

Township of Russell

Municipal Stormwater Management System - Annual Performance Report

ECA Number: 184-S701

Reporting Period: January 1st, 2025, to December 31st, 2025



Municipalité de
RUSSELL
Township

TABLE OF CONTENTS

OVERVIEW	1
MONITORING DATA	2
ENVIRONMENTAL TRENDS	3
OPERATING ISSUES.....	4
INSPECTION, MAINTENANCE AND REPAIRS.....	4
COMPLAINTS.....	5
ACTIONS TAKEN	5
CALIBRATION AND MAINTENANCE OF MONITORING EQUIPMENT	6
SYSTEM ALTERATIONS	7
SPILLS AND ABNORMAL DISCHARGE EVENTS.....	9
STATUS OF PREVIOUS ACTIONS	10

OVERVIEW

This Annual Performance Report is issued in accordance with Schedule E, Section 5.2 of Environmental Compliance Approval (ECA) Number 184-S701, issued by the Ontario Ministry of the Environment, Conservation and Parks (MECP) for the Township of Russell Stormwater Management System, as part of the Consolidated Linear Infrastructure (CLI) process, dated January 11th, 2023.

As described in the CLI-ECA document, the Township's Municipal Stormwater Management System includes stormwater collection elements (storm sewers, ditches, and swales) as well as stormwater management facilities.

This report covers the period of January 1st, 2025, to December 31st, 2025.

MONITORING DATA

Reference ECA 185-S701, Schedule E, Section 5.2.2:

Includes a summary of all monitoring data along with an interpretation of the data and an overview of the condition and operational performance of the Authorized System and any Adverse Effects on the Natural Environment.

The Township of Russell has developed its Stormwater Monitoring Plan in accordance with Schedule E, Section 4.0 of Environmental Compliance Approval (ECA) Number 184-S701. This plan is intended to verify the operational performance of the stormwater management system, assess environmental impacts, and guide corrective actions if deficiencies are identified.

The Township has experienced ongoing challenges in fully implementing the monitoring requirements, primarily related to establishing safe, accessible, and representative sampling locations within the Castor River. The river receives both rural and urban runoff, and its mixed flow characteristics, combined with right-of-way limitations, slope stability concerns, and employee safety considerations, have made it difficult to identify monitoring locations that consistently meet MECP guidance while ensuring safe and repeatable access.

Despite these challenges, the Township has identified four primary monitoring locations:

- ▶ Russell – Upstream: Hamilton Road/Craig Street
- ▶ Russell – Downstream: Wade Road Bridge
- ▶ Embrun – Upstream: Dog Park Road
- ▶ Embrun – Downstream: St. Joseph Road Bridge

These locations were chosen based on MECP guidance. While they may not entirely exclude runoff from rural lands, they were selected to minimize the risk of contamination from rural sources and reduce the quantity of rural runoff that could negatively impact the monitoring data in respect to the condition and operational performance of the Authorized System. Water quality parameters such as Total Suspended Solids (TSS), Total Phosphorous (TP), Total Nitrogen (TN), Chloride (Cl), and Dissolved Oxygen (DO) will be assessed through seasonal grab sampling under various flow conditions (dry, wet, and snowmelt events).

Implementation Status

As of the 2025 reporting year, stormwater quality monitoring has not yet been initiated. Additional work is required to address access limitations, stabilize sampling areas where necessary, and confirm monitoring locations that allow for safe, repeatable, and representative sampling. The Township continues to evaluate potential solutions, including site improvements and alternative locations, prior to commencing the monitoring program.

The Stormwater Monitoring Plan and proposed monitoring locations remain under consideration and will be carried forward for implementation once these constraints have been resolved.

ENVIRONMENTAL TRENDS

Reference ECA 185-S701, Schedule E, Section 5.2.3:

Includes a summary and interpretation of environmental trends based on all monitoring information and data for the previous five (5) years.

To follow in subsequent Annual Performance Reports, following collection of sufficient data to identify trends.

OPERATING ISSUES

Reference ECA 185-S701, Schedule E, Section 5.2.4:

Includes a summary of any operating problems encountered and corrective actions taken.

In **2025**, operating issues were identified at the following facilities:

▶ **Pond PND19, Honey South West – No formal inspection records submitted**

- ▶ The following information was provided by the developer regarding the stormwater management pond serving the Southwest Park Subdivision:

The SWM pond was constructed in 2024 in accordance with the approved design and Environmental Compliance Approval (ECA No. 184-S701). As upstream subdivision development only began to significantly progress in 2025, the facility has only recently started receiving runoff representative of its ultimate drainage area.

Site inspections in 2025 identified localized slope stability issues along portions of the pond embankment and early-stage sediment accumulation within the forebay and pond bottom, which is typical during the initial subdivision construction phase. Maintenance activities undertaken in 2025 included repair and stabilization of localized side slope failures and removal of construction-related sediment from the forebay and pond bottom areas to restore the facility to its intended design condition.

As the pond has only recently begun receiving meaningful runoff and remedial maintenance was completed in 2025, formal performance monitoring has not yet been initiated. Monitoring is anticipated to begin in 2026 once subdivision development has progressed sufficiently to allow representative evaluation of the pond's hydraulic and water quality performance. In the interim, periodic visual inspections will continue and any identified deficiencies will be addressed as required to maintain proper facility function.

- ▶ In response to the email, the Township requested that for the 2026 reporting year, formal inspection reports be submitted and that all inspections, with applicable pictures, be conducted in accordance with the Township's Operations and Maintenance Manual minimum requirements. At a minimum, this includes one comprehensive annual inspection and an additional inspection following any significant rainfall event. The Township also provided its official inspection form for the developer's use.

INSPECTION, MAINTENANCE AND REPAIRS

Reference ECA 185-S701, Schedule E, Section 5.2.5:

Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.

- ▶ Please refer to **Appendix B** for a summary of inspections, maintenance, and repairs out on the Stormwater Collection System.
- ▶ Please refer to **Appendix C** for a summary of inspections, maintenance, and repairs out on the Stormwater Management Facilities.
- ▶ Please refer to **Appendix E** for inspection reports carried on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.

COMPLAINTS

Reference ECA 185-S701, Schedule E, Section 5.2.7:

Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.

- ▶ Please refer to **Appendix D** for a summary of complaints received on the Authorized System.

ACTIONS TAKEN

Reference ECA 185-S701, Schedule E, Section 5.2.10:

Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.

- ▶ Please refer to **Appendix B** for actions carried out on the Stormwater Collection System.
- ▶ Please refer to **Appendix C** for actions carried out on the Stormwater Management Facilities.

CALIBRATION AND MAINTENANCE OF MONITORING EQUIPMENT

Reference ECA 185-S701, Schedule E, Section 5.2.6:

Includes a summary of the calibration and maintenance carried out on all monitoring equipment.

N/A. No specific calibration or maintenance required for current monitoring activities.

SYSTEM ALTERATIONS

Reference ECA 185-S701, Schedule E, Section 5.2.8:

Includes a summary of all Alterations to the Authorized System within the reporting period that are authorized by this Approval including a list of Alterations that pose a Significant Drinking Water Threat.

Stormwater Collection System

Date	Location	Description
Summer 2024	Notre-Dame Street, Lapalme Street to 958 Notre-Dame Street	Aging storm sewer infrastructure exceeding its service life was reconstructed following a system redesign completed in accordance with the latest applicable design standards and best practices.

Stormwater Management Facilities

Date	Location	Alterations
December 2025	Menard West Pond	<p>The Township of Russell has assumed ownership and responsibility of the Menard West Facility from EMB Developments Inc. ECA No. 2617-AL6S6U</p> <p>stormwater management facility (catchment area 10.5 hectares): - one (1) wet pond with a sediment forebay, located on the north corner of the site, having a permanent pool volume of approximately 1,022 cubic meters, extended detention volume of 423 cubic meters, and a total storage capacity of approximately 3,152 cubic meters, including the permanent pool volume, at a total depth of approximately 3.3 meters for the 100-year storm event, receiving inflow from the storm sewers mentioned above, and discharging via a 150 millimetre diameter reverse sloped pipe during low flow events and over a rip-rap weir during less frequent events, into an outlet swale with a clear stone bottom, and ultimately into Lower York Municipal Drain;</p>

Please refer to **Appendix F** for Form SW1 and/or SW2 for further details of the above noted alterations.

SPILLS AND ABNORMAL DISCHARGE EVENTS

Reference ECA 185-S701, Schedule E, Section 5.2.9:
Includes a summary of all spills or abnormal discharge events.

No spills or abnormal discharge events were reported during the designated reporting period.

Date	Location	Details

STATUS OF PREVIOUS ACTIONS

Reference ECA 185-S701, Schedule E, Section 5.2.11:

Includes a summary of the status of actions for the previous reporting year.

In **2022**, following inspections performed in late 2021 by South Nation Conservation Authority, operating issues were identified at the following facilities:

▶ **Pond PND1, Abbey – Pond Identified for Clean-Out**

- ▶ Sediment measurements of the pond were conducted by the South Nation Conservation Authority and compared with the issued-for-construction drawings. The assessment primarily concluded that:
 - The pond appears to be functioning to some extent. Due to the observed water levels being higher than the designed elevation, it seems the original design objectives may not be met. Considering the TSS removal rate has been reduced greater than 5%, planning the sediment removal is recommended.
 - It is recommended that the dense vegetation be removed, and the pond be reinstated to the original design grades. Furthermore, seeing as no “as-built” plans are available, it is recommended that an “as-built” plan be prepared after the sediment has been removed.
- ▶ **Status:** Pond clean-out activities are currently on hold pending budget availability. As-built information will be collected following completion of the pond clean-out works.

▶ **Pond PND2, Olde Towne – Pond Identified for Clean-Out**

- ▶ Sediment measurements of the pond were conducted by the South Nation Conservation Authority and compared with the issued-for-construction drawings. The assessment primarily concluded that:
 - The pond appears to be somewhat functioning however it does not appear to be meeting the original design objectives due to the sediment accumulation, dense vegetation growth and improper elevations of the outlet structure.
 - It is recommended that the sediment and dense vegetation be removed, and the pond be reinstated to the original design grades. Furthermore, seeing as no “as-built” plans are available, it is recommended that an “as-built” plan be prepared after the sediment has been removed. It is recommended that the dense vegetation be removed, and the pond be reinstated to the original design grades. Furthermore, seeing as no “as-built” plans are available, it is recommended that an “as-built” plan be prepared after the sediment has been removed.
- ▶ **Status:** Pond clean-out activities are currently on hold pending budget availability. As-built information will be collected following completion of the pond clean-out works.

▶ **Pond PND9, Labelle – Pond Identified for Clean-Out**

- ▶ Sediment measurements of the pond were conducted by the South Nation Conservation Authority and compared with the issued-for-construction drawings. The assessment primarily concluded that:
 - The pond appears to be functioning however it may not be meeting the original design objectives due to the sediment accumulation and dense vegetation growth.
 - It is recommended that the sediment and dense vegetation be removed, and the pond be reinstated to the original design grades. Furthermore, seeing as no “as-built” plans are available, it is recommended that an “as-built” plan be prepared after the sediment has been removed.
- ▶ **Status:** Pond clean-out activities are currently on hold pending budget availability. As-built information will be collected following completion of the pond clean-out works.

In **2023**, operating issues were identified at the following facilities:

▶ **Pond PND10, Radisson – Pond Failure**

- ▶ During an inspection on May 1, 2023, it was noted that pond levels had reached the 100-year mark, prompting ongoing monitoring efforts. Initially, it was assumed that water levels in the creek were hindering pond drainage.
- ▶ On July 14, 2023, it was determined that the sub-drains installed for pond drainage were no longer functioning effectively. Consequently, the Township enlisted Tylin, a third-party consultant, to conduct an independent investigation and commence pond redesign to ensure compliance with current industry standards and original design objectives.
- ▶ By December 20, 2023, Tylin presented a concept plan to the Township, proposing an expansion to meet project objectives. The Township endorsed the concept and instructed Tylin to proceed with further evaluation to confirm the feasibility of the concept plan.
- ▶ **Status:** *The Township has completed the concept design for the reconstruction of the pond in 2024. The final design timeline will be determined based on budget availability.*

In **2024**, following inspections performed in late 2023 by South Nation Conservation Authority, operating issues were identified at the following facilities:

▶ **Pond PND12, Domaine-Versailles – Pond Identified for Clean-Out**

- ▶ Sediment measurements of the pond were conducted by the South Nation Conservation Authority and compared with the issued-for-construction drawings. The assessment primarily concluded that:
 - The pond appears to be functioning to some extent. Due to the observed water levels being higher than the designed elevation, it seems the original design objectives may

not be met. Considering the TSS removal rate has been reduced greater than 5%, planning the sediment removal is recommended.

- It is recommended that the dense vegetation be removed, and the pond be reinstated to the original design grades. Furthermore, seeing as no “as-built” plans are available, it is recommended that an “as-built” plan be prepared after the sediment has been removed.
- ▶ **Status:** Pond clean-out activities are currently on hold pending budget availability. As-built information will be collected following completion of the pond clean-out works.



APPENDIX A

Effluent Monitoring Results



APPENDIX B

Stormwater Collection System - Operations & Maintenance Log



APPENDIX C

SWM Facility Operations & Maintenance Log

SWM Facility Operations & Maintenance Log

Pond PND2 - Olde Towne

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND2-2025-01	June 24, 2025	June 24, 2025	Maintenance	Herbicide Application	South Nation Conservation Authority	P. Armstrong	As required	
PND2-2025-02	July 2, 2025	July 2, 2025	Inspection	Annual Inspection	P. Armstrong	P. Armstrong	2026	
PND2-2025-03	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event	P. Armstrong	P. Armstrong	As required.	

SWM Facility Operations & Maintenance Log

Pond PND3 - Campbell

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND3-2025-01	July 2, 2025	July 2, 2025	Inspection	Annual Inspection	P. Armstrong	P. Armstrong	2026	
PND3-2025-02	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event	P. Armstrong	P. Armstrong	As required.	

SWM Facility Operations & Maintenance Log

Pond PND5 - Sportsplex

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND5-2025-01	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event, Annual Inspection	P. Armstrong	P. Armstrong	As required.	

SWM Facility Operations & Maintenance Log

Pond PND7 - Quatre-Saisons

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND7-2025-01	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event, Annual Inspection	P. Armstrong	P. Armstrong	As required.	

SWM Facility Operations & Maintenance Log

Pond PND9 - Labelle

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND9-2025-01	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event, Annual Inspection	P. Armstrong	P. Armstrong	As required.	

SWM Facility Operations & Maintenance Log

Pond PND10 - Radisson

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND10-2025-01	June 24, 2025	June 24, 2025	Maintenance	Herbicide Application	South Nation Conservation Authority	P. Armstrong	As required	
PND10-2025-02	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event, Annual Inspection	P. Armstrong	P. Armstrong	As required.	

SWM Facility Operations & Maintenance Log

Pond PND12 - Domaine-Versaille

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Next Planned	Comments/Observations/Actions
PND12-2025-01	July 14, 2025	July 14, 2025	Inspection	Annual Inspection	P. Armstrong	P. Armstrong	2026	
PND12-2025-02	November 4, 2025	November 4, 2025	Inspection	Significant Rainfall Event	P. Armstrong	P. Armstrong	As required.	



APPENDIX D

Complaints

Stormwater Collection System - Complaints

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Comments/Observations/Actions
SR-7293	January 27, 2025	January 27, 2025	Complaint	Storm Sewer	3 Isabelle St	P. Armstrong	<p>A resident reported water entering the basement and believed the issue was related to the municipal drainage system not removing water quickly enough. Initial information suggested the concern may be related to private property drainage.</p> <p>Actions Taken / Response: Municipal storm sewers upstream and downstream of the property were inspected and no visual concerns were identified. A plumber conducted a camera inspection of the sewer line and initially reported a blockage approximately 50 feet past the standpipe. Township staff later met with the plumber on site and reviewed the camera footage, which confirmed a blockage within the municipal portion of the lateral.</p> <p>The resident indicated that nearby telecommunications work had been conducted in the front yard and identified a location where repeated backfilling had occurred. Hydrocam was contacted to clear the line sufficiently to allow for further camera inspection. The follow-up inspection identified a broken pipe in the vicinity of the telecommunications work.</p> <p>The resident had already paid for a private plumbing inspection, and the Township advised that the invoice would be reimbursed. Coordination was initiated with the telecommunications contractor to address the damaged lateral. The contractor later confirmed the location of their infrastructure near the damaged pipe and scheduled excavation and repair work for the following day. Township staff attempted to contact the resident to provide an update on the planned repair but were unable to reach them due to voicemail not being set up</p>
SR-7479	March 24, 2025	March 24, 2025	Complaint	Storm Sewer	Blais St	P. Armstrong	<p>A resident reported that a catch basin located near the main entrance of the Embrun arena, close to Blais Street, appeared to be completely blocked with debris and had reportedly been obstructed since the previous summer. The resident indicated that a photo was available but could not be submitted due to file size limitations.</p> <p>The catch basin was inspected and debris, including leaves, was removed from the grate area to ensure proper drainage. Following the removal of debris, the catch basin was observed to be draining normally and functioning as intended.</p>
SR-7616	April 14, 2025	April 14, 2025	Complaint	Storm Sewer	693 Bruxelles St	P. Armstrong	<p>Settlement occurred around catch basin.</p> <p>The settlement was repaired.</p>
SR-7774	June 9, 2025	June 9, 2025	Complaint	Storm Sewer	75 Lapointe Blvd	P. Armstrong	<p>During the Township's routine sewer cleaning and inspection program, staff observed that the privately owned storm sewer system serving a condominium property on Lapointe Boulevard was significantly obstructed, with approximately 50% debris and sediment accumulation. The blockage had the potential to impair stormwater flow and increase the risk of drainage issues, including possible flooding or discharge of debris into the municipal storm sewer system.</p> <p>The condo corporation proceeded with the cleaning of the private storm sewers.</p>
SR-7778	June 10, 2025	June 10, 2025	Complaint	Storm Sewer	31 Chateau Cres	P. Armstrong	<p>Residents reported that the storm drain grate located between two residential properties on Chateau Crescent in Embrun was broken and split into two pieces.</p> <p>The Township repaired the catch basin.</p>

Stormwater Collection System - Complaints

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Comments/Observations/Actions
SR-7832	July 2, 2025	July 2, 2025	Complaint	Storm Sewer	364 Colmar St	P. Armstrong	<p>A resident reported ongoing settlement in the rear corner of their backyard where the ground continues to sink and water accumulates on the property. The resident has attempted to correct the issue by adding soil and other materials to re-level the area, but the problem persists. The resident was concerned that a nearby storm sewer located behind the neighbouring property fence may be contributing to the issue and requested that the Township review the drainage conditions and provide advice on possible solutions that would not require significant expense.</p> <p>The Township reviewed the drainage conditions and confirmed that the swale located in the rear yard is part of the property's private lot drainage system designed to convey stormwater toward a catch basin at the rear of the lot. It was determined that there is no municipal storm sewer infrastructure or municipal easement within the area where the settlement is occurring. The resident was advised that, under the Township's Drainage By-law (#79-2011), property owners are responsible for maintaining private drainage systems and lot grading on their property, including addressing settlement or drainage issues resulting from heavy rainfall or natural ground movement. The resident was informed that maintenance and repair of the swale and surrounding grading are the responsibility of the property owner, and a copy of the by-law was provided for reference.</p>
SR-7932	August 1, 2025	August 1, 2025	Complaint	Storm Sewer	32 Station Trail	P. Armstrong	<p>A resident reported ongoing erosion around a rear-yard storm drain catch basin located near the property line with a neighbouring yard. The issue has occurred multiple times over the years, with previous repairs consisting of filling the eroded areas with soil, which the resident believes has not addressed the root cause. The resident expressed concern about potential impacts on drainage around their home's foundation and questioned whether excessive surface water during spring thaw or unseen underground issues could be contributing factors. They also requested clarification on how the rear-yard drainage system functions (where the water ultimately drains), whether modifications on nearby properties could affect system performance, and how the Township inspects or maintains this infrastructure since no significant maintenance has been observed in many years.</p> <p>The Township confirmed that the rear-yard catch basin erosion is related to seasonal freeze-thaw cycles causing slight movement in the structure and allowing surrounding soil to wash into joints. It was explained that these catch basins were built to standard provincial specifications commonly used for road drainage, but rear-yard conditions are more prone to soil movement. The Township advised that this condition does not pose a risk to nearby home foundations. A new repair approach was identified, involving sealing the catch basin joints and wrapping the structure with filter fabric to prevent soil migration and improve long-term stability. The Township also noted that rear-yard drainage infrastructure is currently inspected on a complaint basis due to resource limitations, though plans are being developed to include these systems in future routine inspection programs. The situation will continue to be monitored to ensure the repair resolves the erosion issue.</p>
SR-8007	August 18, 2025	August 18, 2025	Complaint	Storm Sewer	16 Angele St	P. Armstrong	<p>Resident reported rear yard catch basin had been replaced but is not working properly.</p> <p>The CB was reinstated.</p>
SR-8053	August 29, 2025	August 29, 2025	Complaint	Storm Sewer	Notre Dame Str At Intersection Equinox Dr	P. Armstrong	<p>Resident reported a sink hole around the catch basin. The area has been identified for storm sewer replacement, the hole was filled with asphalt in the interim.</p>

Stormwater Collection System - Complaints

Reporting Period: 2025

Reference ECA 185-S701, Schedule E, Section 5.2.4: *Includes a summary of any operating problems encountered and corrective actions taken.*

Reference ECA 185-S701, Schedule E, Section 5.2.5: *Includes a summary of all inspections, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Authorized System.*

Reference ECA 185-S701, Schedule E, Section 5.2.7: *Includes a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints.*

Reference ECA 185-S701, Schedule E, Section 5.2.10: *Includes a summary of actions taken, including timelines, to improve or correct performance of any aspect of the Authorized System.*

Ref.	Date From	Date To	Type	Description	Performed By	Verified By	Comments/Observations/Actions
SR-8477	December 30, 2025	December 30, 2025	Complaint	Storm Pond	228 Moisson St	P. Armstrong	<p>Resident has been constructing an ice rink on the Moisson Pond.</p> <p>I provided her with a written warning to stay off the ice at 12:40PM on December 30, 2025. I reiterated to her that there is a constant flow under the pond that can change the conditions of the pond and that signage on the pond must be respected.</p>



APPENDIX E

Inspection Reports

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND-1 - Abbey	Dry	Wet	2024-08-12	2025-07-02	8:15
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
P. Armstrong	21C, Clear			Normal	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	0	
Is there any noticeable sediment accumulation?	2	Forebay identified for clean-out.
Are there any odours?	0	
Is the algae growth present?	0	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	1	Some phragmites and hogweed.

Conditions	Rating	Comments
Condition of the fencing/guardrail	N/A	
Condition of aquatic vegetation	2	Identified for clean-out.
Condition of bank vegetation	1	Small amount of woody vegetation has started to grow.
Condition of surrounding area vegetations	0	
Condition of signage present	0	
Condition of access route	N/A	
Turbidity in the pond	0	
Condition of downstream rip rap	N/A	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	0	
Condition of outlet no. 2	N/A	

Rating Descriptions: N/A - Not applicable N/I - Not investigated 0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

1. As per the SNCA Labelle, Radisson, Abby and Olde Towne Stormwater Management Facilities Inspection Report Stormwater Management Facility Inspection Report dated February 2022, it is recommended that the sediment and dense vegetation be removed from the forebay and reinstated to designed grades. Additionally, the gabion berm and low flow deflector should be repaired as per the design. The SNCA was unsuccessful in surveying sediment in the main pond. A sediment measurement should be performed prior to the forebay clean-out.

Patrick Armstrong
Signature

July 2, 2025
Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND3 - Campbell	Dry	Wet	2024-08-12	2025-07-02	8:45
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	22C, Clear			N/A	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	0	
Is there any noticeable sediment accumulation?	0	
Are there any odours?	0	
Is the algae growth present?	0	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	N/A	
Are the grates clear of debris?	N/A	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	N/A	
Is the orifice blocked?	N/A	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	0	

Conditions	Rating	Comments
Condition of the fencing/guardrail	2	Damaged fencing at 2 areas
Condition of aquatic vegetation	0	
Condition of bank vegetation	0	
Condition of surrounding area vegetations	0	
Condition of signage present	0	
Condition of access route	0	
Turbidity in the pond	N/A	
Condition of downstream rip rap	N/A	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	N/A	
Condition of outlet no. 2	N/A	

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

Patrick Armstrong
Signature

July 2, 2025
Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND2 - Olde Towne	Dry	Wet	2024-08-12	2025-07-02	8:15
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	21C, Clear			Normal	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	2	The pond has been identified for a clean-out.
Is there any noticeable sediment accumulation?	2	The pond has been identified for a clean-out.
Are there any odours?	0	
Is the algae growth present?	2	The pond has been identified for a clean-out.
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	2	Unable to open inlet grate to remove PVC pipe. The pond has been identified for a clean-out.
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	Unable to open inlet grate to remove PVC pipe. The pond has been identified for a clean-out.
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	0	Treated week of June 23, 2025 by SNCA.

Conditions	Rating	Comments
Condition of the fencing/guardrail	0	
Condition of aquatic vegetation	2	
Condition of bank vegetation	0	Treated week of June 23, 2025 by SNCA.
Condition of surrounding area vegetations	0	Treated week of June 23, 2025 by SNCA.
Condition of signage present	0	
Condition of access route	N/A	
Turbidity in the pond	2	The pond has been identified for a clean-out.
Condition of downstream rip rap	0	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	2	The Forced Road berm shown on the approved drawings has not been constructed. The PVC pipes from the pond to the DICB are currently exposed to sunlight and are damaged as a result.
Condition of outlet no. 2	N/A	

Rating Descriptions: N/A - Not applicable N/I - Not investigated 0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

1. As per the SNCA Labelle, Radisson, Abby and Olde Towne Stormwater Management Facilities Inspection Report Stormwater Management Facility Inspection Report dated February 2022, it is recommended that the sediment and dense vegetation be removed from the pond and reinstated to designed grades. Additionally, The outlet structure and design plans should be reviewed by qualified professional to determine the effectiveness of the current construction as well as to provide recommendations on how best to remedy the outlet structure.

Patrick Armstrong
Signature

July 2, 2025
Date

Inspection Form - Stormwater Management Maintenance
Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND12 - Domaine-Versaille	Dry	Wet	2024-08-12	2025-07-14	0:00
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	24C, Smoke		17.8	Normal	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	2	
Is there any noticeable sediment accumulation?	2	
Are there any odours?	0	
Is the algae growth present?	2	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	2	Phragmites

Conditions	Rating	Comments
Condition of the fencing/guardrail	0	
Condition of aquatic vegetation	2	
Condition of bank vegetation	N/A	Developer replaced designed 3:1 embankment with stone wall.
Condition of surrounding area vegetations	1	Some woody vegetation remains inaccessible areas following a recent clean-out.
Condition of signage present	N/A	Signs have been ordered and will be installed according to ECA guidelines.
Condition of access route	0	
Turbidity in the pond	2	
Condition of downstream rip rap	0	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	0	
Condition of outlet no. 2	N/A	

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

1. According to the drawings, there is supposed to be a maintenance ramp in the South-East corner of the SWMF. This ramp does not exist.
2. Damage was noted on the gabion berm and low flow deflector.
3. As per the SNCA Domaine-Versailles Stormwater Management Facility Inspection Report dated February 2024, it is recommended that the vegetation and silt be removed from the pond and reinstated to approved grades. Additionally, the gabion berm and low flow deflector should be repaired as per the design.

Patrick Armstrong
Signature

July 14, 2025
Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND-1 - Abbey	Dry	Wet	2025-07-02	2025-11-04	7:45
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
P. Armstrong	5C, Clear		51.3	Normal	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	0	
Is there any noticeable sediment accumulation?	2	Forebay identified for clean-out.
Are there any odours?	0	
Is the algae growth present?	0	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	1	Some phragmites and hogweed.

Conditions	Rating	Comments
Condition of the fencing/guardrail	N/A	
Condition of aquatic vegetation	2	Identified for clean-out.
Condition of bank vegetation	1	Small amount of woody vegetation has started to grow.
Condition of surrounding area vegetations	0	
Condition of signage present	0	
Condition of access route	N/A	
Turbidity in the pond	0	
Condition of downstream rip rap	N/A	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	0	
Condition of outlet no. 2	N/A	

Rating Descriptions: N/A - Not applicable N/I - Not investigated 0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

1. As per the SNCA Labelle, Radisson, Abby and Olde Towne Stormwater Management Facilities Inspection Report Stormwater Management Facility Inspection Report dated February 2022, it is recommended that the sediment and dense vegetation be removed from the forebay and reinstated to designed grades. Additionally, the gabion berm and low flow deflector should be repaired as per the design. The SNCA was unsuccessful in surveying sediment in the main pond. A sediment measurement should be performed prior to the forebay clean-out.

Patrick Armstrong
Signature

November 4, 2025
Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND3 - Campbell	Dry	Wet	2025-07-02	2025-11-04	8:15
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	5C, Clear		51.3	N/A	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	0	
Is there any noticeable sediment accumulation?	0	
Are there any odours?	0	
Is the algae growth present?	0	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	N/A	
Are the grates clear of debris?	N/A	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	N/A	
Is the orifice blocked?	N/A	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	0	

Conditions	Rating	Comments
Condition of the fencing/guardrail	2	Damaged fencing at 2 areas
Condition of aquatic vegetation	0	
Condition of bank vegetation	0	
Condition of surrounding area vegetations	0	
Condition of signage present	0	
Condition of access route	0	
Turbidity in the pond	N/A	
Condition of downstream rip rap	N/A	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	N/A	
Condition of outlet no. 2	N/A	

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

 Patrick Armstrong
 Signature

 November 4, 2025
 Date

Inspection Form - Stormwater Management Maintenance
Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND12 - Domaine-Versaille	Dry	Wet	2025-07-14	2025-11-04	9:40
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	5C, Clear		51.3	Normal	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	2	
Is there any noticeable sediment accumulation?	2	
Are there any odours?	0	
Is the algae growth present?	2	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	2	Phragmites

Conditions	Rating	Comments
Condition of the fencing/guardrail	0	
Condition of aquatic vegetation	2	
Condition of bank vegetation	N/A	Developer replaced designed 3:1 embankment with stone wall.
Condition of surrounding area vegetations	1	Some woody vegetation remains inaccessible areas following a recent clean-out.
Condition of signage present	N/A	Signs have been ordered and will be installed according to ECA guidelines.
Condition of access route	0	
Turbidity in the pond	2	
Condition of downstream rip rap	0	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	0	
Condition of outlet no. 2	N/A	

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

1. According to the drawings, there is supposed to be a maintenance ramp in the South-East corner of the SWMF. This ramp does not exist.
2. Damage was noted on the gabion berm and low flow deflector.
3. As per the SNCA Domaine-Versailles Stormwater Management Facility Inspection Report dated February 2024, it is recommended that the vegetation and silt be removed from the pond and reinstated to approved grades. Additionally, the gabion berm and low flow deflector should be repaired as per the design.

Patrick Armstrong
Signature

November 4, 2025
Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND9 - Labelle	Dry	Wet	2024-08-12	2025-11-04	9:16
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	5C, Clear		51.3	N/I	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	N/I	
Is there any noticeable sediment accumulation?	2	
Are there any odours?	0	
Is the algae growth present?	N/I	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	N/I	Will return once grass has been cut.
Is the orifice blocked?	N/I	Will return once grass has been cut.
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	N/I	Will return once grass has been cut.
Are waterfowl present?	0	
Are invasive plants present?	N/I	It is too early in the season to confirm the presence of invasive species.

Conditions	Rating	Comments
Condition of the fencing/guardrail	N/I	
Condition of aquatic vegetation	N/I	
Condition of bank vegetation	N/I	
Condition of surrounding area vegetations	N/I	
Condition of signage present	N/A	Signs have been ordered and will be installed according to ECA guidelines.
Condition of access route	N/I	Will return once grass has been cut.
Turbidity in the pond	2	
Condition of downstream rip rap	N/A	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	N/I	Will return once grass has been cut.
Condition of outlet no. 2	N/I	Will return once grass has been cut.

Rating Descriptions: N/A - Not applicable N/I - Not investigated 0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

- As per the SNCA Labelle, Radisson, Abby and Olde Towne Stormwater Management Facilities Inspection Report Stormwater Management Facility Inspection Report dated February 2022, it is recommended that the sediment and dense vegetation be removed from the pond and reinstated to designed grades. Additionally, It is recommended to investigate the erosion identified along the East York Creek and mitigated accordingly to prevent future structural concerns with the pond.
- Annual inspection will be performed once remainder of grass has been cut.

 Patrick Armstrong
 Signature

 November 4, 2025
 Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND2 - Olde Towne	Dry	Wet	2025-07-02	2025-11-04	8:03
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	5C, Clear		51.3	Normal	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	2	The pond has been identified for a clean-out.
Is there any noticeable sediment accumulation?	2	The pond has been identified for a clean-out.
Are there any odours?	0	
Is the algae growth present?	2	The pond has been identified for a clean-out.
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	2	Unable to open inlet grate to remove PVC pipe. The pond has been identified for a clean-out.
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	Unable to open inlet grate to remove PVC pipe. The pond has been identified for a clean-out.
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	0	Treated week of June 23, 2025 by SNCA.

Conditions	Rating	Comments
Condition of the fencing/guardrail	0	
Condition of aquatic vegetation	2	
Condition of bank vegetation	0	Treated week of June 23, 2025 by SNCA.
Condition of surrounding area vegetations	0	Treated week of June 23, 2025 by SNCA.
Condition of signage present	0	
Condition of access route	N/A	
Turbidity in the pond	2	The pond has been identified for a clean-out.
Condition of downstream rip rap	0	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	2	The Forced Road berm shown on the approved drawings has not been constructed. The PVC pipes from the pond to the DICB are currently exposed to sunlight and are damaged as a result.
Condition of outlet no. 2	N/A	

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:
 1. As per the SNCA Labelle, Radisson, Abby and Olde Towne Stormwater Management Facilities Inspection Report Stormwater Management Facility Inspection Report dated February 2022, it is recommended that the sediment and dense vegetation be removed from the pond and reinstated to designed grades. Additionally, The outlet structure and design plans should be reviewed by qualified professional to determine the effectiveness of the current construction as well as to provide recommendations on how best to remedy the outlet structure.

Patrick Armstrong

 Signature

November 4, 2025

 Date

Inspection Form - Stormwater Management Maintenance
Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND7 - Quatre-Saisons	Dry	Wet	2025-07-14	2025-11-04	8:51
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	5C, Clear		51.3	N/A	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	0	
Is there any noticeable sediment accumulation?	0	
Are there any odours?	0	
Is the algae growth present?	0	
Are there signs of erosion?	0	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	0	

Conditions	Rating	Comments
Condition of the fencing/guardrail	0	
Condition of aquatic vegetation	1	
Condition of bank vegetation	0	
Condition of surrounding area vegetations	0	
Condition of signage present	0	
Condition of access route	N/A	
Turbidity in the pond	N/A	
Condition of downstream rip rap	N/A	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	0	
Condition of outlet no. 2	N/A	

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

Patrick Armstrong
Signature

November 4, 2025
Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND10 - Radisson	Dry	Wet	2024-08-12	2025-11-04	9:25
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
Patrick Armstrong	5C, Clear		51.3	100 Year	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	2	
Is there any noticeable sediment accumulation?	2	
Are there any odours?	0	
Is the algae growth present?	0	
Are there signs of erosion?	2	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	2	
Is the inlet blocked?	0	
Is the outlet blocked?	0	
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	0	
Are waterfowl present?	0	
Are invasive plants present?	0	Pond was treated by SNCA for woody vegetation in June

Conditions	Rating	Comments
Condition of the fencing/guardrail		
Condition of aquatic vegetation		
Condition of bank vegetation		
Condition of surrounding area vegetations		
Condition of signage present		
Condition of access route		
Turbidity in the pond		
Condition of downstream rip rap		
Condition of inlet no. 1		
Condition of inlet no. 2		
Condition of outlet no. 1		
Condition of outlet no. 2		

Rating Descriptions:
N/A - Not applicable N/I - Not investigated
0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:
 The pond no longer functions as intended and is currently being redesigned to restore its proper function using modern outlet structures. The concept plan submitted by the engineer has been approved, and the final design is underway.

 Patrick Armstrong
 Signature

 November 4, 2025
 Date

Inspection Form - Stormwater Management Maintenance

Township of Russell

Facility Name	Pond Type		Last Inspection	Date	Time
PND4 - Sportsplex	Dry	Wet	2024-08-12	2025-11-04	8:44
Inspected by	Weather Conditions		Precip last 5 days (mm)	Water Level	
P. Armstrong	5C, Clear		51.3	Not Measured	
Purpose of Inspection					
Routine	Significant Storm Event	Emergency	Complaint	Other:	

Observations	Rating	Comments
Are there any obvious structural defects?	0	
Is there any noticeable sediment accumulation?	N/I	
Are there any odours?	0	
Is the algae growth present?	1	
Are there signs of erosion?	N/I	
Are there signs of pollution?	0	
Are the grates secured and locked?	0	
Are the grates clear of debris?	0	
Is there ponding water? (dry pond, see section 5.6)	0	
Is the inlet blocked?	0	
Is the outlet blocked?	2	The outlet was unblocked from heavy vegetation and mud. To be monitored.
Is the orifice blocked?	0	
Are there signs of vandalism?	0	
Are there animal burrows in the embankments?	1	New fresh holes consistent with muskrats appear to be present.
Are waterfowl present?	0	
Are invasive plants present?	N/I	

Conditions	Rating	Comments
Condition of the fencing/guardrail	N/I	
Condition of aquatic vegetation	N/I	
Condition of bank vegetation	N/I	
Condition of surrounding area vegetations	N/I	
Condition of signage present	0	
Condition of access route	N/A	
Turbidity in the pond	N/I	
Condition of downstream rip rap	0	
Condition of inlet no. 1	0	
Condition of inlet no. 2	N/A	
Condition of outlet no. 1	0	
Condition of outlet no. 2	N/A	

Rating Descriptions: N/A - Not applicable N/I - Not investigated 0 - No problems 1 - Monitor for future repairs 2 - Routine repairs needed 3 - Immediate action needed

Additional comments/recommendations:

Patrick Armstrong
Signature

November 4, 2025
Date

Project: Rochon Lands Subdivision
Location: Embrun, Ontario
Owner: 1437137 Ontario Inc.
Contractor: Robert Excavating
Engineer: J.L. Richards & Associates Limited
SWMF Facility Type: Wet Pond
ECA/CLI-ECA Reference No.: 184-S701

Date	Site Conditions	Observations	Comments	SWMF Status
2024-05-22	Weather: Sunny, few clouds, light breeze, warm Temperature: High 31C, Low 15C Precipitation: 0.0 mm	- Conducted a short site visit to observe contractor installing the precast headwall at the inlet of the stormwater management facility, located on the east end of Block 68.	N/A	Under construction
2024-05-23	Weather: Sunny, few clouds, light breeze, warm, Temperature: High 25 C, Low 15 C Precipitation: 0.4mm	-Observed that installation of the inlet structure is complete. The contractor has begun placing the 1200 mm diameter concrete pipe from the inlet structure towards storm MH 111 on Annett Drive.	N/A	Under construction
2025-04-01	Weather: Cloudy, near freezing Temperature: High 5 C, Low -3 C Precipitation: 0.0 mm	- Visual inspection of stormwater management facility was completed. Inlet structure appeared to be in good condition, and rough grading of stormwater management facility and berms was observed to be complete. Permanent pool surface is frozen at the time of inspection.	N/A	In Service*
2025-06-13	Weather: Sunny, few clouds, warm Temperature: High 24C, Low 12 C Precipitation: 0.0 mm	- Visual inspection of stormwater management facility was completed. Inlet structure appeared to be in good condition, and grass growth was present throughout the area. Permanent pool water level is stable. The DICB outlet structure and outlet pipe conveying flow to the creek were observed to be fully installed with filter cloth and rip rap in place. All components appeared stable and in good condition with no signs of erosion, displacement, or damage.	Sediment removal is recommended as part of routine maintenance to maintain design storage capacity and prevent future performance issues.	In Service*

*While the pond is currently in service, it is not yet fully operational. Final grading, construction of access paths, and vegetation establishment remain outstanding and will be required to achieve full design functionality.



APPENDIX F

System Alteration

RETAIN COMPLETED FORM - DO NOT SEND TO THE MINISTRY

Part 1 - Environmental Compliance Approval Number

(Insert the Environmental Compliance Approval number authorizing the alteration of Storm Sewers, Ditches or Culverts)

184-S701

Part 2 - Description of storm sewer/ditch/culvert alteration (Use attachments if required)

Replacement of an existing storm sewer on Notre-Dame Street in Embrun, Ontario between Blais Street and property #958 Notre-Dame Street.

Existing storm sewer system has two outlets, one on either side of the bridge at #958 Notre-Dame Street. Proposed system will remove both existing outlets and combine flows into one outlet on the south side of the same bridge. Storm Sewer main trunk size ranges from 300mm to 750mm in diameter.

The description shall include:

- 1) A brief description above of the undertaking (e.g. street name(s); subdivision name; project name); and
- 2) An attachment including plan and profile drawings identifying at a minimum:
 - a) location(s) of the undertaking (e.g. showing street names, easements, discharge points, slope, etc.); and
 - b) nominal diameter of the sewer/culvert(s), associated with the alteration.

Part 3 - Verification by Licensed Engineering Practitioner

I hereby verify that I am a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario and the design of the storm sewer/ditch/culvert alteration:

- 1) Has been prepared by a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario;
- 2) Has been documented in a design report and any other applicable design forms;
- 3) Has been designed only to collect and transit stormwater, and not designed to collect or treat any sanitary sewage, nor designed to collect, store, treat, control, or manage groundwater, unless for the purpose of foundation drains, road subdrains, or LIDs;
- 4) Satisfies the design criteria set out in the Ministry’s publication “Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval”, as amended, and have documented the reasons for this opinion;
- 5) Satisfies the standards as set in Ontario Provincial Standard Specifications and Ontario Provincial Standard Drawings, as applicable to ditches and culverts;
- 6) Is consistent with, or otherwise addresses, the design objectives, as applicable, contained within the Ministry of the Environment, Conservation and Parks publication “Design Guidelines for Sewage Works, 2008”, as amended;
- 7) Has been planned, designed and built to be consistent with the Ministry’s publication “Stormwater Management Planning and Design Guidance Manual, 2003”, as amended;
- 8) Does not increase stormwater flow of an existing storm sewer, unless the existing downstream municipal SWM system has sufficient residual conveyance and treatment capacity to accommodate the additional stormwater, and have documented the reasons for this opinion; and
- 9) Does not increase local hydraulic capacity of an existing storm sewer or ditch to accommodate new stormwater flows unless the existing downstream municipal SWM system has sufficient residual hydraulic capacity to accommodate the additional stormwater, and have documented the reasons for this opinion.

Name (Print) Ali Sammour, M.Eng., P.Eng., PMP	PEO Licence Number 100227665
Signature Ali Sammour M. Eng, P. Eng, PMP <small>Digitally signed by Ali Sammour M. Eng, P. Eng, PMP DN: C=CA, E=alis@ip2g.com, CN=Ali Sammour M. Eng, P. Eng, PMP* Date: 2025.03.24 09:37:32-04'00'</small>	Date (yyyy/mm/dd) 2025/03/24

Part 4 - Verification by Owner

I hereby verify that:

- 1) Alteration of the stormwater system's storm sewers/ditches/culverts, and/or appurtenances will not result in:
 - a) Adverse effects; or
 - b) A deterioration on the approved quantity of downstream stormwater management facilities which results in not being able to achieve the overall stormwater performance criteria per Appendix A of the ECA identified in Part 1 of this form.
- 2) The storm sewer, ditch or culvert alteration will not adversely affect the municipal stormwater management (SWM) system's ability to maintain a gravity flow without overflowing or increasing surcharging any maintenance holes as per design, or provide smooth flow transition to existing gravity storm sewers.
- 3) The alteration does not establish or alter any outlets that discharge to land not owned by the Owner without the expressed written consent of the owner(s) of such private land(s) that the works will discharge to;
- 4) An assessment of the proposed works has been completed to determine if the works pose a Significant Drinking Water Threat. The proposed works do not pose any threats to sources of drinking water or design includes features that mitigate the threat to sources of drinking water, such as those included in: Ministry's Standard Operating Policy for Sewage Works, as amended from time to time; and Source Protection Plan policies pertaining to the works;
- 5) The proposed works are wholly located within the municipal boundary over which the owner has jurisdiction except where there is an agreement existed between municipalities;
- 6) The owner consents to the storm sewer/ditch/culvert alteration;
- 7) The owner has consulted with the local Conservation Authority and obtained necessary clearance, as required;
- 8) Any works that establish new or increase discharges to a municipal drain have obtained written approval by the Owner and a signed engineer's drainage report, in accordance with the Drainage Act; and
- 9) I am an authorized representative of the owner to complete this verification.

Name of Owner (Print) Township of Russell	Name of Owner Representative (Print) Jonathan Bourgon
Signature Jonathan Bourgon <small>Digitally signed by Jonathan Bourgon DN: C=CA, E=jonathanbourgon@russell.ca, CN=Jonathan Bourgon Date: 2025.03.26 14:28:18-04'00'</small>	Date (yyyy/mm/dd) 2025/03/26

Part 5 - Post Construction Verification by Owner for Inspection and Testing

I hereby verify that:

- 1) The storm sewer alteration has complied with inspection and testing requirements set out in the Ministry of the Environment, Conservation and Parks publication "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documentation of the inspection and testing results.

Name of Owner (Print) Township of Russell	Name of Owner Representative (Print) Jonathan Bourgon
Signature Jonathan Bourgon <small>Digitally signed by Jonathan Bourgon DN: C=CA, E=jonathanbourgon@russell.ca, CN=Jonathan Bourgon Date: 2025.03.11 15:54:12-04'00'</small>	Date (yyyy/mm/dd) 2025/03/11

Note: Parts 1 to 4 above shall be completed before construction.
Part 5 is to be completed after the inspection and testing have been undertaken.