

**TOWNSHIP OF SOUTH GLENGARRY
SPECIAL MEETING OF COUNCIL
ELECTRONIC MEETING
Tuesday, March 30, 2021 5:00 PM**

Page

1. CALL TO ORDER

2. APPROVAL OF AGENDA

- a) 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.

3. DECLARATION OF PECUNIARY INTEREST

- a) [Pecuniary Interest Form](#) 3

4. PRESENTATIONS AND DELEGATIONS

5. NEW BUSINESS

a) Staff Reports

- i. [Tender 06-2021 Parks and Facilities Grass Cutting](#) 4 - 7
ii. [Boys and Girls Club Summer Camp Program](#) 8 - 18

b) Committee Reports

c) Other Business

- i. Peanut Line Master Plan - Discussion

d) For Information Only

6. CLOSED SESSION

- a) BE IT RESOLVED THAT Council convene to Closed Session to discuss the following item(s) 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,

(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations on behalf of the municipality;

-Intergovernmental Agreement

(f) advice that is subject to solicitor-client privilege

-Information Report – Legal Advice

(d) labour relations or employee negotiations;

-Staff Report 47-2021

(b) personal matters about an identifiable individual, including municipal or local board employees;

-Employee Job Performance Evaluation

7. ADJOURNMENT



DECLARATION OF PECUNIARY INTEREST

I, _____, declare a pecuniary interest on Agenda Item(s) for the meeting of _____:

Signature



STAFF REPORT

S.R. No. 45-2021

PREPARED BY: Dave Robertson, Acting Director of Recreation and Facilities

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: March 30, 2021

SUBJECT: Tender 06-2021 Parks and Facilities Grass Cutting

BACKGROUND:

1. Tenders were called for Grass Cutting of Parks and Facilities for the 2021 season. The tender closed on March 2, 2021.
2. The Raisin Region Conservation Authority (RRCA) has added sites to the tender. The RRCA will review and analyse the submissions for their sites and will award the contract separately based on a recommendation to their Board.
3. The Method of Work (Scope) is described in the Tender Document as follows:
 - I. The successful bidder is to establish a cutting and trimming program in co-operation with, and acceptable to, the Acting Director of Recreation and Facilities. A pre-season site meeting will be required to ensure that all specified areas are cut. The cutting program is to include priorities such as special times and certain days for cutting. The height of grass should not exceed 4" at any time. Typically, a cutting frequency of every seven (7) days is required, however, during the fast-growing periods, an accelerated cutting frequency will be necessary. Trimming of grass and weeds is to be completed for all areas of the property including around buildings, parking areas, etc. The Contractor is responsible for pickup of grass clippings caused by excessive grass height due to any delay in cutting, etc. and the disposal thereof off site. The Contractor is responsible for the moving of apparatus (i.e., Bleachers) if necessary, to trim grass to meet required height.
 - II. The Four (4) cemeteries (location Nos.) are to be cut bi-weekly starting in May and ending in September (approximately 10 cuts).
 - III. The Contractor is responsible for the supply of all equipment and labour to complete the work assigned. Contractors submitting prices are required to have a mower(s) and trimmers capable of performing the work.



- IV. The contractor must be able to vary working hours to suit the weather and have sufficient capacity to meet the cutting requirements.
4. Seven (7) submissions were received. The results of the Tender have been summarized on Schedule "A" attached hereto.

ANALYSIS:

5. Administration has reviewed and evaluated the tender documents. The low bidders with the highest score in the evaluation are the recommended contractors. Two contractors submitted identical pricing on Area A. No Mow Worries was chosen to service this zone as spreading the entire tender over 2 contractors will ensure the best quality of service in the event of inclement weather delays.
6. The following recommended contractors have the equipment to handle the work:

Cut by Me	Area B – 11 sites
	Area C – 3 sites
	Area D – 4 sites
	Area E – 5 sites
	Area G – 3 sites
No Mow Worries	Area A – 6 sites
	Area F – 5 sites
	Area H – 2 sites

IMPACT ON 2021 BUDGET:

7. There are sufficient funds allocated in the 2021 budget to award this tender.
8. The total price for the tender calculated at 20 cuts per site is \$30,440, which is \$2,370 lower than the total price from 2020.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 4: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 45-2021 be received and that the Council of the Township of South Glengarry award Tender 06-2021 for Grass Cutting Facilities and



Parks as per Schedule "A" attached hereto and furthermore, that the Mayor and Clerk be authorized to sign all appropriate documents

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

GRASS CUTTING TENDER 06-2021								
LOCATIONS								
Bidder	Total Area A	Total Area B	Total Area C	Total Area D	Total Area E	Total Area F	Total Area G	Total Area H
	Williamstown Zone	Lancaster Zone	Martintown Zone	Green Valley Zone	Glen Walter Zone	North Lancaster Zone	Bainsville Zone	Glendale Zone
Cut By Me	\$150.00	\$248.00	\$125.00	\$120.00	\$420.00	\$306.00	\$95.00	\$85.00
EC Works	\$155.00	\$280.00	\$175.00	\$130.00	\$435.00	\$350.00	\$120.00	\$90.00
Royal Property Solutions	\$625.00	\$930.00	\$665.00	\$530.00	N/A	N/A	\$385.00	\$535.00
Lafave's Lawncare	\$455.00	N/A	\$450.00	\$435.00	N/A	N/A	N/A	N/A
Lapierre Landscaping	\$445.00	\$845.00	\$545.00	N/A	N/A	N/A	N/A	N/A
Roger Salmon & Sons	\$185.00	\$410.00	\$180.00	\$260.00	\$705.00	\$460.00	\$200.00	\$195.00
No Mow Worries	\$150.00	\$260.00	\$130.00	\$125.00	\$425.00	\$281.00	\$108.00	\$83.00
2020 Prices	\$150.00	\$248.00	\$125.00	\$120.00	\$420.00	\$281.00	\$95.00	\$83.00
2019 Prices	\$150.00	\$245.00	\$135.00	\$130.00	\$446.00	\$320.00	\$119.50	\$95.00
2018 Prices	\$167.00	\$274.00	\$140.00	\$142.50	\$445.00	\$365.00	\$103.50	\$99.99
2017 Prices	\$189.50	\$290.25	\$160.00	\$472.00	\$472.00	\$407.90	\$118.00	\$115.00



STAFF REPORT

S.R. No. 46-2021

PREPARED BY: Dave Robertson, Acting Director of Recreation and Facilities

PREPARED FOR: Council of South Glengarry

COUNCIL DATE: March 30, 2021

SUBJECT: Boys and Girls Club Summer Camp Program

BACKGROUND:

1. At the March 1, 2021 South Glengarry Council meeting, the Boys and Girls Club of Cornwall/SDG (BGC) provided a presentation about their Summer Camp programming options.
2. Administration has been in discussion with the BGC about their ability to expand their Summer Camp Program offering to South Glengarry.

ANALYSIS:

3. The South Glengarry Recreation department has offered a successful Summer Camp program for many years. This Camp program was provided by Recreation staff and summer students. These Camps run on a weekly basis through the months of July and August.
4. Many families utilize Summer Camps as a means to provide recreation and other enjoyment for their children.
5. Benefits of partnering with the BGC to deliver summer camp programming include:
 - A national model with curriculum resources for programming,
 - They will provide highly trained staff able to provide for all children, and
 - All registration and financial matters for the operating of the Camps will be handled by the BGC.
6. Programming will be located predominately at the Char-Lan Recreation Centre and Paul Rozon Park. Other outdoor and facility spaces would be available as requested. These facilities have historically been reserved for Summer Camps during July and August.



7. While operations of the Camp Program would be the responsibility of the BGC, South Glengarry would be responsible for providing the spaces and ensuring they are clean and sanitized prior to and after each day.
8. South Glengarry will also assist with the promotion of the Camp Program in addition to sharing the historical resources we have from previous years.
9. Administration is recommending that there be no financial cost charged to the BGC for the rental of any spaces. Experience has demonstrated a revenue neutral situation when comparing the income from registrations against the cost of staffing and camp supplies.
10. The cost to maintain and clean the spaces would be covered in our regular maintenance budget as these are locations that we operate on a daily basis.
11. The user agreement would speak to the operational responsibilities of both parties, a proposal for a one-year term with terminology for extensions and termination, annual reporting requirements that would speak to successes and concerns, along with insurance requirements.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 4: Improve the quality of life in our community.

IMPACT ON 2021 BUDGET:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 46-2021 be received and that the Council of the Township of South Glengarry enter into an agreement with the Boys and Girls Club of Cornwall, Stormont, Dundas and Glengarry for the operation of Summer Camp programming within the Township for the 2021 summer season.

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Recommended to Council for
Consideration by:
CAO – TIM MILLS



Boys & Girls Club of Cornwall/SDG Repaires jeunesse du Cornwall/SDG

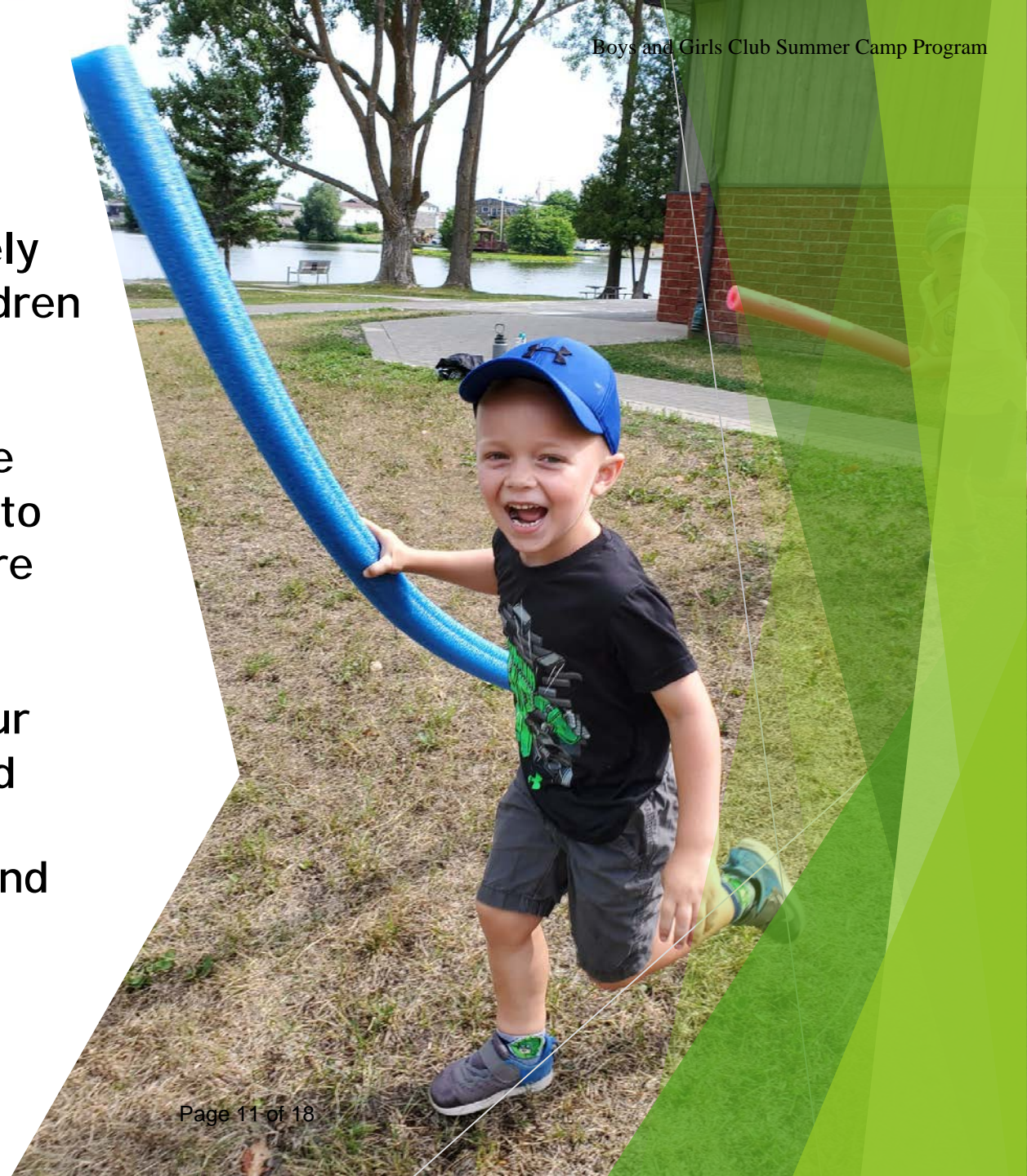
Great futures start here.



Strong Kids - Positively impact the lives of children and youth

Strong Club - Achieve operational excellence to maximize impact; secure resources to excel

Strong Voice - Use our strength, credibility and passion to benefit our community's children and youth



What CLUBS DO



HEALTHY SNACKS & MEALS



DANCE
ARTS

THEATRE

MENTORING

INDIGENOUS INITIATIVES & PROGRAMS

SCHOLARSHIPS

JOB READINESS

BREAKFAST PROGRAMS

FINANCIAL EDUCATION



MENTAL HEALTH & WELLNESS

NUTRITION & FOOD EDUCATION

CHILD CARE

DIGITAL LITERACY

PHYSICAL FITNESS & SPORTS



STEM EDUCATION



SUMMER CAMPS

PARENTING EDUCATION & SUPPORT

YOUTH LEADERSHIP

AFTER SCHOOL PROGRAMS

CRIME PREVENTION

SUBSTANCE ABUSE PREVENTION & COUNSELLING



CIVIC ENGAGEMENT



MUSIC

VOLUNTEERING

HOMEWORK HELP

TRANSPORTATION

TEEN DATING VIOLENCE PREVENTION



YOUTH EXCHANGES

RESTORATIVE JUSTICE

GARDENING



OUR MISSION

All children and youth discover and achieve their dreams and grow up to be healthy, successful and active participants in society.

OUR VISION

To provide a safe, supportive place, where children and youth can experience new opportunities, overcome barriers, build positive relationships and develop confidence and skills for life.

OUR VALUES

BELONGING

We welcome everyone in a safe, accepting environment based on belonging and positive relationships

RESPECT

We ensure that everyone—children, youth, families, volunteers, staff—is heard, valued, and treated fairly

ENCOURAGEMENT AND SUPPORT

We encourage and support every child and youth to play, learn, and grow to achieve their dreams

WORKING TOGETHER

We work together with young people, families, volunteers, our community, and government

SPEAKING OUT

We speak out for children, youth, and families so that we can make our world better



About Us

Boys & Girls Club of Cornwall/SDG was established in 2008 and is part of Boys & Girls Club of Canada and is recognized by the Ministry of Education as a “Authorized Recreation” provider.

BGC is a safe, fun and supervised place where children and youth from all cultural and economic backgrounds, can participate in social, recreational and educational programs that are designed to enhance growth, personal development and potential.

At Boys & Girls Club of Cornwall/SDG we recognize that every child has the ability, potential and skills to fulfill their individual dreams.

Our programs are organized and delivered by qualified staff and volunteers and take a child-focused approach to help develop self-esteem, cultural awareness, confidence, behaviours of healthy living and a desire to become positive members of our community.

Our Staff

The Boys & Girls Club of Cornwall/SDG is proud to offer great staff who are well trained. Our staff is trained in

- ▶ CATCH(Coordinated Approach to Child Health),
- ▶ High Five (Principles of Healthy Childhood Development),
- ▶ Safe Food Handling,
- ▶ First Aid, CPR, and Defibrillator training.
- ▶ Required to completed our onboarding Boys & Girls Club of Canada training program.
- ▶ Trained in new COVID requirements and protocols.





Summer Camp Locations

Cornwall:

- ▶ 506 Clubhouse
- ▶ Henry St. Clubhouse
- ▶ Benson Centre

Counties:

- ▶ Glengarry (Alexandria)
- ▶ Dundas (Winchester)



2020 Summer Camp Information



Boys & Girls Clubs

Summer Camp

Registration NOW OPEN Online Only

Information

Weekly from July 13 2020 - August 28 2020

Locations: 506 First St. E / 499 Henry St.

Ages: 6-12

Time: 8:30 am - 4:30 pm

Language: EN

Price: \$175 per week *Full week registrations only

Camp spots are secured on a first-come/first-serve basis.

Please note that there will be certain guidelines to be followed provided by the Ministry of Health.

How to register

Boys & Girls Club uses an online system to manage registrations and payments.

- Go to bgccornwallsdg.com and click on [Register Online](#)
- Select [Create Account](#) and start with Parent/Guardian names (or login if you already have an account)
- Next, add your child's profile
- Click on [Programs](#) and Select [Summer Camp](#) from the list
- Complete the forms for Membership, including emergency contact info. Once complete, click [I Have Completed All Forms](#)
- At minimum, the first week of camp must be paid as a deposit. Future credit card payments will be arranged by a follow-up call from our office.

Questions? Please call our office at 613-935-9015 or email staff@bgccornwallsdg.com

66,022
HEALTHY
SNACKS SERVED

1149 YOUTH MEMBERS

7904
TOTAL
VOLUNTEER
HOURS

12
SERVICE
LOCATION

\$634,962
IN GRANTS

2019-2020
IN NUMBERS

NATIONAL
PROGRAMS

BASIC NEEDS BRIGHTER
FUTURES
DUNK FOR DIABETES
GET IN THE GAME
KID FOOD NATION
KID TECH NATION
KIDS TENNIS LEAGUE
LET'S TALK DIGITAL
RAISE THE GRADE
SUMMERTIME EAT WELL

6160
MEALS
SERVED

97
ADULT
VOLUNTEERS

49,584
TIMES
CHILDREN CAME
THROUGH OUR
DOORS

57
YOUTH
VOLUNTEERS