	May 27th	1,908 m³
February 5th	2,373 m³	April 22nd	1,948 m³	June 20th	1,732 m³
February 6th	1,880 m³	April 24th	1,773 m³	October 27th	1,899 m³
February 7th	1,878 m³	April 25th	1,773 m³	October 31st	2,467 m³
February 8th	1,935 m³	April 26th	2,061 m³	November 1st	2,871 m³
March 15th	2,665 m³	April 27th	2,061 m³	November 2nd	1,904 m³
March 16th	2,129 m³	April 28th	2,061 m³	November 3rd	1,711 m³
March 30th	2,207 m³	May 1st	2,003 m³	November 21st	1,722 m³
March 31st	2,444 m³	May 2nd	2,003 m³	November 27th	1,711 m³
April 1st	1,846 m³	May 24th	2,180 m³		

l) A summary of all Notice of Modifications to Sewage Works completed under Paragraph 1.d. of Condition 10, including a report on status of implementation of all modification.

There were no modifications notifications submitted to the Water Supervisor applicable to this

reporting period.

m) A summary of efforts made to achieve conformance with Procedure F-5-1 including by not limited to projects undertaken and completed in the sanitary sewer system that result in overall Bypass/ Overflow elimination including expenditures and proposed projects to eliminate Bypass/ Overflows with estimated budget forecast for the year following that for which the report is submitted.

The 2019 Lucan Water Pollution Control Plant Capital Recommendations identified generator maintenance activities for the Lucan WPCP, the Chestnut Pump Station and the Joseph Street Pump Station; generator maintenance was completed. An alternate source of power is key to averting bypass and overflow situations at all identified facilities. The 2020 Capital Recommendations made to the owner by the operating authority identified $3,500 for generator maintenance and assessments at the Lucan WPCP, the Chestnut PS and the Joseph PS; total 2020 generator maintenance budget of $10,500 for 2020.

REPORT PREPARED BY
Deb Thomson
Process & Compliance Technician
Ontario Clean Water Agency

APPENDIX A

FLOW AND SAMPLING SUMMARY

Ontario Clean Water Agency
Performance Assessment Report Wastewater/Lagoon

From: **01/01/2019 to 31/12/2019**

Facility: **[1221] LUCAN WASTEWATER TREATMENT FACILITY**

Works: **[110002817]**

	01/2019	02/2019	03/2019	04/2019	05/2019	06/2019	07/2019	08/2019	09/2019	10/2019	11/2019	12/2019	<--Total-->	<--Avg.-->	<--Max.-->	<--Criteria-->
Flows:																
Raw Flow: Total - Raw Sewage (m^3)	33410.00	33562.00	36922.00	41807.00	38719.00	29792.00	26797.00	26944.00	27715.00	34974.00	41555.00	33612.00	405809.00			
Raw Flow: Total - Lagoon Flow (m^3)	90.00	795.00	1044.00	1534.90	6424.00	146.00	128.00	118.00	12.00	1062.00	182.00	0.00	11535.90			
Raw Flow: Avg - Raw Sewage (m^3/d)	1077.74	1198.64	1191.03	1393.57	1249.00	993.07	864.42	869.16	923.83	1128.19	1385.17	1084.26		1113.17		
Raw Flow: Avg - Lagoon Flow (m^3/d)	2.90	28.39	33.68	51.16	207.23	4.87	4.13	3.81	0.40	34.26	6.07	0.00		31.41		
Raw Flow: Max - Raw Sewage (m^3/d)	2221.00	2395.00	2704.00	1928.00	2003.00	1701.00	1452.00	1275.00	1608.00	2467.00	2871.00	1687.00			2871.00	
Raw Flow: Max - Lagoon Flow (m^3/d)	83.00	452.00	795.00	434.50	2088.00	103.00	101.00	25.00	9.00	984.00	134.00	0.00			2088.00	
Eff. Flow: Total - Final Effluent (m^3)	31977.00	32068.00	35356.00	40797.00	37551.00	28818.00	26041.00	25746.00	26619.00	33731.00	39452.00	31776.00	389932.00			
Eff. Flow: Avg - Final Effluent (m^3/d)	1031.52	1145.29	1140.52	1359.90	1211.32	960.60	840.03	830.52	887.30	1088.10	1315.07	1025.03		1069.60		
Eff. Flow: Max - Final Effluent (m^3/d)	2367.00	2373.00	2665.00	2549.00	2194.00	1663.00	1416.00	1240.00	1544.00	2455.00	2792.00	1591.00			2792.00	
Raw Flow: Monthly Total - Total Raw Sewage Flows (m^3)	33500.00	34357.00	37966.00	43319.90	45143.00	29938.00	26925.00	27062.00	27727.00	36036.00	41737.00	33612.00	417322.90			
Raw Flow: Monthly Avg - Total Raw Sewage Flows (m^3/d)	1080.65	1227.04	1224.71	1444.00	1456.23	997.93	868.55	872.97	924.23	1162.45	1391.23	1084.26		1144.52		
Raw Flow: Monthly Max - Total Raw Sewage Flows (m^3/d)	2304.00	2644.00	3062.00	2061.30	3402.00	1732.00	1553.00	1275.00	1608.00	3451.00	3005.00	1687.00			3451.00	
Carbonaceous Biochemical Oxygen Demand: CBOD:																
Eff: Avg cBOD5 - Final Effluent (mg/L)	< 2.200	< 3.000	< 3.000	< 2.800	< 2.500	< 2.000	< 2.200	< 2.500	< 2.250	< 2.000	< 2.000	< 2.200		< 2.387	< 3.000	10.0
Eff: # of samples of cBOD5 - Final Effluent (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Loading: cBOD5 - Final Effluent (kg/d)	< 2.269	< 3.436	< 3.422	< 3.808	< 3.028	< 1.921	< 1.848	< 2.076	< 1.996	< 2.176	< 2.630	< 2.255		< 2.572	< 3.808	
Biochemical Oxygen Demand: BOD5:																
Raw: Avg BOD5 - Raw Sewage (mg/L)	90.400	75.500	182.000	127.000	55.250	178.500	184.000	128.500	199.750	127.600	65.500	110.800		127.067	199.750	
Raw: # of samples of BOD5 - Raw Sewage (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Total Suspended Solids: TSS:																
Raw: Avg TSS - Raw Sewage (mg/L)	39.400	37.250	96.500	35.400	34.250	126.250	164.000	87.250	131.750	66.600	48.500	60.400		77.296	164.000	
Raw: # of samples of TSS - Raw Sewage (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Eff: Avg TSS - Final Effluent (mg/L)	3.600	4.500	3.500	3.600	4.250	3.750	< 4.600	4.000	2.500	3.400	< 3.000	5.000		< 3.808	5.000	
Eff: # of samples of TSS - Final Effluent (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Loading: TSS - Final Effluent (kg/d)	3.713	5.154	3.992	4.896	5.148	3.602	< 3.864	3.322	2.218	3.700	< 3.945	5.125		< 4.057	5.154	
Percent Removal: TSS - Raw Sewage (mg/L)	90.863	87.919	96.373	89.831	87.591	97.030	97.195	95.415	98.102	94.895	93.814	91.722			98.102	
Total Phosphorus: TP:																
Raw: Avg TP - Raw Sewage (mg/L)	2.530	2.258	3.735	1.774	1.875	4.573	4.072	3.333	4.420	3.124	1.850	2.906		3.037	4.573	
Raw: # of samples of TP - Raw Sewage (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Eff: Avg TP - Final Effluent (mg/L)	0.192	0.118	0.178	0.218	0.165	0.208	0.212	0.240	0.228	0.166	0.173	0.204		0.192	0.240	
Eff: # of samples of TP - Final Effluent (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Loading: TP - Final Effluent (kg/d)	0.198	0.135	0.202	0.296	0.200	0.199	0.178	0.199	0.202	0.181	0.227	0.209		0.202	0.296	
Percent Removal: TP - Raw Sewage (mg/L)	92.411	94.795	95.248	87.711	91.200	95.462	94.794	92.798	94.853	94.686	90.676	92.980			95.462	
Nitrogen Series:																
Raw: Avg TKN - Raw Sewage (mg/L)	27.960	24.375	34.150	21.800	20.925	46.725	43.880	35.400	47.200	34.720	22.475	31.780		32.616	47.200	
Raw: # of samples of TKN - Raw Sewage (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Eff: Avg TAN - Final Effluent (mg/L)	< 0.100	< 0.125	< 0.125	< 0.900	< 0.100	< 0.250	< 0.180	0.325	< 0.125	< 0.120	< 0.100	< 0.100		< 0.213	0.900	
Eff: # of samples of TAN - Final Effluent (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Loading: TAN - Final Effluent (kg/d)	< 0.103	< 0.143	< 0.143	< 1.224	< 0.121	< 0.240	< 0.151	0.270	< 0.111	< 0.131	< 0.132	< 0.103		< 0.239	1.224	
Eff: Avg NO3-N - Final Effluent (mg/L)	21.800	18.685	21.500	18.000	19.925	27.500	28.480	27.800	30.050	24.820	18.600	22.740		23.325	30.050	
Eff: # of samples of NO3-N - Final Effluent (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Eff: Avg NO2-N - Final Effluent (mg/L)	< 0.032	< 0.068	< 0.040	< 0.072	< 0.030	< 0.440	0.082	0.258	0.063	< 0.060	< 0.030	< 0.040		< 0.101	0.440	
Eff: # of samples of NO2-N - Final Effluent (mg/L)	5	4	4	5	4	4	5	4	4	5	4	5	53			
Disinfection:																
Eff: GMD E. Coli - Final Effluent (cfu/100mL)	3.260	2.213	2.972	3.031	3.557	23.724	4.441	2.000	2.000	1.516	2.000	4.863		4.631	23.724	
Eff: # of samples of E. Coli - Final Effluent (cfu/100mL)	5	4	4	5	4	4	5	4	4	5	4	5	53			

Ontario Clean Water Agency
Time Series Info Report

From: **01/01/2019 to 31/12/2019**

Facility Org Number: 1221
Facility Works Number: 110002817
Facility Name: LUCAN WASTEWATER TREATMENT FACILITY
Facility Owner: Other: The Corporation of the Township of Lucan Biddulph
Facility Classification: Class 4 Wastewater Treatment
Receiver: Heenan Drain
Service Population: 2243.0
Total Design Capacity: 1700.0 m3/day

	01/2019	02/2019	03/2019	04/2019	05/2019	06/2019	07/2019	08/2019	09/2019	10/2019	11/2019	12/2019	Total	Avg	Max	Min
Final Effluent / Un-ionized Ammonia: NH3 - mg/L																
Count Lab	5	4	4	5	4	4	5	4	4	5	4	5	53			
Max Lab	< 0.001	< 0.003	< 0.001	< 0.016	< 0.001	< 0.003	< 0.001	0.006	< 0.001	< 0.001	< 0.001	< 0.001			< 0.016	
Mean Lab	< 0.001	< 0.002	< 0.001	< 0.004	< 0.001	< 0.002	< 0.001	0.004	< 0.001	< 0.001	< 0.001	< 0.001		< 0.002		
Min Lab	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	0.002	< 0.001	< 0.001	< 0.001	< 0.001				< 0.001
Final Effluent / pH - ---																
Count IH	22	18	21	20	22	20	22	21	20	22	19	20	247			
Max IH	7.71	7.96	7.86	7.25	7.58	7.21	7.41	7.55	7.46	7.48	7.64	7.55			7.96	
Mean IH	7.205	7.067	7.052	7.095	7.074	6.959	6.611	7.181	6.905	7.02	7.157	7.044		7.029		
Min IH	6.23	6.74	6.57	6.81	6.67	6.49	6.07	6.76	6.29	6.31	6.6	6.69				6.07

APPENDIX B

SAMPLING SCHEDULE

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 1 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

January 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 STAT	2	3	4
5	6 **G- Raw FOG** ☐ **G- F. Eff** ☐ **L- Raw** ☐ **L- Raw FOG** ☐ **L- F. Eff** ☐ **L-Sludge** ☐	7 **G-Sludge** ☐ **Target Sludge Haul**	8 **G- Raw** ☐	9	10	11
12	13 **G- F. Eff** ☐ **G-Well Water** ☐ **L- Raw** ☐ **L- F. Eff** ☐	14	15	16	17	18
19	20 **G- F. Eff** ☐ **L- Raw** ☐ **L- F. Eff** ☐	21	22	23	24	25
26	27 **G- F. Eff** ☐ **L- Raw** ☐ **L- F. Eff** ☐	28	29	30	31	

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 2 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

February 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □	4	5 **G- Raw** □	6	7	8
9	10 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	11	12	13	14	15
16	17 STAT	18 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	19 **G-Sludge** □ **Target Sludge Haul**	20	21	22
23	24 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	25	26	27	28	29

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 3 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

March 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 G- F. Eff □ L- Raw □ L- F. Eff □ L-Sludge □	3	4 G- Raw □	5	6	7
8	9 G- F. Eff □ L- Raw □ L- F. Eff □	10	11	12	13	14
15	16 G- F. Eff □ L- Raw □ L- F. Eff □	17	18	19	20	21
22	23 G- F. Eff □ L- Raw □ L- F. Eff □	24	25	26	27	28
29	30 G- F. Eff □ L- Raw □ L- F. Eff □	31 G-Sludge □ Target Sludge Haul				

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 4 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

April 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 **G- Raw FOG** □ **G- F. Eff** □ **G-Well Water** □ **L- Raw** □ **L- Raw FOG** □ **L- F. Eff** □ **L-Sludge** □	7	8 **G- Raw** □	9	10 STAT	11
12	13 STAT	14 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	15	16	17	18
19	20 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	21	22	23	24	25
26	27 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	28	29	30		

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 5 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

May 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □	5	6 **G- Raw** □	7	8	9
10	11 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	12 **G-Sludge** □ **Target Sludge Haul**	13	14	15	16
17	18 STAT	19 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	20	21	22	23
24	25 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	26	27	28	29	30
31						

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 6 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

June 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □ Note: sampling Tuesday due to composite sample start date	3 **G- Raw** □	4	5	6
7	8 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	9	10	11	12	13
14	15 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	16	17	18	19	20
21	22 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	23 **G-Sludge** □ **Target Sludge Haul**	24	25	26	27
28	29 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	30				

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 7 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

July 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 STAT	2	3	4
5	6 **G- F. Eff** □ **G- Raw FOG** □ **G-Well Water** □ **L- Raw** □ **L- Raw FOG** □ **L- F. Eff** □ **L-Sludge** □	7	8 **G- Raw** □	9	10	11
12	13 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	14	15	16	17	18
19	20 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	21	22	23	24	25
26	27 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	28	29	30	31	

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 8 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

August 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 STAT	4 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □	5 **G- Raw** □ **G-Sludge** □ **Target Sludge Haul**	6	7	8
9	10 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	11	12	13	14	15
16	17 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	18	19	20	21	22
23	24 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	25	26	27	28	29
30	31 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □					

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 9 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

September 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7 STAT	8 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □	9 **G- Raw** □	10	11	12
13	14 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	15 **G-Sludge** □ **Target Sludge Haul**	16	17	18	19
20	21 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	22	23	24	25	26
27	28 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	29	30			

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

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2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 10 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

October 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5 **G- F. Eff** □ **G- Raw FOG** □ **G-Well Water** □ **L- Raw** □ **L- Raw FOG** □ **L- F. Eff** □ **L-Sludge** □	6	7 **G- Raw** □	8	9	10
11	12 STAT	13 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	14	15	16	17
18	19 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	20	21	22	23	24
25	26 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	27 **G-Sludge** □ **Target Sludge Haul**	28	29	30	31

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 11 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

November 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □	3	4 **G- Raw** □	5	6	7
8	9 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	10	11 STAT	12	13	14
15	16 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	17	18	19	20	21
22	23 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	24	25	26	27	28
29	30 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □					

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

QEMS Ontario Clean Water Agency	Sample Schedule 2020 Lucan-Biddulph Wastewater Facilities	Issued: 2019-12-20 Rev.#: 0 Pages: 12 of 12
Reviewed by: QEMS Representative	Approved by: Operations Management	

December 2020

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □ **L-Sludge** □	8 **G-Sludge** □ **Target Sludge Haul**	9 **G- Raw** □	10	11	12
13	14 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	15	16	17	18	19
20	21 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	22	23	24	25 STAT	26
27	28 STAT	29 **G- F. Eff** □ **L- Raw** □ **L- F. Eff** □	30	31		

Granton WPCP (G)
Raw: Monthly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Quarterly Grab
Final Effluent (F. Eff): Weekly Composite (CBOD5, TSS, TP, TAN, Unionized Ammonia); Weekly Grab (E.coli, pH, DO, Temp.)
Sludge: Quarterly Grab Sample if haulage occurred
Well Water: Quarterly Grab (TC, EC)

Lucan (L)
Raw: Weekly Composite (BOD5, TSS, TP, TKN)
Raw Fats, Oils, Grease (Raw FOG): Monthly Grab (FOG)
Final Effluent (F.Eff): Weekly Composite (CBOD5, TSS, TP, TAN, TKN, NO2, NO3, Alkalinity, Unionized Ammonia); Weekly Grab (E. coli, pH, DO, Temperature)
Sludge: Monthly (refer to chain of custody)

Notes: Initial on date when sample was taken. Add any additional sampling completed for the facility. At the end of the month scan a copy of the signed calendar to the PCT for review.

Revision History

Date	Revision #	Reason for Revision
2019-12-20	0	Created 2020 Sample Schedule

APPENDIX C

CALIBRATION RECORDS

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Flow Transmitter

Assigned Number: Effluent Flow Meter LIT 103

Area Located: Lucan WPCP

AMMS Number: N/A

Instrument Data

Manufacturer: Milltronics

Model Number: MultiRanger Plus

Type: Ultrasonic

Flume: 0.152m Parshall Flume

Range: 0 - 3629 m³/d

Accuracy: +/- 5%

Method Of Calibration: Standard Measurement

Application: Waste Water

Meter Size: 6" Parshall Flume

PASS/FAIL: Pass

Calibration Data

Input %	Input	Theroetical	As Found	% Error
0	0	0	0 m³/d	
25	10 cm	866.2 m³/d	867 m³/d	
50	15 cm	1643.5 m³/d	1644 m³/d	
75	20 cm	2589.6 m³/d	2590 m³/d	
100	24.76 cm	3568.2 m³/d	3629 m³/d	

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:

Confirmed with Isco Open Channel Flow Measurement.

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.

Alphabetical Parameter Listing Multiranger Plus

Tag # Final Effluent Flow LIT 103

Date: March 21, 2019

#	Parameter	Value	#	Parameter	Value
P-0	Security	1954	P-50	OCM mA output	2
P-1	Units	2	P-51	OCM simulation	1660
P-2	Mode of Measurement	5	P-52	Totalizer display factor	1
P-3	Empty Distance	75.00	P-53	Totalizer decimal point	2
P-4	Span	24.76	P-54	Low total	92.43
P-5	Blanking	51.57	P-55	High total	4671
P-6	Analog Output	2	P-56	Remote totalizer contact	0
P-7	Decimal Point	2	P-57	Flow sampler control	0
P-8	Relay 1, Function	0	P-58	Flow sampler control	1.000
P-9	Relay 1, Setpoint On	--	P-59	Time sampler control	--
P-10	Relay 1, Setpoint Off	--	P-60	Full Calibration	--
P-11	Relay 2, Function	0	P-61	Empty Calibration	--
P-12	Relay 2, Setpoint On	--	P-62	Measurement Offset	0.000
P-13	Relay 2, Setpoint Off	--	P-63	Sound Velocity at 20° C	344.1
P-14	Relay 3, Function	0	P-64	Velocity at P-65	335.8
P-15	Relay 3, Setpoint On	--	P-65	Air temperature	6 C
P-16	Relay 3, Setpoint Off	--	P-66	Maximum air temperature	24 C
P-17	Relay 4, Function	0	P-67	Minimum air temperature	13 C
P-18	Relay 4, Setpoint On	--	P-68	Fill damping	32.81
P-19	Relay 4, Setpoint Off	--	P-69	Empty damping	32.81
P-20	Relay 5, Function	0	P-70	Process rate display	-0.64
P-21	Relay 5, Setpoint On	--	P-71	Process rate filter	1
P-22	Relay 5, Setpoint Off	--	P-72	Fuzz filter	1
P-23	Transducer, Submersible	0	P-73	Agitator discrimination	1
P-24	Pump 1, hours	0	P-74	Fail-safe mode	3
P-25	Pump 2, hours	0	P-75	Fail-safe timer	15.00
P-26	Pump 3, hours	0	P-76	Reading	17.09
P-27	Pump 4, hours	0	P-77	Material level	17.09
P-28	Pump 5, hours	0	P-78	Space or distance	57.91
P-29	Pump, run on, interval	0	P-79	Scope displays	____
P-30	Pump, run off, duration	0	P-80	Echo confidence	16:--
P-31	Transducer	102	P-81	Confidence threshold long	10
P-32	DLD milliamp output	1	P-82	Confidence threshold long	5
P-33	Inflow/discharge totaling	1	P-83	Echo strength	82
P-34	Tank Shape	0	P-84	Noise	4:13
P-35	Tank dimension A	0.000	P-85	Algorithms	1
P-36	Tank dimension L	0.000	P-86	TVT curve	1
P-37	Convert display	1.000	P-87	Range extension	20
P-38	Display offset	0.000	P-88	Number of transmit pulses	4
P-39	Display reading options	4	P-89	Software version	1.22
P-40	Primary measuring device	1	P-90	Memory test	PASS
P-41	Flow rate time units	4	P-91	LCD,LED and relay test	PASS
P-42	OCM exponent	1.580	P-92	mA output test	12.91
P-43	Flume Dimensions	100.0	P-93	Temperature sensor test	190.0
P-45	Maximum head	24.76	P-94	Transmitter test	PASS
P-46	Maximum flow rate	3629	P-95	Programmer test	PASS
P-47	Auto zero	--	P-96	Watchdog reset test	PASS
P-48	OCM low head cutoff	5.000	P-97	Trim for 4 mA	240
P-49	OCM decimal point	1	P-98	Trim for 20 mA	3517
			P-99	Master reset	

Site Location: Lucan WPCP

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Flow Transmitter

Assigned Number: WAS FIT 102

Area Located: Lucan WPCP

AMMS Number: N/A

Instrument Data

Manufacturer: ABB

Model Number: Magmaster

Type:Magmeter Size: 100 mm

Serial Number: 3K620000046825

Range: 0-50 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	Theoretical	Acctual	Pass/Fail
0	4.0 mA	0.00 l/s	0.00 l/s	
25	8.0 mA	12.50 l/s	12.52 l/s	Pass
50	12.0 mA	25.00 l/s	25.01 l/s	Pass
75	16.0 mA	37.50 l/s	37.50 l/s	Pass
100	20.0 mA	50.00 l/s	50.00 l/s	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:
Verification of original calibration only.

Q= 8.12 Q%= 16.24 I= 6.60 mA

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Flow Transmitter

Assigned Number: RAS FIT 101

Area Located: Lucan WPCP

AMMS Number: N/A

Instrument Data

Manufacturer: ABB

Model Number: Magmaster

Type:Magmeter Size: 100 mm

Serial Number: 3K2620000046821

Range: 0-50 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

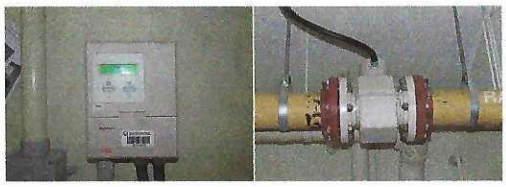
Input %	Input	Theoretical	Acctual	Pass/Fail
0	4.0 mA	0.00 l/s	0.00 l/s	
25	8.0 mA	12.50 l/s	12.51 l/s	Pass
50	12.0 mA	25.00 l/s	25.04 l/s	Pass
75	16.0 mA	37.50 l/s	37.51 l/s	Pass
100	20.0 mA	50.00 l/s	50.00 l/s	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:
Verification of original calibration only.

Q= 7.67 Q%= 15.34 I= 6.45



Checked By: Greg Pierce CCST

Signature:

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Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Flow Transmitter

Assigned Number: Lagoon Flow FIT 1002

Area Located: Lucan SPS

AMMS Number: N/A

Instrument Data

Manufacturer: Rosemont

Model Number: 872DR12N0M4

Type:Magmeter Size: 300 mm

Serial Number: 0860199394

Range: 0-300 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	Theoretical	Acctual	Pass/Fail
0	4.0 mA	0.00 l/s	0.00 l/s	
25	8.0 mA	75.0 l/s	75.0 l/s	Pass
50	12.0 mA	150.00 l/s	150.00 l/s	Pass
75	16.0 mA	225.00 l/s	225.00 l/s	Pass
100	20.0 mA	300.00 l/s	300.00 l/s	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:
Verification of original calibration only.

New flow tube installed, cal number 1176304611427005

Q= 112.35 Q%= 37.45 I= 9.99 mA

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Flow Transmitter

Assigned Number: Plant Flow LIT 1001

Area Located: Lucan SPS

AMMS Number: N/A

Instrument Data

Manufacturer: Rosemont

Model Number: 872DR12N0M4

Type:Magmeter Size: 200 mm

Serial Number: 0860199395

Range: 0-50.00 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	Theoretical	Acctual	Pass/Fail
0	4.0 mA	0.00 l/s	0.00 l/s	
25	8.0 mA	12.50 l/s	12.50 l/s	Pass
50	12.0 mA	25.00 l/s	25.00 l/s	Pass
75	16.0 mA	37.50 l/s	37.50 l/s	Pass
100	20.0 mA	50.00 l/s	50.00 l/s	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:
Verification of original calibration only.

Flow Tube # 1055805010293005

Q= 14.83 Q%= 29.67 I= 8.746 mA

Checked By: Greg Pierce CCST

Signature: _____

Pierce Services & Solutions Inc.
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Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Level Transmitter

Assigned Number: P/S Level LIT 1001

Area Located: Lucan SPS

OCWA Number: 00000236005

Instrument Data

Manufacturer: Milltronics

Model Number: 100

Type:Ultrasonic

Serial Number:

Range: 0-50 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	As Found	As Left	Pass/Fail
	8.20 m/A	1.72 m	1.72 m	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.

Alphabetical Parameter Listing Milltronics 100/200

Tag # Lucan Pump Station Plant Level LIT 1001

Date: March 21, 2019

Parameter #	Parameter Description	Parameter Value	Value Description	Relay #
P001	Operation	1	Level measurement	
P002	Material	1	Liquid surface	
P003	Process Speed	2	Medium (1m/min)	
P004	Transducer	102	XPS 10	
P005	Units	1	Meters	
P006	Empty	7.900	Transducer to base	
P007	Span	6.553	Maximum reading	
P065	Reading Overide Value	5.00	Fail Safe Value	
P111	Pump Fixed Duty Setting	1	Pump Fixed Duty Setting	1
P112	Relay on Level	4.587	Meters	1
P113	Relay off Level	1.311	Meters	1
P118	Output Relay Logic	0		1
P309	Run Time	0	Hours	1
P111	Pump Fixed Duty Setting		Pump Fixed Duty Setting	2
P112	Relay on Level		Meters	2
P113	Relay off Level		Meters	2
P118	Output Relay Logic			2
P309	Run Time		Hours	2
P111	Pump Fixed Duty Setting		Pump Fixed Duty Setting	3
P112	Relay on Level		Meters	3
P113	Relay off Level		Meters	3
P309	Run Time		Hours	3
P111	Loss of Echo			4
P112	Relay on Level		Meters	4
P113	Relay off Level		Meters	4
P309	Run Time		Hours	4
P660	Temperature Source Fixed	----		
P802	Transducer Submergence	----	On	
	Temp	9 C		
	Level	1.72		
	mA	8.20		
	Echo	100		
	%	26.14		

Site Location: Lucan Pumping Station

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Level Transmitter

Assigned Number: Lagoon Level LIT 1002

Area Located: Lucan SPS

AMMS Number: N/A

Instrument Data

Manufacturer: Milltronics

Model Number: 100

Type:Ultrasonic

Serial Number:

Range: 0-50 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	As Found	As Left	Pass/Fail
	8.18 mA	1.71 m	1.71 m	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.

Alphabetical Parameter Listing Milltronics 100/200

Tag # Lucan Pump Station Lagoon Level LIT 1002

Date: March 21, 2019

Parameter #	Parameter Description	Parameter Value	Value Description	Relay #
P001	Operation	1	Level measurement	
P002	Material	1	Liquid surface	
P003	Process Speed	2	Medium (1m/min)	
P004	Transducer	112	XPS 10	
P005	Units	1	Meters	
P006	Empty	7.826	Transducer to base	
P007	Span	6.553	Maximum reading	
P065	Reading Overide Value	2.5	Fail Safe Value	
P111	Pump Fixed Duty Setting	1	Pump Fixed Duty Setting	1
P112	Relay on Level	4.587	Meters	1
P113	Relay off Level	1.311	Meters	1
P118	Output Relay Logic	0		1
P309	Run Time	0	Hours	1
P111	Pump Fixed Duty Setting		Pump Fixed Duty Setting	2
P112	Relay on Level		Meters	2
P113	Relay off Level		Meters	2
P118	Output Relay Logic			2
P309	Run Time		Hours	2
P111	Pump Fixed Duty Setting		Pump Fixed Duty Setting	3
P112	Relay on Level		Meters	3
P113	Relay off Level		Meters	3
P309	Run Time		Hours	3
P111	Loss of Echo			4
P112	Relay on Level		Meters	4
P113	Relay off Level		Meters	4
P309	Run Time		Hours	4
P660	Temperature Source Fixed	----		
P802	Transducer Submergence	----	On	
	Temp	8 C		
	Level	1.71		
	mA	8.18		
	Echo	100		
	%	25.77		

Site Location: Lucan Pumping Station

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Level Sensor

Assigned Number: Alum Tank Level LIT 101

Area Located: Lucan WPCP

AMMS Number: N/A

Instrument Data

Manufacturer: Milltronics

Model Number: MultiRanger Plus

Type: Ultrasonic

Serial Number: N/A

Range: 0 - 3.100 m

Accuracy: +/- 5%

Method Of Calibration: Standard Measurement

Application: Waste Water

Meter Size: N/A

PASS/FAIL: Pass

Calibration Data

Input %	Input	As Found	As Left	Pass/Fail
	12.67 mA	1.680 m	1.680 m	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.

Alphabetical Parameter Listing Multiranger Plus

Tag # Alum Tank Level LIT 101
Date: March 21, 2019

#	Parameter	Value	#	Parameter	Value
P-0	Security	1954	P-50	OCM mA output	1
P-1	Units	1	P-51	OCM simulation	--
P-2	Mode of Measurement	1	P-52	Totalizer display factor	0
P-3	Empty Distance	4.070	P-53	Totalizer decimal point	2
P-4	Span	3.100	P-54	Low total	00.00
P-5	Blanking	0.970	P-55	High total	0000
P-6	Analog Output	2	P-56	Remote totalizer contact	0
P-7	Decimal Point	3	P-57	Flow sampler control	0
P-8	Relay 1, Function	3	P-58	Flow sampler control	1.000
P-9	Relay 1, Setpoint On	0.000	P-59	Time sampler control	--
P-10	Relay 1, Setpoint Off	3.050	P-60	Full Calibration	--
P-11	Relay 2, Function	0	P-61	Empty Calibration	--
P-12	Relay 2, Setpoint On	--	P-62	Measurement Offset	0.000
P-13	Relay 2, Setpoint Off	--	P-63	Sound Velocity at 20° C	344.1
P-14	Relay 3, Function	0	P-64	Velocity at P-65	344.1
P-15	Relay 3, Setpoint On	--	P-65	Air temperature	20 C
P-16	Relay 3, Setpoint Off	--	P-66	Maximum air temperature	20 C
P-17	Relay 4, Function	0	P-67	Minimum air temperature	20 C
P-18	Relay 4, Setpoint On	--	P-68	Fill damping	10.00
P-19	Relay 4, Setpoint Off	--	P-69	Empty damping	10.00
P-20	Relay 5, Function	0	P-70	Process rate display	0.000
P-21	Relay 5, Setpoint On	--	P-71	Process rate filter	1
P-22	Relay 5, Setpoint Off	--	P-72	Fuzz filter	1
P-23	Transducer, Submersible	0	P-73	Agitator discrimination	1
P-24	Pump 1, hours	0	P-74	Fail-safe mode	3
P-25	Pump 2, hours	0	P-75	Fail-safe timer	0.300
P-26	Pump 3, hours	0	P-76	Reading	1.680
P-27	Pump 4, hours	0	P-77	Material level	1.680
P-28	Pump 5, hours	0	P-78	Space or distance	2.390
P-29	Pump, run on, interval	0	P-79	Scope displays	____
P-30	Pump, run off, duration	0	P-80	Echo confidence	0:19
P-31	Transducer	[ ]	P-81	Confidence threshold long	10
P-32	DLD milliamp output	1	P-82	Confidence threshold long	5
P-33	Inflow/discharge totaling	1	P-83	Echo strength	72
P-34	Tank Shape	0	P-84	Noise	12:21
P-35	Tank dimension A	0.000	P-85	Algorithms	1
P-36	Tank dimension L	0.000	P-86	TVT curve	1
P-37	Convert display	1.000	P-87	Range extension	20
P-38	Display offset	0.000	P-88	Number of transmit pulses	3
P-39	Display reading options	0	P-89	Software version	15.0
P-40	Primary measuring device	1	P-90	Memory test	PASS
P-41	Flow rate time units	4	P-91	LCD,LED and relay test	PASS
P-42	OCM exponent	1.550	P-92	mA output test	12.67
P-43	Flume Dimensions	1.000	P-93	Temperature sensor test	0.00
P-45	Maximum head	3.100	P-94	Transmitter test	PASS
P-46	Maximum flow rate	1000	P-95	Programmer test	PASS
P-47	Auto zero	--	P-96	Watchdog reset test	PASS
P-48	OCM low head cutoff	5.000	P-97	Trim for 4 mA	247
P-49	OCM decimal point	2	P-98	Trim for 20 mA	3500
			P-99	Master reset	

Site Location: Lucan WPCP LIT 502

Ontario Clean Water Agency
Agence Ontarienne Des Eaux

2019 Compliance Report

for the

Granton Wastewater Treatment Plant

Municipality of Lucan-Biddulph

Works # 120002772

The Ontario Clean Water Agency is the Operating Authority for the Granton Wastewater Treatment Plant.

The Granton Wastewater Treatment Plant (WWTP) operates under Amended Environmental Compliance Approval #2212-AJDKEV issued on March 30, 2017.

The Granton WWTP is rated as a Class 1 Wastewater Treatment facility with a Class 1 Collection System.

The Granton Sewage System was constructed in 2001 and serves the Police Village of Granton. The Granton WWTP is a Rotating Biological Contactor (RBC) type process located on Middlesex County Road 59 at 34195 Granton Line on Lot 27, Conc. 12 of Lucan Biddulph Township in Middlesex County.

The plant's rated capacity is 270m³/day.

The system consists of the following:

Sanitary Sewers

- Sanitary sewers on Levitt Street, Dominion Street, Main Street and Awmik Road;

Sewage Pumping Station

- one (1) 2.4 m diameter wetwell style sewage pumping station located at 34311 Granton Line equipped with two (2) submersible pumps (one standby), each rated at 14.3 L/s at 10.9 m TDH;
- A 25 kW diesel generator set;
- A 150 mm diameter forcemain from sewage pumping station to primary settlement tank of Granton WWTP;

The Granton WWT is a rotating biological contactor (RBC) plant discharging effluent to the Cook Drain, a tributary of Medway Creek. The Granton WWTP consists of the following;

Influent Sampling Point

- Provision for sampling the influent at the meter chamber;

Primary Sedimentation

- One (1) 9.9 m x 5.6 m x 4.2 m side water depth (SWD) primary settlement tank;

Secondary Treatment

- Biological Treatment: one (1) RBC located in the centre of the primary settlement tank with 11, 455 m² of biological support media arranged in four (4) separate stages;
- Secondary Sedimentation: secondary clarifier with four (4) submersible pumps to return the settled sludge to the primary settlement tank;

Supplementary Treatment

- Phosphorus Removal: One (1) 5,780 L chemical storage tank and one (1) chemical metering pump to dose phosphorus removal chemicals to the final stages of the RBC

- pH Adjustment System: One (1) 300 kg chemical storage tank and one (1) chemical metering pump to dose chemicals to plant influent forcemain;

Tertiary Filtration

- An effluent filter consisting of a buoyant granular media (BUGS) in four parallel chambers, each chamber equipped with a submersible pump to return filter backwash to the primary settlement tank;

UV Disinfection

- One (1) UV disinfection system comprising of one (1) bank with six (6) modules with two (2) lamps per module.

Final Effluent Sampling Point

- An automatic sampler for sampling the Final Effluent at the UV disinfection channel outlet;

Final Effluent Outfall

- One (1) 200 mm diameter effluent sewer from the outlet of the UV disinfection channel, discharging to the Cook Drain;

Standby Power

- One (1) 25 kW standby diesel generator set in spill containment area with one (1) 565 L fuel tank;

And all other controls, electrical equipment, instrumentation, piping, pumps, valves and appurtenances essential for the proper operation of the aforementioned sewage works.

(a) A summary and interpretation of all monitoring data and a comparison to the Final Effluent limits outlined in Compliance Limits condition, including an overview of the success and adequacy of the Works;

Table 1. Effluent limits compared against maximum monthly average concentrations

Effluent Parameter	**Concentration Limits Maximum Average Monthly Concentration**	**2019 Maximum Monthly Average Concentration**
CBOD5	10.0 mg/L	2.4 mg/ L
Total Suspended Solids	10.0 mg/L	11.0 mg/L
Total Phosphorus	0.3 mg/L (May 1-Nov. 30) 0.8 mg/L (Dec. 1-Apr. 30)	0.073 mg/L
Total Ammonia Nitrogen	3.0 mg/L (May 1-Nov. 30) 5.0 mg/L (Dec. 1-Apr. 30)	0.525 mg/L
Dissolved Oxygen (any single sample)	> 4.0 mg/L	6.27 – 13.0 mg/L
E. Coli	200 org/100 mL	4.681 cfu/100 mL
pH (any single sample)	6.0 – 9.5	6.16 – 9.5

Table 2. Effluent loadings compared against maximum monthly average loadings.

Effluent Parameter	**Loading Limits Maximum Average Loading Kilograms per day**	**2019 Maximum Average Monthly Loading**
CBOD5	2.7 kg/d	0.347 kg/d
Total Suspended Solids	2.7 kg/d	1.310 kg/d
Total Phosphorus	0.081 kg/d (May 1-Nov. 30) 0.216 kg/d (Dec. 1-Apr. 30)	0.009 kg/d
Total Ammonia Nitrogen	0.81 kg/d (May 1-Nov. 30) 1.35 kg/d (Dec. 1-Apr. 30)	< 0.061 kg/d

Table 1 and Appendix A summaries show that the required Granton WWTP effluent samples collected and submitted to the laboratory for analysis complied with effluent limits for Carbonaceous Biochemical Oxygen Demand (CBOD5), Total Phosphorus (TP), Total Ammonia Nitrogen (TAN) and E. coli per Amended Environmental Compliance Approval # 2212-AJDKEV issued March 30, 2017. The effluent Total Suspended Solids monthly average exceeded the environmental compliance limit in January of 2019. Table 2 shows that all monthly average loading limits were met for the Granton WWTP.

The 2019 final effluent annual average CBOD5 concentration was < 2.071 mg/L with a maximum monthly concentration of 2.4 mg/L recorded January 2019. The 2019 maximum monthly loading for CBOD5 was 0.347 kg/d recorded for the month of April 2019.

The 2019 final effluent annual average Total Suspended Solids was 7.84 mg/L with a maximum monthly concentration of 11.0 mg/L recorded for January 2019. The 2019 maximum monthly loading for TSS was 1.310 kg/d recorded for the month of April 2019.

The 2019 final effluent annual average Total Phosphorus concentration was < 0.049 mg/L with a maximum monthly concentration of 0.073 mg/L recorded for June 2019. The 2019 maximum monthly loading for Total Phosphorus was 0.009 kg/d recorded for November 2019.

The 2019 final effluent annual average Total Ammonia Nitrogen concentration was < 0.251 mg/L with a maximum monthly concentration of 0.525 mg/L recorded for August 2019. The 2019 maximum monthly loading for Total Ammonia Nitrogen was 0.061 kg/d recorded for December 2019. Final effluent pH and temperature were analyzed for each Total Ammonia Nitrogen sample collection and unionized ammonia calculated.

The bacteriological quality of the effluent was monitored and the Geometric mean density of E.coli did not exceed the compliance limit of 200 organisms per 100 ml of effluent discharged from the works throughout 2019. The 2019 final effluent annual average geometric mean density for E.coli was 2.43 cfu/ 100 mL with a maximum monthly concentration of 4.681 cfu/ 100mL recorded for January 2019.

The Environmental Compliance Approval requires that the effluent pH be maintained between 6.0 and 9.5 at all times; the final effluent pH was compliant throughout 2019 ranging from a minimum pH 6.16 recorded in the month of July to a maximum pH 9.50 recorded in the month of December.

The Environmental Compliance Approval requires that the effluent dissolved oxygen (DO) be maintained at greater than 4 mg/L at all times. The final effluent dissolved oxygen (DO) was compliant throughout 2019; values ranged from a minimum of 6.27 mg/L recorded in the month of May to a maximum 11.00 mg/L recorded in the month of February.

The final effluent limits were met for all parameters in 2019 except for Total Suspended Solids in the month of January.

The total suspended solids (TSS) limit was exceeded in the month of January 2019. The January monthly average was 11.00 mg/L; compliance limit is 10 mg/L. This exceedance was related to increased flows and the process design. Chemical addition at this facility is not flow paced.

The Amended Environmental Compliance Approval #2212-AJDKEV identifies the plant rated flow capacity of 270 m^3.

The average daily flow during the 2019 reporting period was 116.06 m^3 /day; this is 42.99 % of the plants rated capacity. The 2019 average daily flow increased 2.67 % from 2018.

The plant rated capacity of 270 m^3 was exceeded on the following seven (7) days; increased flow was due to precipitation or snow melt. Compliance is based on an annual average therefore these single events are not reportable.

The daily flow rate capacity was surpassed on:

February 5th	273 m^3
March 15th	309 m^3
May 30th	345 m^3
May 31st	277 m^3
April 19th	271 m^3
May 25th	411 m^3
October 31st	303 m^3

Please see Appendix A for a summary of lab data and flow monitoring.

Overall, the Granton WWTP has been successful at meeting the ECA effluent limits and rated capacity. There continues to be ongoing issues with meeting total suspended solid limits, with one exceedance for the monthly average in 2019.

(b) A description of any operating problems encountered and corrective actions taken;

Fat builds up on the RBC unit; a wastewater treatment product called MicroTab is added to the system at various locations. Micro-tabs aid in the breakdown of fats, oils & grease. Alternative products are being reviewed to pilot in the future.

Maintaining final effluent quality compliance proved challenging in 2019; the Granton RBC process reported Total Suspended Solids Monthly Average exceedance for the month of January of 2019. The final effluent Total Suspended Solids (TSS) average monthly concentration exceeded the required limit of 10.0 mg/L. TSS monthly average concentration was 11.0 mg/L; this non-compliance was reported to the MECP. The Total Suspended Solids (TSS) Maximum Average Loading limit of 2.7 kg/day was not exceeded; TSS January average loading was 1.2 kg/day.

During the month of January process troubleshooting activities continued; on January 30th 2019 an OCWA Process Specialist was onsite with all operational staff to further assist with process troubleshooting striving to meet facility ECA limits & objectives. Process troubleshooting activities carried out in January 2019 included:
- adjusted location and depths of temporary clarifier baffle walls (tarps) to try and achieve better chemical mixing and settling of solids;
-adjusted chemical dosages to optimize treatment and
- reduced clarifier pump run times to reduce flow through plant.

Additionally SCADA programming adjustments were made early in February 2019; adjustments were made pertaining to the frequency, duration and order of filter backwashing cycles.

Operational staff monitored TSS levels in house at an increased frequency to assist with troubleshooting the TSS issue.

Oxygen deficiency alarm was triggered in the RBC area of the plant; the sensor was in fault. Hetek was called and scheduled to troubleshoot and repair the faulty sensor. Operators wore a portable gas detection device whenever entering this area until issue resolved.

Operators hauled smaller volumes of sludge at increased frequencies from the RBC process to prevent a buildup of aged sludge to enhance process operations.

OCWA Electrician was called on site to assist operators with multiple pump operational issues at the Granton wetwell. Each time on site the faulty pump was pulled, cleared of debris, inspected and placed back in service; the electrician replaced any blown fuses in the control panel at the Granton wet well as needed.

(c) ***A summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming a part of the works;***

Regular-scheduled monthly preventative maintenance has been assigned and is monitored using OCWA's Work Management System program. General maintenance includes but is not limited to monthly generator testing, greasing of equipment and process cleaning activities. Pierce Services is contracted to complete annual calibration services at the Granton WWTP; see Appendix B.

Additional unscheduled maintenance is completed as needed; additional maintenance completed during 2019 included:

January

- Operator on duty replaced micro-tabs in the RBC and collection system.
- OCWA specialist was onsite to assist and recommend process changes to resolve issues related to the plant effluent total suspended solids levels.

February

- OCWA Electrician was onsite at the Granton wet well to replace a 10 amp breaker that runs the heater to heat the station. The original breaker faulted.
- Total Septic was onsite and hauled 58 m^3 of sludge from the RBC tank to the Lucan Sewage Lagoon.
- Data Soft was onsite to install new clarifier pump & BUGS filter pump programs.
- Operators noticed that clarifier pump # 1 was not running due to a program installation error; Operators worked with Data Soft to resolve the issue.

March

- OCWA Electrician was onsite to repair facility faulty emergency exit lights
- Pierce Services was onsite to complete annual calibration and inspections of all flow meters and miltronics at all Granton facilities.

April

- Operator on duty noticed an oxygen deficiency alarm was triggered in the RBC area of the plant; operator found that the sensor was in fault. Hetek was called and scheduled to troubleshoot faulty sensor. Operators used portable gas detection devices when entering this area until system repaired.
- Pierce Services was onsite to investigate the requirements for possible future process upgrades required to flow pace chemical pump(s).
- Mobile Fire & Safety were onsite to perform the annual inspection on all fire extinguishers.

May

- Total Septic was onsite to remove 87m^3 of sludge from the RBC tank to the Lucan Sewage Lagoon.
- Data Soft was onsite to resolve the issues with SCADA not being able to read the daily flow of raw into the plant.
- Hetek was onsite to perform semi-annual inspection and calibrations of all gas detection equipment.

- GenCare was onsite to perform the semi-annual maintenance and inspection of the generator; no issues reported.

June

- Total Septic was onsite to remove 72.5m³ of sludge from the RBC tank to the Lucan Sewage Lagoon.
- CT Environmental was onsite to perform the semi-annual cleaning of the Granton wet well. Operators also performed annual inspections of the wet wells at this time.

July

- Total Septic was on site to remove 58m³ of sludge from the RBC tank to the Lucan Sewage Lagoon.
- Hetek was on site to recalibrate the gas detection equipment.
- The Granton Wastewater Treatment System Annual Health & Safety Inspection was completed on July 18th. No issues were identified during this inspection.

August

- Operators installed a new rag catching basket at the inflow of the plant.
- Operators replaced micro tabs throughout the system.
- Total Septic was on site to remove approx. 87m³ of sludge from the RBC tank to the Lucan Sewage Lagoon.

September

- OCWA Electrician was on site to replace blown fuses in the control panel at the Granton wet well that were causing duty pump # 1 to work improperly. The pump was then tested and all worked correctly.
- Operator found duty pump # 1 at the wet well not working correctly again, OCWA Electrician was on site to pull the pump and complete an inspection on the pump. The pump was found to have some debris (rags) in it. After freeing the pump of all the debris, checking the oil levels and testing, the pump was put back into service.
- Operators replaced micro tabs throughout the system.

October

- Total Septic was onsite to haul 5 loads (72.5 m³) of sludge out of the RBC area of the plant.
- OCWA Electrician was onsite to assist the operators at the Granton wet well with pulling pump # 1 due to finding it plugged with debris. The pump was cleared of all debris and reinstalled, then tested.
- Operator found duty pump # 1 at the wet well not working correctly again, OCWA Electrician was onsite to pull the pump and complete an inspection on the pump, at this time it was also found that the fuse to this pump was blown and the pump was found to be plugged with debris (rags). After freeing the pump of all the debris and replacing the blown fuse the pump was reinstalled and then tested and all worked correctly.
- GenCare was onsite to complete the semi-annual inspection and maintenance on the generator.
- CT Environmental was onsite at the Granton wet well to perform the semi-annual cleaning. At the same time OCWA operators completed the semi-annual inspection of the wet well and pumps. All was found in proper working conditions.

November

- Operators replaced micro tabs throughout the system.
- Total Septic was onsite to haul 6 loads (87 m^3) of sludge out of the RBC area of the plant.
- Hetek was onsite to complete the semiannual calibration on the gas detection equipment.

December

- Operators found duty pump # 2 at the wet well not working correctly. OCWA Electrician was onsite to assist the operators with pulling the pump and completing an inspection of the pump. The pump was found to have some debris in it (a mop head) and a blown fuse causing the issues. After freeing the pump of all the debris and replacing the fuse, the pump it was put back into service.

(d) ***A summary of any effluent quality assurance or control measures undertaken during the reporting period;***

The effluent parameters specified in the Amended Environmental Compliance Approval were analyzed by SGS Lakefield; SGS Lakefield Laboratory is an accredited laboratory in Ontario.

In-house tests are conducted by licensed operators for operating monitoring purposes using Standard Methods; the data generated from these tests is used to determine the treatment efficiency while maintaining process control. All in-house monitoring equipment is calibrated based on the manufacturer's recommendations.

Annually a facility sampling schedule calendar is prepared and reviewed with operational staff; the sampling schedule calendar identifies sample collection dates to meet regulatory requirements of the Environmental Compliance Approval.

(e) A summary of the calibrations and maintenance carried out on all effluent monitoring equipment.

The flow meter was calibrated on March 21, 2019 by Pierce Services. Equipment used for in-house process analysis is calibrated by qualified personal; trained operators or certified third party service provider.

See *Appendices B* for calibration reports.

(f) A description of efforts made and results achieved in meeting the Design Objectives of Condition 6;

Effluent Parameter	**Concentration Objectives** **Maximum Average Concentration**	**2019 Maximum Monthly Average Concentration**
CBOD5	5.0 mg/L	2.4 mg/ L
Total Suspended Solids	5.0 mg/L	11.0 mg/L
Total Phosphorus	0.2 mg/L (May 1-Nov. 30) 0.5 mg/L (Dec. 1-Apr. 30)	0.073 mg/L
Total Ammonia Nitrogen	2.0 mg/L (May 1-Nov. 30) 4.0 mg/L (Dec. 1-Apr. 30)	0.525 mg/L
Dissolved Oxygen (any single sample)	> 5.0 mg/L	6.27 –13.00 mg/L
E. Coli	150 org/100 mL	4.68 cfu/100 mL
pH (any single sample)	6.5 – 8.5	6.16 – 9.50

The effluent objectives were met consistently for Carbonaceous Biochemical Oxygen Demand (CBOD), Total Phosphorus (TP), Total Ammonia Nitrogen (TAN), Dissolved Oxygen content (DO) and E.coli. Effluent objectives were not met for Total Suspended Solids (TSS) and pH.

The 2019 final effluent monthly average Total Suspended Solids (TSS) objective concentration of 5.0 mg/L was not met in 2019. The TSS monthly averages were; January 11.0 mg/L, February 7.63 mg/L, March 5.3 mg/L, April 8.5 mg/L, May 8.0 mg/L, June 8.0 mg/L, July 7.0 mg/L, August 6.8 mg/L, September 7.8 mg/L, October 8.8 mg/L, November 8.0 mg/L and December 7.4 mg/L.

The 2019 final effluent objectives for pH (6.50 – 8.50) was not met consistently in the months of March (minimum 6.25), April (minimum 6.47), May (minimum 6.26), June (minimum 6.22), July (minimum 6.16), September (minimum 6.31), October (minimum 6.31) and December (maximum 9.5).

Additional operational activities completed in 2019 to strive to meet Environmental Compliance Approval Effluent objectives included; the removal of sludge from the RBC unit at increased intervals, additional process flushing and filter backwashing, chemical dosage adjustments and the addition of the Micro-Tab product to assist in reducing the fats, oil and grease build-up. OCWA Process Specialists have been consulted to assist process troubleshooting.

See *Appendix A* for a summary of the monthly averages.

(g) A tabulation of the volume of sludge generated in the reporting period, an outline of anticipated volumes to be generated in the next reporting period and a summary of the locations to where the sludge was disposed;

Date Hauled	Volume Hauled (m3)	Location Deposited
February 8, 2019	43.5	Lucan Sewage Lagoon
March 14, 2019	58	Lucan Sewage Lagoon
May 1, 2019	87	Lucan Sewage Lagoon
June 13, 2019	72.5	Lucan Sewage Lagoon
July 16, 2019	58	Lucan Sewage Lagoon
August 21, 2019	87	Lucan Sewage Lagoon
October 2, 2019	72.5	Lucan Sewage Lagoon
November 25, 2019	87	Lucan Sewage Lagoon

Approximately 566 m^3 of sludge was removed from the Granton Wastewater Water Treatment facility in 2019. It is anticipated that approximately 600 m^3 of sludge will be generated during the next reporting period.

(h) A summary of any complaints received during the reporting period and any steps taken to address the complaints;

There were no complaints received during the 2019 reporting period.

(i) A summary of all By-pass, spill or abnormal discharge events;

There were no by-pass, overflow, or abnormal discharge events during this report period.

There was one (1) spill event reported during this report period.
On May 7th 2019 a small volume chemical spill was reported to the Spills Action Centre (SAC); reference # 2026-BBXNUT was issued.

When the Kemira truck was off loading PAX chemical at the Granton WWTP, the connection pipe at the building broke off releasing approximately 4 litres of PAX on to the ground directly below the pipe. The spill was immediately stopped and spill absorbent material was used on the spilled PAX. Dried material was collected and placed into a 20L pail. The pail was capped with a lid and labelled for disposal. The damaged pipe was repaired.

(j) A copy of all Notice of Modifications submitted to the Water Supervisor as a result of Schedule B, Section 1, with a status report on the implementation of each modification;

There were no modifications notifications submitted to the Water Supervisor applicable to this reporting period.

(k) A report summarizing all modifications completed as a result of Schedule B, Section 3; and

There were no modifications required to the Works in 2019.

(l) Any other information the Water Supervisor requires from time to time.

The Environmental Compliance Approval requires that Bypass & Overflow Reports be submitted to the Ministry's local office quarterly if an applicable event occurs; reports are submitted as required.

REPORT PREPARED BY:
Deb Thomson
Process & Compliance Technician
Ontario Clean Water Agency

APPENDIX A

SUMMARY OF LAB RESULTS AND FLOWS

Ontario Clean Water Agency
Performance Assessment Report Wastewater/Lagoon

From: **01/01/2019 to 31/12/2019**

Facility: **[1261] GRANTON WASTEWATER TREATMENT FACILITY**

Works: **[120002772]**

	01/2019	02/2019	03/2019	04/2019	05/2019	06/2019	07/2019	08/2019	09/2019	10/2019	11/2019	12/2019	<--Total-->	<--Avg.-->	<--Max.-->	<--Criteria-->
Flows:																
Eff. Flow: Total - Final Effluent (m^3)	3477.00	3740.00	4160.00	4622.00	4629.00	2730.00	2370.00	2499.00	2535.00	3397.00	4214.00	3929.00	42302.00			
Eff. Flow: Avg - Final Effluent (m^3/d)	112.16	133.57	134.19	154.07	149.32	91.00	76.45	80.61	84.50	109.58	140.47	126.74		116.06		
Eff. Flow: Max - Final Effluent (m^3/d)	238.00	273.00	345.00	271.00	411.00	120.00	121.00	119.00	118.00	303.00	270.00	152.00			411.00	
Carbonaceous Biochemical Oxygen Demand: CBOD:																
Eff: Avg cBOD5 - Final Effluent (mg/L)	< 2.400	< 2.000	< 2.000	< 2.250	< 2.000	< 2.000	< 2.000	< 2.000	< 2.000	< 2.000	< 2.000	< 2.200		< 2.071	< 2.400	10.0
Eff: # of samples of cBOD5 - Final Effluent (mg/L)	5	6	4	4	5	4	5	4	4	5	4	5	55			
Loading: cBOD5 - Final Effluent (kg/d)	< 0.269	< 0.267	< 0.268	< 0.347	< 0.299	< 0.182	< 0.153	< 0.161	< 0.169	< 0.219	< 0.281	< 0.279		< 0.241	< 0.347	
Biochemical Oxygen Demand: BOD5:																
Raw: Avg BOD5 - Raw Sewage (mg/L)	94.000	70.000	166.000	70.000	110.000	128.000	79.000	76.000	107.000	129.000	71.000	54.000		96.167	166.000	
Raw: # of samples of BOD5 - Raw Sewage (mg/L)	1	1	1	1	1	1	1	1	1	1	1	1	12			
Total Suspended Solids: TSS:																
Raw: Avg TSS - Raw Sewage (mg/L)	48.000	21.000	184.000	48.000	94.000	124.000	41.000	87.000	145.000	45.000	88.000	42.000		80.583	184.000	
Raw: # of samples of TSS - Raw Sewage (mg/L)	1	1	1	1	1	1	1	1	1	1	1	1	12			
Eff: Avg TSS - Final Effluent (mg/L)	11.000	7.625	5.250	8.500	8.000	8.000	7.000	6.750	7.750	8.800	8.000	7.400		7.840	11.000	
Eff: # of samples of TSS - Final Effluent (mg/L)	5	8	4	4	5	4	5	4	4	5	4	5	57			
Loading: TSS - Final Effluent (kg/d)	1.234	1.018	0.705	1.310	1.195	0.728	0.535	0.544	0.655	0.964	1.124	0.938		0.912	1.310	
Percent Removal: TSS - Raw Sewage (mg/L)	77.083	63.690	97.147	82.292	91.489	93.548	82.927	92.241	94.655	80.444	90.909	82.381			97.147	
Total Phosphorus: TP:																
Raw: Avg TP - Raw Sewage (mg/L)	2.970	2.150	4.920	1.250	4.080	1.980	3.280	3.250	3.470	3.820	2.970	1.760		2.992	4.920	
Raw: # of samples of TP - Raw Sewage (mg/L)	1	1	1	1	1	1	1	1	1	1	1	1	12			
Eff: Avg TP - Final Effluent (mg/L)	< 0.062	< 0.035	< 0.063	< 0.055	< 0.048	< 0.073	< 0.032	< 0.030	< 0.030	< 0.054	< 0.065	< 0.036		< 0.049	< 0.073	
Eff: # of samples of TP - Final Effluent (mg/L)	5	6	4	4	5	4	5	4	4	5	4	5	55			
Loading: TP - Final Effluent (kg/d)	< 0.007	< 0.005	< 0.008	< 0.008	< 0.007	< 0.007	< 0.002	< 0.002	< 0.003	< 0.006	< 0.009	< 0.005		< 0.006	< 0.009	
Percent Removal: TP - Raw Sewage (mg/L)	97.912	98.372	98.730	95.600	98.824	96.338	99.024	99.077	99.135	98.586	97.811	97.955			99.135	
Nitrogen Series:																
Raw: Avg TKN - Raw Sewage (mg/L)	30.600	21.400	45.800	21.400	38.600	21.000	42.200	36.600	39.900	33.100	32.700	22.300		32.133	45.800	
Raw: # of samples of TKN - Raw Sewage (mg/L)	1	1	1	1	1	1	1	1	1	1	1	1	12			
Eff: Avg TAN - Final Effluent (mg/L)	< 0.100	< 0.100	< 0.100	< 0.150	< 0.100	< 0.100	< 0.180	< 0.525	0.500	< 0.500	< 0.175	< 0.480		< 0.251	0.525	
Eff: # of samples of TAN - Final Effluent (mg/L)	5	6	4	4	5	4	5	4	4	5	4	5	55			
Loading: TAN - Final Effluent (kg/d)	< 0.011	< 0.013	< 0.013	< 0.023	< 0.015	< 0.009	< 0.014	< 0.042	0.042	< 0.055	< 0.025	< 0.061		< 0.027	0.061	
Disinfection:																
Eff: GMD E. Coli - Final Effluent (cfu/100mL)	4.681	1.414	1.414	2.213	2.952	2.000	2.000	2.000	2.000	2.000	2.000	4.591		2.439	4.681	
Eff: # of samples of E. Coli - Final Effluent (cfu/100mL)	4	4	4	4	5	4	5	4	4	5	3	5	51			

Ontario Clean Water Agency
Time Series Info Report

From: 01/01/2019 to 31/12/2019

Facility Org Number: 1261
Facility Works Number: 120002772
Facility Name: GRANTON WASTEWATER TREATMENT FACILITY
Facility Owner: Other: The Corporation of the Township of Lucan Biddulph
Facility Classification: Class 1 Wastewater Treatment
Receiver: Cook Drain
Service Population: 315.0
Total Design Capacity: 270.0 m3/day

	01/2019	02/2019	03/2019	04/2019	05/2019	06/2019	07/2019	08/2019	09/2019	10/2019	11/2019	12/2019	Total	Avg	Max	Min
Final Effluent / Dissolved Oxygen: DO - mg/L																
Count IH	22	18	21	20	22	20	22	21	20	22	20	20	248			
Max IH	10.04	11	10.9	10.3	9.77	9.58	9.15	8.93	8.74	9.05	9.74	9.89			11	
Mean IH	9.35	10.207	10.01	9.793	9.25	9.172	8.804	8.318	8.287	8.288	8.507	9.02		9.07		
Min IH	8.05	9.4	8.97	8.24	6.27	8.51	8.44	7.71	7.64	7.04	7.31	6.84				6.27
Final Effluent / Temperature - °C																
Count IH	22	18	21	20	22	20	22	21	20	22	20	20	248			
Max IH	13.3	11.1	13.1	11.5	12.9	14.6	17.1	19	18.5	18.2	15.7	14.5			19	
Mean IH	11.682	10.167	9.971	10.39	11.782	13.76	16.332	17.648	17.865	17.014	14.595	12.97		13.727		
Min IH	10.3	9	8.6	9	10.9	12.6	14.7	16.8	17.3	16.1	13.5	12.1				8.6
Final Effluent / Total Ammonia Nitrogen: NH3 + NH4+ as N - mg/L																
Count Lab	5	6	4	4	5	4	5	4	4	5	4	5	55			
Max Lab	< 0.1	< 0.1	< 0.1	< 0.2	< 0.1	< 0.1	< 0.4	< 1.6	1.1	< 1.3	< 0.2	1.2			< 1.6	
Mean Lab	< 0.1	< 0.1	< 0.1	< 0.15	< 0.1	< 0.1	< 0.18	< 0.525	0.5	< 0.5	< 0.175	< 0.48		< 0.247		
Min Lab	< 0.1	< 0.1	< 0.1	< 0.1	< 0.1	< 0.1	< 0.1	< 0.1	0.3	< 0.1	< 0.1	< 0.1				< 0.1
Final Effluent / Un-ionized Ammonia: NH3 - mg/L																
Count Lab	5	6	4	4	5	4	5	4	4	5	4	5	55			
Max Lab	< 0.002	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.006	0.003	< 0.004	< 0.001	0.015			< 0.015	
Mean Lab	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.003	< 0.002	< 0.002	< 0.001	< 0.004		< 0.002		
Min Lab	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001	< 0.001				< 0.001
Final Effluent / pH - ---																
Count IH	22	18	21	20	22	20	22	21	20	22	20	20	248			
Max IH	7.94	7.83	7.75	7.71	7.77	7.75	7.8	7.71	7.14	7.81	8.49	9.5			9.5	
Mean IH	7.602	7.234	7.029	7.107	7.064	6.771	6.962	6.929	6.683	6.921	7.337	7.298		7.078		
Min IH	7.11	6.7	6.25	6.47	6.259	6.22	6.16	6.65	6.31	6.31	6.55	6.48				6.16

APPENDIX B

FLOW METER CALIBRATION REPORT

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Flow Transmitter

Assigned Number: Influent LIT 1003

Area Located: Granton WPCP

AMMS Number: N/A

Instrument Data

Manufacturer: ABB

Model Number: Magmaster

Type:Magmeter Size: 100 mm

Serial Number: 3K22-57398

Range: 0-50 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	Theoretical	Acctual	Pass/Fail
0	4.0 mA	0.00 l/s	0.00 l/s	
25	8.0 mA	12.50 l/s	12.55 l/s	Pass
50	12.0 mA	25.00 l/s	25.21 l/s	Pass
75	16.0 mA	37.50 l/s	37.55 l/s	Pass
100	20.0 mA	50.00 l/s	50.00 l/s	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:
Verification of original calibration only.

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.
519.820.4853 Fax 519.824.9402

Instrument Verification Sheet

Client Name: Ontario Clean Water Agency

Date: March 21, 2019

Equipment Description: Level Transmitter

Assigned Number: Pump Station Level LIT 1004

Area Located: Granton SPS

AMMS Number: N/A

Instrument Data

Manufacturer: Milltronics

Model Number: 100

Type:Ultrasonic

Serial Number:

Range: 0-50 l/s

Accuracy: +/- 5%

Method Of Calibration: Standard Verification

Application: Waste Water

Calibration Data

Input %	Input	As Found	As Left	Pass/Fail
	6.87 mA	1.11 m	1.11 m	Pass

Confirmed Run Mode: ✓

Placed back in service: ✓

Comments:

Checked By: Greg Pierce CCST

Signature:

Pierce Services & Solutions Inc.

Alphabetical Parameter Listing Milltronics 100/200

Tag # Granton Pump Station Level LIT 1004

Date: March 21, 2019

Parameter #	Parameter Description	Parameter Value	Value Description	Relay #
P001	Operation	1	Level measurement	
P002	Material	1	Liquid surface	
P003	Process Speed	2	Medium (1m/min)	
P004	Transducer	112	XPS 10	
P005	Units	1	Meters	
P006	Empty	6.420	Transducer to base	
P007	Span	6.200	Maximum reading	
P065	Reading Overide Value	5	Fail Safe Value	
P111	Pump Fixed Duty Setting	52	Pump Fixed Duty Setting	1
P112	Relay on Level	1.850	Meters	1
P113	Relay off Level	1.000	Meters	1
P118	Output Relay Logic			1
P309	Run Time		Hours	1
P111	Pump Fixed Duty Setting	52	Pump Fixed Duty Setting	2
P112	Relay on Level	1.950	Meters	2
P113	Relay off Level	1.000	Meters	2
P118	Output Relay Logic			2
P309	Run Time		Hours	2
P111	Pump Fixed Duty Setting	6	Pump Fixed Duty Setting	3
P112	Relay on Level	5.580	Meters	3
P113	Relay off Level	5.270	Meters	3
P309	Run Time		Hours	3
P111	Loss of Echo			4
P112	Relay on Level		Meters	4
P113	Relay off Level		Meters	4
P309	Run Time		Hours	4
P660	Temperature Source Fixed	----		
P802	Transducer Submergence	----	Off	
	Temp	7C		
	Level	1.11		
	mA	6.87		
	Echo	100		
	%	18.01		

Site Location: Granton Pumping Station

Facility Description

Facility Name: Lucan Water Pollution Control Plant
Senior Operations Manager: Renee Hornick 519-274-0997
Business Development Manager: Jackie Muller 519-643-8660
Facility Type: Municipal
Classification: Class 4 WWT
Environmental Compliance Approval: 7008-B7CJWY Issued February 11, 2019

Service Information

Population Serviced: 4,700

Capacity Information

Total Design Capacity: 1,700 m^3/day

	Design Values	2016 Flow Data	2017 Flow Data	2018 Flow Data	2019 Flow Data	2020 Flow Data To Date
Average Daily Flow (m^3/d)	1,700	969.13	962.48	1047.10	1113.17	1247.64
% of Average Daily Design Flow	-	57.01	56.62	61.59	65.48	73.39

	Design Flow (m^3/d)	2020 Average Daily Flow (m^3/d)	2020 % Capacity	2020 Maximum Daily Flow (m^3/d)	2020 % Capacity	Number of Days Design Flow Exceeded
January	1,700	1,391.01	81.82	2,615	153.82	7
February	1,700	1,030.93	60.64	1,441	84.76	0
March	1,700	1,320.94	77.70	2,246	132.12	5
April	1,700					
May	1,700					
June	1,700					
July	1,700					
August	1,700					
September	1,700					
October	1,700					
November	1,700					
December	1,700					
Annual Average	**1,700**					

Operational Description

The Lucan Sewage System was expanded and upgraded in 1992 to an aeration type process and is located at 6242 Fallon Drive. The plant is rated at an average flow of 1,700 m^3/ day.

The system consists of:

- Raw sewage pumping station with five submersible pumps and one standby diesel generator
- Force mains to treatment plant and lagoons
- Extended aeration plant with automatically raked bar screen, grit chamber, aeration basins, secondary clarifiers, return activated sludge system, chemical storage and feeding systems, aerobic digesters, sludge storage system, effluent filtration, ultra violet disinfection system
- Outfall sewer to Heenan Drain
- Standby power diesel generator
- Two cell lagoon system for storing excessive flows

CLIENT CONNECTION MONTHLY CLIENT REPORT

COMPLIANCE SUMMARY

One clarifier was taken out of service for repair maintenance on Feb. 14, 2020; additional daily sample collections are required for the duration of this repair as per the ECA. The MECP was contacted and approved daily samples during regular business days only for this event; weekend samples not required at this time.

OCCUPATIONAL HEALTH & SAFETY

FIRST QUARTER

The COVID-19 Pandemic Issue was corporately brought to the attention of all OCWA staff; precautionary protection measures were implemented at all facilities. In addition to mandatory PPE worn by operational staff the following additional steps were taken to assure safety:

- Additional PPE and supplies were sourced as applicable
- The frequency of facility and vehicle cleaning and surface disinfection was increased
- Staff re-organization was implemented to meet social distancing requirements where applicable
- Facility access to required contractors or delivery personal is closely monitor

There were no additional Health & Safety issues identified during the first quarter.

INSPECTIONS

FIRST QUARTER

There were no Ministry of Environment, Conservation and Parks (MECP) or MOL inspections conducted this quarter.

GENERAL MAINTENANCE & PLANT ACTIVITIES

January

Throughout the month of January, DataSoft was on-site to work on installing the new computer and working on the SCADA system.

16: Chemtrade delivered alum to the WPCP.
28: OCWA Electrician was on-site at the WPCP to replace some faulty lights on the MCC panel.
31: Nevtro was on-site at the WPCP to install the new sludge unloading system for the digesters.

February

Throughout the month of February, DataSoft was on-site to work on installing the new computer and working on the SCADA system.

12: Repairs completed to the effluent disk filter.

14: Operators took down clarifier #2 to do a cleaning and inspection. Operators found that a malfunction with the clarifier caused the chain and baffles (scrapers) that moves the sludge in the clarifier was broken. Due to this, as per the instructions of the MECP, the operators will need to take extra final effluent samples until the clarifier is fixed and the process is back to normal operations.
18: OCWA staff were on-site at the WPCP to assist operators with removing the broken components of the clarifier, assessing all the damage and to compile a list of what all needs replaced.

March
Throughout the month of March extra final effluent samples were collected and sent due to clarifier #2 being out of operation.

02 & 25: Abell Pest Control was on-site to install and monitor the bait traps to address the rodent and crow problem.
02: OCWA Electrician was on-site at the WPCP to replace the faulty limit switch for the rag removal rake in the head works building.

ALARMS/CALL-INS

January
19: Operator on call received multiple alarms from the Joseph Street Pump Station due to a wide spread short duration hydro outage. This location was monitored remotely and all was fine.

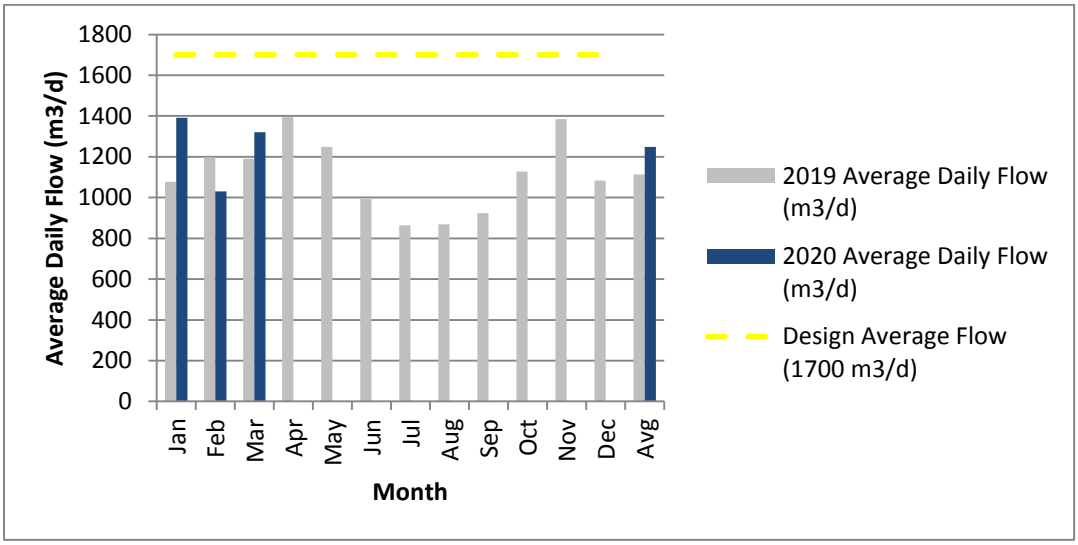
COMPLAINTS & CONCERNS

There were no complaints or concerns to date.

PERFORMANCE ASSESSMENT REPORT

The raw sewage average daily flow for the first quarter of 2020 was 1247.64 m^3/d. The first quarter daily flow for 2020 has increased 5.41 % from first quarter average daily flow values recorded in 2019. This can be attributed to wet weather conditions.

Chart 1. Raw Sewage flows in 2020 compared to 2019 flows.



Raw sewage samples are collected on a weekly basis following the ECA requirements. The table below shows the raw sample results for 2020. The ECA does not stipulate raw sewage compliance values.

Table 1. Raw Sewage sample results for 2020.

	BOD5 (mg/L)	TSS (mg/L)	TP (mg/L)	TKN (mg/L)
January	84.25	41	1.705	23.4
February	133.25	42.75	2.55	30.75
March	110.2	71.8	2.798	29.6
April				
May				
June				
July				
August				
September				
October				
November				
December				

The effluent is sampled on a weekly basis following the requirements of the ECA. The table below summarizes the monthly average results compared against the objectives and limits identified in the ECA. The Total Suspended Solids monhly average objective of 5 mg/L was exceeded in February (7.2 mg/L) and March (8.0 mg/L) of 2020. The pH objective minimum value of 6.5 was not met in March (6.36) of 2020. Final effluent limits were met consistantly for the first quarter of 2020.

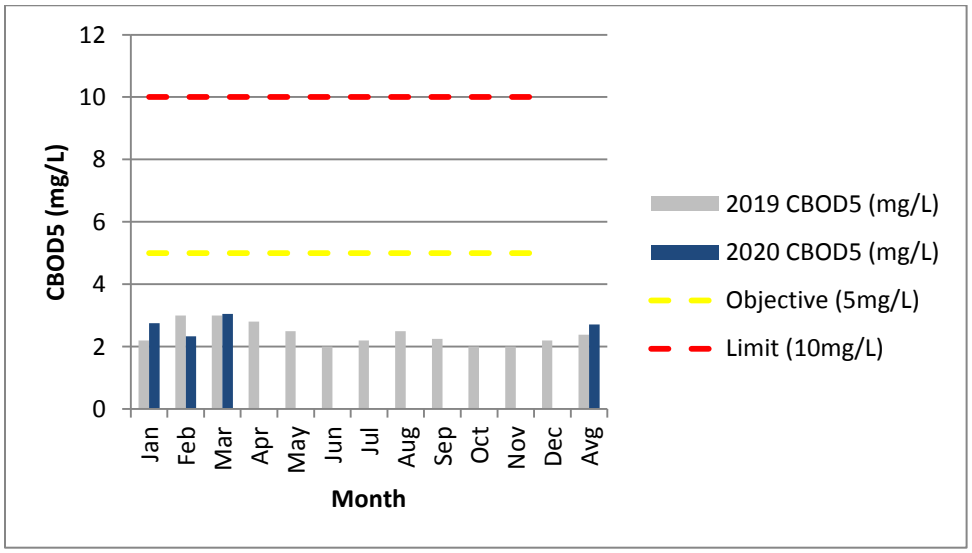
Table 2. Effluent sample results for 2020.

	CBOD5 (mg/L)	TSS (mg/L)	TP (mg/L)	TAN (mg/L)	***E. coli (cfu/100mL)	pH	Dissolved Oxygen Min. (mg/L)
January	2.75	2.75	0.178	0.1	18.92	6.54-7.62	7.95
February	2.33	7.2	0.173	0.113	3.76	6.73-7.73	7.81
March	3.05	8	0.155	0.136	2.86	6.36-7.48	7.09
April							
May							
June							
July							
August							
September							
October							
November							
December							
Annual Average							
ECA Objective	5	5	0.2	*1 / **2	80	6.5-8.5	5.0
ECA Limit	10	10	0.32	*1.3 / **2.6	100	6.0-8.5	

*Non-freezing months
**Freezing months
***Expressed as geometric mean density

Effluent Carbonaceous Biochemical Oxygen Demand (CBOD5) monthly average for January (<2.75 mg/L), February (<2.33 mg/L) and March (<3.05 mg/L) values met the effluent objective and limit identified in the ECA; see Chart 2 below.

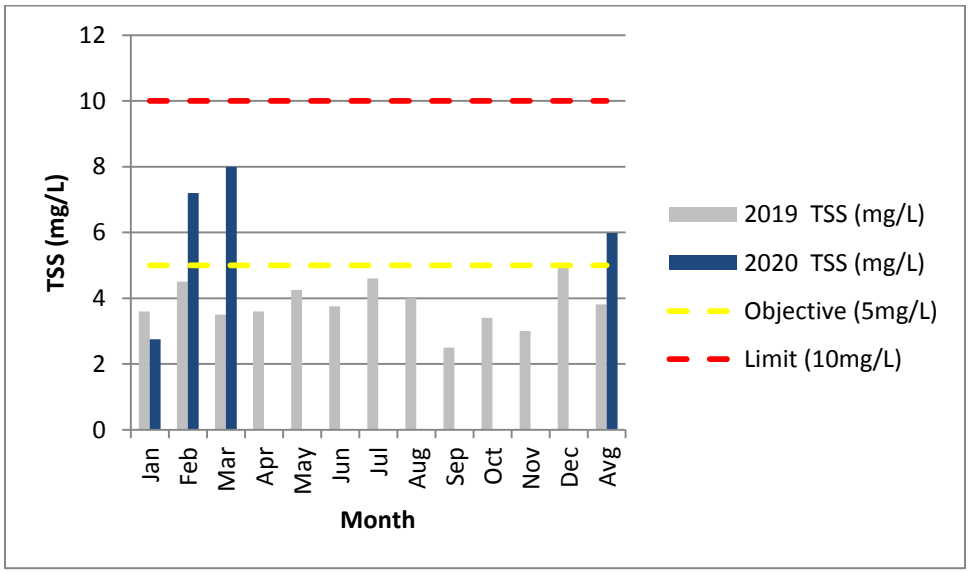
Chart 2. Average Monthly Effluent CBOD5 results for 2020 compared to 2019.



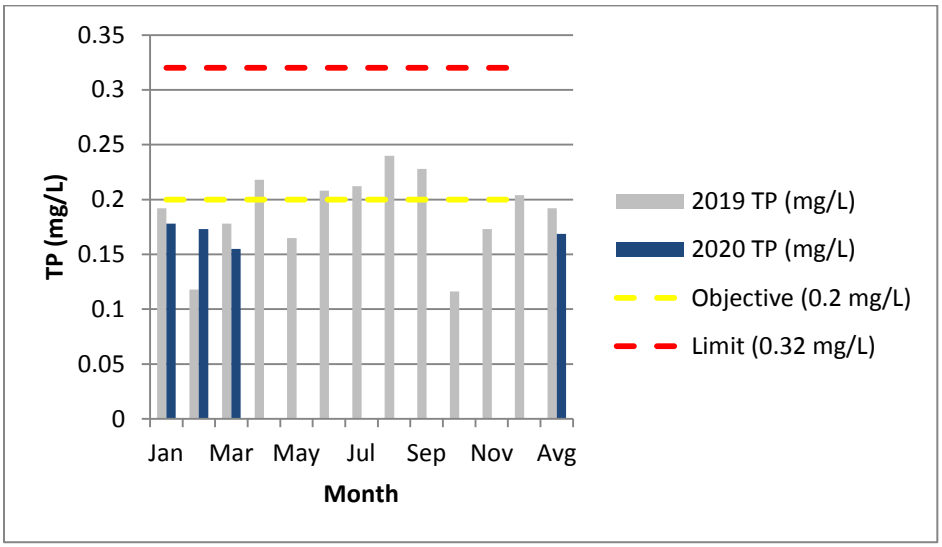
Effluent Total Suspended Solids (TSS) Monthly Average for January (2.75 mg/L), February (7.2 mg/L) and March (8.0 mg/L) values met the effluent limit identified in the ECA. The TSS Monthly Averages for February and March of 2020 exceeded the effluent objective of 5.0 mg/L identified in the ECA; see Chart 3 below.

This was related to one clarifier being out of service for repairs.

Chart 3. Average Monthly Effluent TSS results for 2020 compared to 2019.

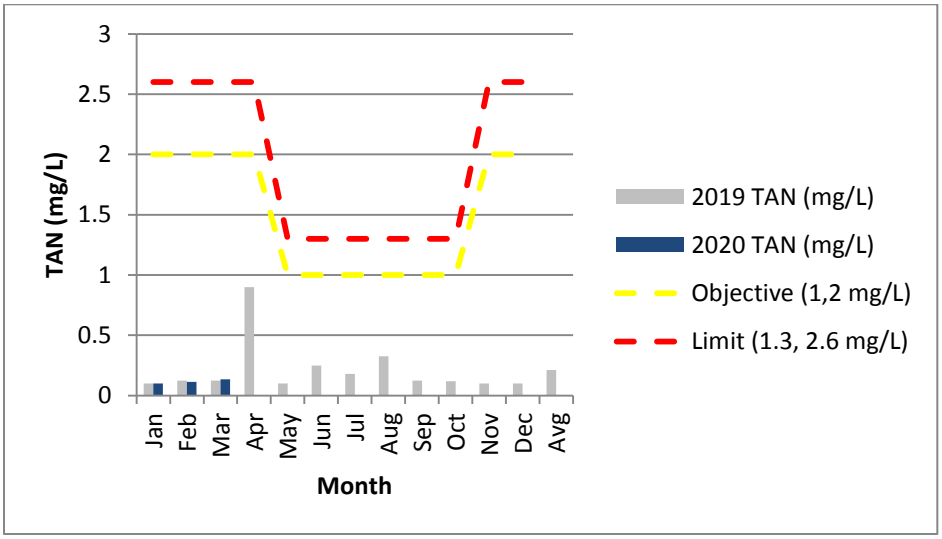


Effluent Total Phosphorus (TP) 2020 monthly averages for the January (0.178 mg/L), February (0.173 mg/L) and March (0.155 mg/L) met the effluent objective and limit identified in the ECA; see Chart 4 below.
Chart 4. Average Monthly Effluent TP results for 2020 compared to 2019.



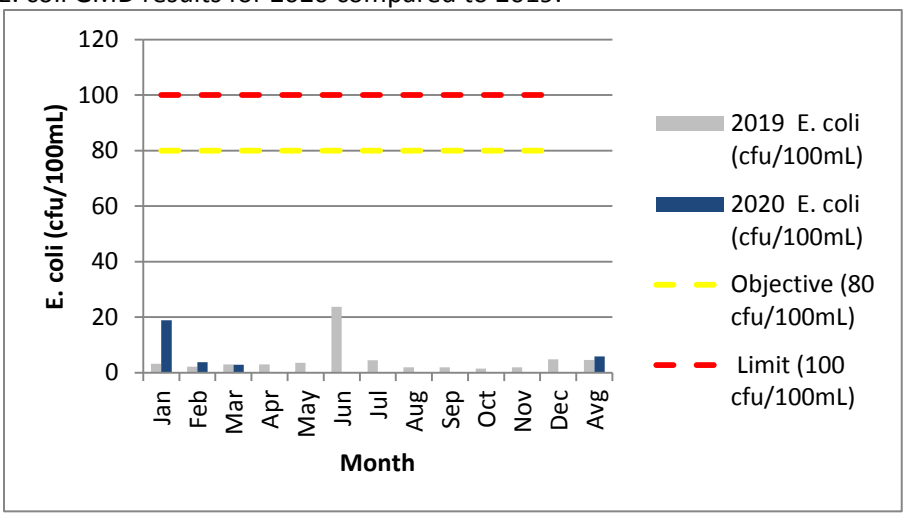
Effluent Total Ammonia Nitrogen (TAN) 2020 monthly average for January (<0.100 mg/L), February (0.113 mg/L) and March (0.136 mg/L) met the objective and limit identified in the ECA; see Chart 5 below.

Chart 5. Average Monthly Effluent TAN results for 2020 compared to 2019.



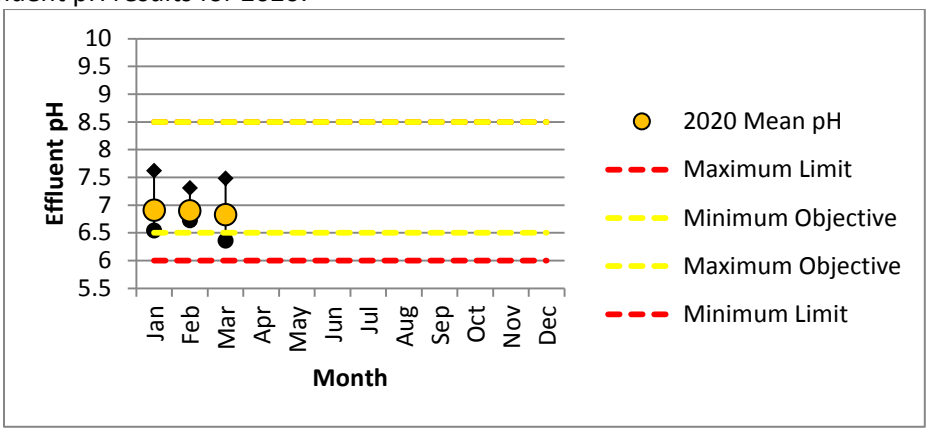
Effluent E. coli 2020 monthly Geometric Mean Density (GMD) for the January (18.92), February (3.76) and March (2.86) met the limit and objective identified in the ECA; see Chart 6 below.

Chart 6. Effluent E. coli GMD results for 2020 compared to 2019.



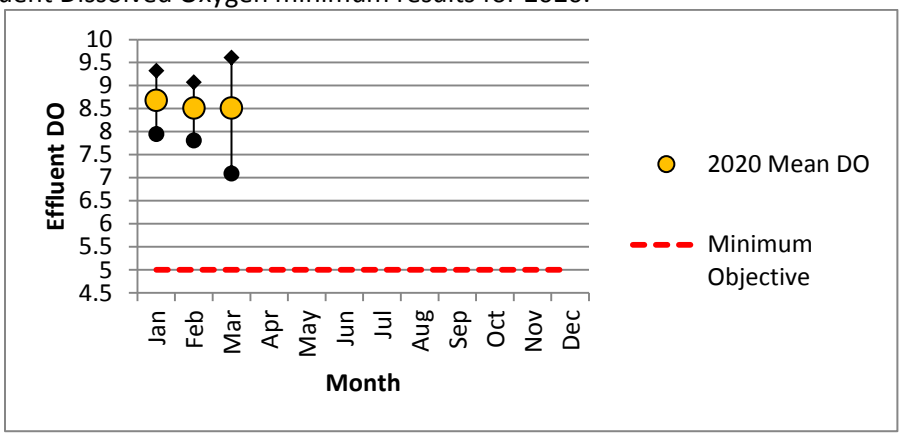
Effluent pH values for the January (6.54 – 7.62), February (6.73 – 7.73) and March (6.36 – 7.48) met the limits; March (6.36 – 7.48) pH values did not meet objective minimum of 6.5 identified in the ECA; see Chart 7 below.

Chart 7. Final Effluent pH results for 2020.



Effluent Dissolved Oxygen (DO) values for January (minimum 7.95mg/L), February (minimum 7.81 mg/L) and March (minimum 7.09 mg/L) met the objective identified in the ECA. The ECA does not identify a dissolved oxygen limit; see Chart 8 below.

Chart 8. Final Effluent Dissolved Oxygen minimum results for 2020.



Facility Description

Facility Name: Granton Wastewater Treatment Plant
Senior Operations Manager: Renee Hornick 519-274-0997
Business Development Manager: Jackie Muller 519-643-8660
Facility Type: Municipal
Classification: Class 1 WWT
Environmental Compliance Approval: 2212-AJDKEV Issued March 30, 2017

Service Information

Population Serviced: 300

Capacity Information

Total Design Capacity: 270 m^3/day

	Design Values	2016 Flow Data	2017 Flow Data	2018 Flow Data	2019 Flow Data	2020 Flow Data To Date
Average Daily Flow (m^3/d)	270	96.36	94.35	108.87	116.06	153.53
% of Average Daily Design Flow	-	35.69	34.94	40.32	42.99	56.86

	Design Flow (m^3/d)	2020 Average Daily Flow (m^3/d)	2020 % Capacity	2020 Maximum Daily Flow (m^3/d)	2020 % Capacity	Number of Days Design Flow Exceeded
January	270	183.16	67.84	636	235.56	2
February	270	120.21	45.52	135	50	0
March	270	157.23	58.23	290	107.41	1
April	270					
May	270					
June	270					
July	270					
August	270					
September	270					
October	270					
November	270					
December	270					
Annual Average	**270**					

Operational Description

The Granton Sewage System was constructed in 2001 and serves the Police Village of Granton. It is a Rotating Biological Contactor (RBC) type process and is located at Lot 27, Conc. 12, Biddulph Township.

The plant is rated at an average flow of 270 m^3/ day.

The system consists of the following:

- Raw sewage pumping station with two submersible pumps and one standby diesel generator
- Force mains to treatment plant
- RBC plant with secondary settlement chamber and ultra violet disinfection system
- Outfall sewer to Cook Drain, a tributary of Medway Creek
- Stand-by power diesel generator rated at 25 kW
- Various related buildings for above processes

CLIENT CONNECTION MONTHLY CLIENT REPORT

COMPLIANCE SUMMARY

FIRST QUARTER

One (1) non-compliance issue was reported in the first quarter.

Final Effluent Total Suspended Solids Monthly Average Exceeded:

The final effluent Total Suspended Solids (TSS) average monthly concentration at the Granton WWTP exceeded the required limit of 10.0 mg/L in January of 2020; the January 2020 TSS monthly average concentration was 10.8 mg/L. The Total Suspended Solids (TSS) Maximum Average Loading limit of 2.7 kg/day was not exceeded; TSS January average loading was 1.98 kg/day.
During the month of January flows fluctuated drastically due to wet weather events. Average daily flow into the Granton plant during the month of January ranged from less than 125 m^3 /day to greater than 600 m^3 /day. Operational staff monitored TSS levels in house at an increased frequency and continue to enhance process operations to meet compliance and objective values moving forward.

OCCUPATIONAL HEALTH & SAFETY

FIRST QUARTER

The COVID-19 Pandemic Issue was corporately brought to the attention of all OCWA staff; precautionary protection measures were implemented at all facilities. In addition to mandatory PPE worn by operational staff the following additional steps were taken to assure safety:

- Additional PPE and supplies were sourced as applicable
- The frequency of facility and vehicle cleaning and surface disinfection was increased.
- Staff re-organization was implemented to meet social distancing requirements where applicable
- Facility access to required contractors or delivery personal is closely monitor.

There were no additional Health & Safety issues identified during the first quarter.

INSPECTIONS

There were no Ministry of Environment, Conservation and Parks (MECP) or MOL inspections conducted this quarter.

GENERAL MAINTENANCE & PLANT ACTIVITIES

FIRST QUARTER

January

10: Univar delivered three barrels of SAX.
14: Total Septic was onsite to haul 87 m^3 of sludge out of the RBC; sludge was off-loaded into the Lucan WPCP digesters.
23: CT Environmental was on site to remove an excessive fat, oil and grease (FOG) build up from the RBC.
30: Operators replaced micro tabs throughout the WWTP and collection system.

31: Staff onsite at the wet well to pull duty pump #2 and replace the worn impeller and wear rings. The pump was reinstalled and tested and in working order.

February
19: Univar delivered three barrels of SAX.
24: Total Septic was onsite to haul 72 m^3 of sludge out of the RBC. While Total Septic was on-site, all the channels and the bug media filter area was washed and inspected. All waste removed from the Granton WWTP was off-loaded into the Lucan WPCP digesters.

March
02 & 25: Abell Pest Control was on-site to install and monitor bait traps due to the rodent problem.
03: Operators started to add the SR2 chemical to the RBC area of the WWTP to help with the fat, oil and grease build up on the RBC.
05: Staff replaced bug media filter pump #4 due to operators finding the pump not working. The electrical cord that came with the new pump will need to be extended at a later date.
05: Operators installed a new UPS system in the main control panel at the WWTP; the battery in the previous PLC was dead. The PLC lost its programming and Datasoft was brought in to reinstall the programming. Datasoft is to replace the dead battery in the PLC next week.
06: Operators received a delivery of 800 gallons of PAX.
12: The electrical cord was extended on bug media filter pump #4.

ALARMS/CALL-INS

January
11: Operator on call received a pump failure alarm from the Granton wet well. Upon arrival onsite an inspection of the wet well was performed and it was determined that pump # 2 was plugged and needed to be pulled. Due to a large amount of rain fall and snow melt both pumps were needed to avoid a backup. Hodgins Septic Services was called in to pump and haul raw septage from the wet well until pump #2 was pulled and freed from the blockage. The pump was pulled, blockage removed and all was back to regular working order at 2:30 pm
19: Operator on call received multiple alarms from the Granton WWTP due to a wide spread short duration hydro outage. This location was monitored remotely and all was fine.

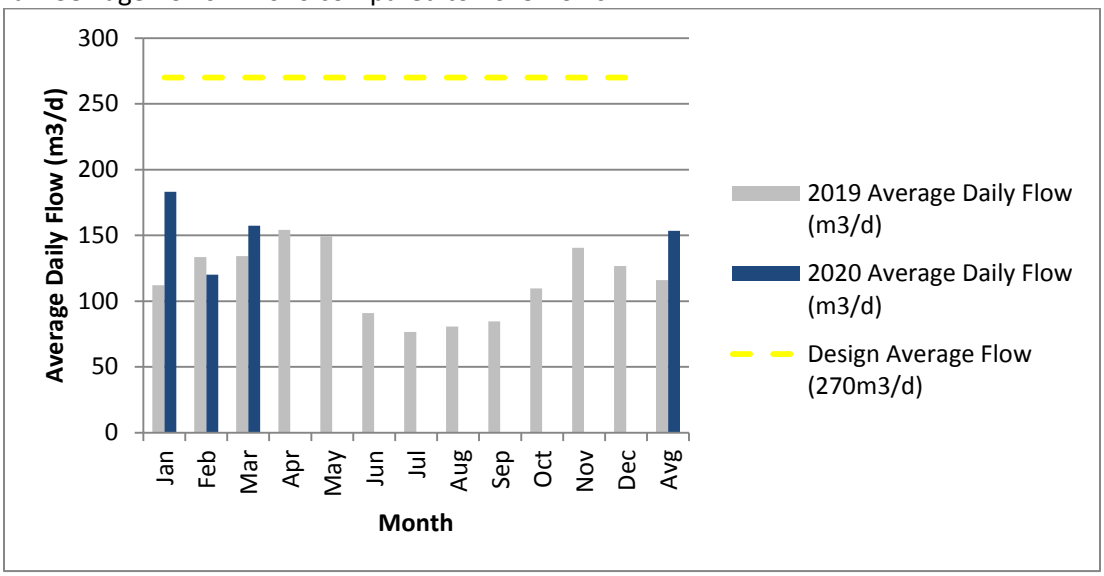
COMPLAINTS & CONCERNS

FIRST QUARTER
There were no complaints or concerns this quarter.

PERFORMANCE ASSESSMENT REPORT

The raw sewage average daily flow for the first quarter of 2020 was 153.53 m^3/d. The first quarter daily flow for 2020 has increased 9.96 % from first quarter average daily flow values recorded in 2019. This can be attributed to wet weather conditions.

Chart 1. Raw Sewage flows in 2020 compared to 2019 flows.



Raw sewage samples are collected on a monthly basis following the ECA requirements. The table below shows the raw sewage sample results for 2020. The ECA does not stipulate raw sewage compliance values.

Table 1. Raw Sewage sample results for 2020.

	BOD5 (mg/L)	TSS (mg/L)	TP (mg/L)	TKN (mg/L)
January	60	46	2.16	24.8
February	124	112	3.34	32.4
March	64	67.67	2.1	22.83
April				
May				
June				
July				
August				
September				
October				
November				
December				

The effluent is sampled on a weekly basis following the requirements of the ECA. The table below summarizes the monthly average results compared against the objectives and limits identified in the ECA. The Total Suspended Solids (TSS) monthly average limit was exceeded in January 2020. The TSS monthly average objective was exceeded in January , February and March of 2020. The pH minimum objective value was exceeded in Februay and March of 2020. There were no other objective or limit exceedances during the first quarter of 2020.

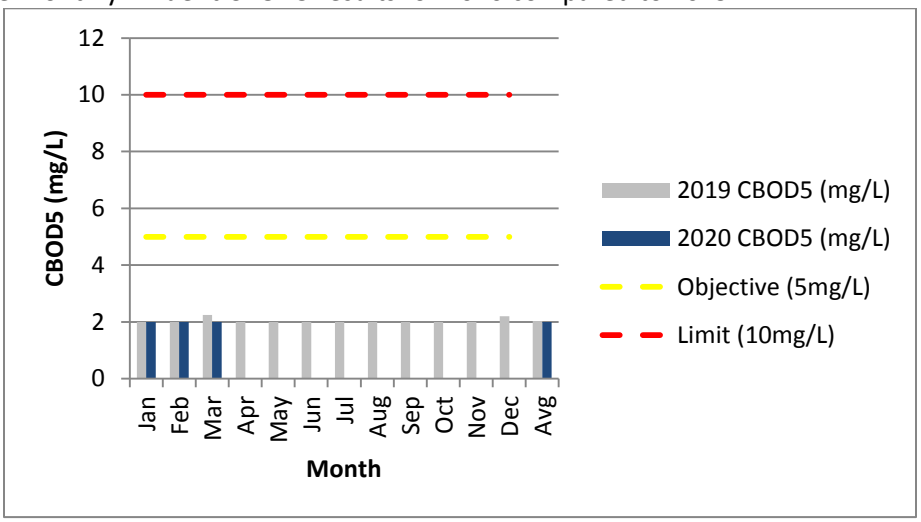
Table 2. Effluent sample results for 2020.

	CBOD5 (mg/L)	TSS (mg/L)	TP (mg/L)	TAN (mg/L)	***E. coli (cfu/100mL)	pH	Dissolved Oxygen Min. (mg/L)
January	< 2	10.8	< 0.04	0.4	6.23	6.53-8.06	7.16
February	< 2	8.88	< 0.07	0.48	5.45	6.32-8.15	8.23
March	< 2	9.4	< 0.05	0.56	2.3	6.21-8.87	8.1
April							
May							
June							
July							
August							
September							
October							
November							
December							
Annual Average							
ECA Objective	5	5	*0.2 / **0.5	*2 / **4	150	6.5-8.5	5.0
ECA Limit	10	10	*0.3 / **0.8	*3 / **5	200	6.0-9.5	4.0

*Non-freezing months
**Freezing months
***Expressed as geometric mean density

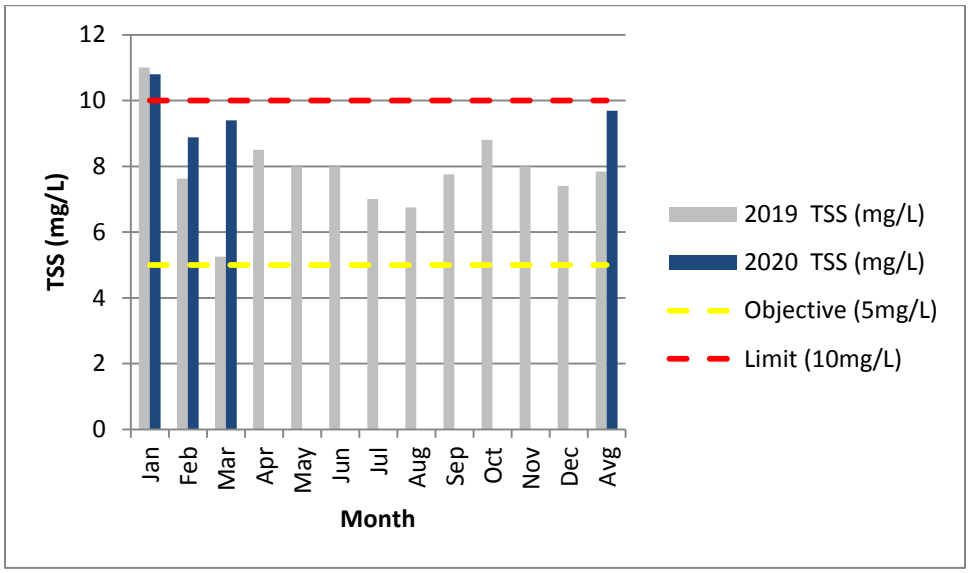
Effluent Carbonaceous Biochemical Oxygen Demand (CBOD5) monthly average for January, February and March of 2020 was < 2.0 mg/L, meeting the effluent objective and limit identified in the ECA; see Chart 2 below. Operational staff monitored TSS levels in house at an increased frequency and continue to enhance process operations to meet compliance and objective values moving forward.

Chart 2. Average Monthly Effluent CBOD5 results for 2020 compared to 2019.



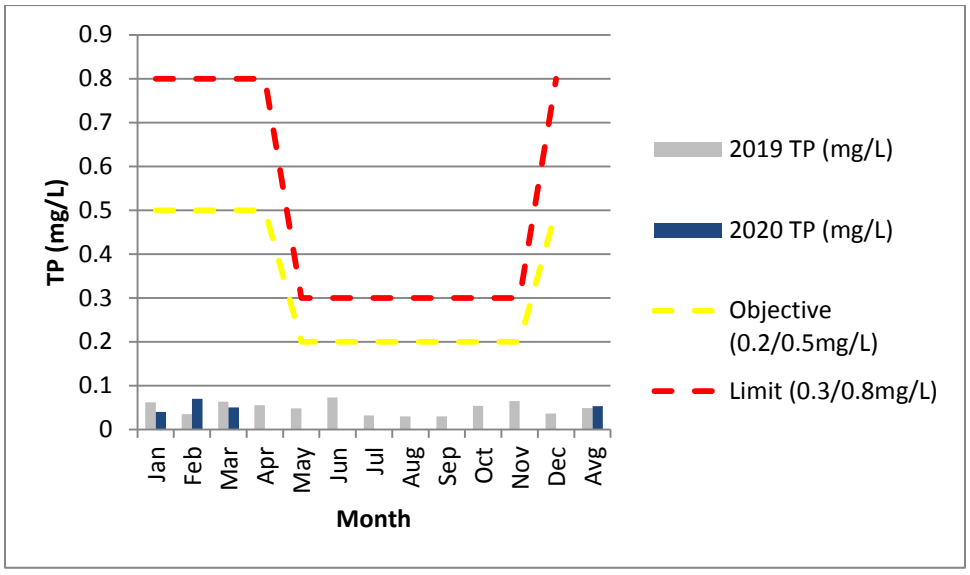
Effluent Total Suspended Solids (TSS) Monthly Average for January was 10.8 mg/L, exceeding the 10 mg/L effluent limit identified in the ECA. The TSS Monthly Averages for February (8.88 mg/L) and March (9.4 mg/L) 2020 exceeded the effluent objective in the ECA; February and March TSS Monthly Averages met effluent limit; see Chart 3 below.

Chart 3. Average Monthly Effluent TSS results for 2020 compared to 2019.



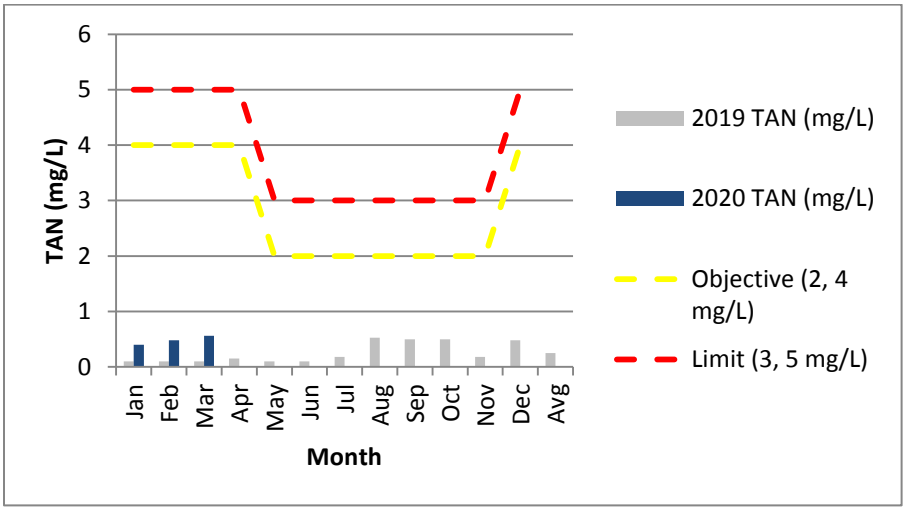
Effluent Total Phosphorus (TP) 2020 monthly averages for January (< 0.04 mg/L), February (< 0.07 mg/L) and March (< 0.05 mg/L) met the effluent objective and limit identified in the ECA; see Chart 4 below.

Chart 4. Average Monthly Effluent TP results for 2020 compared to 2019.



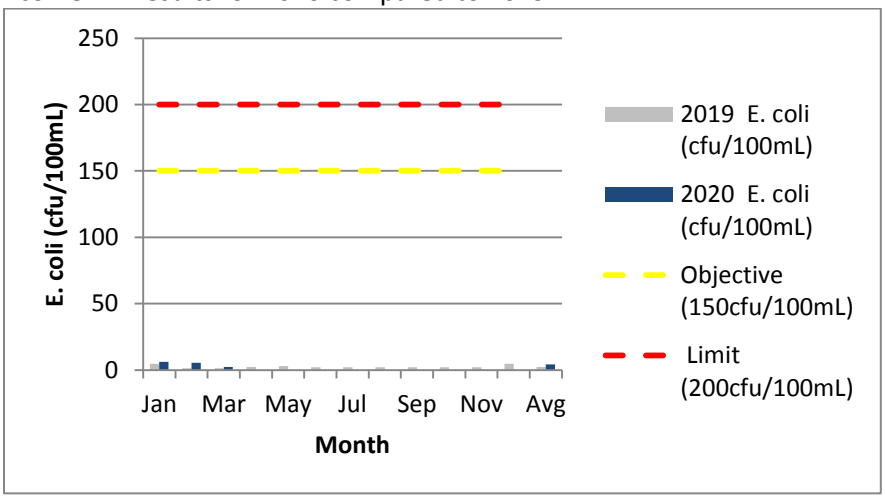
Effluent Total Ammonia Nitrogen (TAN) 2020 monthly average for January (0.04 mg/L), February (0.48 mg/L) and March (0.56 mg/L) met the objective and limit identified in the ECA; see Chart 5 below.

Chart 5. Average Monthly Effluent TAN results for 2020 compared to 2019.



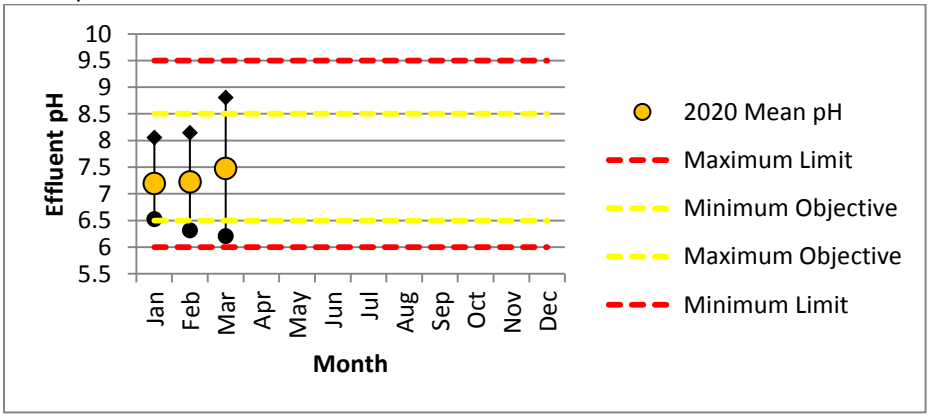
Effluent E. coli 2020 monthly Geometric Mean Density (GMD) for January (6.23), February (5.45) and March (2.3) met the objective and limit identified in the ECA; see Chart 6 below.

Chart 6. Effluent E. coli GMD results for 2020 compared to 2019.



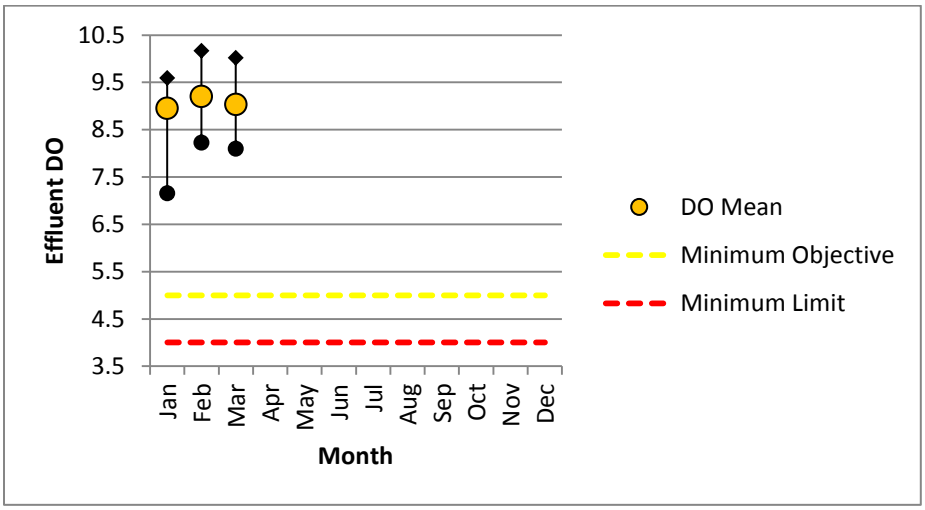
Effluent pH values for January (6.53 – 8.06), February (6.32 – 8.15) and March (6.21 – 8.87) met the ECA defined limits; February (6.32 – 8.15) and March (6.21 – 8.81) pH values did not meet minimum objective value identified in the ECA; see Chart 7 below.

Chart 7. Final Effluent pH results for 2020.



Effluent Dissolved Oxygen (DO) values for January (minimum 7.16 mg/L), February (minimum 8.23 mg/L) and March (minimum 8.1 mg/L) met the limit and objective identified in the ECA; see Chart 8 below.

Chart 8. Final Effluent DO minimum results for 2020.



The Corporation of the Township of Lucan Biddulph Council Minutes

Present: Mayor C. Burghardt-Jesson, Deputy Mayor D. Manders, Councillor D. Regan, Councillor P. Mastorakos and A. Westman

Also Present: R. Reymer-CAO/Clerk, T. Merner-Deputy Clerk, L. deBoer-Economic Development Coordinator, J. Little-Public Works Manager, K. Langendyk-Treasurer, P. Smith-Parks & Recreation Manager

Call To Order
Mayor C. Burghardt-Jesson called the meeting to order at 6:30 pm. The meeting took place electronically with the Mayor and CAO/Clerk in attendance at the Township office and all other attendees via electronic participation.

Declaration of Pecuniary Interest & Nature Thereof
None

Announcements
Mayor C. Burghardt-Jesson opened the meeting by stating what great strength and resiliency our community and country has and continues to show during the ongoing pandemic. She acknowledged and thanked our front-line workers, grocery store staff, delivery trucks and more for their continued dedication and strength. Mayor C. Burghardt-Jesson further acknowledged the tragic passing of one of our Canadian snowbird pilots, Captain Jenn Casey as they flew over the country recently to lift the spirits of Canadians and an unfortunate tragic accident took place. She further announced the recent passing of longtime resident, Terry Hickson from Lucan who was a former crossing guard staff member in our Township and well known in the community. Mayor C. Burghardt-Jesson passed along her condolences to the Hickson and extended family and asked council, staff and members watching to join in a moment of silence in honour of Captain Jenn Casey and Lucan resident Terry Hickson.

Delegations
None

Adoption of Minutes

1/ Minutes
Moved by A. Westman
Seconded by D. Regan
That the regular council minutes of May 5, 2020 be approved as circulated.

CARRIED

Business Arising
Mayor C. Burghardt-Jesson announced all items are ongoing at this time.

Communications Reports
Mayor C. Burghardt-Jesson commented on the Middlesex County Media Release which advised Cisco Canada has partnered with TVDSB, County of Middlesex and County of Elgin to make wireless internet more accessible to rural families and staff during the pandemic. She further noted the County of Middlesex has expanded Wi-Fi availability at local libraries including the Lucan branch. Discussion took place regarding the importance of strong internet access for families during current times and the possibility of increasing bandwidth access at our community centre location once recreational facilities start to re-open.

DRAFT

Committee Reports

Fireboards
Draft minutes from both fireboards were presented.

Canada Day
L. deBoer advised that Canada Day festivities for 2020 have been cancelled however they will be looking for feedback on how to proceed with virtual celebrations as a community. L. deBoer further advised that the Canada Day grant funds have not been received as of today's date.

Staff Reports

CAO/Clerk
R. Reymer presented a report regarding Lucan Biddulph's municipal re-opening plan and advised that similar to the Provincial recovery plan, Lucan Biddulph will create a three phase recovery plan that will closely align with the Province and other lower tier municipalities within Middlesex County. R. Reymer further noted that progress from Phase I to Phase II and finally to Phase III will be based on how the pandemic is managed as we 'flatten-the-curve". Discussion followed regarding health & safety boards in place and standard operating procedures. P. Smith advised weekly discussions have been taking place between local parks & recreation managers as we prepare for the gradual opening of recreation facilities and how all lower tiers plan to remain consistent and share best practices and guidelines.

R. Reymer advised a meeting took place last week regarding the Official Plan update and things are moving forward with that process.

T. Merner advised a bylaw is included to authorize execution of a subdivision agreement for Phase 4 of Olde Clover Village which outlines the addition of 33 lots. Discussion took place regarding the original approval being for 66 lots and J. Little advised a change of ownership has taken place since the original draft plan of subdivision approval and the new developer only wished to proceed with 33 lots at this time.

Finance
K. Langendyk reviewed report no. FIN-08-2020 which outlined the financial impact of COVD-19 on the Township. The report gave an overview of financial relief options that have been implemented by other Middlesex County lower-tier municipalities, what Lucan Biddulph has implemented to date and a proposal for financial relief options regarding the property tax instalment due date of May 29, 2020. K. Langendyk noted that the delay of penalty & interest on the May 29th tax instalment would have a potential financial loss of approximately $7,000.00. Discussion took place regarding cash flow and K. Langendyk noted we are in a good position at this time however it is hard to predict what the fall & winter will look like at this point. Council thanked K. Langendyk for the informative report.

D. Manders advised he would like to see the accounts paid full listing added back into the agenda with the exception of eliminating any private information. Discussion took place on the proper protocol and how other municipalities seem to be handling the accounts paid listing.

2/ Accounts paid to be included in Agenda
Moved by D. Manders
Seconded by A. Westman
Resolved that the Council of the Township of Lucan Biddulph direct staff to include the full list of accounts paid in the Council Agenda packages going forward.

CARRIED

Planning
R. Reymer advised a couple of planning applications have been submitted that may garner more input from public than the average application. He further advised council of public participation options available for electronic meetings. Discussion took place regarding participation options and potential upcoming council meeting dates for these applications.

Public Works
J. Little reviewed report no. PW-13-2020 regarding the Stumpf Drain and advised that Spriet Associates have reviewed the bids received and recommended proceeding with the lowest bid submitted from A Plus Excavating.

J. Little reviewed report no. PW-14-2020 regarding the tender for the joint asphalt project on Coursey Line with the Municipality of North Middlesex. J. Little advised that Lavis Contracting submitted the lowest tender for both North Middlesex and Lucan Biddulph's portion and North Middlesex holds the largest part of the project therefore will administer the tender. He further noted an approximate surplus of $130,000 from this project that will be accounted for in the capital construction budget. Discussion took place regarding low costs of asphalt pricing at this time and if there is potential for any further projects to be moved up in order to take advantage of the low pricing. J. Little advised we are actually ahead on our asphalt projects and Whalen Line was next in line, however that road is being assumed by the County later this year.

J. Little reviewed report no. PW-15-2020 and advised the savings from the asphalt project will help bring the Frank Street project in line with the budget. He presented two options for moving forward and noted the second option of tendering the project in the fall of 2020 for construction start in spring of 2021 would allow the Township the potential possibility to benefit from any funding created to stimulate construction activity in the wake of the economic recovery due to COVID-19.

3/ Frank Street project
Moved by P. Mastorakos
Seconded by D. Regan
Resolved that the Council of the Township of Lucan Biddulph direct staff to tender the Frank Street project in the fall of 2020.

CARRIED

J. Little gave a few further updates including progress on the Nagle Drive construction which is ahead of schedule, dust control is half finished in the rural area and gravel resurfacing will begin in the next couple of weeks.

Parks & Recreation
P. Smith gave an update from his department including upcoming phases to the gradual re-opening of some recreational facilities in our community. He advised the dog park has been permitted to open however will remain closed for the time being to complete some maintenance to the area. P. Smith discussed options moving forward for day camps resuming at some point this summer as well as the opening of the pool. He noted minimal participants will be permitted into the pool at a time as well as limited groups allowed for day camps which will make things difficult for staffing. He further added liability is a major concern if we resume either of these activities as well as financial loss due to decreased revenue and possible increased staffing requirements. Discussion took place regarding the risks involved and the difficulty of enforcing physical distancing measures, especially with children and that our residents are likely aware these programs and facilities may not be offered this summer.

P. Smith gave an update regarding the phase 2 funding for the community centre renovation project and noted his regional development advisor has relayed that the application process is still proceeding as planned at this time.

Deputy Mayor D. Manders asked what the plans are going forward for the soccer fields. P. Smith advised Dillon Consulting has done the topography and we are currently waiting for the results. D. Manders further noted that with the potential of the fields being vacant this year, we should pass along the urgency to Dillon Consulting to be prepared for moving the project forward while the fields are currently not being used.

Economic Development
L. deBoer advised green bows were placed on street light posts in Granton and Lucan this past

week to brighten up main street. She further advised yard signs advertising “support local” and “we are stronger together” will be available soon. L. deBoer also noted social media continues to be busy relaying news from the province daily.

Mayor C. Burghardt-Jesson advised the overall feedback from local businesses regarding signs and floor stickers provided by the Township has been great and everyone is appreciative of the support.

Councillor’s Comments

Councillor D. Regan encouraged residents to support the new food truck at Clarks Variety “Ed’s Fries” and noted the burgers and fries are great.

Deputy Mayor D. Manders asked if a going forward timeline could be established for the reallocation of future residential land in Lucan Biddulph. R. Reymer advised he will request same from BM Ross Engineers.

Deputy Mayor D. Manders asked if building permits or site plans expire and if staff could follow-up with regards to the status of the proposed car wash?

Mayor C. Burghardt-Jesson reminded council and staff of the Introduction to Community Emergency Management -- Online Workshop that is being offered on Monday and Wednesday afternoon next week from 1-3pm, for those that are interested.

Mayor C. Burghardt-Jesson also reminded council and staff that the County of Middlesex is looking for feedback and input regarding their strategic plan and a survey has been circulated with a deadline of Friday, May 15th.

Motions

4/ Accounts Paid
Resolved that the Council of the Township of Lucan Biddulph approve the accounts as paid, as follows:

April 2020	*$568,270.23*

CARRIED

5/ Property Tax penalty and interest for May 29th instalment
Moved by D. Regan
Seconded by P. Mastorakos
Resolved that the Council of the Township of Lucan Biddulph directs staff to waive the penalty and interest normally imposed on June 1st for property taxes due May 29th, 2020 for a period of 30 days.

CARRIED

6/ Stumph Drain
Moved by D. Manders
Seconded by D. Regan
Resolved that Council authorizes the Manager of Public Works to accept the quotation from A Plus Excavating for the Stumpf drain tender in the amount of $31,473.00 including HST.

CARRIED

7/ Asphalt Tender
Moved by P. Mastorakos
Seconded by A. Westman
Resolved that Council authorizes the Manager of Public Works to accept the quotation received from Lavis Contracting in the amount of $241,856.00 excluding HST, for our portion of the joint resurfacing project between Lucan Biddulph and Municipality of North Middlesex for the section of road on Coursey Line between McGillivray Drive and Mooresville Drive.

CARRIED

DRAFT

8/ Confirming
Moved by A. Westman
Seconded by P. Mastorakos
Resolved that if no one cares to speak to these By-laws on their First, Second and Third Reading, that they be considered to have been read a First time and Passed, read a Second time and Passed, read a Third time and Passed, that they be numbered:

- *19-2020 Execution of Subdivision Agreement (2647076 Ontario Inc.) – Phase 4 Olde Clover Village*
- *20-2020 Execution of Agreement – Nagle Drive watermain*
- *21-2020 Confirming By-law*

CARRIED

9/ Adjournment
Moved by D. Regan
Seconded A. Westman
Resolved that the Council meeting be adjourned at 8:26 p.m.

CARRIED

.

MAYOR CLERK

DRAFT

Business Arising – Minutes of May 19, 2020

Discussion Item	Minutes Action	Follow-up	Date to be Completed/or Update on Status

Previous Meetings

Discussion Item	Minutes Action	Follow-up	Date to be Completed/or Update on Status
Industrial Park Phase 2 lands	Ensure enough land retained surrounding Sewage Treatment Plant for future expansions and setback requirements	Staff to develop a plan moving forward	ongoing
Feasibility Report – Phase 2 Community Centre Project	Campaign Coaches provided report regarding feasibility study conducted	Staff to provide report with recommendation	ongoing
Feral Cats	Consider options for regulating cats	Staff to consult with surrounding municipalities and provide report to council with options for consideration	ongoing
Future Development Lands	Proceed with comprehensive review	Staff to provide updates	ongoing
Roads Analysis	Cost benefit analysis	Staff complete a cost benefit analysis report for council	ongoing

JEFF BUNN
Manager, Council & Committee Services & Deputy City Clerk
Finance & Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7278 Fax: 519.741.2705
jeff.bunn@kitchener.ca
TTY: 519-741-2385

May 15, 2020

The Right Honourable Justin Trudeau, Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a special electronic meeting held on May 11, 2020, passed the following resolution regarding universal basic income:

"WHEREAS The World Health Organization (WHO) on March 11, 2020 declared COVID-19 a pandemic, pointing to the growing number of cases of the coronavirus illness around the world and the sustained risk of further global spread; and,

WHEREAS in response to the COVID-19 pandemic, the Province of Ontario and the City of Kitchener have declared a state of emergency under the Emergency Management and Civil Protection Act; and,

WHEREAS the City of Kitchener has approved the Early Economic Support Plan, which provides financial and economic support measures to help reduce the financial strain on citizens and businesses during the COVID-19 pandemic; and,

WHEREAS Statistics Canada has reported that the unemployment rate has risen to 7.8 per cent, with 1,011,000 jobs lost in March 2020, and that the COVID-19 pandemic has impacted the employment of 3.1 million Canadians; and,

WHEREAS the Federal government has announced $82 billion in relief funding for the COVID-19 Economic Response Plan, utilizing tax deferrals, subsidies, loans, and credits to support citizens, businesses, and industries; and,

WHEREAS according to a 2018 Parliamentary Budget Office report, a Canada-wide basic income of the type previously piloted in Ontario would have an annual net cost of $44 billion; and,

WHEREAS a universal basic income would likely have many positive effects, including reducing poverty, reducing strain on health care and social assistance systems, supporting businesses and the economy, reducing crime, as well as reducing administrative complexity and creating efficiencies for those in need of financial and economic support measures;

THEREFORE BE IT RESOLVED that the Council of the City of Kitchener urges the Ontario Provincial government to pursue a partnership with the Federal government for the establishment of a universal basic income;

BE IT FINALLY RESOLVED that this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of Children, Community and Social Services; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; the Local Members of Provincial Parliament; the Region of Waterloo; all Municipalities within the Province of Ontario; and, the Federation of Canadian Municipalities."

Yours truly,

J. Bunn
Manager, Council & Committee Services/
Deputy City Clerk

c. Honourable, Doug Ford, Premier
Honourable Amy Fee, M.P.P.
Honourable Belinda Karahalios, M.P.P.
Honourable Catherine Fife, M.P.P.
Honourable Laura Mae Lindo, M.P.P.
Honourable Mike Harris, M.P.P.
Honourable Todd Smith, Minister of Children, Community & Social Services
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Monika Turner, Association of Municipalities of Ontario
Kris Fletcher, Regional Clerk, Region of Waterloo
Bill Karsten, Federation of Canadian Municipalities
Ashley Sage, Clerk, Township of North Dumfries
Danielle Manton, City Clerk, City of Cambridge
Dawn Mittelholtz, Director of Information and Legislative Services / Municipal Clerk, Township of Wilmot
Grace Kosch, Clerk, Township of Wellesley
Olga Smith, City Clerk, City of Waterloo
Val Hummel, Director of Corporate Services/Clerk, Township of Woolwich
All Ontario Municipalities

Community Services

Legislative Services

May 20, 2020
File #120203

Sent via email: deputyclerk@armourtownship.ca

Charlene Watt, Deputy Clerk
Township of Armour
56 Ontario Street, P.O. Box 533
Burk's Falls, ON P0A 1C0

Dear Ms. Watt:

Re: Request of support for High Speed Internet Connectivity in Rural Ontario

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of May 19, 2020 received your correspondence dated April 29, 2020 and supported the motion passed by the Council of the Township of Armour supporting Councillor Rod Ward's letter regarding the need to make substantial investments in high-speed internet connectivity in the rural areas of Ontario.

On behalf of Council, thank you for your correspondence.

Yours very truly,

Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk
cschofield@forterie.ca

c.c.
Sent via email
The Honourable Doug Ford, Premier of Ontario premier@ontario.ca
Wayne Gates, MPP-Niagara Falls, Legislative Assembly of Ontario wgates-co@ndp.on.ca
Tony Baldinelli, MP- Niagara Falls Tony.Baldinelli@parl.gc.ca
Ontario Municipalities

From: Michelle Viglianti [mailto:vigliantim@thamesriver.on.ca]
Sent: May 27, 2020 8:11 AM
To:
Subject: April 28, 2020 UTRCA Board of Directors Meeting Minutes & May 26, 2020 Board Meeting Video

Good morning,

for your information, please find the Minutes of the April 28, 2020 UTRCA Board of Directors Meetingat the following website: http://thamesriver.on.ca/board-agendas-minutes/

The video of the May 26, 2020 UTRCA Board Meeting can be found on the UTRCA YouTube Channel: https://youtu.be/Ylky8DhLiqg

If you have any questions regarding the minutes, reports, or have an issue accessing the documents on the website please don't hesitate to contact me.

Thank you,
Michelle Viglianti

UPPER THAMES RIVER
CONSERVATION AUTHORITY

Michelle Viglianti
Administrative Assistant
1424 Clarke Road London, Ontario, N5V 5B9
519.451.2800 Ext. 222 | Fax: 519.451.1188
vigliantim@thamesriver.on.ca

AMO watchfile

May 21, 2020

In This Issue

- COVID-19 resources.
- 2020-2022 AMO Board of Directors - Call for Nominations.
- Apply for an AMO Federal Gas Tax Award!
- BEACON: A digital mental health therapy program for members.
- Regional Relief and Recovery Fund now accepting applications.
- Extension to Natural Gas extension applications.
- Virtual AMO 2020 Conference.
- AMO Annual Conference Exhibit Hall.
- Deliver services efficiently with digital solutions.
- AMO's social media webinar series available through Municipal Education.
- RETScreen Workshop: You don't want to miss it!
- Use FCM funding for your Road & Sidewalk Assessment.
- Municipal Group Buying Program: COVID-19 updates and PPE.
- Career with Transit Windsor.

COVID-19 Resources

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

AMO Matters

Please be advised that in accordance with AMO's governing by-law, the Secretary-Treasurer is requesting nominations to the 2020 - 2022 AMO Board of Directors. A completed nomination form and supporting material must be received no later than 12:00 noon, Monday, June 22, 2020.

Has your community financed an innovative, exciting, or impactful infrastructure project with the federal Gas Tax Fund? Appy for an AMO Federal Gas Tax Award to celebrate your municipality's efforts!

On May 14, AMO hosted a webinar with our latest partner, BEACON, to showcase an innovative approach to support the mental health of your employees and their dependents through the BEACON platform.

Provincial Matters

The Regional Relief and Recovery Fund (RRRF) is accepting applications from small

& medium enterprises (SMEs) that have been affected by COVID-19 and are unable to access the government's existing relief measures. More information available on FedDev Ontario's website.

The OEB has extended the deadline to August 4, 2020, for project proponents to file their project information (60 days longer than original deadline). Any questions should be emailed to IndustryRelations@oeb.ca with the subject "Potential Projects to Expand Access to Natural Gas Distribution."

Eye on Events
Going virtual for AMO's Annual Conference still means that you have access to the things that matter the most: relevant and transferable information, Minsters' Forum and delegations, the AMO AGM, networking and much, much more. The AMO AGM and Board Elections for 2020-2022 will be held and registered delegates can vote. Visit the AMO website for details and register here today.

Even though this year's Conference is going virtual, delegates will be able to interact with exhibitors in new and innovative ways that ensures access to resources that will play an important role in your communities the days, weeks and months ahead. We will be sharing this exciting information with you shortly.

eSolutionsGroup, AMO's barrier-free website builder partner, offers a range of tools that help municipalities maintain business operations during the current crisis, the recovery, and beyond. These include electronic payments, procurement and contact tracing. Register for the webinar on May 28 at noon to learn more.

To help you communicate the right message during COVID-19, we are offering AMO's popular Social Media webinar series for a nominal fee through AMO's Municipal Education Portal. Register now.

LAS
Never before has RETScreen Training been this affordable. Sign up for a 1-day online workshop on June 1 and learn how to use RETScreen to analyze energy projects. Only $240 AND eligible for 50% IESO training incentive. Space is limited to 20 participants - act now and register today!

FCM relaunched its popular Municipal Asset Management Program, funding 80-90% of project cost - up to $50,000. LAS' Road & Sidewalk Assessment is a perfect fit for this funding. Contact us to learn how this program will help improve your surface assets and optimize budget dollars.

Our Municipal Group Buying Program COVID-19 update page has information on securing PPE for your community, as well as notices from other vendors relevant to our members. Be sure to check back regularly for updates.

Careers

Executive Director, Transit Windsor. An online application is available and must be completed and submitted by no later than the posting period noted. To apply for this position, click APPLY NOW. If you require assistance to apply online, please contact recruitment@citywindsor.ca or call (519) 255-6515. Deadline to apply: Friday, May 29, 2020 at 4:30 p.m.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow @AMOPolicy on Twitter!

AMO Contacts

AMO Watch File Tel: 416.971.9856
Conferences/Events
Policy and Funding Programs
LAS Local Authority Services
MEPCO Municipal Employer Pension Centre of Ontario
ONE Investment
Media Inquiries Tel: 416.729.5425
Municipal Wire, Career/Employment and Council Resolution Distributions

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

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AMO watchfile

May 28, 2020

In This Issue

COVID-19 Resources

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

AMO/OMHRA and Hicks Morley again tackled some of the tough questions on labour relations and human resources during COVID-19.

AMO Matters

Please be advised that in accordance with AMO's governing by-law, the Secretary-Treasurer is requesting nominations to the 2020 - 2022 AMO Board of Directors. A completed nomination form and supporting material must be received no later than 12:00 noon, Monday, June 22, 2020.

On the latest episode of AMO's ON Topic Podcast, Brian Rosborough, AMO Executive Director, is joined by recently retired Mississauga City Manager Janice Baker, who looks back over her long municipal career.

Municipal Councils that operate Blue Box programs have until June 30, 2020 to pass a resolution on transition. For more information contact Dave Gordon, or check our website.

Provincial Matters
On July 1, a regulatory framework under the *Environmental Protection Act*, O.Reg. 406/19, will come into effect to address the management of excess soils associated with the construction and redevelopment of brownfields. Register for a free webinar on June 4, where an expert panel will discuss the changes from a legal and municipal perspective.

Eye on Events
AMO is the first municipal organization to bring its Conference virtual. In the past few weeks we have been working hard on developing the platform and program. Information is coming soon on all the things you are most interested in. Visit the AMO website for details and register today.

AMO 2020 Conference is going virtual and delegates will be able to interact with exhibitors in new and innovative ways that ensures access to resources that will play an important role in your communities the days, weeks and months ahead. We will be sharing this exciting information soon.

The need to pivot and respond quickly is a part of our new reality. To help you communicate the right message during COVID-19, we are offering AMO's Social Media webinar series for a nominal fee through AMO's Municipal Education Portal. Register now.

LAS
LAS Blog: ONE Investment has launched the first Joint Investment Board for municipalities in Ontario. Check out the announcement to learn more about how the new Prudent Investor Standard can benefit your community.

The Ministry of Energy's annual 507/18 energy reporting deadline has been extended to October 1, 2020 due to the pandemic. The Ministry is hosting webinars related to the reporting on June 2, 16, 30, July 14, 28, or September 8 or 22. Access the Ministry's energy reporting portal with useful information. Questions, email BPSsupport@ontario.ca.

The FCM MAMP program will fund up to 90% of a LAS Road and Sidewalk Assessment if you partner with your neighbours for the project. Contact us to learn how collaboration can make this program even more beneficial to your community.

The LAS Municipal Group Buying Program includes PPE through Grainger. Check out our COVID-19 update page for more information on ordering and for updates from our vendors.

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governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow @AMOPolicy on Twitter!

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Memo

To: Mayor and Council

From: Julie Overholt, Public Works Assistant

Subject: Human Resources Policies/Procedures - update

Date: June 2, 2020

BACKGROUND:
Staff was asked to review and update current policies and procedures. The last review and update was done in 2009.There is a new program in conjunction with WSIB called the Health and Safety Excellence program which is providing cost benefit initiatives to participate in learning workshops. Consultants are then provided to assist in the review and updating of Human Resources source information as well as provide expertise and guidance in an ongoing manner. In the first year, there are 3 mandatory workshops that must be attended at which 5 total topics are covered. This will happen for 2 consecutive years.
For each topic taken in the workshop, the Township receives $1,000 towards the payment of the consultant.

DISCUSSION:
There are 6 other municipalities that we will be taking the workshop with and using the same consultant. We have registered for the program, completed the initial assessment and will be participating in an overview informational meeting on June 24th via Zoom. More information to come on how and when the workshops will proceed. Once the workshop concludes, a consultant will come in to do a risk assessment and look at gaps we need to address immediately (i.e. falls from heights).

IMPACTS TO BUDGET:
Cost for consultant is $1,000 per day. Total cost will be dependent on our risk assessment and how much we want her to do.

STRATEGIC PLAN:
This matter aligns with the following strategic priority:

- Strategic Direction One - Service Enhancement, Action #4: Actively instill a positive workplace environment and culture at the Township and pride in the community.

RECOMMENDATION:
That council direct staff to participate in WSIB Health and Safety Excellence program and workshop.

Julie Overholt
Julie Overholt
Public Works Assistant

Approved by

Ron Reymer
Ronald J. Reymer AMCT
CAO/Clerk

Memo

To: Mayor and Council

From: Ron Reymer, Chief Administrative Officer
Jeff Little, Public Works Manager

Subject: Lucan Master Servicing Plan

Report No: CAO-09-2020

Date: May 29th, 2020

BACKGROUND: Lucan Biddulph has seen explosive growth over the past 5-7yrs with development proposals expanding beyond the former Village of Lucan boundaries. This is giving rise to questions of where to locate trunk sanitary sewer mains, additional storm water retention areas, trunk water mains, etc.

An overall plan is needed to address and properly plan for our continued growth. This plan would primarily look at sanitary sewer servicing with possible road networks, trunk water mains, storm water management, etc.

We find ourselves with developers buying up lands that cannot be serviced by tapping into the current sanitary sewer collection system. Sanitary sewer servicing issues seem to be the main concern at this time. It may be possible to upsize some sections of the current sanitary sewer collection system to accommodate further flows from these new developments. A coordinated plan initiated by Lucan Biddulph puts Council in control of where trunk lines are located and allows for these to be included in the next development charges update.

If Council is in general agreement, staff would draft a Request for Proposals or RFP to be distributed to a number of local engineering firms such as Dillon Consulting, BM Ross and GM Blue Plan. The submitted RFPs would be evaluated by staff and brought forward to a future Council meeting for Council's consideration.

IMPACTS TO BUDGET: No overall impact as the cost of this would be funded from the Development Charges Account.

STRATEGIC PLAN:
This matter aligns with the following strategic priority:
Strategic Direction Two – Goal #4, Action #14: Develop long range strategies for managing growth &
Strategic Direction Two – Goal #4, Action #15: Identify new infrastructure priorities and prepare strategies to secure funding. This includes consideration for how higher densities may change service requirements.

OPTIONS:

1. Do nothing;
2. Authorize staff to issue an RFP for a servicing masterplan for the Lucan Urban Area.

RECOMMENDATION: It is staff's recommendation that Council approve Option #2.

Ron Reymer
Chief Administrative Officer/Clerk

Jeff Little
Public Works Manager

T:\C - Council\C11 - Reports to Council\2020\CAO-09-2020 - Lucan Master Servicing Plan.docx

Memo

To: Mayor and Council

From: Manager of Public Works, Jeff Little

Subject: Federation of Canadian Municipalities (FCM) MAMP Grant Opportunity – 2020

Report No.: PW-16-2020

Date: May 25,2020

BACKGROUND:

The Municipal Asset Management Program (MAMP) is a $110-million program funded by Infrastructure Canada to support Canadian municipalities and communities in making informed infrastructure investment decisions based on improved asset management practices. The program offers grant funding to support capacity building activities and increase skills within municipalities and local governments to sustainably maintain their asset management programs now and in the future. This program is offered by the Federation of Canadian Municipalities (FCM). The maximum MAMP contribution is $50,000 covering 80% of the eligible project costs (or 90% for groups or under 1000 population) and can combine more than one project. The Township of Lucan Biddulph would like to pursue the funding as part of a county wide group of municipalities.

DISCUSSION:

Roads Assessment:
StreetScan provides an automated Road and Sidewalk Assessment Service. The data collection is completed with a vehicle that records an optical 3D camera view of the roadway surface (assessing distresses such as bumps and cracks and their extent and severity), while a 360 degree camera captures the entire Right of Way and can assess additional assets (e.g. traffic signs, curbs, pavement markings). The system uses GPS that can be integrated with the mapping currently utilized by the town through the county. The data generates a Pavement Condition Index (PCI). The web-based software uses the PCI in algorithm with other variables (road classification, deterioration curves, local repair costs) to generate a customized road repair prioritization allowing the user to run reports for multiple forecasting scenarios for maintenance and capital planning.
The County of Middlesex will coordinate the software and accessibility to it.
StreetScan’s data and software is industry recognized.

IMPACTS TO BUDGET:

The estimated cost to conduct the work for the Township is $20,145, less the 90% FCM Funding ($18,031) resulting in a net cost of $2,114 to the Township. An annual cost associated with this program is $1,875.

STRATEGIC PLAN:

This matter aligns with the following strategic priority:

- Service Enhancement, Goal #2 Coordinate Services, action #3 Investigate partnership with other municipalities.

RECOMMENDATION:

Be it resolved that Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program through:

- Vehicle based automated data collection for roads (and cart based collection for sidewalks)
- Road and sidewalk assessment data processing
- Pavement Management Software utilizing a GIS based software analytics platform;

Jeff Little

Jeff Little
Public Works Manager

Memo

To: Mayor and Council
From: Paul Smith, Manager of Parks and Recreation
Subject: Day camps and Pool Summer 2020 during COVID – 19 Pandemic
Report No.: PR-07-2020
Date: June 2nd, 2020

Background:
During the COVID – 19 Pandemic, the Provincial Government has closed all recreational facilities, team sports and put restrictions on gatherings larger than 5 people. Strict guidelines have been put in place to ensure the safety of residents and prevent the spread of COVID 19.

Summer staff that would have normally been hired at the end of March to begin employment for June have been put on hiatus for the foreseeable future until restrictions on pools and day camps have been lifted. All prospective summer students have been advised that there may not be any employment for them this summer with the municipality so if they get another job offer, they've been advised to accept it.

Discussion:
Earlier this month, the Provincial Government has announced that Schools will not be in session for the remainder of the school year i.e. end of June, and overnight camps will not be allowed as they simply cannot take that risk. The Province has, however, proposed that day camps could run with very strict guidelines in relation to physical distancing and the limiting of numbers of children attending. This primarily was to assist in childcare as residents return to work. Staff is very reluctant as young children will have a difficult time adhering to physical distancing requirements and limiting the number of children will simply push the cost per child upwards (or push down our revenue which will increase our operating deficit).

The reduced comfort level of residents, as well as the strict guidelines that may need to be in place to properly and safely function, may severely affect the revenue vs. expense of day camps and pools.

Our pool requires a fair amount of preparation each year, to get it ready for the season. With the reduced staff, we would have to remove staff from grass cutting and regular maintenance that part-time workers would be facilitating as well as invest expenses into the pool to get it ready with the hopes that it may be open for a very short season. The expense versus the revenue may not be worth the risk.

There have been several examples of augmented sports and camps proposed that would be very difficult for our staff to facilitate with our existing resources.

Looking at the current climate, staff would like a decision to be made in regards to the pool and day camp this season. Council should be aware that the Parks and Recreation department is doing our best to reduce expense while there is a lack of revenue coming in, and to run these augmented programs or facilities could have additional than “normal” operating costs for the season, and may also have less “net” revenue due to comfort and restrictions.

Where it is always possible to attempt to function with new strict restrictions, Council will have to decide if it is worth providing the service while reduced revenue from our major spring-summer rentals is reduced/cancelled.

The following communities have already made comments on their amenities for the season;

South Bruce – Both pools closed and camps canceled
Walkerton Centennial – Pool and camps closed
South Huron – Camps and pool canceled
North Huron – Camps Canceled
City of Toronto – Current camps canceled, looking at augmented programming
Thames Centre – Pool Closed for season

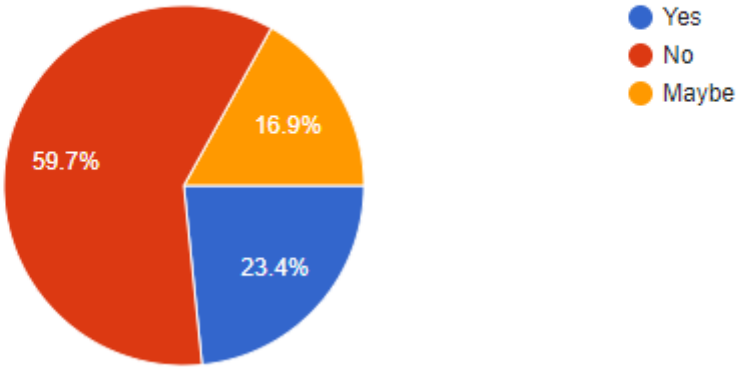
Many communities utilize the YMCA for day camps which currently remain closed. Some of these camps also utilize the schools which may be difficult for them to have access to this summer.

Until the Province eases restrictions, pools and splash pads will remain closed, and may remain closed past the end of summer holidays. Several municipalities are waiting until the Provincial restrictions are lifted to decide the fate of their summer schedules. At that point, it will take several weeks for Municipalities to prepare and due to this lateness may not have access to summer staff as they may have accepted other summer employment. This may also result in the loss of the season. Council has expressed a desire to make a decision sooner rather than later so residents/parents can properly plan their children’s activities this summer. Options to residents/parents are narrowing the longer this decision is delayed.

Staff decided to reach out to the community, via a survey, and see what residents’ expectations and feelings would be towards summer programming and functions. The following is the results of survey:

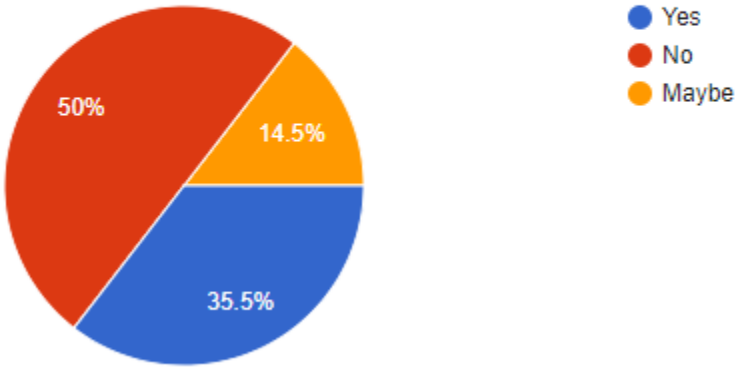
Would you send your child to day camp this summer?

248 responses



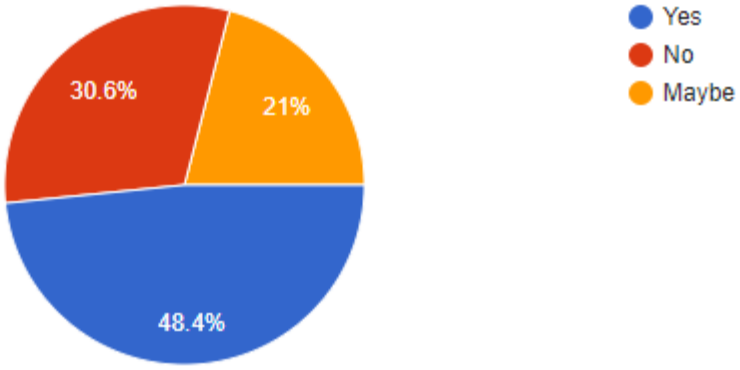
Would you send your child to a public pool this summer?

248 responses



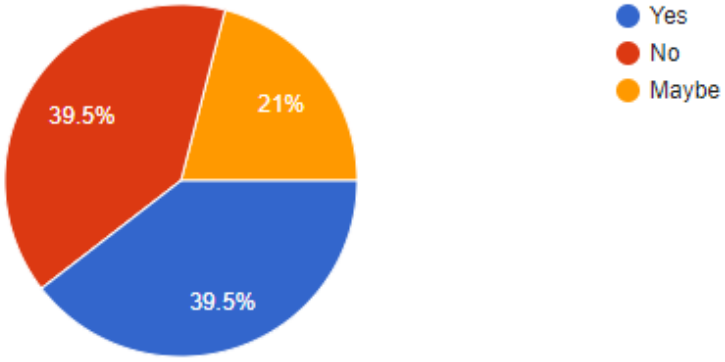
Would you allow your child on public play equipment this summer?

248 responses



Would you register your child for organized summer sports if registration was open?

248 responses



What are your expectations of this summer in Lucan Biddulph with COVID-19?

I have a young preschooler so the day camps don't really affect us but we'd love to see the pool being open for FREE SWIM on Sundays as we like to do that as a family :) Swimming lessons would be great but not a worry if they are cancelled as well as play structures; we have a slide here at our place so that's ok if we can't use the parks. We can still go for picnics and enjoy the field/big area.

Hope baseball diamonds can open back up

Stay safe

To give the kids a bit of normalcy back!! We can give them tools and ensure safety by giving them hand sanitizer etc. but they deserve a bit of normal life back

Extreme safety and precautions

To provide as much to our children as we can safely. I think with some creativity we can make some activities run. Thanks for taking the time to ask and hopefully we can have some safe summer fun for the kids. Private swimming lessons would be awesome!

The towns been handling it great I think! Thanks to everyone who has stayed working

To put in place as many measures as it takes to ensure as much safety as possible while still maintaining enough programs to have an enjoyable summer.

Not much!

To follow guidelines set out by the Federal and provincial government and help us stay safe. Even if it means the above didn't happen this summer.

Keep everyone safe and healthy

Hopefully things open up

when I go back to work I will need a summer camp for my 7-year-old son.

To try to make it as normal as possible. Don't expect anything crazy but definitely one to remember

It’s looking bleak. If people would just do as they were told, we would be in a better place

Keep everyone safe. Even if it may be "over the top"

Back to scheduled activities

I do not have expectations but I am very hopeful that parks, the splash pad and pool will be open and summer camps will be running.

Hopefully a fun one with camps and pools and playgrounds open! Lucan is an amazing community and I have no doubt we can make this safely happen for the kids and parents and still continue to do well!

Put the health of the community first. Why take a chance with public safety?

To ensure safety at all times

I would like to see the splash pad open and pool to cool down

As long as everything is kept clean and everyone is safe, I feel we should allow the kids to enjoy summer with some friends and activities

Anticipating no activities but would love some

Just people go out and enjoy themselves

Stay inside and stay safe

To let the children be children.

Being smart on all areas and keep things clean

Minor changes to sports and rec to minimize contact as much as possible without ruining the fun and continue personal precautions such as more frequent handwashing and avoid touching your face, etc. Expect Lucan to follow suit based on Provincial guidelines in terms of public parks, daycare, and recreation options.

Smart protocols but I would send my child to participate

No expectations. These are interesting times and it’s hard to say what the right thing is.

I wish there was summer school for elementary kids though.

I’m hoping splash pads and parks are available but preparing if they are not

I expected most public Facilities to remain closed, or be so limiting that I wouldn’t bother trying to attend anything. It would be nice for baseball to open up, but if there’s too many limitations then it would take a lot of the fun out and I wouldn’t be inclined to pay for my kids to attend. Same with hockey. I won’t be wanting to pay full hockey registration for a season that would be extremely limited on what the kids can actually do. I’d rather them miss a year.

Stay home

Use this time to clean and properly maintain facilities.

We just want to do things :)

Provide the best options available for our kids.

No expectations

I'm hoping the pool and park equipment opens. I feel like there isn't a huge amount of children that use the equipment at any given time. Every time I've been at the parks with kids there is usually only a couple of children playing. I personally would be using hand sanitizer before and after with my kids wherever they play this summer.

A lot of home play without friends

A lot of time at home with family. It's unfortunate, but the responsible option.

Stay safe, stay closed for summer. Prepare for fall (late September) ice opening

monitor and stay in accordance with guidelines from the CDC and Ontario government
if allowing such activities proper sanitation measures and most likely a lesser amount of people aloud in each location

Hoping some things can be opened!

Clean available outdoor spaces which would provide social distance places

Reopening some sort of child care so I can get back to work. safely of course!

I hope that there can be a soccer season in some form and that the playground equipment can open as well as the splash pad but I'm not holding my breath. Safety first for the kids!

To let our kids be kids!

Honestly nothing, we can't risk anything by being selfish and wanting these activities for our children. As much as the quarantine sucks...it's Necessary at this point

Allow our kids to okay. Add in more frequent cleaning of washrooms (every hour), play equipment (once a day). Limit how many at the pool / play equipment. Keep detail records at camps and pool for Who is there each day

The pool should be open or lay off all staff and pass saving too residents

To run what you can as long as it is safe.

We need to be mindful of social distancing and these venues should remain closed.

Continue to keep distances to increase the chance for better opportunities in the fall. Ensure health of my family is top priority.
Local summer activities

that programs/sports are cancelled

Prevention through separation. Keep the distance so that the community is not put at greater risk.

Be careful but allow the kids to have some fun

offering a few child friendly outings might be good, not a full soccer league, but once a week games to allow some energy burning and social interaction. Put rules in place. Draw dots on the grass for parents to stand, kids to wait on the side lines, etc. The splash pad would be great, again draw circles on the lawn of where parents can sit/stand like Delores Park in San Francisco did.

Wondering if there is a safe way to have kids gather and see each other at a distance and interact whether it's playing games or a sport? I think it's important to get them back socializing without each other in a safe way but not really sure how this would work

A pretty quiet summer

Keep our community safe by keeping things low key. Why would it be okay for our community to offer summer activities when surrounding areas, such as London, are not.

Fully open we are not Toronto

To keep everyone safe in the most responsible way. Just BC things get lifted doesn't mean it's safe. I see people around town everyday not social distancing. Now that more things are opening it's starting to feel like the old normal again and more people are going out doing things.

Just to adhere to the ministry of health guidelines. If it recommends opening up, then I would expect that the social distancing rules would have to be enforced which will be hard to do. It would be nice to have individual swimming lessons and maintain the social distancing rules but not use the change rooms??

If more businesses begin to re-open. More people will need options for childcare in the form of camps, schooling, or daycare services

Safety is a must. No need to rush into anything. There is always next year.

For everyone's safety, I would think (unfortunately)...boring!

Be cautious unless we know for sure that covid is gone

to make the best choice for us inside of the gov't guidelines.....thank you

Open parks, splash pad and trails. Clean equipment frequently

Open the parks, splash pad and rec areas but no organized events

Safety and health first, caution, compassion

That it’s going to be boring

Safety first

quiet, but hopefully we are able to enjoy the small things - open parks, watching kids play baseball and soccer. ability to visit the pool or splash pad to cool off since not everyone has access to a backyard pool

Please open the pool
Please

Stay home

Open pool

Open public pool

I expect things to be somewhat the same as now, maybe with larger group restrictions but likely nothing that will allow children to play in close quarters or in larger groups like organized sports. It’s just too hard to expect children, especially younger ones (3-7yrs) to understand social distancing and abide by it.

It’s hard to know that our children’s quite likely will not get to enjoy summer as they have known it before, (with pool, organized sports and camps) but as a parent I can’t send them morally unless restrictions really change province wide.

To get the kids active again!

Hopefully for the kids to use the splash pad at least

Keep things quiet and prepare for fall

Limiting everyone’s exposure by not having activities where distancing is an issue.

Keep it locked up tight to be in better position in the fall.

Can't expect anything when nothing is open

More things open with social distancing happening. Maybe the outdoor movie night at market st park for kids! There was only 50 of us last year...

Staying safe

Stay home if unwell

Children are the lowest risk of getting this virus. Parents should be six feet away from each other. Common sense follow the guidelines. Let the kids have fun. Not their fault this happened.
Thanks

Stay home and hang out in the backyard

Open green spaces

Would like the splash pad, parks and maybe pool opened for the summer season.

Something for the kids to do. Open the splash pad and parks. Kids are getting bored. They need some sort or normality. They have suffered long enough.

Keep everything closed until fall, then reassess.

Keep everyone safe

Outdoor movies in the park were nice maybe socially distant family spots?

Safe distancing through the summer...

None

Staying home

No expectations.

Continue to enforce physical distancing

If camps/pool opens have very small class or group sizes, and specific distancing rules in pool, ex keep up lane markers, only x# of people in a lane... even for 'free swim'. Enforce showering before entering pool. Have a professional (eg. public health nurse) teach Proper hand washing and use of sanitizer, protective equipment to camp leaders and lifeguards. Have a "no threshold" for ANY type of illness... even a small sniffle or one loose bowel movement cannot attend either as leader or camper/student and be very specific.

That things will remain closed

If open playground equipment sprayed down regularly to sanitize. We need to respect each other's space and follow the rules. Expect town to help by sanitizing and maintaining the equipment. Kids need to play

Stay home stay safe

Keep it closed!! Schools will be closed until September at least. Don't risk it!! These little kids won't be able to distance themselves, properly wash their hands, etc. Let alone the staff of teenagers that would be in care for a lot of these kids, there is no way they could be responsible for the kids in a situation like this.

To not allow for outbreaks in the town by introducing functions/activities that don't keep people social distanced.

Open soccer fields and baseball diamonds for families to use but not groups.

Not much ....

Parks open... everything else is understandable if closed. We need places to picnic and run around!

To follow the health unit and the government guidelines to public health and safety

let kids run around and be kids.

Open playgrounds/splash pads. But not organized sports. Parents have to take some responsibility to wash their children's hands and if sick to not go to public areas but hard because most don't abide by the rules set in place whether closed or not. We have seen people drive from other towns to Granton to use the skate park when the Granton children are not using it as it is currently closed. So may have to continue with closures as no one can abide with rules now let alone later.

Keep a tight wrap on things now so its hopefully better for the fall

To provide services that would ease childcare needs in the community and to allow access to public facilities and allow parents to decide if use is safe for their families.

Hoping to be able to use parks again.

Get back to normal

Return fees paid for summer sports or camps. See what September brings as far as kids returning to school. Too soon for large groups to gather which is what will happen with kids sports and camps.

Not sure but would love to see some organized activities for the kids and community

That anything that is open stay in line with social distancing and masks and hand sanitizer. Playground equipment could be sanitized morning and night and a hand sanitizer station and homemade masks

would allow its use. Team sports unfortunately by their very nature are too close. Swimming pools if only a certain capacity is allowed. I don't know if any of that is possible. maybe the town could hire a student or two to supervise the splash pad and playground. With rules posted and Playground Guards easily identified with t-shirts saying Playground Supervisor so that children and parents could plainly identify them. Hours of operation could be reduced for elm Street park and Splash pad to the hottest hours of the day, maybe noon to 5 pm.

Stay the course

Open

That kids hopefully get a summer of some sort with interaction and some sort of activities they could enjoy.

Is there any way the town could have the water truck that waters the plants have a safe disinfectant that could be sprayed on play equipment etc?
While out doing rounds of watering maybe a second trip could be made to put a pylon up that says out I'd order for cleaning
A spray that found safely clean throughout the day
Or this oath is closed for 15 mins
I don't know just a thought

Keeping or circle small and maintaining the social distancing.

playgrounds closed, utilize trails and own property. Bike rides, walks.

Support local businesses by doing curbside pickup/takeout

Follow all Government safety guidelines

We need the basketball/tennis/skate park/parks/baseball diamonds to open. All things that kids can play at a safe distance from friends.

Boring

As there are no cases presently, to open the public parks up on a month to month basis with the understanding that if at such time that an outbreak was to occur in the community, everything would be immediately shut down.

Playgrounds to be open

Acceptance of all personal protective equipment and the freedom to social distance.

Keep it closed. It's still too soon

Recommendation:
Staff recommends that the Council make a decision on the 2020 season of the Lucan Pool and Day camps, to either begin planning preparation or forgo and focus on other assets so residents can make secondary plans.

Alignment to Strategic Plan:
Strategic Direction 3: Healthy Community

Action #19 Undertake program planning in coordination with community partners and in response to local needs, with an emphasis on low cost services that promote physical activity and social inclusion for children/youth and older adults/seniors.

Action #20 Provide opportunities to facilitate dialogue between groups and/or residents through an annual forum in order to bolster communication. Additional engagement opportunities should also be provided prior to undertaking large community projects to solicit input from the public.

Paul Smith

Paul Smith, Manager of Parks and Recreation

TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION

DATE: June 2, 2020

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED:

That the regular council meeting minutes of May 19, 2020 be approved as circulated/amended.

RESOLUTION CARRIED

_____
MAYOR

TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION

DATE: June 2, 2020

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED That Council direct staff to participate in the WSIB Health and Safety Excellence program and workshop.

RESOLUTION CARRIED

_____
MAYOR

TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION

DATE: June 2, 2020

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED That Council direct staff to issue an RFP (Request for Proposal) for a servicing masterplan for the Lucan urban area. .

RESOLUTION CARRIED

_____
MAYOR

TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION

DATE: June 2, 2020

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED That Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program through:

- Vehicle based automated data collection for roads (and cart based collection for sidewalks)
- Road and sidewalk assessment data processing
- Pavement Management Software utilizing a GIS based software analytics platform;

RESOLUTION CARRIED

_____
MAYOR

TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION

DATE: June 2, 2020

RESOLUTION NO. _____

MOVED BY:

SECONDED BY:

RESOLVED:
That if no one cares to speak to these By-laws on their First, Second and Third Reading, that they be considered to have been read a First time and Passed, read a Second time and Passed, read a Third time and Passed, that they be numbered:

- 22-2020 Confirming By-law

RESOLUTION CARRIED

_____
MAYOR

TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION

DATE: June 2, 2020

RESOLUTION NO.

MOVED BY:

SECONDED BY: _____

RESOLVED:

That the Council meeting be adjourned at _____ p.m.

RESOLUTION CARRIED

_____

MAYOR

Township of Lucan Biddulph

BY-LAW NO. 22-2020

Being a by-law to confirm proceedings of the Council of The Corporation of the Township of Lucan Biddulph

WHEREAS under Section 5(1) of the *Municipal Act, 2001, S.O. 2001 c. 25*, the powers of a municipality shall be exercised by its council.

AND WHEREAS under Sub-Section 3 of Section 5 of the *Municipal Act, 2001, S.O. 2001 c. 25*, the powers of every Council of a municipality shall be exercised by by-law.

AND WHEREAS it is deemed expedient that the proceedings of The Council of the Corporation of the Township of Lucan Biddulph at the June 2, 2020 meeting be confirmed and adopted by By-law.

THEREFORE the Council of the Corporation of the Township of Lucan Biddulph enacts as follows:

1. That the action of the Council of the Corporation of the Township of Lucan Biddulph in respect of all motions and resolutions and all other action passed and taken by the Council of the Corporation of the Township of Lucan Biddulph, documents and transactions entered into during the June 2, 2020 meeting of Council, are hereby adopted and confirmed, as if the same were expressly included in this By-law.

2. That the Mayor and proper officials of The Corporation of the Township of Lucan Biddulph are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Lucan Biddulph during the said June 2, 2020 meeting referred to in Section 1 of this By-law.

3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Township of Lucan Biddulph to all documents referred to in said Section 1.

Read a FIRST, SECOND and THIRD time and FINALLY PASSED
June 2, 2020.

_____ _____

MAYOR CLERK