

**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING OF COUNCIL
AGENDA**

Monday, December 5, 2022, 7:00 PM
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
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11.	CLOSED SESSION	
	BE IT RESOLVED THAT Council convene to closed session to discuss the following item under section 239 (2) of the Municipal Act S.O. 2001;	
	(2) a meeting or part of a meeting may be closed to the public if the subject matter being discussed is;	
	(b) personal matters about an identifiable individual	
	Specifically: Board and Commission Appointments	
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**TOWNSHIP OF SOUTH GLENGARRY
SPECIAL MEETING MINUTES**

**November 14, 2022, 7:00 p.m.
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown**

PRESENT: Mayor Lachlan McDonald, Deputy Mayor Martin Lang,
Councillor Stephanie Jaworski, Councillor Sam McDonell and
Councillor Trevor Bougie

STAFF CAO Tim Mills, GM Corporate Services/Clerk Kelli Campeau,
PRESENT: GM Planning, Building & Enforcement Joanne Haley, GM
Parks, Recreation and Culture Sherry-Lynn Servage, GM
Infrastructure Services Sarah McDonald, GM
Finance/Treasurer Suday Jain, Fire Chief Dave Robertson,
Deputy Clerk Crystal LeBrun, and Executive
Assistant/Communications Coordinator Michelle
O'Shaughnessy.

1. INAUGURAL COUNCIL MEETING

1.1 Entrance of Council

- Piped in by DJ McDonald

1.2 Singing of O Canada

1.3 Greetings from Elected Officials

- MP Eric Duncan
- SDG Warden Carma Williams
- Cornwall Mayor-elect Justin Towndale

1.4 Oath of Office

- Mayor Lachlan McDonald
- Deputy Mayor Martin Lang
- Councillor Stephanie Jaworski
- Councillor Sam McDonell
- Councillor Trevor Bougie

2. CALL TO ORDER

Moved by Martin Lang
Seconded by Stephanie Jaworski

THAT the November 14, 2022 Inaugural Meeting of the Township of South
Glengarry be opened at 7:19 pm.

Carried

3. DECLARATION OF PECUNIARY INTEREST

4. EXPRESSIONS FROM SOUTH GLENGARRY COUNCIL MEMBERS

4.1 Councillor Trevor Bougie

4.2 Councillor Sam McDonell

- 4.3 Councillor Stephanie Jaworski
- 4.4 Deputy Mayor Martin Lang
- 4.5 Mayor Lachlan McDonald
- 5. NEXT SCHEDULED MEETING
- 5.1 November 21, 2022
- 6. ADJOURNMENT

Moved by Stephanie Jaworski
Seconded by Martin Lang

BE IT RESOLVED THAT the meeting adjourn to the call of the Chair at 7:36 pm.

Mayor

Clerk

**TOWNSHIP OF SOUTH GLENGARRY
PUBLIC MEETING MINUTES**

**November 21, 2022, 6:00 p.m.
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown**

PRESENT: Mayor Lachlan McDonald, Deputy Mayor Martin Lang,
Councillor Stephanie Jaworski, Councillor Sam McDonell and
Councillor Trevor Bougie

STAFF GM Corporate Services/Clerk Kelli Campeau, GM Planning,
PRESENT: Building & Enforcement Joanne Haley, CAO Tim Mills

1. CALL TO ORDER

Moved by: Trevor Bougie

Seconded by: Sam McDonell

That the meeting be called to order.

Carried

2. APPROVAL OF AGENDA

Moved by: Martin Lang

Seconded by: Sam McDonell

That the agenda be approved.

Carried

3. DECLARATION OF PECUNIARY INTEREST

4. NEW BUSINESS

4.1 Zoning Amendment - MacLachlan

The purpose of this application is to rezone the subject property, being Part of Lot 26, Concession 1 in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, also known as 6239 Sara Drive from Flood Plain Holding to Limited Services Residential Special Exception- Eleven (LSR-11) and Flood Plain to permit a proposed residential garage to be the main permitted use on the subject property, to reduce the front yard setback from 6 meters to 2.44 meters, and to reduce the watercourse setback from 30 meters to 6.09 meters.

There were no public comments on this application.

4.2 Zoning Amendment - Cannabis Production and Processing

The purpose of this public meeting is to seek public input regarding the proposed regulation of cannabis production and processing within the Township of South Glengarry. The current zoning by-law for South Glengarry does not contain specific provisions or restrictions related to the production or processing of cannabis.

A by-law to amend the Township's Comprehensive Zoning By-law will come forward at the December 5, 2022 regular Council meeting.

Councillor Bougie inquired if restrictions can be added to the Interim Control By-Law. Ms. Haley confirmed that Council could add restrictions.

Councillor McDonell asked about implications for properties zoned highway commercial. Ms. Haley advised highway commercial zones are too highly populated and therefore not included.

Councillor McDonell further inquired about issues with heavy pull on hydro infrastructure as a result of these facilities.

Councillor Jaworski asked how what is being proposed would or would not have impacted areas where we have received complaints in the past. Ms. Haley advised that the proposed by-law would address the types of complaints received in the past.

No members of the public commented.

5. ADJOURNMENT

Mayor

Clerk

TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES

November 21, 2022, 7:00 p.m.
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown

PRESENT: Mayor Lachlan McDonald, Deputy Mayor Martin Lang,
Councillor Stephanie Jaworski, Councillor Sam McDonell and
Councillor Trevor Bougie

STAFF CAO Tim Mills, GM Corporate Services/Clerk Kelli Campeau,
PRESENT: GM Planning, Building & Enforcement Joanne Haley, GM
Infrastructure Services Sarah McDonald, GM Parks,
Recreation and Culture Sherry-Lynn Servage, GM
Finance/Treasurer Suday Jain, Fire Chief Dave Robertson,
Director of Water & Wastewater Dillen Seguin, Deputy
Treasurer Kaylyn MacDonald, Deputy Clerk Crystal LeBrun
and Executive Assistant/Communications Coordinator Michelle
O'Shaughnessy.

1. CALL TO ORDER

Resolution No. 359-2022

Moved by Councillor Bougie
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the November 21, 2022, Council Meeting of the
Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

4. APPROVAL OF AGENDA

Agenda Addition: Consent - Bill 23 - More Homes Built Faster Act,

Item Moved from Consent to Items for Consideration:

10. B Departmental Update Corporate Services

Resolution No. 360-2022

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry
approve the agenda as amended.

CARRIED

5. APPROVAL OF MINUTES

5.1 Previous Meeting Minutes - November 7, 2022

Resolution No. 361-2022

Moved by Councillor McDonell
Seconded by Deputy Lang

BE IT RESOLVED THAT the Minutes of the November 7, 2022 Regular Council Meeting, including the Closed Session minutes, be adopted as circulated.

CARRIED

5.2 Public Meeting Minutes - November 7, 2022

Resolution No. 362-22

Moved by Deputy Lang
Seconded by Councillor Bougie

BE IT RESOLVED THAT the Minutes of the November 7, 2022 Public Meeting be adopted as amended.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

6.1 Williamstown Fair Board Thank You (Neil Dixon)

The St Lawrence Valley Agricultural Society presented a thank you certificate to Council for the monetary and in-kind support provided to the board.

6.2 Regional Waste Management - United Counties of SDG (Ben de Haan)

Ben De Haan, Director of Transportation from SD&G Counties presented an executive summary of the comprehensive Regional Waste Management Report completed by DFA.

7. ACTION REQUESTS

7.1 Regional Waste Management Working Group Commitment (S. McDonald)

Resolution No. 363-2022

Moved by Councillor Bougie
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 189-2022 be received and that the Council of the Township of South Glengarry endorse the actions identified in the Executive Summary of the *Regional Waste Management Executive Summary*; and furthermore that the General Manager of Infrastructure Services be directed to represent the Township of South Glengarry, by participating wholly, as part of the Regional Waste Management Working Group.

CARRIED

7.2 Solid Waste Management – 2023 Level of Service (S. McDonald)

Resolution No. 364-2022

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 177-2022 be received and that the Council of the Corporation of Township of South Glengarry approve the 2023 Service Levels for Solid Waste Management Services as outlined in the amended Appendix 1 of Staff Report 177-2022

CARRIED

- 7.3 Drinking Water Quality Management System (DWQMS) Internal and External Audits (S. McDonald/D. Seguin)

Resolution No. 365-2022

Moved by Councillor McDonell
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 178-2022 be received and that the Council of the Township of South Glengarry receive the 2022 Internal and External Audit Summaries of the Drinking Water Quality Management System (DWQMS) and acknowledge the documented Audit Findings.

CARRIED

- 7.4 Pick-up Fleet Update and Direction Request (S. McDonald)

Resolution No. 366-2022

Moved by Deputy Lang
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 179-2022 be received and that the Council of the Township of South Glengarry direct Administration to accept the increased pricing of \$47,000/unit to fulfill RFP 01-2021 and RFP 07-2021

CARRIED

- 7.5 Sapphire Hills Estate Phase 5 Preliminary Acceptance (S. McDonald)

Resolution No. 367-2022

Moved by Councillor Bougie
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 180-2022 be received and that the Council of the Township of South Glengarry acknowledge the Initial Acceptance of the Road Works and Preliminary Acceptance of the Site Works for Sapphire Estates Phase 5, excluding the Storm Water Management Pond, in accordance with the Subdivision Agreement dated October 17, 2016.

CARRIED

- 7.6 Lumley Vacant Land Condominium Draft Plan Approval (J. Haley)

Resolution No. 368-2022

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 181-2022 be received and that the Council of the Township of South Glengarry recommends to the United Counties of Stormont, Dundas and Glengarry Director of Planning Services to issue draft plan approval of the Lumley Vacant Land Condominium subject to the conditions as requested by the Township, for the property legally described as Part of Lots K and L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, known as 20310 County Road 2, Lancaster. The proposed draft plan conditions representing the requirements of the Township of South Glengarry can be found attached to this report. The Council of the Township of South Glengarry carefully considered the comments from the public however these comments did not negatively impact the decision of the Council to recommend approval.

CARRIED

7.7 Donation Request – Lancaster Santa Claus Parade (K. MacDonald)

Resolution No. 369-2022

Moved by Councillor McDonell
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 186-2022 be received and that the Council provide a donation of \$1,500 to the Lancaster Firefighter’s Association for the 2022 Lancaster Santa Claus Parade.

CARRIED

8. BY-LAWS

8.1 Lachance-MacKey Zoning By-law Amendment (J. Haley)

Resolution No. 370-2022

Moved by Councillor Bougie
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 182-2022 be received and that By-law 77-2022, being a by-law to amend By-law 38-09, the Comprehensive Zoning By-law for the Township of South Glengarry to rezone the property legally described as the Part of Lots 8 and 9, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 6258 151st Ave., PIN 671370380, from Limited Services Residential (LSR) to Limited Services Residential Special Exception- Ten (LSR-10) to permit an existing residential garage to be the main permitted use on the subject property, be read a first, second and third time, passed, signed and sealed in open Council this 21st day of November 2022. The Council of the Township of South Glengarry confirms that were no comments received from the public that resulted in the need to deny this application therefore there was no effect on the decision.

CARRIED

8.2 MacLean Zoning By-law Amendment (J. Haley)

Resolution No. 371-2022

Moved by Deputy Lang
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 183-2022 be received and that By-law 78-2022, being by-law to amend By-law 38-09, the Comprehensive Zoning By-law for the Township of South Glengarry, to rezone the property legally described as East Part Lot 19, Concession 1 Front, in the geographic Township of Charlottenburgh now in the Township of South Glengarry, County of Glengarry, located at 18883 County Road 2 from Rural (RU) to Rural Special Exception - Nineteen (RU-19) to permit three existing single detached dwelling units and accessory residential structures, be read a first, second and third time, passed, signed and sealed in open Council this 21st day of November 2022. The Council of the Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

CARRIED

- 8.3 Site Plan Approval Designation and Delegation of Authority By-law (J. Haley)

Resolution No. 372-2022

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 184-2022 be received and that By-law 79-2022, being a by-law to designate and delegate site plan control approval authority under Section 41 (4.0.1) of the Planning Act, R.S.O. 1990, C.P.13, as amended, be read a first, second and third time passed, signed and sealed in open council this 21st day of November 2022.

CARRIED

- 8.4 To Sell and Transfer Township Owned Land (J. Haley)

Resolution No. 373-2022

Moved by Councillor McDonell
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 185-22 be received and that By-law 80-2022, being a by-law to authorize the sale of lands in accordance with the terms of By-law 21-2021 for the land described as Lot 33 and Part of South Branch Road, north side of William Street, Registered Plan 19, Williamstown, being comprised of PIN 671210479 to Todd and Wendy Rozon for the value of \$10,000.00 plus HST and that all costs associated to the sale of the land be paid by the purchaser.

CARRIED

9. ITEMS FOR CONSIDERATION

- 9.1 Information Report – Bill 23

- 9.2 Departmental Update – Corporate Services (October 2022)

10. CONSENT AGENDA

Resolution No. 374-2022

Moved by Councillor Bougie

Seconded by Deputy Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry accept the Consent Agenda.

CARRIED

10.1 Departmental Update-Infrastructure Services (October 2022)

10.3 Departmental Update - Finance Services - October 2022

10.4 Departmental Update - Parks, Recreation and Culture (October 2022)

10.5 Departmental Update- Planning, Building and Enforcement (October, 2022)

10.6 Committee of Adjustment Minutes - November 7 2022

10.7 Committee of Adjustment Minutes - October 17, 2022

10.8 Memo - New Tribunals Ontario and ARB KPIs

10.9 Resolution - CN Railway Contribution Requirements - Township of Warwick

10.10 Resolution - More Homes Built Faster Act - Prince Edward County

11. CLOSED SESSION

Resolution No. 375-2022

Moved by Deputy Lang

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Council convene to Closed Session at 9:44 pm to discuss the following items under Section 239 (2) of the Municipal Act S.O. 2001;

(2) a meeting or part of a meeting may be closed to the public if the subject matter being considered is;

(c) a proposed or pending acquisition or disposition of land

Specifically: Staff Report 188-2022

(d) labour relations or employee negotiations

Specifically: Staff Report 188-2022

(e) litigation or potential litigation

Specifically: Ongoing litigation matter

(k) negotiations

Specifically: Information Report - Ongoing Negotiations

CARRIED

Moved by Councillor Bougie

Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry extend the meeting curfew of 11:00 pm.

CARRIED

Resolution No. 376-2022

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT Council rise and reconvene at 11:17 pm into open session without reporting.

CARRIED

Resolution No. 377-222

Moved by Councillor McDonell
Seconded by Councillor Bougie

BE IT RESOLVED THAT council direct Administration to carry out all actions as specified in the closed session minutes.

CARRIED

- 12. CONFIRMING BY-LAW
- 12.1 Confirming By-law 81-2022

Resolution No. 378-2022

Moved by Councillor Bougie
Seconded by Deputy Lang

BE IT RESOLVED THAT By-law 81-2022, being a by-law to adopt, confirm and ratify matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 21st day of November 2022.

CARRIED

- 13. ADJOURNMENT

Resolution No. 379-2022

Moved by Deputy Lang
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 11:20 pm.

CARRIED

Mayor

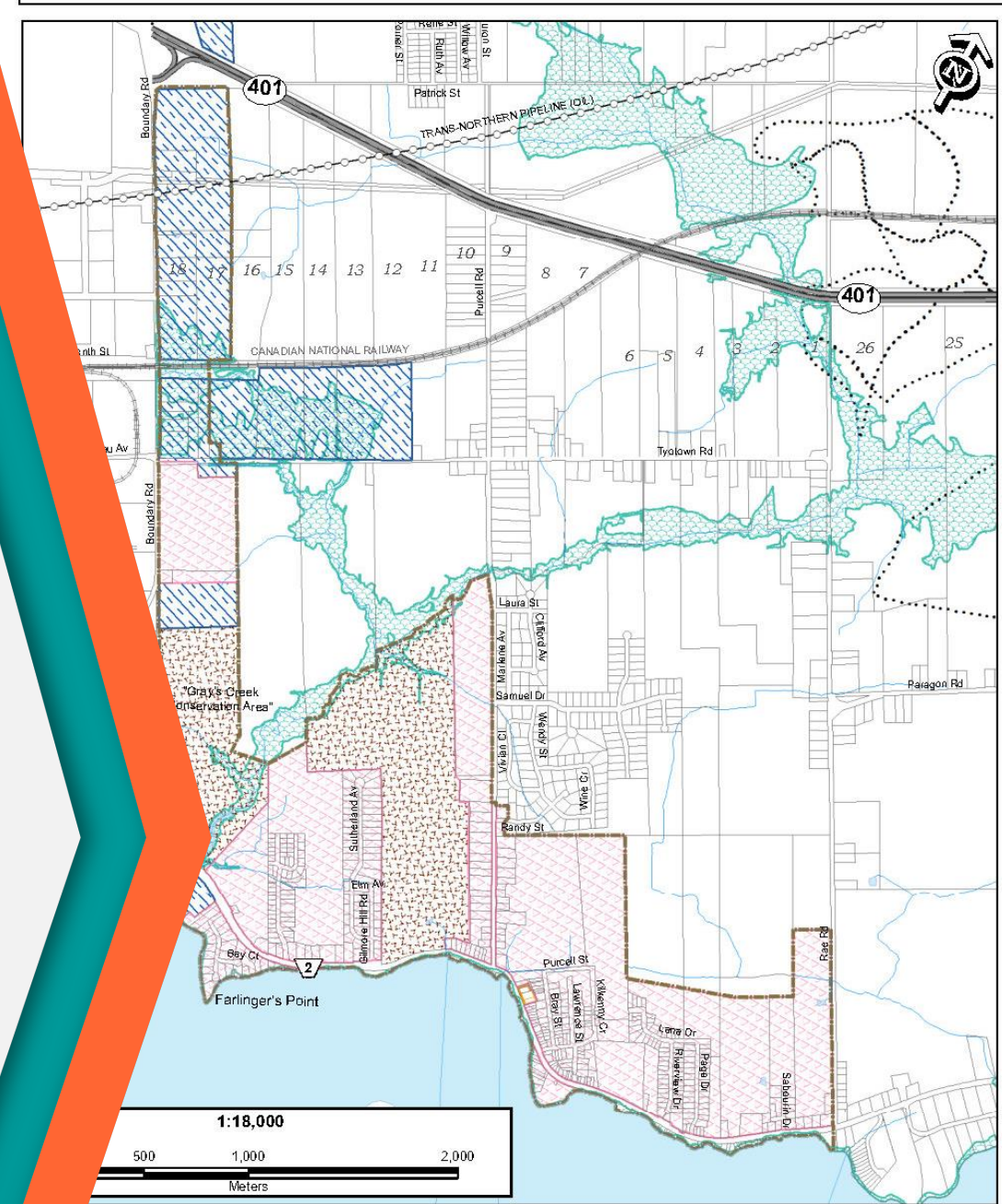
Clerk



Glen Walter Water and Wastewater Treatment Environmental Assessment

Council Update

December 5, 2022



Glen Walter Water and Wastewater Master Plan Recommendations

1. Expansion of the Glen Walter Water Treatment Plant from 995 m³/d to 2,300 m³/d;
2. Construction of a new Glen Walter Wastewater Treatment Plant increasing the capacity from 787 m³/d to 1,900 m³/d;

Require
Schedule "C" EA

3. Construction of a 1,500 m³ elevated water storage tower;
4. Replacement of some areas of the water distribution system to ensure that peak flows and fire flows can be conveyed through the system;

ICIP Funded

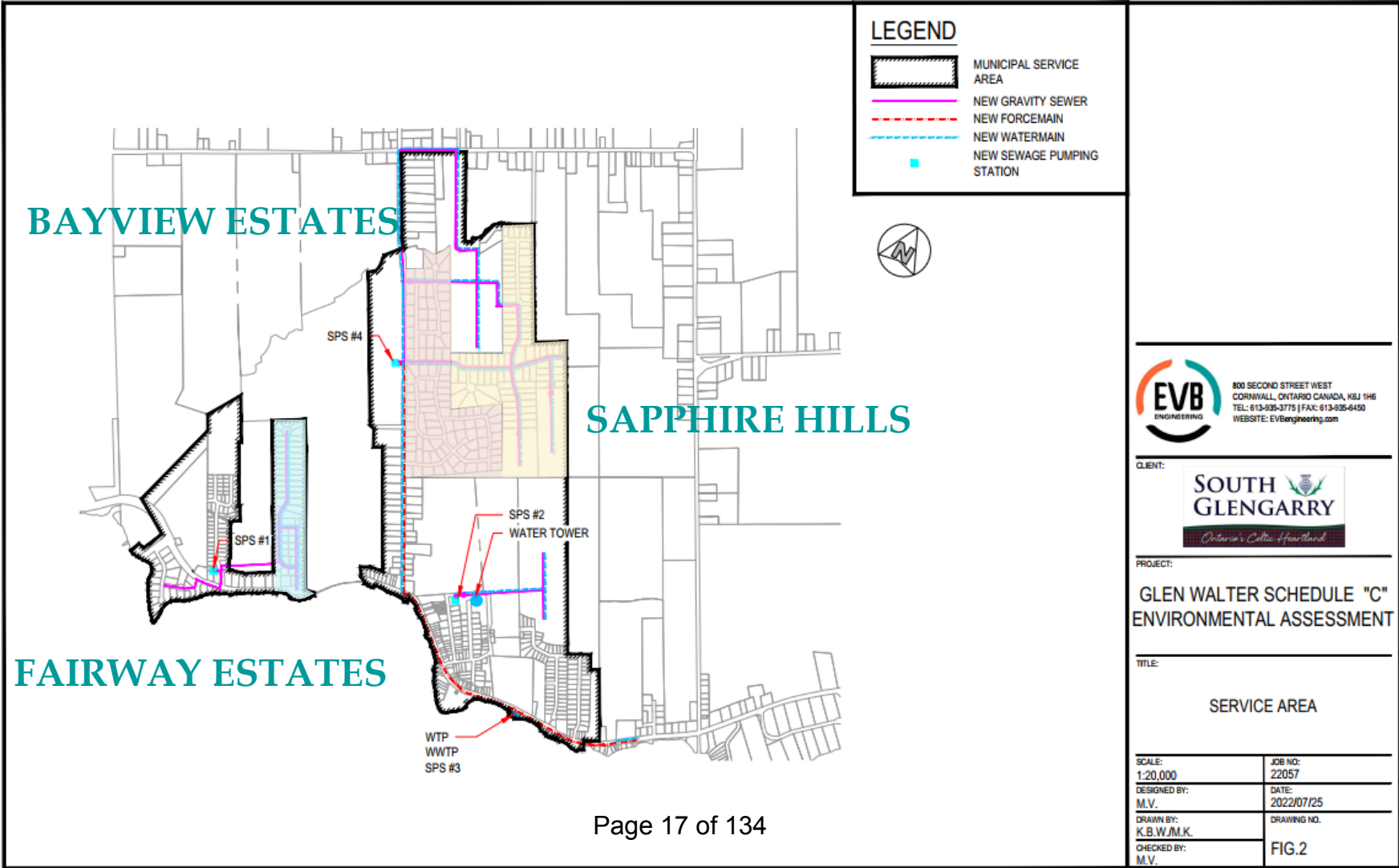
5. Upgrades to the Place St. Laurent Sewage Pumping Station to support additional growth within its catchment area; and
6. Replacement of some areas of the wastewater collection system to ensure that peak flows can be conveyed to the new Glen Walter Water Pollution Control Plant.

Approved in
Master Plan

PROBLEM STATEMENT

The Glen Walter Water Treatment Plant and Glen Walter Water Pollution Control Plant have been providing service for 33 years and are approaching their rated capacity with some components reaching their expected end of service life. Additionally, there are privately serviced areas adjacent to the Glen Walter Area who would benefit from the provision of municipal water and wastewater services. Expansion of these critical pieces of infrastructure is required to ensure the continued prosperity in the area.

Glen Walter Water and Wastewater Master Plan Servicing Survey



Recommended Servicing Area

- **Option 1: Proceed without Funding**

Approximate cost of \$80,000 per household

Approximately \$5,200 per year for 30 years

- **Option 2: Partial Funding from Upper Levels of Government**

Approximate cost of \$40,000 per household

Approximately \$2,600 per year for 30 years

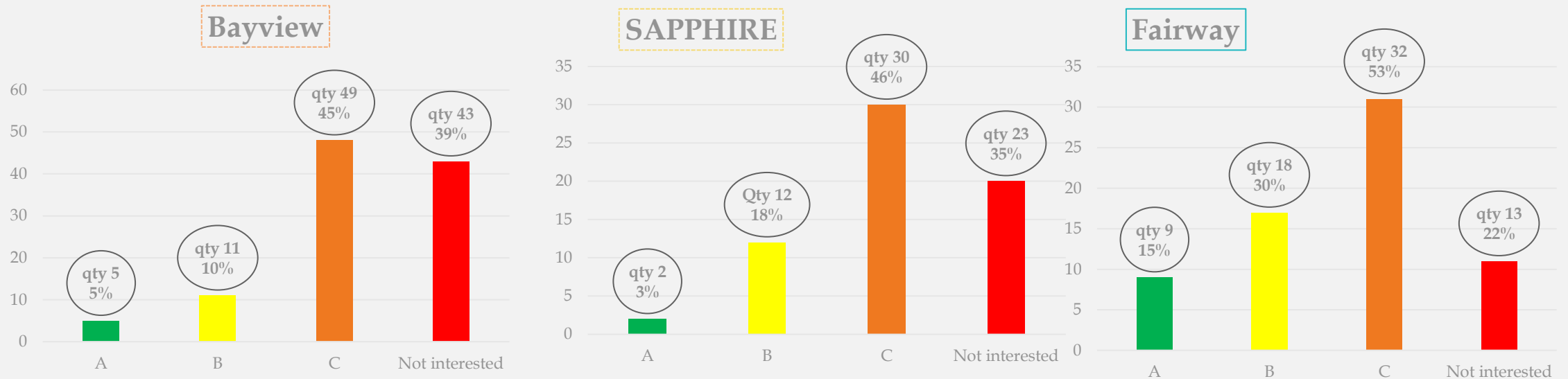
- **Option 3: Partial Funding from Upper Levels of Government**

Approximate cost of \$15,000 per household

Approximately \$1,600 per year for 30 years

- **Option 4: Not Interested in Participating**

Results of Servicing Survey



Subdivision	# of Residences	# Responded
Bayview Estates	109	92 (84%)
Sapphire Hills	65	54 (83%)
Fairway Estates	60	46 (77%)

Results of Servicing Survey

- Bayview Estates & Sapphire Hills
 - Less than 50% support, regardless of funding level.
 - **Recommendation:** do not extend municipal services to this area.
- Fairway Estates
 - More than 50% support in Sutherland Drive, if 85% funding is provided.
 - Less than 50% support in Sutherland Drive, if less than 85% funding is provided.
 - Including Fairway Estates within the growth component of the plant would reduce the design growth rate from 3% per year to 2.8% per year for 30 years.
 - **Recommend** including the servicing of Fairway Estates within the growth component such that if the funding level does not reach 85%, the overall design of the plants are not impacted.

Alternative Solutions – Wastewater Treatment

- **Glen Walter Water Pollution Control Plant**

A1 – Do Nothing

A2 – Optimize Plant

A3 – Expand Plant on Existing Site

A4 – Construct New Plant on New Site

A5 – Connect to the City of Cornwall



Alternative Solutions – Water Treatment

- **Glen Walter Water Treatment Plant**

B1 – Do Nothing

B2 – Optimize Plant

B3 – Expand Plant on Existing Site

B4 – Construct New Plant on New Site

B5 – Connect to the City of Cornwall



Next Steps

- **Does Council want to go back to the public with survey results?**
- **Public Information Centre #2 (February 2023)**
- **Supplementary Studies on Preferred Property**
- **Consult with the City of Cornwall**
- **Prepare Draft Environmental Study Report**

PREPARED BY: Sarah McDonald, P. Eng. – GM Infrastructure Services

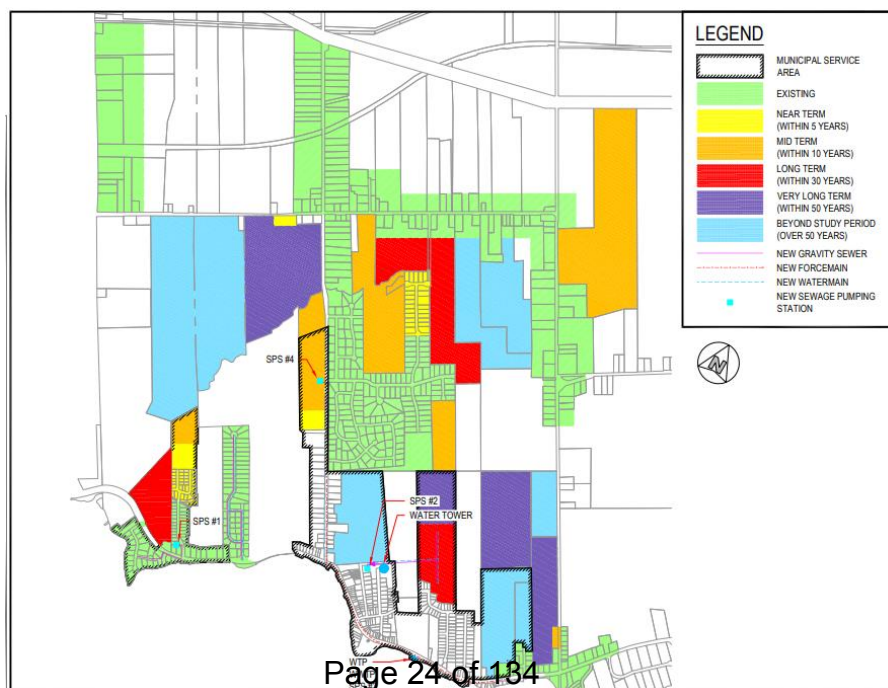
PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: Glen Walter Environmental Assessment – Service Area Expansion

BACKGROUND:

1. The Township of South Glengarry has initiated a Municipal Class Environmental Assessment (MCEA) for the expansion of the Glen Walter Water Treatment Plant and Water Pollution Control Plant.
2. Township Council approved the [Glen Walter Water and Wastewater Servicing Master Plan](#) on February 7, 2022. The Servicing Master Plan developed a preferred strategy to provide water and wastewater services to the Glen Walter Community while meeting the requirements of the Environmental Assessment Act.
3. The Servicing Master Plan identified that a Partial Expansion of Municipal Services Boundary would provide sufficient capacity in the municipal water and wastewater systems to support the desired growth. The approved Servicing Area is shown in in the following figure.



4. During the Master Servicing Plan, it was identified that the privately serviced areas of Bayview Estates, Sapphire Hills, and Fairway Subdivisions should be further investigated for servicing to meet the needs of the community.
5. The Consultant (EVB Engineering) and Administration undertook the following outreach to gather input from the Bayview Estates, Sapphire Hills, and Fairway Subdivisions:
 - a. July 2022 – a paper survey was hand-delivered to all households within Fairway, Bayview, and Sapphire Estates. The survey had a 40% response rate.
 - b. August 2022 – a paper survey was mailed to the property owners of all non-responding addresses with a request to complete the survey by September 7, 2022. It was indicated that Option 'C' (only proceed with $\geq 85\%$ funding) would be carried forward for all non-respondents. The response rate increased to 60%.
 - c. October 2022 – a public open house was held for the entire EA project and residents of Bayview, Sapphire, and Fairway requested that the Township attempt to achieve a 100% response rate.
 - d. October 2022 – a paper survey was hand-delivered to all non-responding addresses with a request to complete the survey by November 18, 2022 AND an informational flier was hand-delivered to all households.
 - e. November 2022 (pre-Nov 18) – a postcard reminder was mailed to all non-responding addresses in advance of November 18, 2022.
 - f. November 2022 (post-Nov 18) – a final phone call, e-mail, or direct mail to the eleven non-respondents within Fairway Subdivision requesting a response

ANALYSIS:

6. The Township has received an excellent response rate (*current to November 29 at 11:30am*):
 - a. Bayview Estates, 85% response rate, with 45% in favour of proceeding
 - b. Sapphire Hills, 83% response rate, with 46% in favour of proceeding
 - c. Fairway, 77% response rate, with 53% in favour of proceeding
7. The presentation to Council by Mr. Vincelli of EVB Engineering (Dec 5, 2022) provides the detailed response summary for each subdivision. Furthermore, as noted in the presentation, Administration recommends proceeding with the EA study by:

- d. Not extending municipal services to the Bayview Estates and Sapphire Hills subdivisions
- e. Including the servicing of Fairway Estates within the growth component, such that the overall design of the plants will not be impacted if the desired funding level of 85% is not achieved.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 190-2022 be received and that the Council of the Township of South Glengarry direct Administration to include the municipal servicing of Fairway Estates within the growth component of the Glen Walter Water Treatment Plant and Water Pollution Control Plant Environmental Assessment Study, such that the overall design of the plants will not be impacted if the desired funding level of 85% is not achieved.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**



STAFF REPORT

S.R. No. 191-2022

PREPARED BY: Sarah McDonald, P. Eng. – GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: Glen Walter Environmental Assessment – Steering Committee

BACKGROUND:

1. The Township of South Glengarry has initiated a Municipal Class Environmental Assessment (MCEA) for the expansion of the Glen Walter Water Treatment Plant and Water Pollution Control Plant. The Study is being conducted in accordance with the MCEA process for a Schedule 'C' project and includes a Project Steering Committee.
2. During the previous term of Council, Council was represented by former Mayor Warden and then Councillor, now Deputy Mayor Lang.
3. The Terms of Reference for the Project Steering Committee are attached for reference and information.

ANALYSIS:

4. Administration requests that the current Township Council appoint up to two members of Council to the Steering Committee for the duration of the project.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 191-2022 be received that the Council of the Township of South Glengarry appoint the following members of Council to the Glen Walter Environmental Assessment Steering Committee for the duration of the project:

Mayor / Deputy Mayor / Councillor _____

Mayor / Deputy Mayor / Councillor _____

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**

Glen Walter WTP WPCP Environmental Assessment

Prepared by: S. McDonald, P. Eng. GM – Infrastructure Services, smcdonald@southglengarry.com

Revision Date: November 22, 2022

1. Background

The Township of South Glengarry has initiated a Municipal Class Environmental Assessment (MCEA) for the expansion of the Glen Walter Water Treatment Plant and Water Pollution Control Plant.

Township Council approved the Glen Walter Water and Wastewater Servicing Master Plan on February 7, 2022. The Servicing Master Plan developed a preferred strategy to provide water and wastewater services to the Glen Walter Community while meeting the requirements of the Environmental Assessment Act.

The Servicing Master Plan identified that a Partial Expansion of Municipal Services Boundary would provide sufficient capacity in the municipal water and wastewater systems to support the desired growth. The development of these areas is expected to increase the service population within the municipal serviced area from 1,000 persons (2021) to 3,000 (2051).

The Study is being conducted in accordance with the MCEA process for a Schedule 'C' project. The planning and design process will lead to the development of functional design for the project that is technically sound, innovative and that includes effective consultation and consensus building.

2. Role of the Project Steering Committee

The role of the Glen Walter WTP WPCP EA Steering Committee is as follows:

- Guides project to confirm alignment with organizational strategy
- Monitors use of Township assets throughout project
- Assist with resolving strategic level issues and risks
- Reviews changes to the project with a high impact to timelines and budget
- Assesses project progress and report on project to senior management and higher authorities
- Provides advice and guidance on business issues facing the project
- Uses influence and authority to assist the project

3. Responsibilities of the Steering Committee Chair

The Steering Committee Chair is the General Manager of Infrastructure. Should they be unable to attend a meeting, the Director of Water and Wastewater will serve as Committee Chair. The responsibilities of the Steering Committee Chair are as follows:

- Sets meeting agendas and facilitates delivery of meeting materials in advance of meeting
- Clarifies and summarizes what is happening throughout each meeting.
- Keeps the meeting moving and under 90 minutes each
- Ends each meeting with a summary of decisions and assignments
- Finds replacements for members who discontinue participation

4. Responsibilities of the Steering Committee Members

Individual Steering Committee members have the following responsibilities:

- Understand the goals, objectives, and desired outcomes of the project
- Understand and represent the interests of project stakeholders
- Take a genuine interest in the project's outcomes and overall success
- Act on opportunities to communicate positively about the project
- Check that the project is aligned with the organizational strategy and policies
- Actively participate in meetings through attendance, discussion, and review of minutes, papers and other Steering Committee documents
- Support open discussion and debate, and encourage fellow Steering Committee members to voice their insights

5. Membership

The table below lists the membership of the Steering Committee.

Name	Title	Organization
Sarah McDonald, P. Eng.	General Manager, Infrastructure Services	Township of South Glengarry
Dillen Seguin	Director, Water and Wastewater	Township of South Glengarry
Tim Mills	Chief Administrative Officer	Township of South Glengarry
	Township Council Representative	Township of South Glengarry
	Township Council Representative	Township of South Glengarry
Marco Vincelli, P. Eng.	Vice President	EVB Engineering
Ian McLeod, P. Eng.	Senior Municipal Engineer	EVB Engineering
Michelle Gordon	Water Inspector	Ministry of Environment
Chris Bourgon	Business Owner	Community Representative

6. Schedule and Frequency of Meetings

The tentative schedule is to complete the development of the Environmental Study Report during the first quarter of 2023.

Steering Committee meetings will be at the Call of the Chair and will be timed to coincide with key milestones/decision points.

7. Reporting Relationships

The Steering Committee reports to Township Council through the General Manager of Infrastructure OR through the Councillors appointed to the Committee.

8. Quorum and Decision Making

A minimum number of four Steering Committee members are required for decision-making purposes. The quorum must include a minimum number of one member of Council, one member of Administration, one member from the consultancy team, and one member representing the stakeholder groups.

Members of the Steering Committee cannot send proxies to meetings. Proxies are not entitled to participate in discussion and are not allowed a role in decision-making.



STAFF REPORT

S.R. No. 193-2022

PREPARED BY: Sarah McDonald, P. Eng., GM Infrastructure Services
Sherry-Lynn Servage, GM Parks, Recreation & Culture

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: Warf Inspection Reports (2022)

BACKGROUND:

1. The Township of South Glengarry accepted ownership of the facilities now known as the 'Summerstown Wharf' and 'South Lancaster Wharf' during May 2001, confirmed through By-laws 21-01 and 22-01. At that time, the Township agreed to operate the sites for a period of five (5) years as a public facility.
2. Administration engaged Morrison Hershfield to undertake a visual inspection of the Summerstown and South Lancaster wharfs during the summer of 2022 to assess condition in terms of general damage, deterioration, deficiencies, and maintenance issues. The inspections included dive inspections, which were carried out concurrently with the surface visual inspection.
3. The inspections indicated that:
 - a. The **Summerstown Wharf** has likely reached the end of its service life; with replacement or stabilization of the wharf recommended within the next three (3) years.
 - b. The **South Lancaster Wharf** has areas with major deficiencies with components at the end of their service life; with rehabilitation recommended within the next five (5) years.

ANALYSIS:

4. The initial high-level estimates (based on the visual and dive inspections) to complete the recommended work are in excess of \$1,500,000 each.
5. Considering the information available and as an initial path forward, Administration recommends the following:

- a. Undertake a Structural Options Analysis complete with stakeholder consultation for the Summerstown Wharf during 2023.
- b. Prepare a 10-year maintenance and rehabilitation plan for the wharf infrastructure assets.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

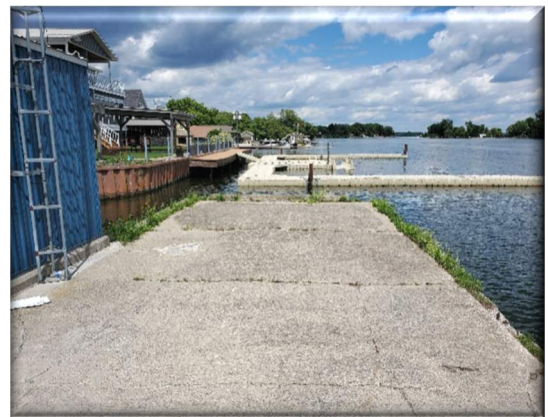
BE IT RESOLVED THAT Staff Report 193-2022 be received and that the Council of the Township of South Glengarry direct Administration to prepare a 10-year maintenance and rehabilitation plan for the wharf infrastructure assets.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**



Summerstown Wharf Structure No: 4B

Wharf Inspection Report



2022 Inspections of 14 Bridge, Culvert and Wharf Structures

Presented to:

Township of South Glengarry

6 Oak Street, Box 220
Lancaster, Ontario
K0C 1N0

October 2022



MORRISON HERSHFIELD

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Appendix B – Site Photographs

EXECUTIVE SUMMARY

Morrison Hershfield Limited (MH) was retained by the Township of South Glengarry to provide professional engineering services associated with the visual inspection of the Summerstown Wharf (Structure No. '4B').

A visual inspection of the accessible above-water components of the wharf and its approach was completed by MH on June 14, 2022, to obtain selected measurements and assess condition in terms of general damage, deterioration, deficiencies and maintenance issues. MH retained ODS Marine Inc. (ODS Marine) to perform a dive inspection of the wharf. The dive inspection was carried out concurrently with the visual inspection. A dive team from ODS Marine performed video inspection of accessible submerged surfaces of the wharf.

The Summerstown Wharf is located on County Road 2 approximately 345 m east of Richmond Road in Summerstown, Ontario, and is located on the St. Lawrence River. The existing wharf is a 15.60 metre (m) long L- shaped finger pier extending into the St. Lawrence River. The year of original construction is unknown. The wharf consists of a concrete cap of variable depth which is supported on a timber cribbing at various locations. The wharf has a width of 12.40 m at the south and 5.02 m at the north. Based on the inspections of the wharf and its approach the following notable defects were observed:

- Severe transverse and longitudinal cracks, areas of settlement and areas of disintegration in approach asphalt pavement.
- Wide cracks and spalls with and without exposed corroded reinforcement in the west concrete retaining wall.
- Areas of undermining and suspected localized failure of the west stone retaining wall.
- Settlement of the wharf concrete cap (particularly at the southwest) with widespread cracking throughout the top surface.
- Sections of curb around the wharf perimeter have completely spalled/disintegrated; the concrete below has separated from the wharf at some locations.
- Severe spalls/voids with exposed corroded reinforcement, some with wide cracks and concrete separation in the vertical concrete surfaces around the wharf perimeter.
- Localized sections of rotted/broken/separated/missing timber around the perimeter of the timber crib structure. Marine growth was also noted on timber crib components.
- Voids in the rock/stone fill material within the timber cribbing and between timber crib components.
- Timber crib components appear to have shifted/displaced from their original position, particularly at the southwest corner where the concrete cap has settled.
- Severe corrosion and complete section loss of vertical steel rods through timber crib components.

The wharf concrete cap has settled with widespread cracking and numerous large spalls/voids with exposed corroded reinforcement around the wharf perimeter. The wharf has likely reached the end of its service life with the extent of deterioration such that, repair or rehabilitation is not practical due to apparent rotting and deterioration of the timber cribbing. Replacement or stabilization of the wharf is therefore recommended within the next 3 years. If renewal is not completed within this timeframe, there is a risk of continued settlement and localized failure/collapse particularly at the southwest and along the south where large spalls, some with wide cracks and concrete separation were noted.

Prior to renewal of the wharf, it is recommended that a renewal options analysis which looks at options for the wharf be completed. A geotechnical investigation is also recommended as part of the renewal options analysis. Renewal options could include a sheet pile stabilization and concrete overlay, new steel sheet pile structure or a new concrete wharf structure. Evaluating such options is beyond the scope of this report.

1 INTRODUCTION

1.1 Terms of Reference

Morrison Hershfield Limited (MH) was retained by the Township of South Glengarry to provide professional engineering services associated with the visual inspection of the Summerstown Wharf (Structure No. '4B').

The detailed scope of services for this assignment is listed in our proposal dated March 17, 2022. The scope of services consisted of:

- Visual inspection of the accessible above-water components of the wharf to assess condition in terms of general damage, deterioration, deficiencies and maintenance issues.
- Dive inspection (by ODS Marine Inc.) including a video inspection of the accessible submerged surfaces of the wharf.
- Inspection report including a description of the structure, general arrangement drawing of the wharf illustrating its basic construction, selected inspection photographs, description of observed defects, recommendations for renewal and a high level cost estimate for renewal.

1.2 Wharf Description and Location

The Summerstown Wharf is located on County Road 2 approximately 345 m east of Richmond Road in Summerstown, Ontario and is located on the St. Lawrence River. The location of the wharf is shown in **Figure 1** below.



Figure 1 : Structure Location (Google Maps)

The existing wharf is a 15.60 m long L- shaped finger pier extending into the St. Lawrence River. The year of original construction is unknown. The wharf consists of a concrete cap of variable depth which is supported on a timber crib retaining structure at various locations. The wharf has a width of 12.40 m at the south and 5.02 m at the north. The maximum measured depth from the top of the wharf concrete cap to the riverbed is approximately 1.80 m.

A preliminary general arrangement drawing of the wharf illustrating its basic construction is included in **Appendix A**.

2 EXISTING INFORMATION

Original drawings, rehabilitation drawings and previous inspection reports were not provided for the structure. It is unknown if any prior rehabilitations have been undertaken.

3 INSPECTION METHODOLOGY AND LIMITATIONS

3.1 Methodology

A visual inspection of the accessible above-water components of the wharf and its approach was completed by MH on June 14, 2022, to obtain selected measurements and to assess condition in terms of general damage, deterioration, deficiencies and maintenance issues. Measurements of defects sizes and extents were obtained where accessible. Hammer-sounding of exposed and accessible concrete surfaces where delamination was suspected was performed. Digital photographs were taken to record the general condition of the wharf and its surroundings, as well as to highlight specific problem areas.

MH retained ODS Marine Inc. (ODS Marine) to perform a dive inspection of the wharf. The dive inspection was carried out concurrently with the visual inspection. A diver from ODS Marine performed video inspection of accessible submerged surfaces of the wharf. MH staff viewed the dive inspection from a monitor, directed the diver and logged the findings of the inspection.

3.2 Limitations

The following limitations should be considered when evaluating the inspection findings:

- There is a possibility that hidden defects have not been detected during the video dive inspection due to poor lighting and visibility underwater and marine growth on submerged surfaces of the wharf.
- Only accessible and visible submerged surfaces/components of the wharf were inspected during the dive inspection. There may likely be other submerged wharf components which were inaccessible or not visible, hence were not identified and could not be inspected.
- The inspections were visual only and no claim is made that the wharf is structurally sound or in accordance with current codes and standards. No structural evaluation was performed.

- Some underwater site measurements were difficult to obtain which may affect accuracy (e.g. spacing and size of components).

4 INSPECTION FINDINGS

Site photographs from MH's inspection and still photographs of submerged wharf components captured from the video files provided by ODS Marine are included in **Appendix B** and are referred to below.

4.1 Approach to the Wharf

The approach to the wharf consists of an asphalt pavement with curbs at the west and east (Photo 1). The approach has a maximum overall width of 5.66 m. There is a stone retaining wall along the east side of the approach (Photo 4). Along the west side there is a concrete retaining wall at the south which transitions to a stone retaining wall at the north.

4.1.1 Asphalt Pavement

The asphalt-paved approach leading to the wharf is generally in fair condition with areas in poor condition. Large area of settlement at the west, other areas of settlement throughout, medium to severe transverse and longitudinal cracks, disintegrated patched potholes (Photo 5) and area of asphalt disintegration near transition to the wharf (Photo 6) were observed. Vegetation growth was noted along the edges at the curbs.

4.1.2 Approach Curbs

The approach curbs are in fair condition. The curbs at the west are misaligned (Photo 7). Wide cracks, areas of disintegration (Photo 8), undermining (Photo 9), spalls and light scaling were noted.

4.1.3 Concrete Retaining Wall at West

Areas of severe scaling, scouring (Photo 10), medium and wide cracks and spalls with and without exposed corroded reinforcing bars were noted. At areas where concrete has completely spalled off, rock was noted behind. Vertical threaded rods which extend from the curb through the wall were visible at spalled/scoured locations. The wall is not level with the west vertical concrete surface of the wharf and has a sloped face (Photo 11). The top surface of the wall is visible at some locations along the approach. The foundations of this retaining wall were not visible.

4.1.4 Stone Retaining Wall at West

The stone retaining wall at the west is in fair to poor condition. Inspection of this wall was limited due to dense vegetation growth. Areas of undermining and suspected localized failure of the wall near the transition with the concrete retaining wall was noted (Photo 12). The foundations of this retaining wall were not visible. There is a gap of approximately 400 mm between the stone wall and the concrete retaining wall to the south.

4.1.5 Stone Retaining Wall at East

The stone and mortar retaining wall at the east is in fair condition (Photo 13). Areas of disintegration and undermining/erosion (Photo 14) and loss of mortar throughout observed. Vegetation growth noted on wall.

4.1.6 Floating Timber Dock

There is a floating timber dock along the east side of the approach (Photo 15). Its function is unknown. The dock is in fair to poor condition. Checks, splits, rot, weathering and splintering were observed. Debris and some garbage were present along the timber surface. The dock appears unstable and not safe to walk on. There is a “Private Property – No Trespassing” sign at the south end of the dock. The underside of the dock was inaccessible and not inspected.

4.2 Wharf – Above Water Components

4.2.1 Concrete Cap - Top Surface

The top surface of the concrete cap is generally in poor condition. Settlement of the wharf concrete cap has resulted in cracking throughout the top surface of the concrete cap (Photos 2 and 16). Medium and wide longitudinal, transverse and pattern cracks (Photos 17 and 20) some with vegetation growth throughout (widest crack is ± 35 mm in width), medium to wide diagonal crack at southwest (Photo 19), area of wide cracking and disintegration at wharf-approach interface (Photo 21), medium to severe scaling, light and medium spalls and areas of settlement particularly at the southwest corner (Photo 18). The top surface of the wharf is generally uneven due to settlement.

4.2.2 Curbs

The concrete curbs along the perimeter of the wharf are approximately 152 mm wide x 152 mm thick and are in poor condition. The curb along the south has completely spalled/disintegrated with exposed corroded reinforcement, rust stains and areas of concrete disintegration visible (Photo 22). Three sections of curb at the west have completely spalled/disintegrated leaving exposed corroded reinforcement visible (Photo 24). Separation of concrete beneath spalled curb sections from adjacent wharf concrete (Photo 23) was noted at a few locations along the perimeter of the wharf (at least 50 mm separation at the south).

4.2.3 Wharf Cleats

Four steel cleats are located around the perimeter of the wharf. The cleats are used to secure boats to the dock with rope to keep them from floating away.

Each cleat has a 254 mm x 152 mm base plate anchored to the wharf concrete cap with 22 mm diameter bolts. The cleats are in generally good condition, with a few surrounded by some vegetation (Photo 25).

4.2.4 Water Level Gauging Station

Fisheries and Oceans Canada has a water level gauging station with a steel tower attachment bolted to the wharf concrete surface at the southeast corner where the legs of the L-shaped wharf intersect (Photos 26 and 27). There are concrete curbs around the perimeter of the station. The station was locked, its interior and steel tower attachment were not inspected. Medium scaling and medium and wide cracks were noted in the curbs (Photo 28).

4.3 Wharf – Below Water (Submerged) Components

Condition of components below the top of the wharf concrete cap are based on the findings of the video inspection.

4.3.1 Concrete Cap – Vertical Surfaces

The concrete cap is of variable thickness. The vertical surfaces of the concrete cap are in generally poor condition (Photos 29 and 30). Medium and wide cracks some with efflorescence, map cracking, several areas of undermining/scouring with voids, large severe spalls with exposed corroded reinforcement, areas of disintegration and severe scaling were observed. Spalled concrete was observed on the riverbed at various locations around the wharf perimeter (Photo 57).

Specific defects which reflect very poor condition are summarized below (Photos 31 to 44 and Photo 55):

- Spall/void with exposed corroded reinforcement at northeast (460 mm x 150 mm x 585 mm deep).
- Void near northeast (1600 mm x 75 mm x 75 mm deep).
- Spalled area at east along long (longitudinal) leg of wharf (65 mm x 40 mm x 10 mm deep).
- Void with exposed corroded reinforcement which extends ± 230 mm above the waterline (± 1500 mm long).
- Void at northeast corner of short leg of wharf (1000 mm long x 810 mm deep).
- Large spall with exposed corroded reinforcement which extends around the northeast corner of the shorter (transverse) leg of the wharf.
- Spall with exposed corroded reinforcement at the northwest (300 mm x 175 mm x 25 mm deep).
- Void at northwest below water line (810 mm x 660 mm x 510 mm deep).
- Void near southwest (1400 mm x 230 mm x 150 mm deep).
- Wide horizontal crack at southwest corner (2000 mm long).
- Full height spall with wide crack and exposed corroded reinforcement at the southwest corner.
- Large spall with exposed corroded reinforcement in south face (1200 mm x 510 mm x 330 mm deep).
- Void at south (1060 mm x 230 mm x 280 mm deep).

- Void near southeast corner (1350 mm x 740 mm x 350 mm deep).

4.3.2 Timber Crib Retaining Structure

Timber cribbing with rock/stone fill material on the inside is present beneath the concrete cap (Photo 45). The timber crib structure was first observed at the east face of the short (east-west) leg of the wharf and extends around the perimeter to the northwest corner of the wharf. The timber crib structure consists of horizontal (header) beams and logs in both directions (north-south) and (east-west) and vertical columns at corners of the wharf. Horizontal and vertical timber components were either 152 mm x 152 mm (6" x 6") or 102 mm x 102 mm (4" x 4"). Logs were 102 mm (4") in diameter. Connections between timber crib components were not visible. A gap was noted between the underside of the concrete cap and the topmost horizontal timber beam at various locations. It is unsure if this was the original design intent. A gap of ± 125 mm was measured at the southwest corner of the wharf (Photo 53).

The timber crib retaining structure appears to be in generally fair condition with numerous localized areas in poor condition. A few of the horizontal timber components of the crib appear to have shifted/displaced from their original position, particularly at the southwest corner where the concrete cap has settled. Localized sections of rotted/broken/separated/missing timber were noted around the perimeter of the crib structure. Marine growth was also noted on timber crib components. Numerous voids were observed in the rock/stone fill material within the cribbing and between timber crib components. Specific defects which reflect very poor condition are summarized below (Photos 46 to 52):

- Along the southeast face, deteriorated/rotted timber crib components were noted with undermining of cribbing over a length of 2280 mm and a 330 mm deep void.
- At the southwest, the cribbing has shifted with sections of cribbing having fallen off the crib structure.
- At south, there is an area of undermining/void beneath the cribbing (430 mm x 305 mm x 150 mm deep).

4.3.3 Vertical Threaded Rods

Vertical steel threaded rods extend from the curbs through some of the timber crib components. Severe corrosion (Photo 54) and complete section loss of a few steel rods were observed.

4.3.4 CSP Encased Column

The water level gauging statin is supported on a corrugated steel pipe (CSP) encased column. The material within the CSP is unknown. The visible portions of the CSP appear to be in good condition. Light corrosion and white deposits were observed (Photo 56).

5 SUMMARY AND DISCUSSION OF SIGNIFICANT FINDINGS

Significant inspection findings are summarized below:

- Severe transverse and longitudinal cracks, areas of settlement and areas of disintegration in approach asphalt pavement.
- Wide cracks and spalls with and without exposed corroded reinforcement in the west concrete retaining wall.
- Areas of undermining and suspected localized failure of the west stone retaining wall.
- Settlement of the wharf concrete cap (particularly at the southwest) with widespread cracking throughout the top surface.
- Sections of curb around the wharf perimeter have completely spalled/disintegrated; the concrete below has separated from the wharf at some locations.
- Severe spalls/voids with exposed corroded reinforcement, some with wide cracks and concrete separation in the vertical concrete surfaces around the wharf perimeter.
- Localized sections of rotted/broken/separated/missing timber around the perimeter of the timber crib structure. Marine growth was also noted on timber crib components.
- Voids in the rock/stone fill material within the timber cribbing and between timber crib components.
- Timber crib components appear to have shifted/displaced from their original position, particularly at the southwest corner where the concrete cap has settled.
- Severe corrosion and complete section loss of vertical steel rods through timber crib components.

. The wharf concrete cap has settled with widespread cracking and numerous large spalls/voids with exposed corroded reinforcement around the wharf perimeter. The wharf has likely reached the end of its service life with the extent of deterioration such that, repair or rehabilitation is not practical due to apparent rotting and deterioration of the timber cribbing. Replacement or stabilization of the wharf is therefore recommended within the next 3 years. If renewal is not completed within this timeframe, there is a risk of continued settlement and localized failure/collapse particularly at the southwest and along the south where large spalls, some with wide cracks and concrete separation were noted.

6 RECOMMENDED WORK AND MAINTENANCE ITEMS

6.1 Maintenance Items

The following maintenance work/items are recommended (1 year timeline)

- Remove vegetation growth on wharf
- Clean and remove any debris from the top surface of the wharf

6.2 Recommended Work

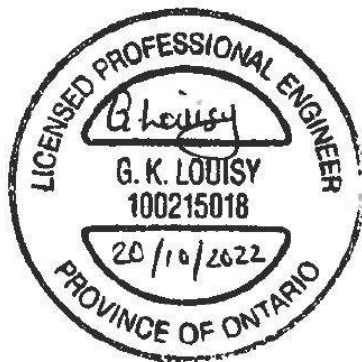
Prior to renewal of the wharf, it is recommended that a renewal options analysis which looks at options for the wharf be completed. A geotechnical investigation is also recommended as part of the renewal options analysis. Renewal options could include a sheet pile stabilization and concrete overlay, new steel sheet pile structure or a new concrete wharf structure. Evaluating such options is beyond the scope of this report.

7 CLOSURE

We trust that this report is sufficient for your current requirements. Please contact us with any questions or comments on this report.

Sincerely,

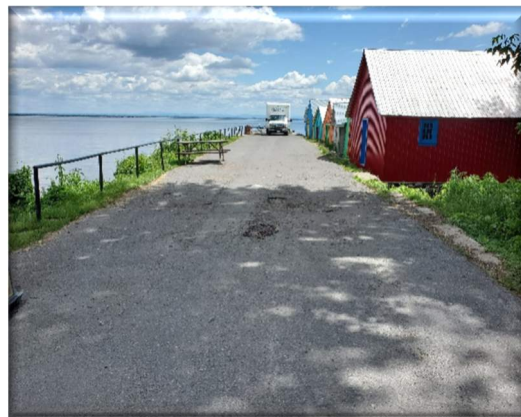
Morrison Hershfield Limited



Gregory K. Louisy, M.Eng., P.Eng.
Structural Engineer

South Lancaster Wharf (King St. and Water St. Intersection) Structure No: 4A

Wharf Inspection Report



2022 Inspections of 14 Bridge, Culvert and Wharf Structures

Presented to:

Township of South Glengarry

6 Oak Street, Box 220
Lancaster, Ontario
K0C 1N0

October 2022



MORRISON HERSHFIELD

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Appendix A – General Arrangement Drawing
Appendix B – Site Photographs

EXECUTIVE SUMMARY

Morrison Hershfield Limited (MH) was retained by the Township of South Glengarry to provide professional engineering services associated with the visual inspection of the South Lancaster Wharf (Structure No. '4A').

A visual inspection of the accessible above-water components of the wharf and its approach was completed by MH on June 14, 2022, to obtain selected measurements and assess condition in terms of general damage, deterioration, deficiencies and maintenance issues. MH retained ODS Marine Inc. (ODS Marine) to perform a dive inspection of the wharf. The dive inspection was carried out concurrently with the visual inspection. A dive team from ODS Marine performed video inspections of accessible submerged surfaces of the wharf

The South Lancaster Wharf is located approximately 150 metres (m) south of the intersection of King Street and Water Street in Lancaster, Ontario and is located on the St. Lawrence River. The existing wharf consists of an 18.06 m long and 4.95 m wide finger pier extending into the St Lawrence River. The year of original construction is unknown. It consists of a concrete cap (1380 millimetres (mm) average thickness measured) which is supported on soil or stone/rock backfill inside steel sheet pile retaining walls with tie-rods or anchors at the north and south ends and a timber crib retaining structure (with stone/rock fill on the inside) at the middle over a length of approximately 11.6 m. Based on the inspections of the wharf and its approach the following severe deficiencies were noted:

- A concrete pipe culvert beneath the approach roadway to the wharf is in poor condition with the east end completely spalled off with exposed corroded reinforcement visible.
- Launch attachment to the kayak/canoe dock which allows users to safely enter their kayaks or canoes from the dock (which can be seen from google map images) is missing.
- Area of disintegration/missing asphalt in the approach pavement northeast of the wharf.
- Metal pipe railing system at the east has a few damaged/bent railing posts and railings are loose at a few locations.
- Broken or damaged wharf cleat (used to secure boats to the wharf with rope to prevent from floating away) at the northeast.
- Vertical concrete surfaces (east and west) are in fair to poor condition with medium to wide cracks with efflorescence, wide cracks, map cracks, spalls and areas of delamination/disintegration, rust stains, pop outs and voids.
- The timber crib retaining structure is in fair condition with numerous localized areas in poor condition with rotted/missing/broken timber, splits, splinters and marine growth noted for timber crib components. Numerous voids were observed in the stone/rock fill material within the cribbing, particularly at locations where sections of timber are missing or have rotted away.

- Severe corrosion and complete section loss of sections of vertical threaded steel rods which extend from the concrete cap through horizontal timber crib components.
- Medium to wide crack in light pole concrete base.

Rehabilitation of the wharf and its approach is recommended within the next 5 years. There is a risk of settlement or sagging of the middle portion of the wharf due to continued loss of stone/rock fill material within the cribbing and continued deterioration of timber components if rehabilitation of the wharf is not completed within this timeframe. The highest priority items for renewal are the concrete pipe culvert and asphalt paving in the approach. The risk of delaying the wharf renewal beyond 5 years is considered relatively low, though difficult to assess accurately.

Recommended work as part of rehabilitation includes:

Wharf Approach

- Replace existing concrete pipe culvert beneath roadway
- Re-pave asphalt on approach to wharf
- Replace metal pipe railing system along the east side
- Crack and concrete repairs to light pole bases and concrete in sheet piling outpans

Wharf

- Replace broken or cracked wharf cleats used to secure boats to the wharf with rope to prevent them from floating away
- Crack and concrete repairs to concrete cap, concrete in sheet piling outpans and curbs
- Replace existing concrete block barriers and benches
- Drive steel sheet piles along the sides of the wharf in areas not currently supported by sheet piles, to augment the lateral support provided by the deteriorated timber cribbing
- Repair/fill voids within timber crib
- Consider providing additional illumination and safety railings for the rehabilitated wharf

A high-level (Class 'C') cost estimate for the rehabilitation is \$1.5M.

1 INTRODUCTION

1.1 Terms of Reference

Morrison Hershfield Limited (MH) was retained by the Township of South Glengarry to provide professional engineering services associated with the visual inspection of the South Lancaster Wharf (the Wharf, Structure No. '4A').

The detailed scope of services for this assignment is listed in our proposal dated March 17, 2022. The scope of services consisted of:

- Visual inspection of the accessible above-water components of the wharf to assess condition in terms of general damage, deterioration, deficiencies and maintenance issues.
- Dive inspection (by ODS Marine Inc.) including a video inspection of the accessible submerged surfaces of the wharf.
- Inspection report including a description of the structure, general arrangement drawing of the wharf illustrating its basic construction, selected inspection photographs, description of observed defects, recommendations for renewal and a high level cost estimate for renewal.

1.2 Wharf Description and Location

The South Lancaster Wharf is located approximately 150 m south of the intersection of King Street and Water Street in Lancaster, Ontario and is located on the St. Lawrence River. The location of the wharf is shown in **Figure 1** below.

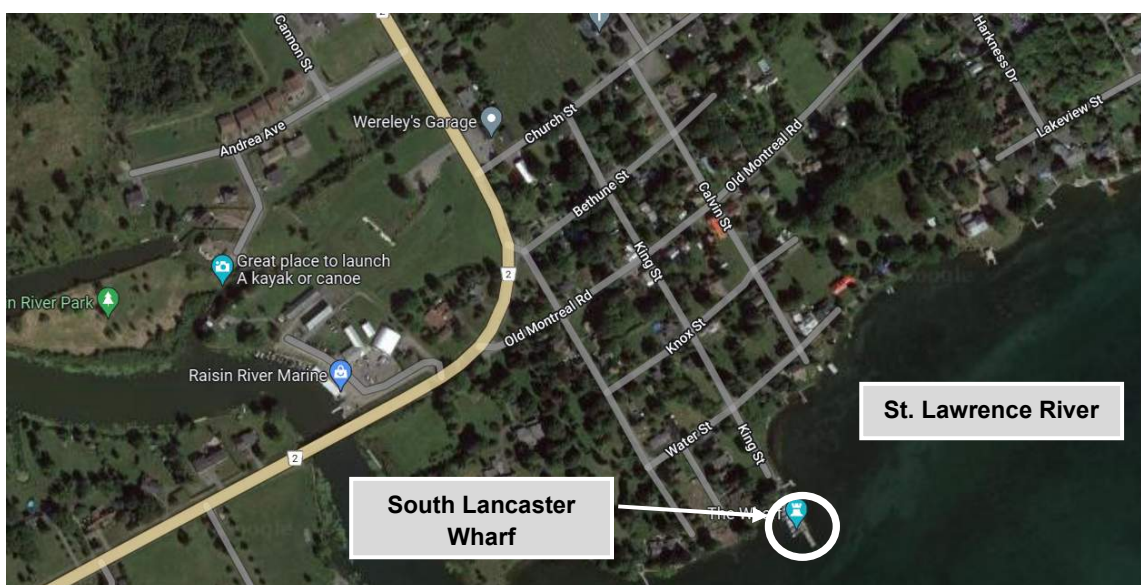


Figure 1 : Structure Location (Google Maps)

The existing wharf consists of an 18.06 m long and 4.95 m wide finger pier extending into the St Lawrence River. The year of original construction is unknown. It consists of a concrete cap (1380 millimetres (mm) average thickness measured) which is supported on soil or stone/rock backfill inside steel sheet pile retaining walls with tie-rods or anchors at the north and south ends and a timber crib retaining structure (with stone/rock fill on the inside) at the middle over a length of approximately 11.6 m. The maximum measured depth from the top of the wharf concrete cap to the riverbed is approximately 2.20 m.

A preliminary general arrangement drawing of the wharf illustrating its basic construction is included in **Appendix A**.

2 EXISTING INFORMATION

The original drawings for the wharf are not available. The rehabilitation history of the wharf is unknown, and no rehabilitation drawings are available. Previous inspection or condition assessment reports for the wharf are not available.

3 INSPECTION METHODOLOGY AND LIMITATIONS

3.1 Methodology

A visual inspection of the accessible above-water components of the wharf and its approach was completed by MH on June 14, 2022, to obtain selected measurements and to assess condition in terms of general damage, deterioration, deficiencies and maintenance issues. Measurements of defects sizes and extents were obtained where accessible. Hammer-sounding of exposed and accessible concrete surfaces where delamination was suspected was performed. Digital photographs were taken to record the general condition of the wharf and its surroundings, as well as to highlight specific problem areas.

MH retained ODS Marine Inc. (ODS Marine) to perform a dive inspection of the wharf. The dive inspection was carried out concurrently with the visual inspection. As part of the inspection, a diver from ODS Marine performed video inspections of accessible submerged surfaces of the wharf beginning from the northeast end of the wharf and travelling along the wharf perimeter to the northwest end. MH staff present for the dive inspection were able to view the dive inspection from a monitor, direct the diver and log the findings of the dive inspection.

3.2 Limitations

The following limitations should be considered when evaluating the inspection findings:

- There is a possibility that hidden defects have not been detected during the video dive inspection due to poor lighting and visibility underwater and marine growth on submerged surfaces of the wharf.

- Only accessible and visible submerged surfaces/components of the wharf were inspected during the dive inspections. There may likely be other submerged wharf components which were inaccessible or not visible, hence were not identified and could not be inspected.
- The inspections were visual only and no claim is made that the wharf is structurally sound or in accordance with current codes and standards. No structural evaluation was performed.
- Some underwater site measurements were difficult to obtain which may affect accuracy (e.g. spacing and size of components).

4 INSPECTION FINDINGS

Site photographs from MH's inspection and still photographs of submerged wharf components captured from the video files provided by ODS Marine are included in **Appendix B** and are referred to below.

4.1 Approach to the Wharf

4.1.1 Asphalt Pavement

The asphalt-paved roadway leading to the wharf finger pier is generally in fair to good condition. Potholes (Photo 3), medium raveling, medium to severe transverse and longitudinal cracks some with vegetation growth (Photo 4) and an area with missing asphalt northeast of the wharf (Photo 5) were noted. Some vegetation growth noted along the north end of the wharf.

4.1.2 Railing System

A metal pipe railing system (± 48.70 m long) is present along the east side of the approach to the wharf (Photo 6). The railing system is 0.965 m tall and painted black. Areas of paint coating loss, a few damaged/bent railing posts (Photo 7), bent railing and severe corrosion with a few small perforations at the base of railing posts (Photo 8) were observed. The railings are loose at a few locations.

4.1.3 Kayak/Canoe Dock and Launch

A kayak/canoe dock is located along the east side of the approach to the wharf. The dock has its own concrete approach slab (2.67 m x 1.22 m) which is in good condition.

A kayak/canoe launch attachment to the dock which can be seen from google map images (see **Figure 2**) is missing. The launch is a type of floating dock with railings on both sides which allows users to place their kayak/canoe in between and safely enter and launch. A resident of the area noted that it was recently stolen.



Figure 2 : Kayak/Canoe Launch (Google Maps)

The kayak/canoe dock consists of a timber surface with steel railings on either side (Photo 9). The railings are in good condition. The timber dock surface is in generally good condition with light splits and wear. There is a steel armouring plate (likely accommodates movement) between the concrete approach and the dock which is also in good condition.

The underside of the dock was inaccessible and not inspected.

4.1.4 Concrete Pipe/Culvert

There is a 1500 mm diameter precast concrete pipe beneath the roadway slightly north of the storage houses at the west (Photo 10). The pipe is ± 7.75 m long with flow from west to east. Minimum depth of cover is approximately 300 mm.

The concrete pipe is in fair to poor condition (Photo 11). The east end of the pipe has completely spalled off over a length of ± 640 mm with only exposed corroded reinforcement left. (Photo 12). Spalls with exposed corroded reinforcement, cracks with efflorescence, damp map cracks, a void at the northeast and misaligned precast joints were noted within the concrete pipe.

4.1.5 Concrete Steps with Railings and Steel Ladder

Along the east side of the approach to the wharf, north of the kayak/canoe ramp there are two concrete steps (Photo 13). There is a steel ladder bolted to the bottom step which leads into the water. Light rust stains, light to medium scaling and narrow to medium cracks were noted in the concrete steps. The ladder is generally in good condition. There are railings (painted black) on either side of the concrete steps. Localized areas of loss of paint coating, medium to severe corrosion at base of railing posts and bent/damaged rail were noted.

4.1.6 Concrete Slab/Pad

There is a concrete pad/slab between the concrete steps and the kayak ramp which is in good condition (Photo 14).

4.1.7 Embankments

There is a stone retaining wall and rip-rap stone protection along both the east and west embankments of the approach (Photos 15 and 16). No mortar was observed for the stone retaining wall. The stone retaining walls and stone protection are generally in good condition. Few areas of loss of stone noted. Vegetation noted on embankments as well.

4.1.8 Safety Ladder

There is a steel ladder (660 mm wide) at the northeast corner of the wharf. It is bolted to concrete in the outpan of a steel sheet pile section. The ladder extends into the water and is in generally good condition (Photo 17).

4.1.9 Concrete Block Barriers

Two concrete block (vehicle) barriers are located near the north end of the wharf (Photo 18). The concrete blocks are painted white. Localized areas of paint loss, medium to severe scaling, edge spalls and disintegration were noted.

4.1.10 Light Pole and Concrete Base

Two light poles each with a concrete base were noted at the northeast (within the limits of the inspection). A medium to wide crack was noted on one of the concrete bases (Photo 19). Medium scaling, light edge spalls and abrasions observed on both concrete bases.

4.2 Wharf – Above Water Components

4.2.1 Concrete Cap - Top Surface

The top surface of the concrete cap is 4420 mm wide from curb to curb and in generally good condition (Photo 20 and 23). Light to medium scaling, spalls (Photo 21), narrow to medium cracks observed. Debris was present along the east and west sides (Photo 22) at the time of inspection. A survey benchmark was noted embedded in the concrete.

4.2.2 Curbs

The concrete curbs along the perimeter of the wharf are approximately 267 mm wide x 267 mm thick. Light to medium scaling, edge spalls and narrow to medium cracks were observed (Photo 24).

4.2.3 Concrete in Steel Sheet Pile Outpans

Wide cracks and edge spalls were noted in the concrete within the steel sheet pile outpans located at the south, northeast and northwest of the wharf (Photo 25).

4.2.4 Concrete Benches

Two concrete benches were noted on the wharf. The benches are in good to fair condition with areas in poor condition (Photos 26 and 27). One bench is located near the north end and the other is located near mid-length. They both are anchored to the concrete cap. Medium to severe scaling, spalls with exposed corroded reinforcement and a medium to wide vertical crack in the back of the north bench were observed. White paint noted on one end of the bench near mid-length of the wharf.

4.2.5 Wharf Cleats

Eight steel cleats are located around the perimeter of the wharf. The cleats are used to secure boats to the dock with rope to keep them from floating away.

Each cleat has a 254 mm x 152 mm base plate anchored to the wharf concrete cap with 22 mm diameter bolts. A few of the cleats are covered in debris. Light to medium corrosion was noted. One cleat at the northeast is broken/damaged (Photo 28). There is a wide crack on a west cleat (2nd from the north).

4.3 Wharf – Below Water (Submerged) Components

Condition of components below the top of the wharf concrete cap are based on the findings of the video inspection.

4.3.1 Steel Sheet Pile (SSP)

The steel sheet pile (SSP) around the perimeter of the wharf (at the northeast, northwest and south) is in good condition (Photo 31) with white deposits around the waterline (Photo 32) and light corrosion. Good interlock was noted between adjacent SSP sections (Photo 29) with sheet piles embedded into the riverbed.

Gaps were noted at the SSP-concrete interface (Photo 30) at the southeast (± 115 mm), southwest (± 75 mm) and northeast (not measured). No gap was noted at the northwest.

The ends of possible tie-rods or anchor bolts (one row) were observed above the water level at in-pans of SSP sections (Photo 33). Washers and nuts are generally snug and tight against the sheet piling.

4.3.2 Concrete Cap – Vertical Surfaces

The vertical surfaces of the concrete cap are in generally fair to poor condition (Photos 34 and 35). Medium cracks with efflorescence, wide cracks, map cracks, spalls and areas of delamination/disintegration, severe scaling, rust stains, pop outs and voids were observed.

Specific defects which reflect very poor condition are summarized below:

- Very wide vertical crack which increases in width towards the bottom of the concrete cap (± 800 mm long, 50 mm wide, ± 380 mm deep) near the northeast (Photo 36);
- Area of delamination with spall/disintegration (250 mm x 115 mm x 25 mm deep) approximately 7 m from SSP-concrete interface at northeast (Photo 37);
- Spalled area at southwest (125 mm x 75 mm x 25 mm deep) (Photo 38);
- Medium to wide vertical crack (± 900 mm long, 13 mm wide) near southwest (Photo 39);
- Horizontal wide crack (± 860 mm long, 25 mm wide) beneath cold joint at west near mid-length (Photo 40);
- Spalled/voided area which propagates into a wide vertical crack below the waterline (Photo 41) approximately 4.5 m from the SSP-concrete interface at the northwest (spall: 1800 mm x 230 mm x 320 mm deep; crack: ± 660 mm long x 480 mm deep x 75 mm wide); and
- Areas of multiple medium to wide horizontal cracks with efflorescence and spalling/disintegration at the northwest (Photo 42) and northeast (Photo 43).

4.3.3 Timber Crib Retaining Structure

A timber crib retaining structure with stone/rock fill on the inside (Photo 46) is present beneath the concrete cap for the middle portion of the wharf. The timber crib structure consists of horizontal (header) beams (Photo 44) in both directions (north-south) and (east-west) and vertical columns (Photo 45). Both horizontal and vertical timber components have a 152 mm (6") x 152 mm (6") square cross-sections. Connections between timber crib components were not visible. There is a gap of approximately 25 mm to 75 mm between the underside of the concrete cap and the topmost horizontal timber beam (Photo 61). It is unsure if this was the original design intent.

The timber crib retaining structure appears to be in generally fair condition with numerous localized areas in poor condition. A few of the horizontal timber beams of the crib appear to have shifted from their original position. Localized sections of rotted/broken/missing timber were noted around the perimeter of the crib structure (Photos 47 to 52). Splits, splinters and marine growth (Photo 53) was also noted on timber crib components. Numerous voids were observed in the stone/rock fill material within the cribbing, particularly at locations where sections of timber are missing or have rotted away. Specific areas with severe voids are summarized below (Photos 54 to 59):

- 2400 mm long x 430 high x 800 mm deep void at northeast next to SSP.
- At the east, approximately 6 m from the SSP-concrete interface at the north, a 250 mm long section of a horizontal timber beam is missing; a 380 mm wide x 530 mm deep void observed in the fill at that location.
- At the east, approximately 7 m from the SSP-concrete interface at the north, a 500 mm long section of a horizontal timber beam is missing; a 500 mm wide x 500 mm deep void observed in the fill at that location.

- At the east, approximately 9.5 m from the SSP-concrete interface at the north, a 230 mm long section of a horizontal timber beam is missing; a 230 mm wide x 1000 mm deep void observed in the fill at that location.
- At the southwest near the SSP-concrete interface, a 230 mm long section of a horizontal timber beam is missing; a 230 mm wide x 380 mm long x 1380 mm deep void observed in the fill at that location.

4.3.4 Vertical Threaded Rods

Vertical steel threaded rods (25 mm diameter measured) extend from the concrete cap through some of the timber crib components (Photo 62). Severe corrosion and complete section loss of sections of a few steel rods were observed (Photo 63).

5 SUMMARY AND DISCUSSION OF SIGNIFICANT FINDINGS

Significant inspection findings are summarized below:

- A concrete pipe culvert beneath the approach roadway to the wharf is in poor condition with the east end completely spalled off with exposed corroded reinforcement visible.
- Launch attachment to the kayak/canoe dock which allows users to safely enter their kayaks or canoes from the dock (which can be seen from google map images) is missing.
- Area of disintegration/missing asphalt in the approach pavement northeast of the wharf.
- Metal pipe railing system at east has a few damaged/bent railing posts and railings are loose at a few locations.
- Broken or damaged wharf cleat (used to secure boats to the wharf with rope to prevent from floating away) at the northeast.
- Vertical concrete surfaces (east and west) are in fair to poor condition with medium to wide cracks with efflorescence, wide cracks, map cracks, spalls and areas of delamination/disintegration, rust stains, pop outs and voids.
- The timber crib retaining structure is in fair condition with numerous localized areas in poor condition with rotted/missing/broken timber, splits, splinters and marine growth noted for timber crib components. Numerous voids were observed in the stone/rock fill material within the cribbing, particularly at locations where sections of timber are missing or have rotted away.
- Severe corrosion and complete section loss of sections of vertical threaded steel rods which extend from the concrete cap through horizontal timber crib components.
- Medium to wide crack in light pole concrete base.

The major deficiencies are the areas of poor condition of the timber crib retaining structure and the concrete cap. The middle section of the wharf which consists of the concrete cap on a timber crib retaining structure is likely near the end of its service life; rehabilitation which includes repairs to voided areas and timber components is recommended within the next 5

years. There is a risk of settlement or sagging of the middle portion of the wharf due to continued loss of stone/rock fill material within the cribbing and continued deterioration of timber components if rehabilitation of the wharf is not completed within this timeframe. The risk of delaying the wharf renewal beyond 5 years is considered relatively low, though difficult to assess accurately.

6 RECOMMENDED WORK AND MAINTENANCE ITEMS

6.1 Maintenance Items

The following maintenance work/items are recommended (1-2 year timeline)

- Remove vegetation growth near north end of wharf
- Clean and remove any debris from the top surface of the wharf
- Replace the missing kayak/canoe launch
- Clean benches and timber picnic tables in wharf vicinity

6.2 Recommended Work

Rehabilitation of the wharf and its approach is recommended within the next 1 to 5 years. Recommended work as part of rehabilitation includes:

Wharf Approach

- Replace existing concrete pipe culvert beneath roadway
- Re-pave asphalt on approach to wharf
- Replace metal pipe railing system along the east side
- Crack and concrete repairs to light pole bases and concrete in sheet piling outpans

Wharf

- Replace broken or cracked wharf cleats used to secure boats to the wharf with rope to prevent them from floating away
- Crack and concrete repairs to concrete cap, concrete in sheet piling outpans and curbs
- Replace existing concrete block barriers and benches
- Drive steel sheet piles along the sides of the wharf in areas not currently supported by sheet piles, to augment the lateral support provided by the deteriorated timber cribbing
- Repair/fill voids within timber crib
- Consider providing additional illumination and safety railings for the rehabilitated wharf

A high-level (Class 'C') cost estimate for the rehabilitation is \$1.5M.

7 CLOSURE

We trust that this report is sufficient for your current requirements. Please contact us with any questions or comments on this report.

Sincerely,

Morrison Hershfield Limited



Gregory K. Louisy, M.Eng., P.Eng.
Structural Engineer



STAFF REPORT

S.R. No. 194-2022

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: 2023 Council Meeting Schedule

BACKGROUND:

1. Pursuant to the Township's Procedural By-law, the Township of South Glengarry shall hold regular meetings on the first and third Monday of each month. If a meeting falls on a holiday Monday, the meeting is held on the Tuesday immediately following the holiday Monday.
2. The schedule of Council meetings is approved by Council resolution. The proposed schedule for 2023 Council Meetings is attached to this report.

ANALYSIS:

3. Council meetings typically take place twice per month. The attached schedule proposes only one council meeting in the months of January, April and August for the following reasons:
 - January – one meeting due to office holiday closure, which results in insufficient time for staff to prepare reports and the agenda for the first meeting of the month, which would fall on January 3rd.
 - April – the second meeting conflicts with the Good Roads Conference which is typically attended by Council.
 - August – the second meeting conflicts with the AMO conference which is typically attended by Council.
4. Additionally, it is recommended that summer meetings (July and August) be held virtually, as Tartan Hall is used throughout the summer months for the Boys and Girls Club Summer Program.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 194-2022 be received and that the Council of the Township of South Glengarry approves the 2023 Council Meeting schedule attached to the report.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**

Jan 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Feb 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Stat Holiday

Regular Council Meeting (in person)

Virtual Council Meeting



STAFF REPORT

S.R. No. 195-2022

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: Appointment of County Council Alternate

BACKGROUND:

1. Pursuant to Bill 68, *Modernizing Ontario's Municipal Legislation Act*, 2017, a lower-tier Council may appoint one of its members as an alternate to its upper-tier Council.
2. This alternate would act in place of a person who is a member of the upper-tier Council when they are unable to attend a meeting for any reason.

ANALYSIS:

3. Pursuant to Township By-law 18-2022, the Township's alternate member will be the Councillor receiving the highest votes in the municipal election for the term, unless that member forfeits their appointment as an alternate, then it shall be offered to the Councillor with the next highest votes and so on, until the positions is accepted, and respective by-law is enacted.
4. Therefore, based on the number of votes received in the 2022 municipal election, Councillor Stephanie Jaworski shall be offered the appointment.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Strengthen the effectiveness and efficiency of our organization.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 195-2022 be received and that By-law 82-2022, being a by-law to appoint Stephanie Jaworski as an alternate member to the United

Counties of Stormont, Dundas and Glengarry Council be read a first, second and third time, passed, signed and sealed in open council this 5th day of December 2022.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 82-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO APPOINT AN ALTERNATIVE MEMBER TO THE
UNITED COUNITES OF STORMONT, DUNDAS AND GLENGARRY
COUNCIL.***

WHEREAS, the *Municipal Act, 2001*, c.25 S 5 (1) provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 5(3) provides that the powers of every council are to be exercised by by-law.

AND WHEREAS Section 268 of the Municipal Act authorizes the council of a local municipality to appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

1. **THAT** Council hereby authorizes the appointment of an alternate member to the United Counties of Stormont, Dundas and Glengarry Council for the current term of Council or until this appointment by-law is rescinded.
2. **THAT** the alternate member be the Councillor receiving the highest votes in the municipal election for that term, unless that member forfeits his/her appointment as an alternate, then it shall be offered to the Councillor with the next highest votes and so on until the position is accepted and the respective by-law is enacted.
3. **THAT** Councillor Stephanie Jaworski be appointed as an alternate member to the United Counties of Stormont, Dundas and Glengarry Council.
4. **THAT** By-law 18-2022 is hereby be repealed.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND
SEALED IN OPEN COUNCIL THIS 5TH DAY OF DECEMBER 2022.***

MAYOR: **CLERK:**

STAFF REPORT

S.R. No. 196-2022

PREPARED BY: Joanne Haley, GM Planning, Building and Enforcement

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: MacLachlan Zoning By-law Amendment

BACKGROUND:

Site Location:

1. Part of Lot 26, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 6239 Sara Drive, MacLachlan's Point, Lancaster.



Owner/Applicant:

2. Lynne McGuire/Cameron MacLachlan

Description of Site and Surroundings:

3. The subject property is located off of the South Service Road in MacLachlan's Point, on the east side of the private road known as Sara Drive. It is approximately 0.12 acres in size. The subject property is currently vacant land, it had previously been occupied by a cottage and "Bunkie Structure" and a residential garage is proposed to be built as the primary use on the subject property.
4. The surrounding lands are characterized as residential to the South, West, and North containing single family homes/cottages and a canal and Agricultural land to the east containing farmland.

Summary of Requested Zoning Proposal:

5. On October 31, 2022, the Township accepted the zoning amendment application; said application was deemed complete on the same day. The purpose of this amendment is to rezone the subject property from Flood Plain-Holding (FP-H) to Limited Services Residential Special Exception – Eleven (LSR-11) and Flood Plain (FP) to permit a proposed residential garage to be the main permitted use on the subject property. All other applicable provisions of Zoning By-law 38-09, as amended, shall continue to apply.

ANALYSIS:**Planning Rationale:****Planning Policy Framework:**

6. This application is subject to the following policy framework:
 - a. The Provincial Policy Statement (PPS) 2020
 - b. The United Counties of Stormont, Dundas and Glengarry Official Plan (OP)
 - c. The Township of South Glengarry's Zoning By-Law

Provincial Policy Statement

7. The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of provincial interest relating to land use planning and development. This policy provides for appropriate development, while protecting resources of provincial interest, public health and safety and the quality of the natural and built environment. All land use planning decisions must be consistent with the PPS. The PPS policies that apply to this proposed zoning amendment are as follows:

;

- a. 2.0 Wise use of Management and Resources, 2.1 Natural Heritage and 2.2 Water; and
 - b. 3.0 Protecting Public Health and Safety, 3.1 Natural Hazards.
8. Section 2.0 Wise Use and Management of Resources of the PPS applies to this Zoning Amendment application. Subsection 2.2 Water indicates that planning authorities shall protect, improve, or restore the quality and quantity of water. If this amendment is approved there will be no further impact to the watercourse as the subject property was developed containing a cottage and a Bunkie that was closer to the watercourse. The proposed garage will not be a habitable structure and will not be located closer to the watercourse therefore the proposed amendment is consistent with Section 2.0 of the PPS.
9. Section 3.0- Natural Hazards of the PPS applies to this Zoning Amendment application. Subsection 3.1 States "Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:
- a. hazardous lands adjacent to the shorelines of the Great Lakes - St. Lawrence River System and large inland lakes which are impacted by flooding hazards, erosion hazards and/or dynamic beach hazards;
 - b. hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and
 - c. hazardous sites
10. The proposed residential garage will be located within the 1:100 year floodplain however the proposed development contains no livable space and poses minimal risk to public health and safety and is therefore consistent with section 3.0 of the PPS.

Official Plan Designation

11. The subject property is designated Rural District. Table 3.5 of the Official Plan identifies the permitted uses in different designations. The Rural District permits low density housing which would also include accessory uses such as residential garages. This proposed amendment conforms to the Official Plan as this amendment will permit a residential garage to be the main use.

Zoning By-law:

12. The subject property is currently zoned Floodplain Holding in the Township's Zoning By-law 38-09.
13. The Township's Zoning By-law 38-09 conforms to the United Counties Official Plan and is consistent with the Provincial Policy Statement (PPS), 2020.

Public Consultation:

14. The proposed amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; it was also advertised in the Glengarry News. A public meeting was held on November 21, 2022. There were no members of the public in attendance at the public meeting and no written comments were received from the public.
15. The proposed amendment was also circulated to the Raisin Region Conservation Authority (RRCA). The RRCA has no objections to the proposed zoning by-law amendment. The RRCA provided the following comments:

“The RRCA has reviewed this zoning amendment and has had an opportunity to discuss the proposed work with Mr. MacLachlan in August 2021.

The area is within and/or adjacent to the floodplain and will be subject to RRCA's permitting requirements. An RRCA permit must be obtained prior to any site development.

It is noted that the proposed garage structure is to be constructed at the site which was recently occupied by a cottage dwelling and a “bunk house”.

Considering the previous land use and given that there is no liveable space proposed and the risk to public health and safety is minor, the RRCA does not object to the zoning amendment”

Recommendation:

16. The Ontario Planning Act requires all complete zoning Amendment applications to be processed and a decision to be made within 90 days of receipt of a complete application. This process will be completed within the prescribed timeframe as a decision will be made on day 36.

17. If approved, the subject property will be rezoned from Flood Plain-Holding to Limited Service Residential, Special Exception – Eleven (LSR-11) and Flood Plain to permit a proposed residential garage to be the main permitted use on the subject property.
18. This proposed Zoning By-Law amendment is being recommended to be approved by Council as it is consistent with the PPS, 2020 and it conforms to the United Counties Official Plan.
19. Council also has the option to defer the application. Applications may be deferred if Council requires additional information, further staff review, or other reasons. Should Council wish to defer the applications, reasons for the deferral and direction to Staff will be required so that Staff can prepare an updated Staff Report for future consideration.
20. Council also has the option to refuse the applications. Should Council wish to refuse the applications, reasons for the refusal are required including a written explanation of the refusal.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 196-2022 be received and that By-law 83-2022, being by-law to amend By-law 38-09, the Comprehensive Zoning By-law for the Township of South Glengarry to rezone the property described as Part of Lot 26, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 6239 Sara Drive, MacLachlan's Point, Lancaster from Flood Plain- Holding (FP-H) to Limited Service Residential, Special Exception – Eleven (LSR-11) and Flood Plain (PH) to permit a proposed residential garage to be the main permitted use on the subject property, be read a first, second and third time, passed, signed and sealed in open council this 5th day of December 2022. The Council of the Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 83-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO AMEND BY-LAW 38-09, THE COMPREHENSIVE
ZONING BY-LAW FOR THE TOWNSHIP OF SOUTH GLENGARRY***

WHEREAS, the *Municipal Act, 2001*, c.25 S 5 (1) provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 5(3) provides that the powers of every council are to be exercised by by-law;

AND WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended, Council of the Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

AND WHEREAS the Council of the Township of South Glengarry deems it advisable to amend by-law 38-09, a by-law that regulates the use of land and the use and erection of buildings and structures, as thereafter set forth;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

1. **THAT** the area affected by this by-law is legally described as Part of Lot 26, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 6239 Sara Drive, MacLachlan's Point, Lancaster as indicated on Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the property located at Part of Lot 26, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 6239 Sara Drive, MacLachlan's Point, Lancaster. (PIN # 671350142) be rezoned from Flood Plain Holding (FP-H) to Limited Services Residential Exception – Eleven (LSR-11) and Flood Plain (FP) to permit a proposed residential garage to be the main permitted use on the subject property
3. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
4. **THAT** this by-law shall come into force and effect and take effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, as amended.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 5TH DAY OF DECEMBER, 2022.***

MAYOR:

CLERK:

BY-LAW 83-2022

EXPLANATORY NOTE

The purpose of this Amendment is to rezone the subject property from Flood Plain Holding (FP-H) to Limited Services Residential Exception – Eleven (LSR-11) and Flood Plain (FP) to permit a proposed residential garage to be the main permitted use on the subject property. All other applicable provisions of Zoning By-law 38-09, as amended shall continue to apply.

Schedule “A”



Lands to be zoned to Limited Services
Residential, Exception Eleven (LSR-11)
and Flood Plain (FP)

**This is Schedule “A” to By-law 83-2022
Adopted this 5th day of December 2022**

**Township of
South Glengarry**

Mayor

Clerk

STAFF REPORT

S.R. No. 197-2022

PREPARED BY: Joanne Haley, GM Planning, Building and Enforcement

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 5, 2022

SUBJECT: Lumley Zoning By-law Amendment

BACKGROUND:

Site Location:

1. Part of Lots K and L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, on the south side of County road 2 and on the west side of the Raisin River, Lancaster.



Owner/Applicant:

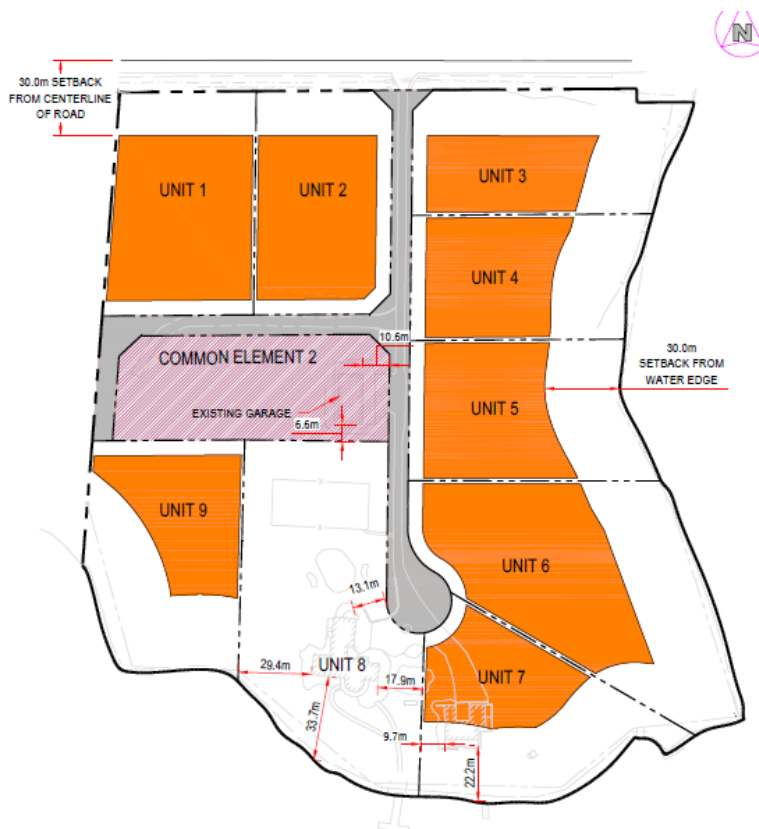
2. Patricia and Edward Lumley/EVB Engineering

Description of Site and Surroundings:

3. The subject property is located south of County Road 2 on the west side of the confluence where the Raisin River meets the St. Lawrence River. It is approximately 14.14 acres in size. It contains two privately serviced single detached dwellings and an accessory residential garage. The surrounding lands are characterized as residential containing single detached dwellings.

Summary of Requested Zoning Proposal:

4. On June 21, 2022, the Township accepted the zoning amendment application; said application was deemed complete on the same day. The purpose of this Amendment is to rezone the proposed common element 2 from Residential One (R1) to Open Space – Exception Four (OS-4) and to recognize the existing detached residential garage. Also, to rezone the proposed vacant land condominium Unit 9 from Residential One (R1) and Floodplain-Holding (FP-H) to Residential One – Exception Sixteen (R1-16) and Floodplain – Holding (FP-H) to reduce the minimum lot frontage from 40 meters to 8 meters.



ANALYSIS:

Planning Rationale:

Planning Policy Framework:

5. This application is subject to the following policy framework:
 - The Provincial Policy Statement (PPS) 2020
 - The United Counties of Stormont, Dundas and Glengarry Official Plan (OP)
 - The Township of South Glengarry's Zoning By-Law

Provincial Policy Statement

6. The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of provincial interest relating to land use planning and development. This policy provides for appropriate development, while protecting resources of provincial interest, public health and safety and the quality of the natural and built environment. All land use planning decisions must be consistent with the PPS. The PPS policies that apply to this proposed zoning amendment are as follows:
 - 1.0 Building Strong Communities, 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns;
 - 2.0 Wise use of Management and Resources, 2.1 Natural Heritage and 2.2 Water; and
 - 3.0 Protecting Public Health and Safety, 3.1 Natural Hazards.
7. Section 1.1.1. of the PPS states that “*Healthy, liveable and safe communities are sustained by:*
 - b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs”;*
8. This proposed amendment is consistent with this section of the PPS as the subject property is proposing to accommodate new dwelling units with a shared common space.
9. The subject property is located within the Rural Area, Section 1.1.4.1 of the PPS states that “*Healthy, integrated and viable rural areas should be supported by:*

d) encouraging the conservation and redevelopment of existing rural housing stock on rural lands.”

10. This proposed amendment is consistent with this section of the PPS as the proposed Vacant Land Condominium development will create additional residential lots of a property located in Rural Lands and will permit new single detached dwelling units as well as open space lands.
11. The subject property is located in Rural Lands, Section 1.1.5.2 of the PPS permits residential development that is locally appropriate. Section 1.1.5.4 states *“Development that is compatible with the Rural Landscape and can be sustained by rural service levels shall be promoted.”*
12. This proposed development is consistent with this section of the PPS as it is locally appropriate and the proposed Vacant Land Condominium has accounted for the area required for each dwelling to be privately serviced by septic systems and wells.
13. Section 2.0 Wise Use and Management of Resources of the PPS applies to this Zoning Amendment application.
 - Subsection 2.1 Natural Heritage says that:
 - a) natural features and areas shall be protected for the long term and there shall be no site alteration or development in a wetland.
 - Subsection 2.2 Water indicates that:
 - a) planning authorities shall protect, improve or restore the quality and quantity of water.
14. If this amendment is approved there will be no negative impact to the watercourse as the proposed residential units will be located beyond the 30 meter minimum setback to the watercourse therefore the proposed amendment is consistent with Section 2.0 of the PPS.
15. Section 3.0- Natural Hazards of the PPS applies to this Zoning Amendment application. Subsection 3.1 States:
 - “Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:
 - a) hazardous lands adjacent to the shorelines of the Great Lakes - St. Lawrence River System and large inland lakes which are impacted

- by flooding hazards, erosion hazards and/or dynamic beach hazards;
- b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and
- c) hazardous sites

16. All of the proposed structures will be located outside of the 1:100 year floodplain. The proposed development is consistent with section 3.0 of the PPS.

Official Plan Designation

17. The subject property is designated Rural District. Table 3.5 of the Official Plan identifies the permitted uses in different designations. The Rural District permits both proposed uses of low-density housing and open space.

Zoning By-law:

18. The subject property is currently zoned Residential One (R1) and Floodplain Holding (FP-H) in the Township's Zoning By-law 38-09.

19. The Township's Zoning By-law 38-09 conforms to the United Counties Official Plan and is consistent with the Provincial Policy Statement (PPS), 2020.

Public Consultation:

20. The proposed Amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; it was also advertised in the Glengarry News. A public meeting was held on July 18, 2022. The public meeting was a joint public meeting to present the proposed vacant land condominium and the zoning by-law amendment. There were several members of the public in attendance, there were no written comments received specific to the proposed zoning amendment. One member of the public sought clarification on the proposed reduction of the minimum lot frontage only.

21. The proposed Amendment was also circulated to the Raisin Region Conservation Authority (RRCA). The RRCA has no objections to the proposed zoning by-law amendment.

22. The proposed Amendment was also circulated to the United Counties of SDG. The United Counties of SDG has no objections to the proposed zoning by-law amendment.

23. The Ontario Planning Act requires all complete zoning Amendment applications to be processed and a decision to be made within 90 days of receipt of a complete application. This process will be completed within the prescribed timeframe as a decision will be made on day 168.
24. If approved, the proposed common element 2 will be rezoned from Residential One (R1) to Open Space – Exception Four (OS-4) and the municipality will recognize the existing detached residential garage. Also, the proposed vacant land condominium Unit 9 will be rezoned from Residential One (R1) and Floodplain-Holding (FP-H) to Residential One – Exception Sixteen (R1-16) and Floodplain – Holding (FP-H) to reduce the minimum lot frontage from 40 meters to 8 meters.
25. This proposed Zoning By-Law amendment is being recommended to be approved by Council as it is consistent with the PPS, 2020 and it conforms to the United Counties Official Plan.
26. Council also has the option to defer the application. Applications may be deferred if Council requires additional information, further staff review, or other reasons. Should Council wish to defer the applications, reasons for the deferral and direction to Staff will be required so that Staff can prepare an updated Staff Report for future consideration.
27. Council also has the option to refuse the applications. Should Council wish to refuse the applications, reasons for the refusal are required including a written explanation of the refusal.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 197-2022 be received and that By-law 84-2022, being a by-law to amend By-law 38-09, the Comprehensive Zoning By-law for the Township of South Glengarry to rezone the property described as Part of Lots K and L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, on the south side of County road 2, Lancaster and on

the west side of the Raisin River, to have the proposed common element 2 be rezoned from Residential One (R1) to Open Space – Exception Four (OS-4), the existing detached residential garage be recognized, and the proposed vacant land condominium Unit 9 to be rezoned from Residential One (R1) to and Flood Plain-Holding (FP-H) to Residential One – Exception Sixteen (R1-16) and Flood Plain – Holding (FP-H) to reduce the minimum lot frontage from 40 meters to 8 meters, be read a first, second and third time, passed, signed and sealed in open council this 5th day of December 2022. The Council of the Township of South Glengarry confirms that the comments from the public received on this application were carefully considered but did not have an effect on the decision.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 84-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO AMEND BY-LAW 38-09, THE COMPREHENSIVE
ZONING BY-LAW FOR THE TOWNSHIP OF SOUTH GLENGARRY***

WHEREAS, the *Municipal Act, 2001*, c.25 S 5 (1) provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 5(3) provides that the powers of every council are to be exercised by by-law;

AND WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended, Council of the Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

AND WHEREAS the Council of the Township of South Glengarry deems it advisable to amend by-law 38-09, a by-law that regulates the use of land and the use and erection of buildings and structures, as thereafter set forth;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

1. **THAT** the area affected by this by-law is legally described as part of Lots K and L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, on the south side of County Road 2 and on the west side of the Raisin River, Lancaster, as indicated on Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the property located at Part of Lots K and L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, on the south side of County Road 2 and on the west side of the Raisin River, Lancaster (PIN # 671320325) be rezoned from Residential One (R1) to Open Space – Exception Four (OS-4), the existing detached residential garage be recognized, and the proposed vacant land condominium Unit 9 be rezoned from Residential One (R1) to Flood Plain-Holding (FP-H) to Residential One – Exception Sixteen (R1-16) and Flood Plain – Holding (FP-H) to reduce the minimum lot frontage from 40 meters to 8 meters.
3. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
4. **THAT** this by-law shall come into force and effect and take effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, as amended.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 5th DAY OF DECEMBER, 2022.***

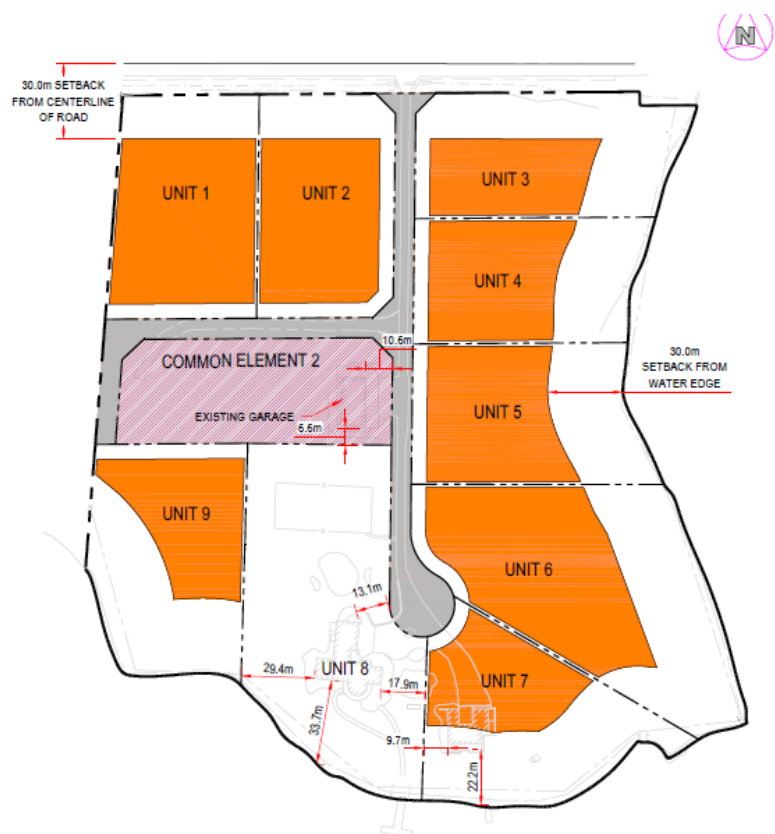
MAYOR: _____ ***CLERK:*** _____

BY-LAW 84-2022

EXPLANATORY NOTE

The purpose of this Amendment is to rezone the proposed common element 2 from Residential One (R1) to Open Space – Exception Four (OS-4) and to recognize the existing detached residential garage. Also, to rezone the proposed vacant land condominium Unit 9 from Residential One (R1) to Flood Plain-Holding (FP-H) to Residential One – Exception Sixteen (R1-16) and Flood Plain – Holding (FP-H) to reduce the minimum lot frontage from 40 meters to 8 meters.

Schedule “A”



Common element 2 to be zoned Open Space – Exception Four (OS-4) and to recognize the existing detached residential garage and Unit 9 to be zoned Residential One – Exception Sixteen (R1-16) and Flood Plain – Holding (FP-H) to reduce the minimum lot frontage from 40 meters to 8 meters.

This is Schedule “A” to By-law 84-2022
Adopted this 5th day of December 2022

**Township of
South Glengarry**

Mayor

Clerk

STAFF REPORT

S.R. No. 198-2022

PREPARED BY: Joanne Haley, GM Planning, Building and Enforcement

PREPARED FOR: Council of the Township of South Glengarry

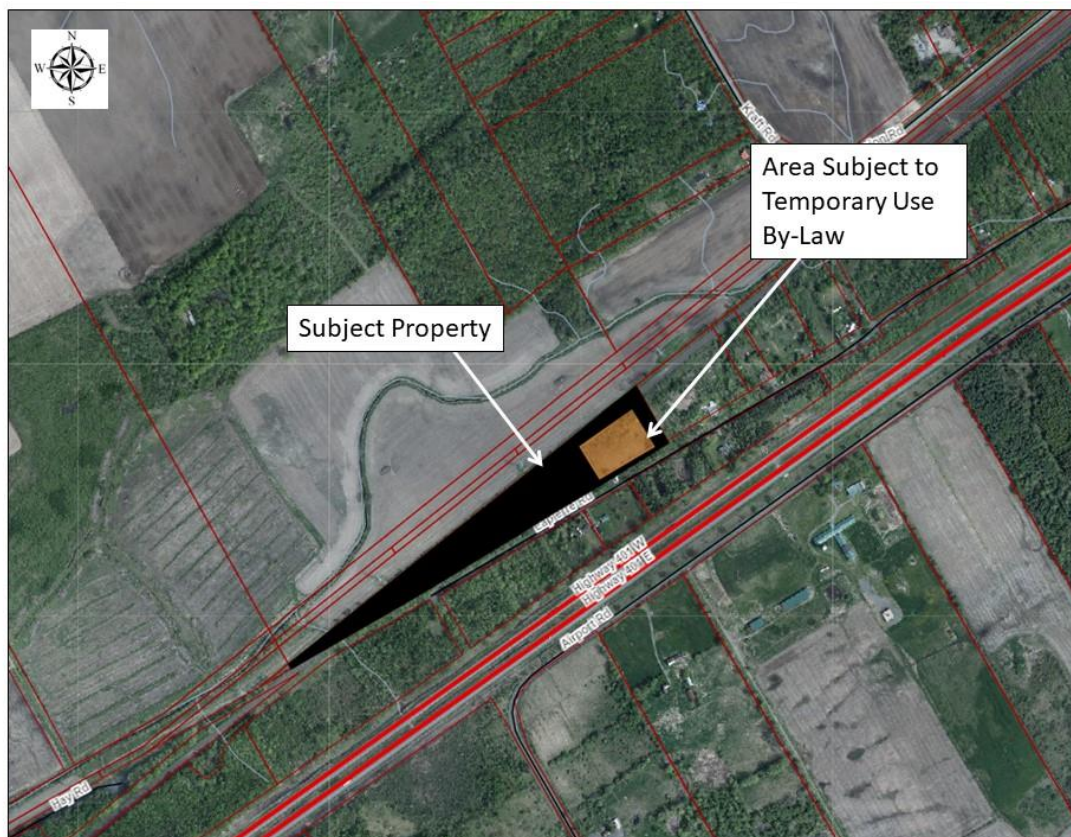
COUNCIL DATE: December 5, 2022

SUBJECT: Allaire Temporary Use Zoning By-law Amendment

BACKGROUND:

Site Location:

1. Part of Lots 6 and 7, Concession 3 Front, Gore, (Lapierre Road), in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.



Owner/Applicant:

2. Marc Allaire/Collin Allaire

Description of Site and Surroundings:

3. The subject property is located on north side of the west end of Lapierre road. It is approximately 11.69 acres in size. It was previously vacant land and is currently being used for open storage without approvals containing construction equipment, shipping containers, and miscellaneous items. The surrounding lands are characterized as residential to the east and south containing single family dwellings and agricultural land to the north and west containing farmland and a rail line and cedar rapids transmission power lines.

Summary of Requested Temporary Use Zoning Proposal:

4. On October 17, 2022, the Township accepted the temporary use zoning amendment application; said application was deemed complete on the same day. The purpose of this Temporary Use Zoning Amendment is to permit Open Storage including shipping containers on approximately 2 acres located at the east end of the vacant subject property only for the duration of up to three years from the date of the passing of the by-law if the by-law is approved.

ANALYSIS:**Planning Rationale:****Planning Policy Framework:**

5. This application is subject to the following policy framework:
 - a. The Provincial Policy Statement (PPS) 2020
 - b. The United Counties of Stormont, Dundas and Glengarry Official Plan (OP)
 - c. The Township of South Glengarry's Zoning By-Law

Provincial Policy Statement

6. The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of provincial interest relating to land use planning and development. This policy provides for appropriate development, while protecting resources of provincial interest, public health and safety and the quality of the natural and built environment. All land use planning decisions must be consistent with the PPS. The PPS policies that apply to this proposed zoning amendment are as follows:

- a. 1.0 Building Strong Communities, subsection 1.1.5. Rural Lands in Municipalities as the subject property is located within the Rural Area of the Official Plan and is designated Rural District and does not prohibit temporary uses.

Official Plan Designation

7. The subject property is designated Rural District. Table 3.5 of the Official Plan identifies the permitted uses in different designations. The Rural District permits, low density residential, a variety of commercial uses, agricultural uses or agricultural related uses and general uses such as forestry, conservation and cemeteries etc.
8. Section 8.1.2.9 of the Official Plan permits municipalities to pass temporary use by-laws to temporarily zone lands providing the use is compatible with adjacent land uses.

Zoning By-law:

9. The subject property is currently zoned Rural in the Township's Zoning By-law 38-09. The purpose of this temporary use zoning amendment request is, the applicant recently acquired the subject property, cleared and altered approximately 2 acres of the east end of the property and is using the property as an open storage yard containing construction equipment, shipping containers, vehicles, trailers, fuel tanks and other miscellaneous items without approval.

Photos of the subject property taken November 2022:





10. Zoning By-law 38-09 does not permit open storage to be the primary use, see the General Provisions Below for Open Storage and Outdoor Display Open Storage:

3.30 OPEN STORAGE AND OUTDOOR DISPLAY OPEN STORAGE

3.30 (1) Except as otherwise provided in Subsection (2) of this Section, or specifically listed as a *permitted use* in a *Zone*, no *open storage* shall be *permitted* on any *lot* in any *Zone*, except in accordance with the following provisions:

- (a) The *open storage* shall be clearly *accessory* and directly related to the principal *use permitted* and conducted on the property.
- (b) No *open storage area* shall be *permitted* in any required *yard* or, except in the case of an agricultural *use* or the outside display and sale of goods and materials as per subsection (2) in conjunction with a *permitted commercial use*, in any part of a front *yard* or exterior side *yard*.

- (a) No *open storage area* shall be located closer than the required *setback* for a *main building* in the subject *Zone*. The *open storage area* shall not cover more than forty percent (40%) of the *lot area*.
- (d) No *open storage area* shall be visible from any street or from any adjacent *lot*, where such adjacent *lot* is located in a *Zone* other than an Agricultural, a Rural *Zone*, a Commercial *Zone* or an Industrial *Zone*. Any such *open storage area* shall be screened, wherever necessary in order to comply with this provision, by a 3 metre (9.84 ft.) landscaped planting strip containing an opaque *fence*, wall, or other opaque barrier not less than 2 metres (6.56 ft.) in height. This provision shall not apply to any storage area *accessory* to an agricultural *use* or to the outside display and sale of goods and materials in conjunction with a *permitted commercial use*.
- (e) No *open storage* shall be *permitted* in any required minimum front *yard* or required exterior side *yard*, except in the case of an agricultural *use*, nor within any required minimum side or rear *yard* where the side or rear *lot* lines abut any Residential or Institutional *Zones* and *uses*.
- (f) Any *open storage area* shall be maintained as *landscaped open space* or provided and maintained with a stable surface, treated so as to prevent the raising of dust or loose particles and drained in accordance with the requirements of the *Corporation*, except that this provision shall not apply to any storage area located on a *lot* whereon the main *use* is an agricultural *use*.
- (g) Notwithstanding Paragraph (iv) of this Clause, no *open storage area* shall be considered part of any *landscaped open space* required hereby.
- (h) No *parking spaces* or *loading spaces* required by this By-law shall be *used* for *open storage* purposes.
- (i) The *open storage area* shall not contain open garbage, fill, scrap, or other such materials.

11. Zoning By-law 38-09 permits shipping containers to be located within the Agricultural and Industrial zones only, see the General Provisions below for shipping containers

3.37 SHIPPING CONTAINERS

Shipping containers shall not be *permitted* in any *Zone*, save and except Industrial *Zones* and in the Agricultural *Zone* for *Agricultural Use* only and must be located within the *rear yard*.

12. The Township's Zoning By-law 38-09 conforms to the United Counties Official Plan and is consistent with the Provincial Policy Statement (PPS), 2020.

Public Consultation:

13. The proposed Amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; it was also advertised in the Glengarry News. A public meeting was held on November 21, 2022. There were several members of the public in attendance at the public meeting, 3 members of the public spoke in opposition to the proposed temporary use zoning amendment, they expressed concerns with the increase in traffic that the open storage is causing as well as the speed of the traffic, they also expressed concerns with the use of the site with some believing that a business is being operated out of the site due to the volume of traffic attending to the site and the products being stored on site.
14. The Ontario Planning Act requires all complete zoning Amendment applications to be processed and a decision to be made within 90 days of receipt of a complete application. This process will be completed within the prescribed timeframe as a decision will be made on day 49.
15. If approved, the subject property will be zoned T-RU-1 to be permitted to be used for Open Storage, including shipping containers, on approximately 2 acres located at the east end of the vacant subject property only for the duration of up to three years from the date of the passing of the by-law if the by-law is approved
16. This proposed Temporary Use Zoning By-law amendment is being recommended to be refused by Council as it is not compatible with the adjacent and surrounding land uses. Lapierre Road is a rural road that is under designed and is not intended for consistent non-residential traffic. The Lapierre road properties are very rural in nature, this road provides access to residential properties only that range in size from approximately 1.5 to 20 acres. There are currently no businesses on this road to Administrations knowledge and all the properties are zoned Rural. There are concerns that if the temporary use is permitted, it will cause damage to the road and continued complaints from the neighbouring property owners.
17. Council also has the option to defer the application. Applications may be deferred if Council requires additional information, further staff review, or for other justifiable reasons. Should Council wish to defer the applications, reasons for the deferral and direction to Staff will be required so that Staff can prepare an updated Staff Report for future consideration.
18. Should Council wish to approve this temporary use zoning amendment application, Council can approve the temporary use amending by-law as attached to this report.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 198-2022 be received and that Council refuse By-law 85-2022, being a by-law to amend Zoning By-law 38-09, for the property legally described as part of Lots 6 and 7, Concession 3 Front, Gore, (Lapierre Road), in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, PIN # 671240108 to amend the zoning of the subject lands from Rural (RU) to Temporary- Rural- Exception One T-RU-1 to permit Open Storage including shipping containers on approximately 2 acres located at the east end of the vacant subject property only for the duration of up to three years from the date of the passing of the by-law. The Council of the Township of South Glengarry confirms that they considered all oral public submissions pertaining to this proposed amendment.

**Recommended to Council for
Consideration by:
CAO – TIM MILLS**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 85-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO AMEND BY-LAW 38-09, THE COMPREHENSIVE
ZONING BY-LAW FOR THE TOWNSHIP OF SOUTH GLENGARRY***

WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended, Council of the Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

AND WHEREAS the Council of the Township of South Glengarry deems it advisable to amend by-law 38-09 as amended, being a by-law that regulates the use of land and the use and erection of buildings and structures, as thereafter set forth;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

1. **THAT** the area affected by this by-law is legally described as part of Lots 6 and 7, Concession 3 Front, Gore, (Lapierre Road), in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, PIN # 671240108 as indicated on Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the property located at part of Lots 6 and 7, Concession 3 Front, Gore, (Lapierre Road), in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, PIN # 671240108 to amend the zoning of the subject lands from Rural (RU) to Temporary- Rural- exception One T-RU-1 to permit Open Storage including shipping containers on approximately 2 acres located at the east end of the vacant subject property only for the duration of up to three years from the date of the passing of the by-law.
3. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
4. **THAT** pursuant to Section 39 of the Planning Act, this By- Law shall remain in full force and effect for the period between December 5, 2022, and December 5, 2025.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 5TH DAY OF DECEMBER 2022.***

MAYOR:

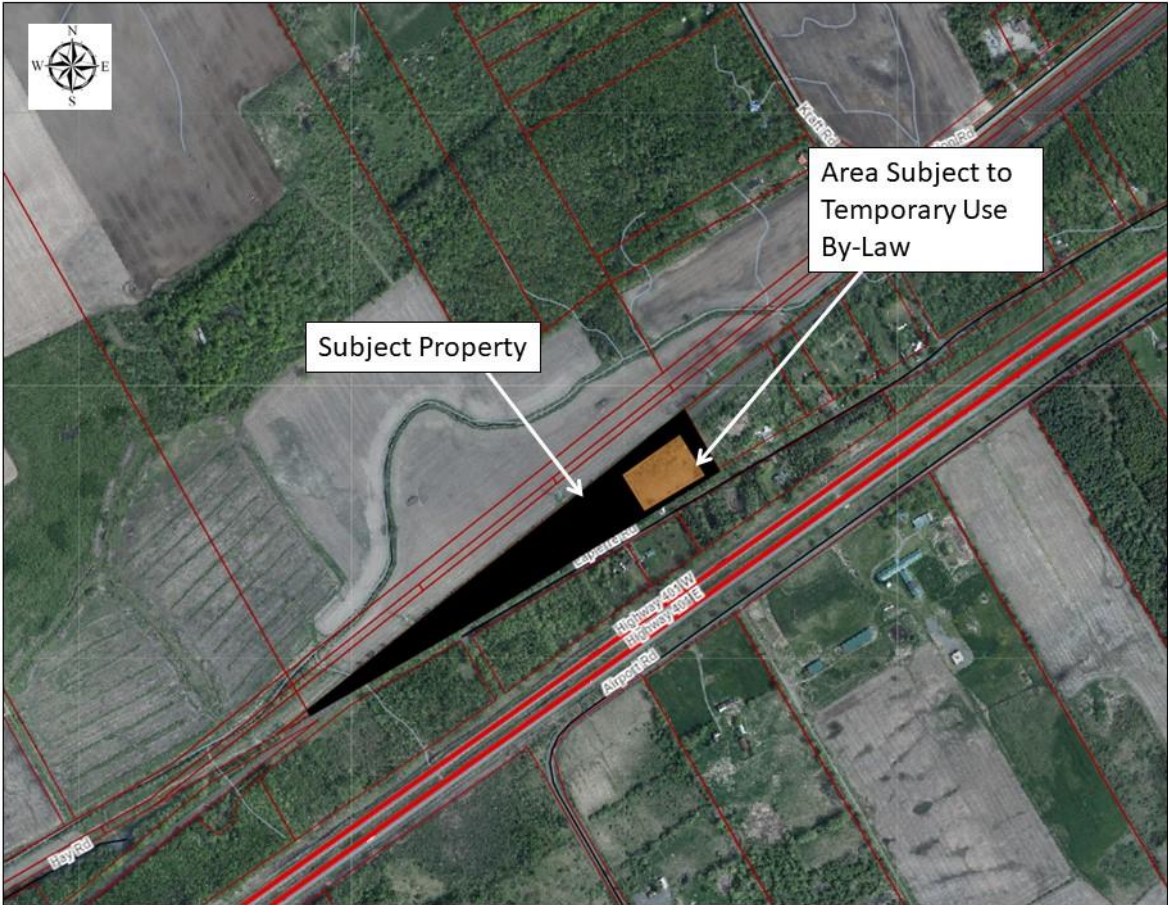
CLERK:

BY-LAW 85-2022

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Temporary Use Zoning Amendment is to permit Open Storage, including shipping containers, on approximately 2 acres located at the east end of the vacant subject property. All other applicable provisions of Zoning By-law 38-09, as amended, shall continue to apply. The effect of the passing of this By-law Amendment will permit Open Storage on the east end of the subject property only for the duration of up to three years from the date of the passing of the by-law if the by-law is approved.

Schedule “A”



Lands to be zoned to
Temporary- Rural-
Exception One (T-RU-1)

This is Schedule “A” to By-law 85-2022
Adopted this 5th day of December 2022

Township of
South Glengarry

Mayor

Clerk

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: December 5, 2022

SUBJECT: Parks, Recreation and Culture Department – 2022 Projects Update

PREPARED BY: Sherry-Lynn Servage, GM of Parks, Recreation and Culture

The following chart has been provided to update Council on the projects that were established as part of the 2022 Municipal Budget.

Completed projects: Administration continues to work on progress and claim reports for funding that has been received for some of the completed projects listed (Arena Floor and Dasherboard Project, North Lancaster Park Project, Bocce Ball Court).

In Progress projects: Tree and Stump Removal at Glen Gordon will continue to be worked on in 2022 while carrying into 2023. The decorative snowflakes have been purchased and will be installed once Hydro One has completed plug installation. Peanut Line maintenance and signage is still continuing in 2022 and will also be carried into 2023 which will be part of 2023 budget discussions.

Postponed projects: Tennis Court Resurfacing will be completed in 2023 and is part of the Commonwell LEAF initiative. The Loyalist and Nor'Westers Museum Kitchen Project that has been postponed will be discussed further at 2023 budget deliberations. Bench installs are pending land details. Peanut Line Bridge (CR19) will be completed in Spring 2023.

Project	Location	Update
Arena Floor and Dasherboard Project	Char-Lan Recreation Centre	Completed – Project included the replacement of the refrigerated slab and installation of new glass, netting and dasherboards. 10% Holdback to be released and paid in December. Maintenance Security to be released and paid in October 2024. Administration will continue to work with Provincial/Federal Funding until final payments and reports are completed.

Dehumidifier Replacement	Char-Lan Recreation Centre	Completed – project included the replacement of the dehumidifier.
Chiller Maintenance	Char-Lan Recreation Centre	Completed – project included re-gasketing the chiller in the refrigeration plant room.
Deck Upgrade	Lancaster Legion	Completed – project included the construction of new composite deck and railing.
Tree and Stump Removal + Tree Planting	Glen Walter Regional Park	Completed – project included the removal of 118 trees and 200+ stumps as part of the 2 nd phase of the tree removal process. It also included the planting of 161 trees. Ongoing tree management will continue into 2023 and beyond.
Tree and Stump Removal + Tree Planting	Glen Gordon Park	In Progress – Project included the removal of 63 trees and stumps. Some stump removal has been postponed until frost due to ground conditions. Partial planting has been completed. Remainder of planting to be completed in 2023. Once completed, ongoing tree management will continue into 2023 and beyond.
Play Structure Upgrade	Glen Walter Regional Park	Completed – project included the removal of the old play structure and installation of the new one. Accessible pathway project options to be discussed.
Tennis Court Resurfacing	Glen Walter Regional Park	Postponed – due to contractor availability and weather, this project has been postponed to 2023. Funded through Commonwell LEAF Initiative.
Play Structure Upgrade	North Lancaster Optimist Park	Completed – Project included the removal of the old play structure and installation of the new one. Administration currently working on

		final progress and claim reports for Federal Funding. Administration working with community on fundraising initiatives and additions to the play structure in 2023.
Fascia and Eaves Trough Maintenance	Loyalist and Nor'Westers Museum	Completed – project included the installation of new fascia and eaves trough connections.
Kitchen Upgrades	Loyalist and Nor'Westers Museum	Postponed – Township was not successful in grant application. This will be brought to 2023 Budget Discussions.
Decorative Snowflakes	Green Valley and Bainsville	In Progress – Decorative Snowflakes have been purchased, currently waiting on Hydro One for installation of plugs in order to install snowflakes.
Parks and Recreation Master Plan		Completed – project included consultation, research and planning through consulting firm working with administration. A 10 year road map has been established for the department.
Bench Installs	South Lancaster – water access locations	Postponed – This item will be brought forward again in the future. Land discussions ongoing.
Park Development	Glen Walter Waterfront Park	Completed – Project included installation of Bike Repair Station, Benches, Ontario Waterfront Trail Signage and plantings. Further development to be considered with funding opportunities and partnership with RRCA for educational signage.
Trail Signage	Peanut Line	In Progress – Majority of Kilometer Markers have been installed, additional to be installed in 2023 along with additional information signage.

Trail Maintenance	Peanut Line	In Progress – maintenance to be completed when contractor is available.
Bridge Project	Peanut Line – CR19	Postponed – To be completed in 2023. Interim maintenance has been completed in order to keep bridge open during 2022/2023 winter season.
Basketball Posts and Benches	Smithfield Park	Completed – project included the installation of basketball systems and benches at the outdoor rink. Funded through Lancaster Optimist Club.
Bocce Ball Court	Kenneth Barton Sr. Park (MCC)	Completed – project included the installation of a Bocce Ball Court and additional seating. Administration to finalize funding through Province.
Sponsorship Agreement	Char-Lan Recreation Centre	Completed – sponsorship agreement established with three organizations that operate out of the CLRC. To be reviewed and renewed annually moving forward.

INFORMATION REPORT



REPORT TO: Council of the Township of South Glengarry

MEETING DATE: December 5, 2022

SUBJECT: Seasonal Sidewalk Closures

PREPARED BY: Sarah McDonald, P. Eng., GM Infrastructure Services

By-laws 70-2020 and 107-2021 were introduced for the seasonal closure of sidewalks. The by-laws specify which sidewalks within the Township that will not be maintained and will be closed from November 1 to April 1 of each year.

These closures were communicated to residents in the Community Guide and on the Township's social media platforms.

- By-law 70-2020, **St. Raphael's** (the sidewalk on the north side of SDG 18 in the Hamlet of St. Raphael's)
- By-law 107-2021, **Warren Street** (the sidewalk on the east side of Warren St. in the village of Williamstown)

The closures were made following careful consideration by both Township Administration and Township Council.

Currently, the Township is unable to satisfactorily meet all winter sidewalk maintenance requirements of the Minimum Maintenance Standards for Municipal Highways (O. Reg 239/02).

Section 16.8(1) of O. Reg. 239/02 Minimum Maintenance Standards for Municipal Highways allows for a Municipality to close a highway or part of a highway by by-law.

Please note that for the duration of the seasonal closure, any resident who uses the sidewalk does so at their own risk and the Corporation of the Township of South Glengarry is not liable for any damages sustained.

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 107-2021
FOR THE YEAR 2021**

BEING A BY-LAW TO AUTHORIZE THE SEASONAL CLOSURE OF SPECIFIED SIDEWALKS BEING PART OF A HIGHWAY UNDER O.REG 239/02, MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS, ON A SEASONAL BASIS.

WHEREAS, the *Municipal Act, 2001*, c.25 S 5 (1) provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 5(3) provides that the powers of every Council are to be exercised by by-law.

AND WHEREAS the *Municipal Act, 2001*, c. 25 S. 34 authorizes a municipality to pass a by-law to permanently close a highway or part of a highway; O. Reg. 239/02 defines a “sidewalk” as the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

AND WHEREAS O. Reg. 239/02 states that when a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in O. Reg. 239/02 from the time of the closure until the highway is re-opened by the municipality. pursuant to the Township's Roadway Service Policy By-Law 45-11, and that notice of seasonal sidewalk closure has been conducted via approved municipal communication methods;

AND WHEREAS Council deems it expedient to authorize the seasonal closure of specified sidewalks;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:

THAT the sidewalk on the east side of Warren Street in the village of Williamstown will be closed on November 1 of each year and re-open on April 1 of each year;

AND FURTHERMORE, THAT every person who uses a sidewalk so closed does so at their own risk and the Township of South Glengarry is not liable for any damage sustained by a person’s use of a sidewalk so closed to traffic.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 20TH DAY OF DECEMBER, 2021.

MAYOR: _____ **CLERK:** _____

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 70-2020
FOR THE YEAR 2020**

BEING A BY-LAW TO AUTHORIZE THE SEASONAL CLOSURE OF SPECIFIED SIDEWALKS BEING PART OF A HIGHWAY UNDER O.REG 239/02, MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS, ON A SEASONAL BASIS.

WHEREAS, the *Municipal Act, 2001*, c.25 S 5 (1) provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 5(3) provides that the powers of every Council are to be exercised by by-law.

AND WHEREAS the *Municipal Act, 2001*, c. 25 S. 34 authorizes a municipality to pass a by-law to permanently close a highway or part of a highway; O. Reg. 239/02 defines a "sidewalk" as the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

AND WHEREAS O. Reg. 239/02 states that when a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in O. Reg. 239/02 from the time of the closure until the highway is re-opened by the municipality. pursuant to the Township's Roadway Service Policy By-Law 45-11, and that notice of seasonal sidewalk closure has been conducted via approved municipal communication methods;

AND WHEREAS Council deems it expedient to authorize the seasonal closure of specified sidewalks;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:

THAT the sidewalk on the north side of SDG 18 in the Hamlet of St. Raphael's, will be closed on November 1 of each year and re-open on April 1 of each year;

AND FURTHERMORE, THAT every person who uses a sidewalk so closed does so at their own risk and the Township of South Glengarry is not liable for any damage sustained by a person's use of a sidewalk so closed to traffic.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 2ND DAY OF NOVEMBER 2020.

MAYOR:

Frank P. P. P.

CLERK:

Kylyn M. P.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: December 5, 2022

SUBJECT: Disposal of Used Fire Vehicle – 1996
Freightliner Pumper

PREPARED BY: Dave Robertson, Fire Chief

The South Glengarry Fire Service has removed the following fire apparatus from service:

- One (1) 1996 Freightliner Pumper

This vehicle was approved to be replaced with a 2022 Freightliner Pumper.

The purchase of a new 2022 Freightliner Pumper (P2) was authorized in the 2022 budget and the apparatus is now in service at Station 2 (Martintown).

Administration will dispose of the 1996 Freightliner Pumper via the GovDeals sales service and post on our website.

Current and historic sales of similar vehicles on the GovDeals platform have shown pricing in the \$7,500 to \$15,000 range. These were for Diesel engine models with similar age and condition.

The sale follows the provisions of Bylaw 36-07, Disposition of Assets. Any funds from the sale of the vehicle will result in revenue for Fire Service reserves.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: December 5, 2022

SUBJECT: 2022 Municipal Election Accessibility Report

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

Pursuant to Section 12.1 (3) of the *Municipal Elections Act*, the Clerk shall, within 90 days of the election, prepare a report identifying measures taken to remove and prevent barriers affecting electors and candidates with disabilities and shall make the report available to the public.

The attached report outlines the steps taken throughout the election process to address and prevent accessibility barriers. The report will be posted on the Township's website for public viewing and may be made available in other formats upon request.



2022 MUNICIPAL ELECTION ACCESSIBILITY BARRIERS REPORT

INTRODUCTION

Pursuant to Section 12.1(2) of the *Municipal Elections Act* (the Act);

“The clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.”

An Accessibility Plan was prepared by the Clerk prior to the 2022 Municipal Election and was posted to the Township’s [election website](#) for public viewing.

Section 12.1(3) of the Act further states;

“Within 90 days after voting day in a regular election, the Clerk shall prepare a report about the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the report available to the public.”

This document will address the specific measures taken by the Township of South Glengarry to ensure a barrier-free election consistent with the principles of the Accessibility for Ontarians with Disabilities Act, 2005.

OBJECTIVES

The Township of South Glengarry’s Accessibility Plan was intended to highlight measures to be taken to ensure equal opportunity for all electors and candidates.

VOTING METHODS

The Township of South Glengarry offered two different methods of voting for the 2022 municipal election. Internet and telephone voting provided voters with the convenience and independence of voting from any location on a device of their choosing during the voting period.

Everyday tools like computers, telephones, tablets and other aids can present accessible opportunities for persons with disabilities to accomplish more while being consistent with the principles of independence, dignity, integration and equal opportunity.

Persons who have assistive devices set up in their homes had the opportunity to use them to assist with casting a ballot privately and independently.

By allowing persons with disabilities to vote from any location and from a selection of methods, there is an increase in the capability for the voter to vote without any assistance. This provides persons with disabilities the same independence and privacy in participating in the election as other voters.

Telephone Voting

The Intelivote telephone voting application provided the following services, addressing potential barriers:

- Service on all types of touch tone phones;
- Offering service in two languages (English and French);
- Ability to adjust volume; and
- Clear, plain language.

Internet Voting

The Intelivote Internet voting application met the Web Content Accessibility Guidelines (WCAG-2 Level AA), so that persons with disabilities could perceive, understand, navigate and interact with the online voting system.

It was compliant with the guidelines of the World Wide Web Consortium website principles, which include organization, functionality and readability of information provided, as well as alternative ways of representing information, such as with audio.

VOTING LOCATION

The Township of South Glengarry also offered a Voter Help Centre at the Royal Canadian Legion Branch located in Lancaster. This addressed potential barriers of electors who did not have means to access voting via telephone or Internet as well as those who required the assistance of a trained Election Official.

Trained Election Officials completed an Accessibility audit of the facility prior to the election, which included:

- Ensuring the address and signage outside the building is clearly visible;
- Ensure availability of an accessible entrance;
- Ensure doorway is clear of obstructions;
- Ensure seating areas are available and accessible;

An accessible voting area was set up within the Voter Help Centre with a wide area for individuals who use a wheelchair or scooter to vote independently and privacy shields were set up to allow for secrecy in voting.

VOTING ASSISTANCE

Pursuant to the Township's Accessibility Standards for Customer Service Policy, people with disabilities were permitted to be accompanied by a support person at the Voter Help Centre.

Upon request, Election Officials assisted any voter who requested and consented to assistance in casting their ballots. All individuals working in the capacity of Election Official were all formally appointed as such and administered an oath of secrecy prior to assisting voters.

VOTING ASSISTANCE – INSTITUTIONS

Election officials attended retirement and long-term care facilities in the Township to assist residents with voting. Facilities visited included Valley Garden Retirement Home (Green Valley) and Lancaster Long Term Care Residence.

Report Prepared by:

***Kelli Campeau, Clerk
December 5, 2022***

Eastern Ontario Conservation Authorities

November 15, 2022



The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON, M7A 1A1
premier@ontario.ca

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay St,
Toronto, ON M7A 2J3
minister.mah@ontario.ca



The Honourable Graydon Smith
Minister of Natural Resources and Forestry
Whitney Block, 99 Wellesley St W,
Toronto, ON M7A 1W3
minister.mnrf@ontario.ca

The Honourable David Piccini
Minister of the Environment, Conservation and Parks
College Park 5th Floor, 777 Bay St,
Toronto, ON M7A 2J3
minister.mecp@ontario.ca



Re: Loss of Local Decision-Making: Bill 23 Does Not Work for Eastern Ontario

Dear Premier Ford, Minister Clark, Minister Smith, and Minister Piccini,

With housing affordability affecting much of Ontario, we understand your government's target to build 1.5 million new homes over the next 10 years.

Conservation Authorities (CAs) have always supported long-term sustainable growth. In fact, our role is to ensure land-use decisions made today do not impede future growth tomorrow. We accomplish this by ensuring development has minimal impacts on flooding, erosion, slope stability and water quality by guiding development away from natural hazards and protecting the function of natural features. This can only be accomplished when evaluating growth and its cumulative impacts across a watershed, which is the value and service CAs provide to municipalities. Water flows across municipal boundaries and so do the impacts of development.

In Eastern Ontario, CAs have been working closely with municipalities to reduce barriers to development and streamline processes to provide the best service possible to municipalities, communities, homeowners, and developers. For many, this includes modernizing policies and procedures, streamlining approvals, reducing timelines, meeting and reporting on service standards, and promoting pre-consultation with applicants. CAs are not a barrier to growth, but an assurance that growth is safe and sustainable, and we have been a source of cost-effective expertise for municipalities and developers for decades.

We are committed to doing our part to help increase Ontario's housing supply, but it needs to be accomplished through smart, sustainable growth that will not have detrimental impacts down the road.



Eastern Ontario Conservation Authorities

We are concerned that some changes proposed in the *More Homes Built Faster Act* will:

- Weaken the ability of conservation authorities to continue protecting people and property from natural hazards such as floods;
- Diminish our ability to protect critical natural infrastructure like wetlands which reduce flooding, droughts and improve water quality in lakes and rivers; and,
- Place new downloaded responsibilities on municipalities related to natural hazards and natural resources that they are unprepared and under resourced to tackle.

We are calling on your government to press pause on the proposed changes highlighted below and to reconvene the multi-stakeholder *Conservation Authorities Working Group* that your government created. This group can help identify alternative solutions that will increase Ontario's housing supply without jeopardizing public safety or downloading additional responsibilities to municipalities. At a time when climate change is causing more frequent and intense storm events, the role and watershed mandate of CAs has never been more critical.

Proposed Changes of Concern and Their Potential Impact:

1. If conservation authorities are no longer allowed to provide planning comments to municipalities beyond natural hazards:
 - Municipalities have indicated that they will need to contract this work out to the private sector, where there is already a limited labour market, as most do not have the expertise or capacity to take on this expanded role.
 - Municipalities anticipate higher costs, and possible delays, that will be passed on to applicants and developers. The current model enables municipalities to use existing expertise within the CAs (such as biologists, water resource engineers, ecologists, hydrogeologists) to fulfill responsibilities under the Provincial Policy Statement pertaining to natural heritage and water, while saving time and money for applicants.
 - Municipalities have shared conflict of interest concerns due to the limited availability of consultants in Eastern Ontario and shared concerns about the lack of local knowledge should they need to secure consultants from other regions.
 - Municipalities are also concerned with the loss of the watershed perspective in making planning decisions, which will result in a narrow review of the impacts to natural hazards and natural heritage. Municipalities formed CAs to address this very issue.

2. If development that is subject to a planning approval is exempt from requiring a permit from the conservation authority:
 - Municipalities will assume greater responsibility and liability for the impact of development on flooding, erosion, slope stability and water quality within municipal boundaries and in upstream and downstream communities.
 - Municipalities and CAs will require more detailed studies and designs at the planning stage which are normally not required until the permitting stage. This would make planning applications more onerous and costly for developers and slow down approvals.
 - Municipalities will also have limited mechanisms to ensure compliance outside of the permitting process if development is not constructed properly.

3. If certain types of development are deemed “low risk” and exempted from requiring a conservation authority permit:
 - Public safety and property damage risks may not be adequately addressed as a single list of exempted activities across the province will not capture local conditions and constraints. Some activities which may be low risk in one watershed, such as fencing or auxiliary buildings, may be a significant risk in others that have retrogressive landslide areas or ravines.
 - It should also be acknowledged that CAs already have the ability to exempt or streamline review processes for activities that are low risk in their watershed and this practice is already in use by most CAs.

4. If the scope of conservation authority permits is narrowed to only address natural hazard issues (removal of “pollution” and “conservation of land” considerations, restrictions on conditions that can be required as part of a permit):
 - CAs may not be able to require development setbacks from water, protect naturalized shorelines or require sediment control during construction.
 - CAs would no longer be able to address water quality concerns, which are required under federally and provincially approved “Remedial Action Plans” for designated “Areas of Concern”.
 - CAs use pollution and conservation of land considerations and conditions to limit sediment and nutrient runoff into lakes and rivers that contribute to poor water quality, excessive weed growth and algae blooms. Municipalities would become responsible to address these types of concerns.

- Water quality in lakes and rivers is an important economic driver in Eastern Ontario as it impacts property values, tourism, recreation, and commercial fisheries, and it is the source of drinking water for many permanent and seasonal residences.
 - CAs and municipalities would welcome a consistent definition of “conservation of land” in the new regulations, pertaining to the protection, management, and restoration of lands to maintain or enhance hydrological and ecological functions.
5. If the protection of wetlands is diminished (changes to wetland evaluation criteria, elimination of wetland complexing, reduction in the area around wetlands that is regulated, introduction of offsetting measures to compensate for wetland loss and the withdrawal of MNRF as the body responsible for wetland mapping and evaluations):
- Municipalities are concerned that the withdrawal of MNRF from administering the Ontario Wetland Evaluation System and maintaining wetland mapping will be downloaded to municipalities to manage reevaluation reports from consultants and maintain up-to-date wetland mapping that is needed for development review.
 - Municipalities and CAs are concerned that there will be a loss of wetlands that will have immediate and long-term impacts. Removing wetlands is like removing dams and reservoirs. Wetlands act as infrastructure that absorb and retain a significant volume of snow melt and rain which reduces flood levels during spring runoff and storm events. They also release this water slowly throughout the rest of the year, helping augment water levels in lakes and rivers during low flow periods which reduces drought conditions. Wetlands also filter nutrients and sediment from runoff which improves water quality.
 - These benefits are particularly important where lakes and rivers are supporting agriculture, recreation, tourism, and fisheries and acting as a source of drinking water. Municipalities and CAs could never afford to build the infrastructure it would take to replace wetland functions which is estimated to be billions.
6. If the Minister freezes conservation authority fees:
- Taxpayers, not developers, would absorb increasing costs for development review. In this scenario, growth would not be paying for growth.
 - Legislative amendments made earlier this year directed conservation authorities to demonstrate that self-generated revenue such as fees for service are considered where possible to reduce pressure on the municipal levy. This includes plan review and permitting fees that are collected to offset program costs, but not exceed them.

Recommendations:

1. Municipalities should retain the choice to enter into agreements with conservation authorities for natural heritage and water-related plan review services.
 - Recent legislative amendments by this government now require agreements to include defined terms, timelines, and performance measures, and CAs have demonstrated that they can provide these comments to municipalities in a cost-effective and timely manner. CAs are also already prevented by these earlier amendments from commenting beyond natural hazards if they do not have an agreement with a municipality.
2. Development that is subject to plan approval should not be exempt from requiring a conservation authority permit.
 - The planning process is not sufficient to ensure natural hazard concerns are addressed through appropriate design and construction. This change would also place additional responsibility and liability on municipalities.
3. Conservation authorities should determine which types of developments are deemed “low risk” through their regulations policies.
 - CAs are already able to create exemptions and streamline review processes that are appropriate locally, given watersheds have unique conditions.
4. Maintain “pollution” and “conservation of land” as considerations when conservation authorities are reviewing permit applications but provide a clear definition of each to ensure a consistent approach on how it is applied.
 - Streamlining these definitions will allow CAs to provide consistency to municipalities and developers and meet obligations under other pieces of legislation that require water quality-related comments from CAs.
5. Continue to protect wetlands to reduce flooding, provide flow augmentation.
 - Wetlands are critical pieces of natural infrastructure and municipalities cannot afford to build the infrastructure it would take to replicate wetland function to protect upstream and downstream communities from flooding and drought.
6. Do not freeze fees to ensure growth pays for growth.
 - Recent legislative amendments by this government now require CAs to demonstrate through their budget process that development review fees are offsetting, but not exceeding, program costs.

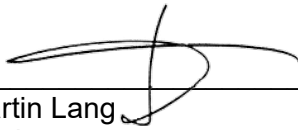
Eastern Ontario Conservation Authorities

Thank you for the opportunity to share our concerns and recommendations with you.

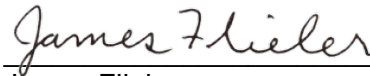
Our goal is to support you in creating more housing in Ontario while ensuring changes to Ontario's land use planning and permitting system do not have unintended and irreversible consequences on the protection of people, property, and natural resources.

We sincerely hope that you will remove the amendments we have highlighted from Bill 23 before it is passed, and that you will reconvene your government's *Conservation Authorities Working Group* to work with your Ministry to propose alternative improvements and refinements to conservation authority development review processes.

Sincerely,



Martin Lang
Chair
Raisin Region Conservation Authority



James Flieler
Chair
Quinte Conservation Authority



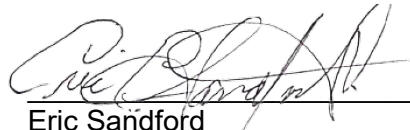
Pierre Leroux
Chair
South Nation River Conservation Authority



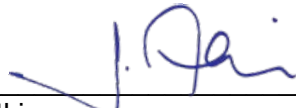
Jan O'Neill
Chair
Crowe Valley Conservation Authority



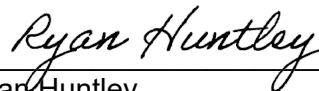
Pieter Leenhouts
Chair
Rideau Valley Conservation Authority



Eric Sandford
Chair
Lower Trent Conservation Authority



Jeff Atkinson
Chair
Mississippi Valley Conservation Authority



Ryan Huntley
Chair
Otonabee Region Conservation Authority

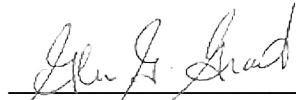


Paul McAuley
Chair
Cataraqui Region Conservation Authority




Mark Lovshin
Chair
Ganaraska Region Conservation Authority

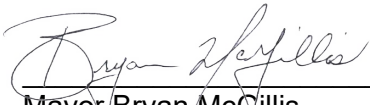
This letter has also been endorsed by the following municipal partners:



Mayor Glen Grant
City of Cornwall



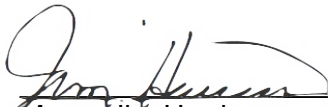
Warden & Deputy Mayor Carma Williams
Township of North Glengarry



Mayor Bryan McGillis
Township of South Stormont



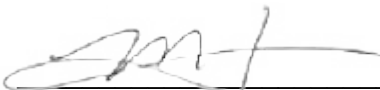
Mayor Genevieve Lajoie
Municipality of Casselman



Mayor Jim Harrison
City of Quinte West



Mayor Brian Ostrander
Municipality of Brighton



Mayor Marg Isbester
Town of Greater Napanee



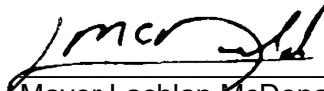
Mayor Mario Zanth
City of Clarence-Rockland



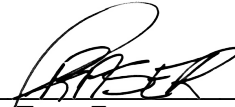
Councillor George Darouze,
City of Ottawa



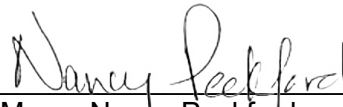
Mayor Francois Landry
Township of North Stormont



Mayor Lachlan McDonald
Township of South Glengarry



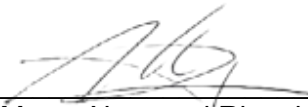
Mayor Tony Fraser
Township of North Dundas



Mayor Nancy Peckford
Municipality of North Grenville



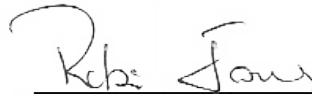
Mayor Tory Deschamps
Township of Edwardsburgh Cardinal



Mayor Normand Riopel
Township of Champlain



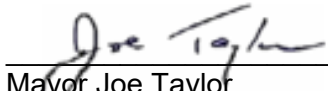
Mayor Pierre Leroux
Township of Russell




Mayor Robin Jones
Village of Westport




Mayor Francis Briere
Nation Municipality

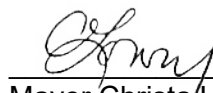

Mayor Joe Taylor
Township of Otonabee-South Managhan


Mayor Bob Mullin
Township of Stirling-Rawdon


Mayor Michael Cameron
Village of Merrickville-Wolford

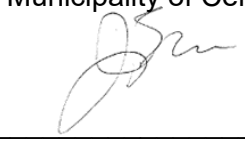

Reeve Rob Rainer
Tay Valley Township

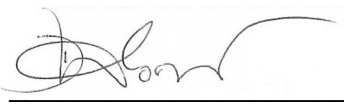

Mayor Ron Vandewal
Township of South Frontenac

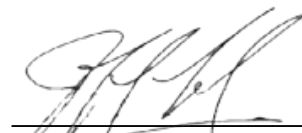

Mayor Christa Lowry
Municipality of Mississippi Mills



Reeve Peter McLaren
Township of Lanark Highlands



Mayor Tom Deline
Municipality of Centre Hastings


Mayor Judy Brown
Town of Perth

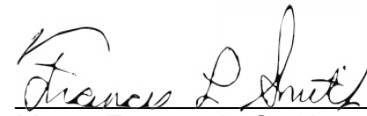

CAO Darlene Noonan
Township of Athens

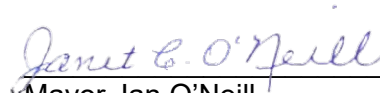

Mayor Jeff Leal
City of Peterborough


Mayor Mandy Martin
Township of Cramahe

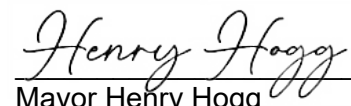

Reeve Steve Fournier
Township of Drummond/North Elmsley

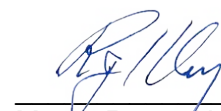

Mayor Arie Hoogenboom
Township of Rideau Lakes

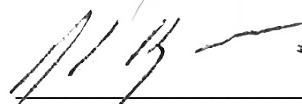

Mayor Frances L. Smith
Township of Central Frontenac


Mayor Jan O'Neill
Municipality of Marmora and Lake


Mayor Shawn Pankow
Town of Smiths Falls


Mayor Henry Hogg
Township of Addington Highlands


Mayor Roger Haley
Township of Front of Yonge


Mayor James Hegadorn
Loyalist Township



DEPARTMENT OF PLANNING SERVICES

26 Pitt Street, Suite 220, Cornwall, Ontario K6J 3P2

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November 17, 2022

Standing Committee on Heritage, Infrastructure and Cultural Policy

Laurie Scott, MPP, Chair

Isaiah Thorning, Clerk

Whitney Block, Room 1405

Toronto, ON M7A 1A2

Via email: schicp@ola.org

Hon. Steve Clark, Minister of Municipal Affairs and Housing

College Park 17th Floor, 777 Bay St,

Toronto, ON M7A 2J3

Via email: minister.mah@ontario.ca

Dear Members of the Standing Committee, Chair Scott and Minister Clark:

RE: Bill 23 and associated 2022-2023 Housing Supply Action Plan consultations

Thank you for offering the United Counties of Stormont, Dundas and Glengarry (SDG) the opportunity to comment on Bill 23 and the associated legal and regulatory changes proposed through the 2022-2023 Housing Supply Action Plan.

SDG and its six local municipalities strongly support the province's goals to increase housing supply and reduce the time and cost it takes to build new homes. We have included in this letter a summary of items in the government's proposal that will benefit the SDG community and support the provision of additional housing, along with some areas of concern we have that may limit our ability to effectively plan for this growth.

Benefits of Bill 23 and associated regulatory changes

1. **Urban Residential ARUs:** SDG supports the distinction of requiring additional residential units on "urban residential" (fully serviced) lots, rather than the current wording that requires additional residential units anywhere residential uses are permitted. This important distinction allows for discretion in areas where private servicing may be a challenge, such as rural unserviced hamlets with undersized lots. SDG also appreciates that additional residential unit zoning provisions will continue to be shielded from appeals.
2. **Exemptions for CAs from land division:** SDG supports the proposed change to exempt Conservation Authorities from the consent process. SDG already waives fees and expedites these

applications to support land donations from our residents and businesses to our local conservation authorities.

3. **Provincial Policy Statement Changes:** SDG supports the potential for PPS changes that would allow for more flexibility on settlement area boundary changes, rural housing development, population forecasts, servicing, along with clarifying language on hazards. As a growing rural municipality, we also support additional coordination of school capacity with municipal planning.
4. **Reducing the Administrative Burdens and Providing Greater Clarity in Planning:** Increasing the mandatory review of a development charge by-law from five years to ten years will reduce the administrative burden on municipalities, especially those with limited growth pressures.

The reduction of third-party appeals will reduce delays in approvals and reduce the administrative burden of processing appeals from parties that do not present expert evidence. However, SDG would prefer the recommended approach from the Ontario Housing Affordability Task Force which preserved the right to appeal but reduced the overall number of hearings by requiring “leave to appeal” and increasing the filing fee. We have concerns that a lack of a Planning Act appeals process will lead to requests for judicial reviews and other challenges through the court system. Other changes to the Ontario Land Tribunal proposed in Bill 23 are supported by SDG with the caveat that guidance should be provided on when cost awards are appropriate; costs should not be awarded in every case.

Other beneficial changes in Bill 23 include the proposed Section 53(12) which provides greater clarity on parkland requirements during the consent process, and many of the Section 28 changes such as streamlining the regulation which appear to provide greater consistency in the planning approvals framework.

The Multi-stakeholder Conservation Authority Working Group should be consulted before finalizing changes to the regulations and should identify types of development that would be exempt from approvals across the province, similar to the Ontario Building Code.

SDG does not support the concept that development subject to Planning Act authorizations should be exempt from requiring a conservation authority permit. If a permit is not issued, the applicant can challenge this to the OLT rather than receiving automatic approval.

Conservation authority regulations and wetland boundary decisions should also not be delegated to rural municipalities, as we do not have this expertise in-house and do not want these powers; the existing system can be refined in consultation with CAs and stakeholders.

Areas of Concern related to Bill 23 and associated regulatory changes

1. **Focusing conservation authorities’ role in reviewing development related proposals and applications to natural hazards:** This is the most significant concern SDG has with Bill 23. SDG, its local municipalities, and surrounding municipalities have had long-standing positive relationships with the local conservation authorities that provide advice on hazard and resource-related planning matters. For example, South Nation Conservation provides advice on natural

hazards, natural heritage, hydrogeological and terrain analysis reports, and stormwater management, along with providing Part 8 (private sewage system) permit reviews to most of the local municipalities in SDG. This arrangement is funded through application fees and ensures that comments are coordinated and can be implemented by the County and local municipalities as development moves through the approvals process.

While we understand there may be overlap with the role of conservation authorities in large urban municipalities, SDG and its local municipalities do not have environmental planners on staff and many local municipalities do not have engineers to review these technical reports. Rural municipalities are already struggling to hire planners and engineers to fulfill existing responsibilities. The shared resources provided by local conservation authorities reduce costs to developers and improve coordination and consistency of comments when reviewing development applications. If conservation authorities are no longer permitted to be involved in the development review process outside of natural hazards, this will mean increased costs related to hiring consultants or in-house reviewers, along with poorer overall coordination of comments and increased delays.

We request that the Standing Committee consider amending this portion of Bill 23 and allow municipalities to enter into voluntary agreements with conservation authorities as permitted under the current legislation.

2. **Reducing the scope of site plan review:** SDG understands that the government has heard concerns that small-scale proposals have a similar review time as larger scale developments and is proposing to exempt developments of 10 or fewer units from site plan control.

Although in the context of a large urban area with transit and minimal parking requirements, 10 units could have a minimal impact, this could be considered a larger development in a rural village with impacts on municipal infrastructure and surrounding properties, especially related to stormwater management and development on private services. Site plan control is also used to facilitate waterfront development in parts of SDG and other rural municipalities.

We request that this change only apply to municipalities with *higher order transit*, or another similar characteristic that distinguishes between urban and rural municipalities. Additional clarity should also be provided for the effect that proposed Section 41(4.1.1) would have on landscaping standards, since landscaping is still a standard condition as part of Section 41(7).

3. **Reduction of parkland requirements:** While SDG's local municipalities generally make limited use of Section 42 by-laws, Section 51's 5% parkland requirement is standard for subdivision approvals to provide adequate recreational and amenity space for new communities. Reducing the ratio of parkland based on the proposed ratio of units that are not affordable/attainable/non-profit units to all units will have unintended consequences and equity concerns regarding the lack of greenspace in new communities with affordable housing (which are also likely to have smaller private amenity spaces than higher-end development). SDG does not support the provision of encumbered land as parkland, which is contrary to policies in its Official Plan.

There are also potential challenges implementing Bill 23 for parkland dedication in plans of subdivision. If the local municipality does not have a Section 42 by-law, the applicant can apply to increase density and affect the ratio of affordable/attainable housing following registration of the subdivision, and the municipality would have no ability to enforce the full 5% parkland requirement retroactively. The applicant could raise prices after registration of the subdivision, decline to build the affordable units, and decide to build market-rate units and pay development charges, but the municipality would be left with deficient parkland.

4. **Development Charge reductions:** SDG currently has a development charge study underway, and two of its local municipalities have development charge by-laws in place (\$4,543-\$10,964 per single detached unit). These by-laws help to fund growth-related costs and lower the burden of new development on the existing tax base, and both by-laws were implemented without appeals. We understand that most concerns relating to DC by-laws and affordable housing are based on the Greater Toronto Area where charges can approach \$100,000 per unit, but unfortunately rural municipalities that provide a reasonable charge will be penalized by these mandatory phase-in provisions.

While SDG generally supports development charge reductions or exemptions for affordable and rental housing and has plans to introduce a County-wide affordable housing community improvement plan, these exemptions should be discretionary based on local conditions. A Minister's bulletin may not adequately reflect local housing prices and unintentionally impact finances of rural municipalities. Staff also foresee challenges for local municipalities to monitor and enforce any exemptions or agreements over time.

Other Suggested Approaches to Support Housing Growth:

1. **Delegation of Authority for Minor Variances:** County Council has approved Official Plan policies granting the authority to delegate minor zoning amendments to staff through the additional permissions granted to municipalities as part of Bill 109, and these powers may be adopted by local councils in their new term.

County Council has also delegated land division approval authority to staff for the last two decades, and we recommend that the province similarly consider amending Section 44 of the Planning Act to allow minor variances to be delegated to staff, rather than a committee of at least three persons. This delegation was also a recommendation of the Ontario Housing Affordability Task Force.

2. **Prescribe all upper-tier municipalities to have the ability to pass community improvement plans:** SDG has successfully implemented Community Improvement Plans for economic development in partnership with its local municipalities and has requested to be a prescribed upper-tier municipality under Ontario Regulation 221/07. This would help SDG implement an affordable housing CIP without needing each of the local municipalities to separately pass the County CIP and any subsequent amendments. This regulation should also be broadened to other upper-tier municipalities who provide or support the provision of affordable housing.

- 3. Providing additional funding for water and sewer infrastructure:** County and local councils in SDG have a history of providing timely approvals for new housing and have been highly supportive of new development and growth. However, the biggest limit to our growth is water and sewer capacity for most of the large towns and villages in the region. While our local municipalities continue to advance environmental assessments, detailed designs and capacity studies, the magnitude of infrastructure improvements required to support new housing is beyond municipal borrowing capacity and the ability to pay through property taxes and user fees. While historically provincial funding was available to support the provision of water and sewer infrastructure in rural municipalities, many recent programs do not include the necessary scope or funding envelope. We hope that through your discussions with colleagues at other Ministries, infrastructure funding will be a key tool used by the government to encourage affordable housing.

Thank you for taking the time to read our comments and concerns on proposed Bill 23 and the associated consultation. Please feel free to contact me should you have any further questions.

Yours Sincerely,



Carma Williams

Warden, United Counties of Stormont, Dundas and Glengarry



Jamie MacDonald, Mayor

Township of North Glengarry



Jason Broad, Mayor

Municipality of South Dundas



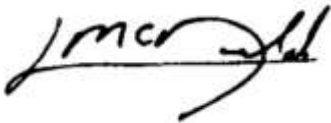
Francois Landry, Mayor

Township of North Stormont



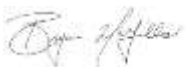
Tony Fraser, Mayor

Township of North Dundas



Lachlan McDonald, Mayor

Township of South Glengarry



Bryan McGillis, Mayor

Township of South Stormont

cc: Stéphane Sarrazin, MPP, Glengarry—Prescott—Russell
Nolan Quinn, MPP, Stormont—Dundas—South Glengarry
All SDG local municipalities



THE MUNICIPALITY OF

LAMBTON SHORES

Administration

7883 Amtelecom Parkway

Forest, ON N0N 1J0

T: 519-243-1400 / 1-866-943-1400

www.lambtonshores.ca

November 22, 2022

by email: schicp@ola.org

Standing Committee on Heritage, Infrastructure and Cultural Policy

To Whom It May Concern

Re: Proposed Legislation
Bill 23 – More Homes Built Faster Act, 2022

Thank-you for the opportunity to comment on the above-noted proposed legislation.

Please be advised that the Council of the Municipality of Lambton Shores passed Resolution 22-1108-11 at its November 8, 2022 regular Council meeting:

THAT staff draft a letter to the province outlining Lambton Shores' concerns with Bill 23 and circulate to AMO and all Ontario municipalities.

Lambton Shores is a thriving, growing community on the shores of Lake Huron. It includes several communities experiencing appreciable growth in residential and commercial developments. Lambton Shores' beaches, lakeshore communities, places like Grand Bend and Pinery Provincial Park, and its provincially and internationally significant natural heritage areas make Lambton Shores a well-known tourist destination and desirable place to live and work. Like much of rural Ontario and perhaps more so, it has experienced housing shortages, increased development activity, and a sharp rise in housing costs in the last several years.

In general, Bill 23 seems to be intended to address approval process problems that exist in larger centers more so than portions of rural Ontario like Lambton Shores. Lambton Shores, on the whole, works well with the development community and issues timely planning and other development approvals. In Lambton Shores' case, Bill 23 will "fix" many things that are not really broken and will have the unintended effect of substituting relatively efficient processes with additional processes, time, and costs to development.

The Province conducted a very narrow, developer and real estate-focused, consultation in developing its strategy to address the housing crisis. It is misleading to lay so much blame on the easy target of municipalities. Delays are often due to a development proponent's reluctance to provide information, meet requirements, and follow processes that are overseen by municipalities, but provincially-established. If the Province wishes to speed up Municipal approvals, it should look at its own approval processes, legislation, and responsiveness with respect to matters related to the *Endangered Species Act*, Records of Site Conditions, archaeological assessments, Environmental Compliance Approvals, and the like.

The limiting factor in addressing the housing crisis is labour and material shortages, caused by government policy and the demographics of aging baby-boomers. The Province would better address the housing crisis by finding ways to increase the capacity of the building industry and direct that capacity towards forms of housing that produce more units (e.g. medium and high rather than low density), rather than placing expectations on municipalities that increase staffing needs and put more pressure to draw labour away from construction and manufacturing.

Conservation Authorities

With respect to Conservation Authorities, the Municipality of Lambton Shores has an excellent working relationship with our two Conservation Authorities (Ausable Bayfield and St Clair Region). They are responsive given the level of resources they have and provide valuable expertise, resources, and services to the Municipality. These would not be practical for a Municipality of our size to provide internally. The Municipality wishes to retain the ability to obtain these services through memorandums of understanding.

- If the CAs are prohibited from commenting on natural heritage matters, the Municipality will need to instead refer development proposals to third party consultants, which will add time and cost to development proponents, contrary to the intent of Bill 23.
- Municipalities will be reluctant to grant planning approvals that would exempt development from Conservation Authority approvals. The Municipality lacks the expertise to assess natural hazards and does not wish to assume the liability. Just as planning approval processes were not designed to address Ontario Building Code matters, planning approval processes and Municipalities lack the unique tools and mechanisms of CAs and the *Conservation Authorities Act* to ensure development can proceed while appropriately addressing hazards.
- Repeal of the Regulations specific to each CA, in favour of a province-wide Regulation, will eliminate the local flavor of each CA and its ability to provide for the needs of its constituent municipalities, which are different in rural Ontario than in larger centers.

Additional Dwelling Units

With respect to allowing three units as-of-right on residentially zoned lands:

- This permission potentially creates additional dwelling units in areas where existing municipal services are at full capacity.
- For a second or third unit to be permitted in a particular form of dwelling, it should be clarified that the applicable zone must permit that form of housing in the first place. The current wording of the legislation would seem to permit, for example, a single detached dwelling with a basement apartment on lands zoned and intended for medium and high density, contrary to the intent to Bill 23 to create more units.
- How will the province ensure that these additional dwelling units are used as primary residences, as intended by Bill 23? In significant tourist areas like the Municipality of Lambton Shores, these provisions will promote additional

conversions of existing primary residences into two or three short term rental accommodations, contrary to the intent of Bill 23.

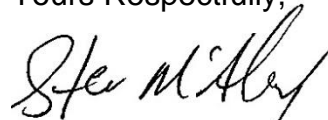
Waiving Fees

With respect to waiving development charges, parkland dedication and other requirements for additional dwelling units, not-for-profit housing, inclusionary housing, etc., the Municipality questions whether these savings to developers will be passed on in lower unit purchase prices. (Consumer demand and willingness to pay remains higher than the building industry's capacity to supply.) Development will however increase municipal service and infrastructure needs, the costs of which will be a burden passed on to the existing tax base, if not collected through development charges.

Site Plan Approval

Waiving site plan approval for residential developments of ten or fewer dwelling units will create adverse impacts to public and municipal interests and developments. The site plan approval process currently provides a single mechanism to address relevant items such as parking, site grading, stormwater management, site servicing, servicing capacity, entrances, work on municipal lands, and sidewalk and road closures. These are important considerations even for smaller developments. In the absence of site plan approval, municipalities will be forced to rely on (or create) a variety of other mechanisms and by-laws to address these interests, which will be less efficient than site plan approval and contrary to the intent of Bill 23 to reduce process.

Yours Respectfully,



Stephen McAuley,
Chief Administrative Officer

- cc. Honourable Doug Ford, Premier of Ontario, premier@ontario.ca
Honourable Steve Clark, Minister of Municipal Affairs and Housing, minister.mah@ontario.ca
Honourable Graydon Smith, Minister of Natural Resources and Forestry, minister.mnrf@ontario.ca
Honourable David Piccini, Minister of Environmental Conservation and Parks, Minister.mecp@ontario.ca
Honourable Monte McNaughton, MPP Lambton – Kent – Middlesex, Monte.McNaughtonco@pc.ola.org
PlanningConsultations@ontario.ca
Association of Municipalities of Ontario
Ontario municipalities

November 17, 2022

SENT VIA E-MAIL TO:

Hon. Steve Clark
Minister of Municipal Affairs and Housing
Steve.Clark@pc.ola.org

Dear Minister Clark:

Re: Bill 23 "*More Homes Built Faster Act, 2022*"

On behalf of the Council of The Corporation of Norfolk County, please be advised that Council passed the following resolution at the November 16, 2022 Council-in-Committee meeting:

Resolution No. 13

Moved By: Mayor Martin

Seconded By: Councillor Columbus

WHEREAS on October 25, 2022, the Provincial government introduced Bill 23 known as the "More Homes Built Faster Act, 2022";

AND WHEREAS the overall stated purpose of Bill 23 is to introduce several legislative changes to increase housing supply throughout Ontario and to achieve the province's goal of 1.5 million homes over the next ten years;

AND WHEREAS the proposed changes include significant changes to six pieces of legislation including but not limited to development charges reform, diminished role of conservation authorities, removal of legislated planning responsibilities from some upper-tier municipalities, removal of public consultation in relation to subdivisions, adjusting the rights of appeal by third parties, and adjusting how growth-related capital infrastructure is paid for;

AND WHEREAS commenting timelines for these new proposed changes is constricted with some comments due on November 24, 2022, for many of the proposed changes;

AND WHEREAS given the enormity of the proposed changes and potential long-term financial impacts to municipalities, including Norfolk County, additional time is needed to review, engage, and analyze the proposal to provide informed feedback;

NOW THEREFORE BE IT RESOLVED THAT

1. the County formally request the Ministry of Municipal Affairs and Housing extend the commenting period for all components of the proposed Bill 23 to at least January 15, 2023 to allow for a more informed consultation period.
2. That the Mayor be directed to submit a letter on behalf of Norfolk County Council to the Ontario Minister of Municipal and Affairs MP, and local MPP, expressing concerns with the proposed legislation as detailed in staff memo CD-22-110, and the letter be circulated to all municipalities in the Province of Ontario.

Carried.

Should you have any questions regarding this matter or should you require additional information, please contact the Office of the County Clerk at 519-426-5870 x. 1261, or email: Clerks@norfolkcounty.ca.

Sincerely,

Teresa Olsen
County Clerk
Norfolk County

CC:

- Leslyn Lewis, M.P., Haldimand-Norfolk
leslyn.lewis@parl.gc.ca
- Bobbi Ann Brady, M.P.P., Haldimand-Norfolk
BABrady-CO@ola.org
- All Ontario municipalities



Legislative Services
Michael de Rond
905-726-4771
clerks@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

November 23, 2022

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Delivered by email
premier@ontario.ca

Dear Premier:

Re: Town of Aurora Council Resolution of November 22, 2022; Re: Motion 7.2 – Mayor Mrakas – Opposition to Bill 23, More Homes Built Faster Act, 2022

Please be advised that this matter was considered by Council at its meeting held on November 22, 2022, and in this regard, Council adopted the following resolution:

Whereas Bill 23, the More Homes Built Faster Act, omnibus legislation that received first reading in the provincial legislature on October 25, 2022, proposes changes to nine Acts. Many of these proposed changes are significant and will restrict how municipalities manage growth through implementation of the official plan and the ability to provide essential infrastructure and community services; and

Whereas the effect of Bill 23 is that the Conservation Authority will no longer be able to review and comment on development applications and supporting environmental studies on behalf of a municipality; and

Whereas Bill 23 proposes to freeze, remove, and reduce development charges, community benefits charges, and parkland dedication requirements; and

Whereas Bill 23 will remove all aspects of Site Plan Control of some residential development proposals up to 10 units. Changes would also remove the ability to regulate architectural details and aspects of landscape design;

- 1. Now Therefore Be It Hereby Resolved That the Town of Aurora oppose Bill 23, More Homes Built Faster Act, 2022, which in its current state will severely impact environmental protection, heritage preservation, public participation, loss of farmland, and a municipality's ability to provide future services, amenities, and infrastructure, and negatively impact residential tax rates; and**

- 2. Be It Further Resolved That the Town of Aurora call upon the Government of Ontario to halt the legislative advancement of Bill 23, More Homes Built Faster Act, 2022 to enable fulsome consultation with Municipalities to ensure that its objectives for sound decision-making for housing growth that meets local needs will be reasonably achieved; and**
- 3. Be It Further Resolved That a copy of this Motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Michael Parsa, Associate Minister of Housing, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, Peter Tabuns, Interim Leader of the New Democratic Party, local Members of Parliament Tony Van Bynen for Newmarket—Aurora and Leah Taylor Roy for Aurora—Oak Ridges—Richmond Hill, and all MPPs in the Province of Ontario; and**
- 4. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.**

The above is for your consideration and any attention deemed necessary.

Yours sincerely,



Michael de Rond

Town Clerk

The Corporation of the Town of Aurora

MdR/lb

Copy: Hon. Michael Parsa, Associate Minister of Housing
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Peter Tabuns, Interim Leader, New Democratic Party
Tony Van Bynen, MP Newmarket—Aurora
Leah Taylor Roy, MP Aurora—Oak Ridges—Richmond Hill
All Ontario Members of Provincial Parliament
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



GEORGINA

Legislative Services Department/Clerk's Division

Please be advised that the Town of Georgina Council, at its meeting held on November 22, 2022, considered proposed Bill 23, the More Homes Built Faster Act, 2022 and subsequent to discussion, the following motion was passed:

Moved By Councillor Neeson
Seconded By Councillor Genge
RESOLUTION NO. C-2022-0354

WHEREAS on November 10, 2022, York Region Council adopted a resolution as follows:

"York Region requests the Province of Ontario to halt Bill 23 and begin consultation with the Housing Supply Action Plan Implementation Team to ensure municipalities can work in partnership with the Province of Ontario over the next few months to address the housing affordability concerns in our communities.

The Minister of Municipal Affairs and Housing be requested to appoint key stakeholders, such as the Association of Municipalities of Ontario (AMO), to the Housing Supply Action Plan Implementation Team.

The Regional Clerk circulate this report, including new Attachment 5, presented as Item G.1.1 on the revised agenda, to the Minister of Municipal Affairs and Housing, local municipalities, AMO, Federation of Canadian Municipalities (FCM) and local MPPs."

AND WHEREAS Schedule 10 to Bill 23 Supporting Growth and Housing in York and Durham Regions Act, 2022 proposes to expedite the expansion and extension of the York Durham Sewage System effectively replacing the Upper York Sewage Solution (UYSS) project;

AND WHEREAS The Council of the Corporation of the Town of Georgina supports the halting of the Upper York Sewage Solutions project and the redirection of related drainage Area flows to the York Durham Sewage System;

THEREFORE BE IT RESOLVED THAT The Council of the Corporation of the Town of Georgina supports the November 10, 2022 resolution of York Region Council concerning Bill 23, with the exception that The Council of the Corporation of the Town of Georgina supports Schedule 10 to Bill 23 Supporting Growth and Housing in York and Durham Regions Act, 2022 which proposes to expedite the expansion and extension of the York Durham Sewage System effectively replacing the Upper York Sewage Solution (UYSS) project;

AND FURTHER THAT The Council of the Corporation of the Town of Georgina support the resolution of the Board of the Lake Simcoe Region Conservation Authority dated November 18, 2022 directing Staff to provide a submission to Environmental Registry of Ontario No. 019-6141 based on comments within Staff Report No. 40-22-BOD regarding Provincial Bill 23 - More Homes Built Faster Act, 2022 and that Staff be directed to submit a letter to the Minister of Natural Resources and Forestry and the Minister of Environment, Conservation and Parks requesting that the Conservation Authorities Working Group be re-engaged;

AND FURTHER THAT the Council of the Corporation of the Town of Georgina opposes the proposed removal or re-designation of approximately 7,400 acres of protected lands from the Provincial Greenbelt Area and/or the Oak Ridges Moraine Conservation Plan for residential development as set out in ERO posting number 019-6217 and ERO posting number 019-6218;

AND FURTHER THAT the Council of the Corporation of the Town of Georgina opposes the conversion of Conservation Authority lands, for housing purposes in the absence of a fuller understanding of the criteria that will be used to conduct the assessment and a Municipal Comprehensive Review that demonstrates the need for the conversion to meet population targets;

AND THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable David Piccini, Minister of the Environment, Conservation and Parks, the Honourable Graydon Smith, Minister of Natural Resources and Forestry, Caroline Mulroney, MPP, York-Simcoe, York Region MPP's, York Region municipalities, Lake Simcoe Watershed MPP's, the Honourable Peter Tabuns, Leader of the Opposition and interim leader of the Ontario New Democratic Party, the Honourable John Fraser, Interim Leader of the Ontario Liberal Party, the Honourable Mike Schreiner, Leader of the Green Party of Ontario, Lake Simcoe Region Conservation Authority, Association of Municipalities of Ontario (AMO) and all Ontario municipalities.



THE CORPORATION OF THE CITY OF STRATFORD
Resolution: Funding and Support for VIA Rail Service

WHEREAS The Corporation of the City of Stratford supports the National Transportation Policy and Section 5 of the *Canada Transportation Act*, S.C. 1996, c. 10 (as amended), which states in part:

"a competitive, economic and efficient national transportation system that meets the highest practicable safety and security standards and contributes to a sustainable environment, makes best use of all modes of transportation at the lowest cost is essential to serve the needs of its users, advance the well-being of Canadians, enable competitiveness and economic growth in both urban and rural areas throughout Canada. Those objectives are achieved when:

(a) competition and market forces among modes of transportation, are prime agents in providing viable and effective transportation services;

(b) regulation and strategic public intervention are used to achieve economic, safety, security, environmental or social outcomes

(c) rates and conditions do not constitute an undue obstacle to the movement of traffic within Canada or to the export of goods from Canada;

(d) the transportation system is accessible without undue obstacle to the mobility of persons, including persons with disabilities; and

(e) governments and the private sector work together for an integrated transportation system."

WHEREAS the Government of Canada has stated: "*we are serious about climate change*" and "*smart investments in transit help connection communities We will continue to work with communities and invest in the infrastructure they need today and into the future*";

WHEREAS Abacus data has indicated that Canadians are focused on building transit to reduce congestion and connect communities;

WHEREAS the Canadian Transport Commission main finding at public hearings in 1977 was that there should be no further reductions to passenger rail services;

WHEREAS the frequency of VIA trains running in Canada has been reduced significantly since 1977, causing a subsequent significant drop in ridership;

WHEREAS there is a need for balanced transportation with more using transit and less using automobiles;

WHEREAS the changing demographic relating to house prices, housing affordability will require further expansions of transit;

WHEREAS there is a need to visit tourist sites located along rail lines;

WHEREAS the annual cost of congestion to the Greater Toronto Hamilton Area economy alone is between \$7.5 and \$11 billion;

WHEREAS there are 10 million more vehicles on the road today than there were in 2000; and

WHEREAS the City of Stratford requests the support of this resolution from all communities served by VIA;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of The City of Stratford recommends to the Government of Canada to adequately fund and fully support VIA Rail Canada in increasing the frequency, reliability and speed of VIA rail service in 2022 and successive years.

Adopted by City Council of The Corporation of the City of Stratford on November 14, 2022

The Corporation of the City of Stratford, P.O. Box 818, Stratford ON N5A 6W1
Attention: City Clerk, 519-271-0250 extension 5329, clerks@stratford.ca

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 86-2022
FOR THE YEAR 2022**

***BEING A BY-LAW A BY-LAW TO ADOPT, CONFIRM AND RATIFY
MATTERS DEALT WITH BY RESOLUTION.***

WHEREAS s.5 (3) of the *Municipal Act, 2001*, provides that the powers of municipal corporation are to be exercised by its Council by by-law; and

AND WHEREAS it is deemed expedient that the proceedings, decisions and votes of the Council of the Corporation of the Township of South Glengarry at this meeting be confirmed and adopted by by-law;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

1. **THAT** the action of the Council at its regular meeting of December 5, 2022 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of South Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND
SEALED IN OPEN COUNCIL THIS 5TH DAY OF DECEMBER 2022.***

MAYOR: _____ **CLERK:** _____