

**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING OF COUNCIL
Council Chambers, Municipal Office
Monday, June 15, 2020 7:00 PM**

Page

- 1. CALL TO ORDER**
- 2. O CANADA**
- 3. 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.
- 4. DECLARATION OF PECUNIARY INTEREST**
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- 5. APPROVAL OF MINUTES**
 - a) [Previous Meeting Minutes - June 1, 2020](#) 5 - 8
 - b) [Public Meeting Minutes - June 1, 2020](#) 9 - 12
- 6. PRESENTATIONS AND DELEGATIONS**
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 - a) **Staff Reports**
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 - iii. [Rate Increase - Cornwall Electric \(L. McDonald\)](#) 45 - 58

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9.	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,	
	(b) personal matters about an identifiable individual, including municipal or local board employees; -member of staff	
10.	CONFIRMING BY-LAW	
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DECLARATION OF PECUNIARY INTEREST

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

Signature

MINUTES

THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD AS AN ELECTRONIC MEETING IN THE EVENING ON JUNE 3, 2020

PRESENT: Mayor Frank Prevost, Deputy-Mayor Lyle Warden, Councillor Stephanie Jaworski, Councillor Martin Lang, and Councillor Sam McDonell

STAFF PRESENT: CAO Tim Mills, Clerk Kaylyn MacDonald, GM Community Services Joanne Haley, GM Infrastructure Services Ewen MacDonald, GM Corporate Services Lachlan McDonald, Fire Chief Dave Robertson.

1. CALL TO ORDER

Resolution No. 165-2020

Moved by Deputy Warden

Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council Meeting of the Township of South Glengarry now be opened at 7:02pm.

CARRIED

2. O CANADA

3. APPROVAL OF AGENDA

Resolution No. 166-2020

Moved by Councillor Lang

Seconded by Councillor McDonell

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

Items Moved to Other Business

7.d) iv. Programs and Facilities Update

7.d) v. Notice – Ontario Energy Board Notice to Enbridge Gas Customers

Items Withdrawn from the Agenda

7.d)iii. Letter – Explaining Water Billing

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

- a) Pecuniary Interest Form: I, Lyle Warden, declare a pecuniary interest on Agenda Item(s) for the meeting of June 1st, 2020 on 73-2020 Service Agreement with City of Cornwall. My parents, Karen and John Warden, own property which could be serviced! (6275 Boundary Rd)

5. APPROVAL OF MINUTES

- a) Previous Meeting Minutes - May 19, 2020

Resolution No. 167-2020

Moved by Councillor Jaworski

Seconded by Deputy Warden

BE IT RESOLVED THAT the Minutes of the Regular Meeting of the Council of the Township of South Glengarry held on May 19, 2020 be adopted as circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

- a) Glengarry County Archives Fundraiser and Glengarry War Memorial Project Update - Robin Flockton

Mr. Flockton gave a presentation on his recently published book, Glengarry and the First World War. All net proceeds for the book will be donated to the Glengarry County Archives. Mr. Flockton also provided Council with an update on a recently completed project to catalogue the names of all veterans on the Glengarry War Memorial.

- b) Water and Wastewater Rate Review - Marco Vincelli
 Marco Vincelli provided an update on his study of South Glengarry's water and waste water rate review and the cost sharing ratio between systems now being used. Council directed administration to have staff continue to track the hours spent on each system.

7. NEW BUSINESS

a) Staff Reports

- i) Relocation of Council Chambers to Tartan Hall & Office Safety Improvements

Resolution No. 168-2020

Moved by Councillor McDonell
 Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry approves Administration's recommendation to relocate Council Chambers to Tartan Hall at the Char-Lan Recreation Centre and directs administration to engage the professional services required to prepare designs to renovate the Township office.

CARRIED

- ii) Telecommuting Policy - Addition to Human Resource's Policies and Procedure Manual

Resolution No. 169-2020

Moved by Deputy Warden
 Seconded by Councillor McDonell

Be It Resolved That the Council of the Township of South Glengarry receives Staff Report 70-2020 and that By-Law 30-2020 being a by-law to establish a Human Resources Policies and Procedures Manual be read a first and second time this 1st day of June, 2020.

CARRIED

- iii) Application - FCM AMP Funding Request

Resolution No. 170-2020

Moved by Councillor Lang
 Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 69-2020 be received and that the Township of South Glengarry directs Administration to apply for a grant from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Asset Management Preparedness Project and commits \$12,500 from its budget towards the costs of this initiative.

AND FURTHERMORE that the Township of South Glengarry commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Develop Asset Management Foundation for water and waste water infrastructure
- Asset Inventory Evaluation, Enhancement and Import

CARRIED

- iv) Summerstown Estates Dedication of 1 Foot Reserves

Resolution No. 171-2020

Moved by Councillor McDonell
 Seconded by Deputy Warden

BE IT RESOLVED THAT Staff Report 72-2020 be received and that By-

law 24-17 being a by-Law to dedicate Block 15 and 16 on Plan 14M-8 as Public Highway be rescinded and that By Law 29-2020 being a By-law to dedicate Block 15 and 16 on Plan 14M-8 and Block 19 on Plan 174 be read a first, second and third time passed sealed and delivered on this 1st day of June 2020.

CARRIED

v) Boundary Road Servicing Agreement

Resolution No. 172-2020

Moved by Councillor Jaworski

Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry receive Staff Report 73-2020 and furthermore; that South Glengarry request a delegation at an upcoming City of Cornwall Council Meeting to provide an overview of the concerns with the Boundary Road Draft Servicing Agreement.

CARRIED

b) Other Business

i) Notice of Motion - Provincially Significant Wetlands

Resolution No. 173-2020

Moved by Deputy Warden

Seconded by Councillor Lang

WHEREAS the Township of South Glengarry received correspondence from the Corporation of the Township of Perth South supporting resolutions passed by the Municipality of West Nipissing, the Village of Merrickville-Wolford and Norfolk County; and

WHEREAS the Township of South Glengarry shares the concerns of these municipalities and supports the request of the Village of Merrickville-Wolford requesting that the Ministry of Natural Resources and Forestry respectfully provide supporting evidence with respect to the expansion of wetlands designations within their boundaries; and

NOW THEREFORE BE IT RESOLVED THAT the Council for the Township of South Glengarry calls upon the Ministry of Natural Resources and Forestry to respectfully review its practices and procedures to include a requirement to provide supporting evidence to impacted municipalities when designating Provincially Significant Wetlands within their boundaries; and

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Natural Resources and Forestry, and the Minister of Municipal Affairs and Housing, ROMA and all Ontario municipalities.

CARRIED

ii) Fire Department Monthly Update - April 2020

iii) Programs and Facilities Update

Council and Director of Recreation and Facilities, Rick Ladouceur, discussed the decision to cancel summer camp and sports programs.

iv) Notice - Ontario Energy Board Notice to Enbridge Gas Customers
Council directed administration to send a letter in support of the charges proposed by Enbridge to encourage expansion of their service areas.

Resolution No. 174-2020

Moved by Councillor McDonell

Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry accepts the items presented on the agenda as Committee Reports and For Information Only.

CARRIED

- c) Committee Reports
 - i) SDG County Council Minutes - April 30, 2020
 - ii) Raisin River Conservation Authority May 21, 2020 Board Meeting Highlights
- d) For Information Only
 - i) Consent Summary 2020
 - ii) Consent Application B-31-20
 - iii) Programs and Facilities Update
 - iv) Notice - Ontario Energy Board Notice to Enbridge Gas Customers
 - v) Resolution - Provincial Funding for Rehabilitation Facilities City of Cambridge
 - vi) Resolution - Residential Construction (Twsp of North Frontenac)
 - vii) Resolution - Universal Basic Income (Kitchener)

8. UNFINISHED BUSINESS

- a) June 1, 2020 Unfinished Business Listing

9. CLOSED SESSION - None

10. CONFIRMING BY-LAW

Resolution No. 175-2020

Moved by Deputy Warden
Seconded by Councillor Lang

BE IT RESOLVED THAT By-law No. 31-2020 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.

CARRIED

11. ADJOURNMENT

Resolution No. 176-2020

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 9:16pm.

CARRIED

Mayor

Clerk

PUBLIC MEETING MINUTES

A PUBLIC MEETING OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD AS AN ELECTRONIC MEETING IN THE EVENING ON JUNE 1, 2020 AT 6:00 PM.

PRESENT: Mayor Frank Prevost, Deputy Mayor Lyle Warden, Councillor Stephanie Jaworski, Councillor Martin Lang, Councillor Sam McDonell

STAFF PRESENT: Clerk Kaylyn MacDonald, GM Community Services Joanne Haley, GM Infrastructure Services Ewen MacDonald, CAO Tim Mills

MEMBERS OF THE PUBLIC PRESENT: Francois Lafleur (EVB Engineering), Jean-Luc Cardinal, Josh Eamon (EVB Engineering), Pierre Gravel, Rick Stojak, Charlotte Rouleau, Cameron Matheson

1. OPEN PUBLIC MEETING

The meeting was opened at 6:00 pm.

Ms. Haley provided an overview of the public meeting process and advised that any person may attend and make verbal or written submissions. Ms. Haley outline how participants can request to comment using the Zoom platform.

2. PRESENTATIONS AND DELEGATIONS

a) Proposed Plan of Subdivision – Place St. Laurent Phase 5

Ms. Haley advised that the purpose of the first part of tonight's meeting is to obtain comments from members of the public in support of or in opposition to the proposed development of the subject property located in the Urban Settlement Area of Glen Walter. The subject property is located on Part of Lot 3, Registered Plan No. 101 (Glen Walter) in the former Township of Charlottenburgh now in the Township of South Glengarry. The subject property is approximately 2 hectares (5 acres) in size. The developer proposes to continue the existing subdivision to the north to create Phase 5 which will consist of 20 residential lots containing single detached dwellings that will be serviced by municipal water and sewer and is designated Residential in the Official Plan and is zoned Residential 1 Holding (R1-H) in the Township's Zoning By-Law. The removal of holding will be dealt with as a condition of draft plan approval if the draft plan of subdivision is approved. Ms. Haley advised that a staff report with the proposed subdivision agreement and any comments received would return to Council at a later date.

Ms. Haley introduced Francois Lafleur, an engineer with EVB Engineering. Mr Lafleur provided technical details on the proposed plan of subdivision's municipal services and drainage and stormwater management plan.

Councillor Jaworski asked about who was responsible for reaching out to utility companies for internet connectivity. Mr. Lafleur explained that utilities are coordinated when the subdivision is being built so that all utilities are in the same trench.

Mayor Prevost noted that the owner, Jean- Luc Cardinal, was also in attendance.

The Mayor asked the Clerk to check with those on the phone or online to see if they had comments.

Mr. Stojak, 6708 Yacht Blvd, had three points to share with Council. He first requested that the speed of construction crews working on the development was a concern and asked if the municipality had considered placing signage up for the speed limit. His second comment was in regards to the cleanliness of the street as construction vehicles moved granular material and fill as the road requires cleaning. His third question was if Yacht would be dug up again as part of this phase. In closing in reiterating on his first point that a speed bump not be placed in front of his house.

Mayor Prevost asked GM MacDonald to comment on his concerns with speed and road maintenance. Mr MacDonald explained that enforcing the speed limit was the responsibility of the OPP and the responsibility of any contractors. South Glengarry would work with the developer and crews on site to ensure that speed limits are being followed. He further commented that the cleanliness of the road would be addressed with the developer and the Township will monitor that the road is kept in good condition. Mr. MacDonald stated that he is fairly certain that Yacht Blvd should not be excavated again as part of the third phase.

Mr. Cardinal commented that all services are in for the next phase of the subdivision and that there should be no reason to dig up any more lawns on Yacht Blvd.

Mr. Stojak asked to confirm if a speed sign would be posted. Mr. Prevost said a sign would not be posted but that Mr. Cardinal and Mr. MacDonald would work together with contractors to mitigate the speed issue.

Deputy Mayor Warden asked if as a courtesy if a speed limit sign and traffic counter could be posted to monitor the speed on Yacht Blvd to gather more information. Mr. MacDonald agreed this could be done.

b) Proposed Plan of Subdivision – Tyotown Heights

The subject property is located on Part of Lots 37 to 39, Registered Plan No. 101 (Glen Walter) in the former Township of Charlottenburgh now in the Township of South Glengarry and is approximately 2 hectares (5 acres) in size. The developer proposes to create 5 residential lots, each 1 acre in area that will each be serviced by a private septic system and a well. The subject property is designated Rural Settlement Area in the Official Plan and is zoned Open Space in the Township's Zoning By-Law. A zoning amendment will be a required draft plan condition to rezone the proposed lots to Residential One (R1) if the draft Plan of Subdivision is approved. Ms. Haley advised that a staff report with the proposed subdivision agreement and any comments received would return to Council at a later date.

Ms. Haley introduced Josh Eamon, an engineer with EVB Engineering, who provide Council with an overview of the technical and engineering components for the proposed subdivision. The subdivision is being developed along an existing roadway and will not be municipally serviced. Grading will be designed to direct water to the roadside ditch or another defined outlet via a new swale at the back of the properties.

Mayor Prevost asked about entrances for the new properties being on the hill on Tyotown Rd. Mr. Eamon explained that the hill was cut down and the vertical curve was shaped to make sure there are adequate site distances anywhere on the vertical curve for entrances. The hill will be evaluated more as the plan continues.

Mr. MacDonald also commented that when the road was reconstructed the speed was lowered to 60km/h to accommodate the geometric design of the roadway and enhance public safety.

Deputy Mayor Warden asked if changing the zoning would trigger any restrictions on the land being farmed around the new residences, for instance, spreading manure. Ms. Haley said there are no restrictions and could continue to use best farming practices. Future owners would be made aware that the farmer has the right to continue their normal farming practices. Deputy Mayor Warden asked if the zoning had any restrictions for the agricultural side. Ms. Haley explained that there could be restrictions if the farmer decided to build any infrastructure. The farmer would have to consider minimum distances and nutrient management restrictions. Ms. Haley stated that she had spoken with the farmer and they are aware that they may face restrictions in the future.

Charlotte Rouleau, 18322 Tyotown Rd, asked to confirm the location of the proposed subdivision and Mr. Eamon shared the subdivision overview again. Mr. Eamon detailed the amount of land adjacent to Ms. Rouleau that would be staying agricultural. Ms. Rouleau noted that she was also concerned with the number of driveways being added to Tyotown Rd as the traffic has increased with the number of houses being built in the area. Mr. Eamon commented that the road was designed for cars going 60 to have appropriate sightlines. Ms. Rouleau closed by asking how she would be notified of the approval of the subdivision. Ms. Haley explained the estimated timeline of the decision and that Ms. Rouleau would receive a copy in the mail.

Cameron Matheson, 6427 Purcell Rd, asked to confirm that only single family dwellings were being permitted in the subdivision. Ms. Haley explained that the application being proposed does only include single family dwellings. The zoning change required during draft plan approval would also only allow for single family homes but the province does requires an additional secondary unit to be permitted should someone apply.

3. ADJOURNMENT

The meeting was adjourned at 6:37 PM.

Mayor

Clerk



Agritourism By-law Review

Examples of Regulations from Ontario Municipalities



Agritourism General Provisions

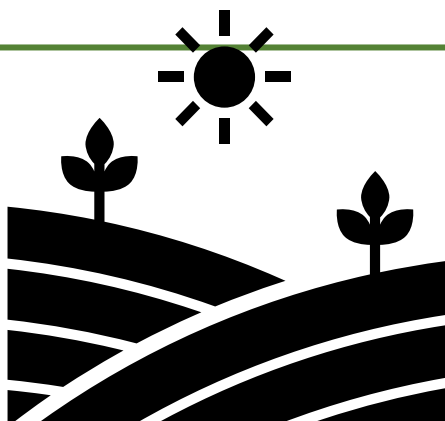
- Accessory or secondary use, depends on the principal farming operation or primary agricultural use (Hamilton, Muskoka Lakes, Puslinch)
- Located in Agricultural or rural zones only (common)
- 1 agritourism use permitted per lot (Tay)
 - Up to 3 farm-related businesses per lot
- Operations shall be operated by the resident farmer, resident member of family or non-resident owner of the farm who farms the property (Woolwich) (Common)
- Limited accommodation, or permitted bed and breakfast only (Puslinch, Tay, Meaford) (common)
- Lot area – minimum of 2 hectares up to minimum of 40 hectares required
- Max 2% of lot area, or 1 hectare for agritourism purpose (Caledon) (common)
 - Minimum lot size 2-3 hectares and contains permitted agricultural use
 - Maximum 15% of total lot area devoted to agritourism use (Muskoka Lakes)
- May include retail component (Common)
- 1 retail outlet or store per lot (Puslinch)
 - Primarily intended for products produced or derived from the agritourism use on the lot (Puslinch)
 - Off-site products limited to 1-100m² of retail space (Woolwich, Tay)
 - Area devoted to sales 30%-50% of total gross floor area of agritourism use, to a maximum of 250m² (Caledon, Meaford, Welland, Puslinch)

Building Provisions for Agritourism Use

- Floor area devoted to sales less than 50% of total floor area of buildings/structures of farm related business, up to max of 100-250m² (Tay, Puslinch)
 - Range 25% to 50%
- Gross floor area of buildings related to agritourism use – 1-2%, 75-2000m² (Tay, Caledon)
 - 500m² common for total gross floor area for buildings/structures devoted to use (Hamilton)
- 75m²-1250m² max for gross floor area or lot coverage of all buildings or structures devoted to agritourism use (Meaford)
 - 250-500m² most common

Winery/Brewery/Cidery – General Provisions

- Agricultural or rural zoning, secondary to the agricultural use (Amherstburg-Essex, Hamilton, North Stormont, South Dundas, Niagara-on-the-Lake)
- Sale of products permitted with license from licensing authority
- Farm winery – fruit grown on site
- Estate winery – locally grown fruit
- 18.5-75m² for retail space, 25% of total winery floor area, 1.5% of lot area up to 2323 m² (Prince Edward County, Amherstburg-Essex)
- Minimum of 2-4 hectares of lot area, capable of and committed to production of grapes or other crops used (Amherstburg-Essex)
- Minimum lot area 8 (rural) to 40 (agricultural) hectares (common minimums)
- Secondary uses (through site specific amendment, Niagara on the Lakes) – retail sale, hospitality room, agricultural market
 - Max floor area 400m²
- May require site-specific zoning amendment or special exception zoning (South Stormont, South Dundas, North Stormont)
- Must be licensed through AGCO
- Must conform to OBC including accessibility and private septic systems





AGRI-TOURISM

**South Glengarry Council Meeting
June 15, 2020**

Joanne Haley, GM Community Services

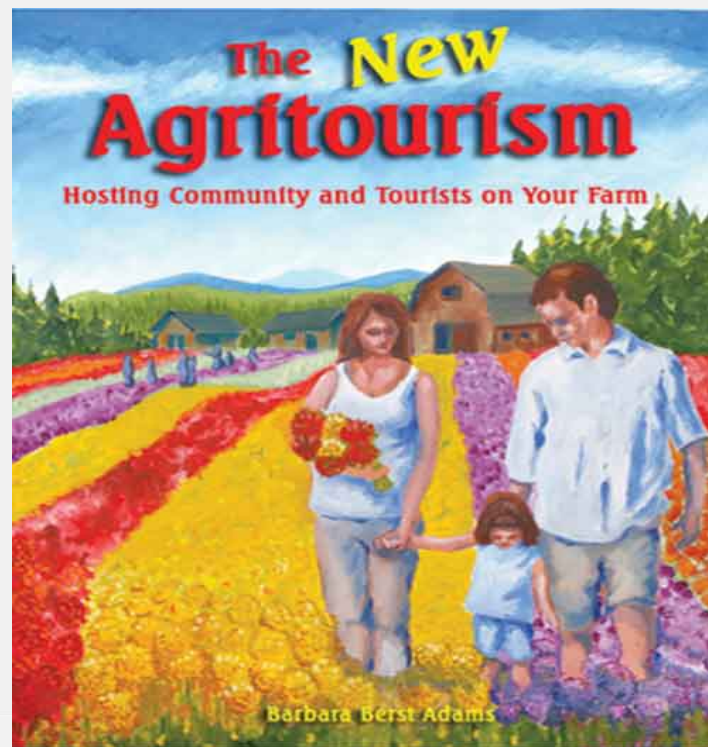
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Agri-Tourism

What is Agri-tourism?

- **Agri-tourism** as it is defined most broadly, involves any agriculturally based operation or activity that brings visitors to a farm. **Agri-tourism** has different definitions in different parts of the world.



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Agri-Tourism

Importance of Agri-tourism

- **Agri-tourism** gives farmers an opportunity to generate additional income and an avenue for direct marketing to consumers.
- Additionally, **agri-tourism** provides educational opportunities to the public, helps to preserve agricultural lands, and creates home based business opportunities.

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Examples of Agri-Tourism

- Pick your own
- Educational opportunities
- Bed and Breakfasts
- Corn Mazes
- Farmers market

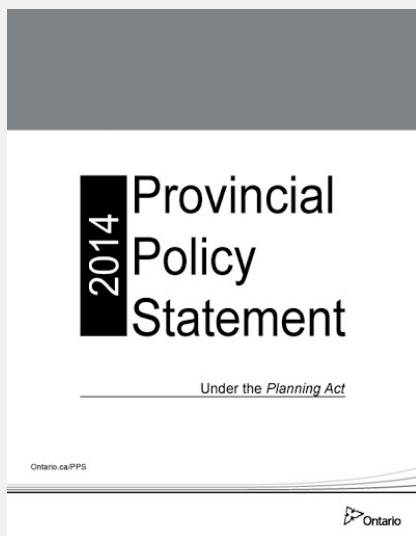
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Agri-Tourism Policies

Agritourism (J. Haley)

- Proposed *agriculture-related uses* and *on-farm diversified uses* shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.



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Agri-Tourism Policies

- **2014 & 2020 PPS Definition:**
- **Agri-tourism uses:** means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

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Agri-Tourism Policies

- Current Official Plan Policy:
- On-farm diversified uses are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. These uses shall be compatible with, and shall not hinder, surrounding agricultural operations.

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Agri-Tourism Policies

- South Glengarry is a supporter of Agritourism and currently permits the following uses in the Zoning By-law:
 - Home Based Businesses
 - Home Occupations
 - Home Industries
 - Bed and Breakfasts
 - Farm Produce Outlets
 - Greenhouses
 - Recreational Trails



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Agri-Tourism

- In order to enhance and expand agritourism opportunities in South Glengarry, an amendment to the zoning by-law is proposed. This amendment will consist of defining agritourism and developing general provisions on how agritourism can be developed.

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Agri-Tourism

Proposed Definition:

- **AGRI-TOURISM** means the use of land, buildings or structures for accessory uses to the principal agricultural use of the lot, conducted for gain or profit to support, promote and sustain the viability of the agricultural use, including but not limited to agricultural education and research facilities, overnight accommodations, restaurants, farm markets and the retail of local artisan and farm products, pick your own facilities, farm mazes and special events.



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Agri-Tourism

- Agritourism is not intended to **change** the use of rural and agricultural properties. Farming will always be the primary use, agritourism opportunities are secondary to the farming operation to enhance the farm and the visitors experience. It is not intended to create a **commercial** use and take away from the rural lifestyle.

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Agri-Tourism

- What do you want for South Glengarry?
- Items to consider are:
 - Overnight accommodations- what are the maximum numbers of visitors? (septic)
 - What is the maximum size/area of retail space? (accessibility)
 - What is the maximum size of the restaurant space? (septic, accessibility)
 - Do you want wineries or cideries included?

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Examples of General Provisions for Agri-Tourism

- Farming is the primary use; how much of the property do you want allocated to Agri-tourism?
- No more than 2% to a maximum of 2000m² (0.2ha) of the lot area shall be used for an on-farm diversified use including but not limited to buildings or structures, parking areas and all components used exclusively for the use (Caledon)
- 1 agritourism use per lot (Tay)
- Maximum lot area devoted to agri-tourism uses shall not exceed 15% of the total lot area, including required parking spaces (Muskoka lakes)
- Maximum 15% of lot area or 1 ha devoted to agritourism use (Welland)

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Examples of General Provisions for Agri-Tourism

- Overnight Accommodations:
- Do you want to permit bed and breakfasts only or independent structures also?
- Overnight accommodation limited to a permitted bed and breakfast establishment (Puslinch, Tay, Meaford Twps)
- Maximum of 5 overnight guests (Common max.)

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Examples of General Provisions for Agri-Tourism

- Retail Floor Space:
- To sell the produce and wares from the farming operation
 - The retail store component associated with any agri-tourism use shall be limited to 200m² (2153 ft.²) (Muskoka lakes)
 - Floor area devoted to sales <50% of total floor area of buildings/structures of farm related business, maximum 250m² (Puslinch)

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Examples of General Provisions for Agri-Tourism

- Restaurants/Tea Rooms
- Do you want to permit restaurants/tea rooms-
all areas will be serviced by septics and wells
 - Food concession accessory to agritourism use shall not exceed 50m² (Caledon)
 - Primary source of the majority of the products sold shall be products produced by, or derived from, the principal agricultural use(s) on the lot

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Examples of General Provisions for Agri-Tourism



Wineries and Cideries?

Many municipalities require a site specific zoning amendment for wineries and cideries outside of commercial zones due to the commercial nature

Farm winery - The fruit used in the production of the wine shall be predominantly from the vineyard and/or fruit farm located on the same land as the farm winery, or as part of the farmer's own farm operation (Greater Napanee)

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Examples of General Provisions for Agri-Tourism

- Wineries and cideries?
 - Only in special exception zones in South Stormont and South Dundas in Rural/Ag areas
 - Retail sale max gross floor area 18.5m² (Prince Edward County)
 - On site tasting room and retail floor space shall not exceed the lesser of 75m² or 25% of the total winery floor area



SOUTH GLENGARRY

Ontario's Celtic Heartland

Examples of General Provisions for Agri-Tourism

- Northumberland County
 - County OP + 7 OP's for each member municipality
 - No zoning provisions in the member municipality's zoning by-laws, many uses would trigger site specific amendments
 - OP Policies permit agri- tourism, similar to SDG

SOUTH GLENGARRY

Ontario's Celtic Heartland

Recommendations

- ❖ Ensure that the primary use of the subject property remains agricultural
- ❖ Permit independent structures for overnight accommodations, permit a max. number such as 5, due to private services, must conform to the OBC
- ❖ Permit tea rooms and small concession areas to allow patrons to eat/taste products for a field to fork experience. Cap size of space due to septic and OBC Requirement's and to ensure it is secondary to the farming operation
- ❖ Cap the size of the retail space to ensure it is secondary to the agricultural operation
- ❖ Cap the area of existing buildings and land that can be used for Agritourism to ensure that the primary use of the property is agricultural
- ❖ Wineries and Cideries be permitted on a site specific zoning amendment to review servicing, parking, conversion of structures and licensing requirements- neighbours should have a right to comment on the proposed use and impact to the community

SOUTH GLENGARRY

Ontario's Celtic Heartland

Require Direction of Council

- What do you want to see in your Agricultural and Rural Communities?



SOUTH GLENGARRY

Ontario's Celtic Heartland

Next Steps

- Receive direction from Council
- Rewrite applicable sections of the Township's zoning by-law
- Prepare a Housekeeping Amendment Notice to the Public
- Hold a public meeting
- Bring amended by-law to Council for approval
- 20 day appeal period following the notice of decision

SOUTH GLENGARRY

Ontario's Celtic Heartland



Questions?

SOUTH GLENGARRY

Ontario's Celtic Heartland



STAFF REPORT

S.R. 74-2020

PREPARED BY: E. MacDonald, GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Delegate Authority for Patio Encroachment Agreements
(E. MacDonald)

BACKGROUND:

1. The province has announced that they are taking a regional approach to move to Stage 2 of opening the province to more businesses.
2. Included in the list of businesses that can open is outdoor patios at restaurants and pubs.
3. The Township has received a request from the South Glengarry Restaurant to have a patio on the south side of the restaurant. A sketch of the proposed patio is appended to this report.
4. The patio would be located on the Celtic Lane Road Allowance and if the patio is approved then an Encroachment Agreement will need to be executed.
5. There is potential for other requests that could also encroach on Municipal Road Allowances.

ANALYSIS:

6. Given that there might be other requests to have patio's that encroach on the Municipal Road Allowances, it would be efficient to delegate the authority to enter into the Encroachment Agreement(s) to the General Manger Infrastructure Services.
7. By Law 37-2020 would delegate authority for the approval of Encroachment Agreements to the General Manager Infrastructure Services until November 30th, 2020.



ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Enhance economic growth and prosperity

Goal 4: Strengthen the effectiveness and efficiency of our organization

Goal 5: Improve internal and external communications

RECOMMENDATION:

BE IT RESOLVED THAT the Council of South Glengarry receives Staff Report 74-2020 and hereby delegates to the General Manager Infrastructure Services the authority to approve Encroachment Agreements for Commercial Patio's that encroach on the Township's Road Allowance, and furthermore; that this Authority will be in place until November 30, 2020 and furthermore that By-law 37-2020 be read a first, second, and third time, passed signed and sealed in Open Council this 15th day of April, 2020.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS

SG-F-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 37-2020
FOR THE YEAR 2020**

BEING A BY-LAW TO DELEGATE APPROVALS FOR COMMERCIAL PATIO ENCROACHMENT AGREEMENTS TO THE GENERAL MANAGER INFRASTRUCTURE SERVICES.

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 Section 23.1 of the *Municipal Act, 2001*, as amended, authorizes a municipality to delegate some of those powers and duties to a person or body subject to the restrictions of the Act;

AND WHEREAS Section 23.1 of the *Municipal Act, 2001*, as amended, permits the delegation of powers subject to such conditions and limits as Council considers appropriate and such limits can include conditions, approvals and appeals that apply to the power delegated;

AND WHEREAS Section 23.2 of the *Municipal Act, 2001*, permits the delegation of a legislative power to an individual where, in the opinion of the Council, the power being delegated is minor in nature;

AND WHEREAS the Council of The Township of South Glengarry deems it appropriate to delegate authority to approve Encroachment Agreements for Commercial Patios

NOW THEREFORE BE IT RESOLVED that the Council of The Township of South Glengarry enacts as follows:

1) DEFINITIONS

a) "General Manager Infrastructure Services" means the individual appointed by by-law to the position of General Manager Infrastructure Services to generally manage the Infrastructure of the Township of South Glengarry.

b) "Clerk" means the Clerk and Deputy Clerk of the Township and/or designate.

c) "Council" means the Council of the Corporation of the Township of South Glengarry acting as per the Municipal Act as the governing body of the Township, comprised of seven members; Mayor, Deputy Mayor and three Councillors.

d) "Mayor" means the Head of Council as defined in the Municipal Act, 2001, of the Township of South Glengarry

e) "Township" means the Township of South Glengarry.

2) GENERAL APPLICATION OF THIS BY-LAW

2.1 That upon coming into force of this by-law, the General Manager Infrastructure Services has, in lieu of the Council of the Township of South Glengarry, all powers and rights in respect of the authority hereby delegated, and the General Manager Infrastructure Services shall be responsible for all matters pertaining thereto, subject always to the terms and limitations of any applicable Act or by-law.

2.2 That the General Manager Infrastructure Services is authorized to do all acts necessary to carry out the authority vested in the General Manager Infrastructure Services pursuant to this by-law, including affixing his/her signature as required to all documents and plans.

2.3 Notwithstanding the delegation of approval authority in 3.1 and 3.2, an application shall be approved by Council where so requested by either Council, the General Manager Infrastructure Services or the applicant.

3) AUTHORIZED DELEGATION

3.1 That the Council of South Glengarry hereby delegates to the General Manager Infrastructure Services the authority to approve Encroachment Agreements for Commercial Patio's that encroach on the Township's Road Allowance.

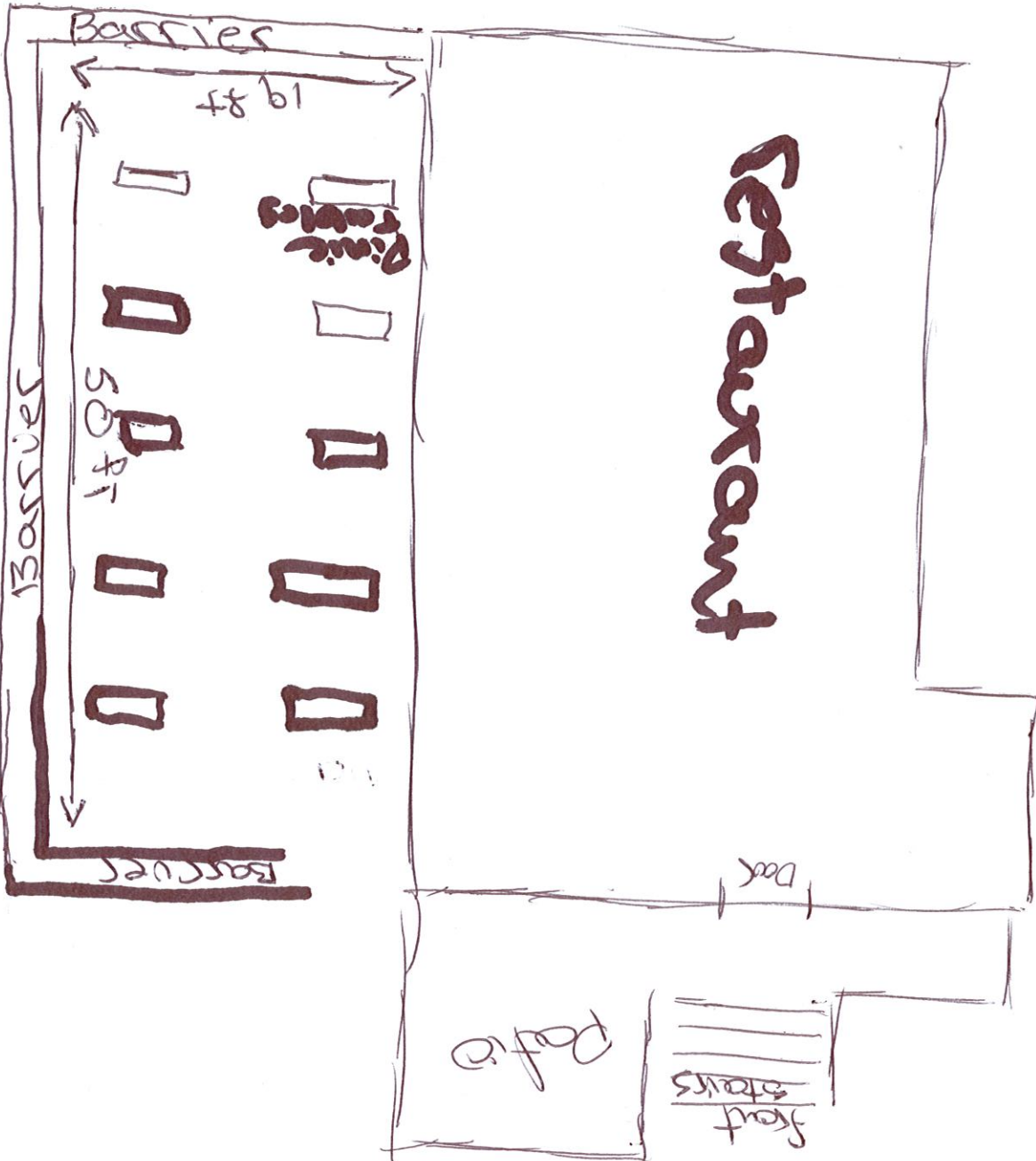
3.2 That this Authority will be in place until November 30, 2020.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 15th DAY OF JUNE 2020.

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



Celtic Lane



Parking lot



STAFF REPORT

S.R. 75-2020

PREPARED BY: L. McDonald, GM Corporate Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Donation Request - Holy Trinity Bursary

BACKGROUND:

1. The Township has no history of providing Holy Trinity Catholic High School (HT) with a bursary.
2. The Township has provided Char-Lan District High School (CLDHS) a bursary of \$600 for 10 years and \$200 to \$400 in prior years.
3. The basis for the CLDHS bursary was partly on behalf of our recreation committee and partly in memory of Darrin Prunner and Martin Lariviere.

ANALYSIS:

4. Based on the ebbs and flows of grant and donation requests throughout the year, it is hard to say whether Council will go over budget because of this request.
5. If the Township takes the approach that it does not support events that are not occurring (i.e. Raisin River Canoe Race, Canada Day, possibly parades, etc.) then there will be ample room in the grants and donations budget line.
6. Administration recommends that Council refrain from giving 2020 dollars to events that will not occur in 2020.
7. We have two secondary schools in South Glengarry and only supporting one may appear unequitable.
8. Administration recommends three options:

Option A: Council supports Holy Trinity graduates with a bursary of \$200
Option B: Council supports Holy Trinity graduates with a bursary of \$600
Option C: Council does not provide a bursary at this time.



9. The reason for 'a.', the CLDHS bursary is one-part, former recreation committee and two parts, in-memory of South Glengarry residents.

10. The reason for 'b', the CLDHS bursary is \$600, so make them even.

IMPACT ON 2020 BUDGET:

11. An increase of either \$0, \$200, or \$600.

ALIGNMENT WITH STRATEGIC PLAN:

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

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 75-2020 be received and that the Council of the Township of South Glengarry support Holy Trinity Catholic High School with a bursary per option ____.

Option A: Council supports Holy Trinity graduates with a bursary of \$200

Option B: Council supports Holy Trinity graduates with a bursary of \$600

Option C: Council does not provide a bursary at this time.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS



Holy Trinity Catholic Secondary School

18044 Tyotown Road
P.O. Box 248
Cornwall, Ontario K6H 5S7
Tel: 613-936-0319 Fax: 613-936-0663
www.holytrinityfalcons.com



May 28, 2020

Tim Mills, Chief Administrative Officer
Township of South Glengarry
6 Oak Street, Box 220
Lancaster, ON
K0C 1N0

Dear: **Mr. Mills**

Holy Trinity Catholic Secondary School is - with great anticipation - preparing to celebrate our Graduating Class of 2020. We are reaching out to you again this year, with the hope that you may be able to contribute to a bursary that will help to support our students' post-secondary studies. The bursaries awarded to our graduating students are appreciated as they help our students achieve their future goals.

We recognize that during these unprecedented times that your contribution may not be the same as in the past or may not be possible this year. We certainly understand if this is the case and hope that you would consider supporting our graduations in the future.

We sincerely appreciate your consideration for providing a donation this year. If you are able to contribute to a graduation bursary, we ask that you complete and return the form below, via email to lisa.mcdougall@cdsbeo.on.ca. Given this unprecedented time, we understand that you may not be able to provide a donation at this time. We truly support if you decide that a donation is not currently possible. If you have any questions regarding our bursary process, please contact the school at 613-936-0319, extension 413.

Thank you for your consideration and for supporting the graduating students of Holy Trinity.

Yours in Catholic Education,


Dawn Finnegan,
Principal

Township of South Glengarry

I will provide a bursary at the value of \$_____ payable to the Catholic District School Board of Eastern Ontario

With regret, I am unable to provide a bursary at this time.

Donor's Name: _____

Phone Number: _____

Email address: _____

Name of bursary: _____

Bursary Criteria: _____

Please note that due to the present school closure, we are asking that you send your Bursary cheque along with the completed form above, to the address below by Friday, June 5, 2020:

Holy Trinity Catholic Secondary School
Attention: Student Services
P.O. Box 248
Cornwall, ON
K6H 5S7



STAFF REPORT

S.R. 76-2020

PREPARED BY: L. McDonald, GM Corporate Services
PREPARED FOR: Council of the Township of South Glengarry
COUNCIL DATE: June 15, 2020
SUBJECT: Rate Increase - Cornwall Electric

BACKGROUND:

1. Annually, Cornwall Electric informs the Township of their required rate increases.
2. As of July 1, 2020, their rates will be going up 2.95% and attached you will find the entire document sent to the Township.
3. Historically their rates have gone up: 2019, 2.0%; 2018, 1.0%; and 2017, 2.5%.

ANALYSIS:

4. As at Year End (YE) 2019, the Township has a small reserve (\$36,116.62) for Cornwall Electric Street Light potential projects.
5. Our contribution to reserves at YE 2019 was \$4,296.86.
6. With the 2020 rate increase it is anticipated that the Township's YE 2020 surplus will be \$0 - \$1,500.
7. Following the expected 2021 increase the Township will be running a minor deficit. This would have two solutions:
 - Draw from reserves
 - Increase the rate
8. Ideally, the Township could implement LED technology and decrease the cost of energy. This action may result in a temporary deficit position but, given past experience on the Hydro One system, it would quickly pay for itself.



IMPACT ON 2020 BUDGET:

- 9. Nil, streetlights are a local area improvement charge and fund themselves.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 76-2020 be received and that the Council of the Township of South Glengarry file this report.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS



June 3, 2020

DELIVERED VIA MAIL

Mr. Tim Mills, CAO
Township of South Glengarry
P.O. Box 220
Lancaster, Ontario
K0C 1N0

Dear Mr. McDonald

RE: Application for Retail Rates Effective July 1, 2020

I am writing to advise you that Cornwall Electric retail rates will increase 2.95% for the July 1, 2020 to June 30, 2021 rate year. Street light rates have been adjusted due to the material and labour components. Cornwall Electric rates continue to compare very favorably to surrounding Ontario electrical utilities. Cornwall Electric requests that the Township of South Glengarry amend its by-law concerning electricity, as set out in the accompanying schedule of electric rates in accordance with the Franchise Agreement. Cornwall Electric imports almost all of its power needs for our customers and, as such, retail pricing mirrors trends in the wholesale market.

Community Service

Cornwall Electric remains committed to the high standard of service provided to our customers and the community. Cornwall Electric, a FortisOntario Company, remains locally managed and continues to have a strong customer service and line operations presence. Two prominent local citizens remain on our Board of Directors, one a South Glengarry resident. Our management, staff and retirees are active in local charitable organizations and events such as The Agape Centre and The United Way of SD&G.

Safety of the community and our workers is a core value for Cornwall Electric. School classrooms are visited and onsite safety presentations for local industrial safety days are provided. Our employees have received and continue to receive vigorous safety and skills training.

Cornwall Electric capital construction plans for South Glengarry include the ongoing replacement of deteriorated poles and related equipment. Trees along utility owned pole lines are trimmed on a rotating three year basis.

Wholesale Energy Markets

Cornwall Electric purchases power on behalf of the customer. As the previous two long-term contracts expired December 31, 2019, the new contract negotiated in the fall of 2016, between HQ Energy Marketing Inc. and Cornwall Electric commenced on January 1, 2020. The highlights of the new contract consist of:

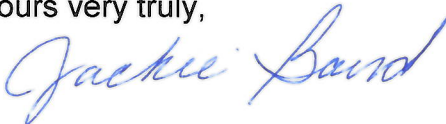
- A contract period that covers from January 1, 2020 to December 31, 2030.
- A contract price similar to the end price of the existing contracts.
- A contract price that shall be increased at the beginning of each subsequent rate year by 2%

Wholesale costs of purchased power is passed through to the customers at cost and represent nearly 80% of the customer's bill. The remaining is the Company's charge to deliver the power safely and reliably to the customers' homes and businesses and to provide for system maintenance and capital equipment replacement.

Consistent with the rate setting formula in the Franchise Agreement, the Retail Rates should be increased by 4.62%. However, the increase will be 2.95% July 1, 2020, considering the impact of Covid-19 on the local economy and Cornwall Electric customers. As a result, Cornwall Electric will collect any difference between the actual increase of 2.95% and 4.62% during the 2021-2022 rate year.

By this letter, Cornwall Electric requests the Township of South Glengarry to amend its electricity rate by-law to adjust the retail electricity rates charged to the customers in the Township as set out in the accompanying schedule of electric rates, effective July 1, 2020.

Yours very truly,



Jackie Baird
Regional Manager, Eastern Region
613-932-0123 Ext 4232

Enclosures

CORNWALL ELECTRIC

SCHEDULE OF ELECTRIC RATES

2020 - 2021

- Service Area - City of Cornwall, western portions of the Township of South Glengarry, southeast section of the Township of South Stormont and Cornwall Island.
- Power Supply - Purchased from Marketing d'Energie Hydro Quebec and CDH District Heating
- Rate Classes -
- 1.0 Urban Domestic
 - 2.0 Urban General Service
(Commercial and Industrial Uses)
 - 3.0 Rural Residential and Farm
 - 4.0 Rural General Service
 - 5.0 Summer Cottages
 - 6.0 Street Lighting
 - 7.0 Private Lights

All rates shown are monthly rates unless otherwise noted.

EFFECTIVE dates as noted on each sheet.

Published rates are all exclusive of any applicable sales taxes.

ENERGY MANAGEMENT

Cornwall Electric does not generate any electrical energy. Most of the energy is purchased from wholesalers, with the remaining portion of its total energy requirement from CDH District Heating. Purchased power represents approximately 80% of the amount billed to each customer. Under the terms of Cornwall Electric's franchise agreements, the cost of purchased power is to be passed through to the customers without any mark-up. Cornwall Electric receives a regulated total annual revenue amount for delivering power from the Cedars Rapids Transmission lines to the customers.

The rates contained in this pamphlet were designed to yield sufficient revenue to pay for the wholesale cost of power plus Cornwall Electric's regulated distribution revenue. The rates in future years will be adjusted to ensure that any shortfall or surplus in this rate year is eliminated.

Cornwall Electric encourages you to install additional insulation and weather tighten your home. The use of modern energy efficient appliances, electric motors, lighting, low flow showerheads and electronic thermostats are also strongly recommended. Energy saved in this way increases your comfort while saving you money.

EFFECTIVE July 1, 2020

1.0 URBAN DOMESTIC SERVICE

Availability

For all domestic purposes in private residences, individual apartments and multiple apartment buildings, located within the City of Cornwall.

Dwellings which are operated on a Commercial Basis such as hotels, and motels and rooming houses do not qualify for service under this rate.

Energy Charge - Per metered service

First block 250 kWh 16.46 cents per kWh

Balance 12.97 cents per kWh

Minimum Net Charge

\$10.09 per month

Unpaid Balances

An unpaid balance after the due date is subject to an Interest Charge of 1.5% per month, compounded monthly (19.56% per annum).

EFFECTIVE July 1, 20202.0 URBAN GENERAL SERVICE (Commercial and Industrial Uses)Availability

For all purposes in commercial, institutional, manufacturing or processing plants, up to 1000 kW, located within the City of Cornwall. Voltages which may be available; 120/240 V single phase; 120/208 V; 347/600 V 3 phase 4 wire. The availability and supply conditions are subject to approval by the Company. Loads above 1000 kW will be considered individually.

Energy Charge

First 250 kWh	17.63 cents per kWh
Next 12250 kWh	14.38 cents per kWh
Balance of kWh	9.98 cents per kWh

Demand Charge

First 50 kW	No charge
Balance of kW	\$8.17 per kW

A reduction of 60 cents per kW of demand will apply where the supply transformers are customer owned.

Adjusted for Low Power Factor

The maximum kW demand shall be not less than 90% of the maximum kVA demand for the billing period.

Minimum Net Bill - \$10.52 per month and 50 cents per kW over 50 kW of established demand.

Where a customer's load requires the utility to install transformer capacity to supply the load, the utility may establish the minimum monthly billing at 50 kWh for each kW of load provided for.

Unpaid Balances

An unpaid balance after the due date is subject to an Interest Charge of 1.5% per month, compounded monthly (19.56% per annum).

EFFECTIVE July 1, 2020

3.0 RURAL RESIDENTIAL AND FARM

Availability

For all rural residential and farm applications.

Energy Charge

First 250 kWh	18.12 cents per kWh
Balance of kWh	13.48 cents per kWh

Minimum Net Charge

\$13.24 per month

Unpaid Balances

An unpaid balance after the due date is subject to an Interest Charge of 1.5% per month, compounded monthly (19.56% per annum).

EFFECTIVE July 1, 20205.0 RURAL SUMMER COTTAGES - ANNUAL RATESAvailability

Available to summer cottages, boathouses, pump houses where electric distribution is located or is extended by the Company, used mainly during the summer season between May and September 30th.

Service Charge

Due in May of each year.

Cottages	- Accessible by road	\$193.20 per year
	- Inaccessible by road	\$264.38 per year

Boat or pump house and accessible by road \$99.05 per year.

Energy Charge

First Block 1300 kWh	26.37 cents per kWh
Balance of kWh	14.29 cents per kWh

Minimum Net Charge of Energy

Cottages	- Accessible by road	\$193.20 per year
	- Inaccessible by road	\$264.38 per year

Boat or pump house	\$99.05 per year
--------------------	------------------

The meter will be read once annually (usually September) and billed at that time.

Unpaid Balances

An unpaid balance after the due date is subject to an Interest Charge of 1.5% per month, compounded monthly (19.56% per annum).

EFFECTIVE on all bills dated after July 1, 20206.0 STREET LIGHTING SERVICEAvailability

Effective July 31, 1998 the ownership of all municipal street lights within the City of Cornwall has been transferred to the City. The supply of energy and capacity for all City owned street lights, luminaries and ballasts shall be billed together as one service using the applicable general service rates. In all other cases, where the Company does own the lamps, fixtures and equipment, the following rates shall apply:

URBAN RATES - Flat Monthly Rates

* 175 watt Mercury Vapour Luminaire	\$22.13
* 250 watt Mercury Vapour Luminaire	\$24.64
* 400 watt Mercury Vapour Luminaire	\$34.64
100 watt High Pressure Sodium	\$18.95
150 watt High Pressure Sodium	\$21.96
250 watt High Pressure Sodium	\$26.18
400 watt High Pressure Sodium	\$37.83

RURAL RATES - Flat Monthly rates

* 175 watt Mercury Vapour Luminaire	\$25.28
* 250 watt Mercury Vapour Luminaire	\$29.61
* 400 watt Mercury Vapour Luminaire	\$39.51
70 watt High Pressure Sodium	\$22.74
100 watt High Pressure Sodium	\$23.84
150 watt High Pressure Sodium	\$25.14
250 watt High Pressure Sodium	\$29.88
** 400 watt High Pressure Sodium	\$44.04

* These sizes available only at Company's discretion.
Other sizes shown are standard.

** For existing private lights only.

Unpaid Balances

An unpaid balance after the due date is subject to an Interest Charge of 1.5% per month, compounded monthly (19.56% per annum).

EFFECTIVE July 1, 2020

7.0 PRIVATE LIGHTS

Rates as on previous page.

Service available only at the Company's discretion. The rate includes the supply, installation, maintenance and operation of a standard light fixture and bracket with necessary internal wiring and controls, together with energy and capacity.

Unpaid Balances

An unpaid balance after the due date is subject to an Interest Charge of 1.5% per month, compounded monthly (19.56% per annum).



STAFF REPORT

S.R. 77-2020

PREPARED BY: Tim Mills, CAO

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Telecommuting Policy- Addition to Human Resources Policies and Procedure Manual

BACKGROUND:

1. With the unexpected onset of the COVID-19 Pandemic, many workplaces are allowing/requiring their staff to work from home. Human Resources lawyers are recommending that organizations that allow/require their staff to work from home have a Telecommuting Policy that specifically outlines the expectations of all parties. The implementation of this Policy will ensure that the Township employment relationship with its staff is clearly spelled out during the pandemic as well as from time to time should an employee request to temporarily work from home.

ANALYSIS:

2. Based on the recommendations of Council, the following has been added to the Telecommuting Policy:
3. Employees shall complete the attached "Appendix A Employee Declaration" prior to their approved and scheduled date to work from home.

IMPACT ON 2020 BUDGET:

None

ALIGNMENT WITH STRATEGIC PLAN:

- Goal 3: Strengthen the effectiveness and efficiency of our organization
- Goal 5: Improve internal and external communication



RECOMMENDATION:

BE IT RESOLVED THAT the Council of the Township of South Glengarry receives Staff Report 77-2020 and that By-Law 30-2020 being a by-law to establish a Human Resources Policies and Procedures Manual be read a second time this 15th day of June, 2020.

A handwritten signature in black ink, appearing to read "T. Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS

SG-I-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 30-2020
FOR THE YEAR 2020**

BEING A BY-LAW TO ESTABLISH A HUMAN RESOURCES POLICIES AND PROCEDURES MANUAL FOR THE CORPORATION OF 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 the Council of the Corporation of the Township of South Glengarry adopted a Human Resources Policies and Procedures Manual on July 3rd, 2018.

AND WHEREAS the Council of the Corporation of the Township of South Glengarry deems it advisable to amend their Human Resources Policies and Procedures Manual.

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

1. **THAT** the Township of South Glengarry Human Resources Policies and Procedures Manual is hereby attached as Schedule "A" of this by-law.
2. **THAT** where the provisions of any other by-law are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.
3. **THAT** on the date this by-law comes into effect By-Law 40-18 shall be hereby repealed.
4. **THAT** this by-law shall come into force and effect on the day of its final passing.

READ A FIRST AND SECOND TIME IN OPEN COUNCIL THIS 1ST DAY OF JUNE, 2020.

MAYOR:

CLERK:

READ A THIRD AND FINAL TIME, PASSED SIGNED AND SEALED IN OPEN COUNCIL THIS 15th DAY OF JUNE, 2020.

MAYOR:

CLERK:



Policy Type: Human Resources
Policy # HR-200-13
Approved By Council on:

By-law No. 30-2020

(HR-200-13) Human Resources – Telecommuting Policy

Intent

The intent of the *Telecommuting Policy* is to establish guidelines and provisions for telecommuting arrangements which can be implemented on an occasional basis. The arrangements can be granted during a state of emergency (i.e. during a pandemic) or it can be granted on an interim basis during regular business operations with the approval of the CAO and the employee's reporting manager.

Definition

Telecommuting is the use of technology to change the location of where work is performed other than the conventional office workspace, usually the employee's home. Although not all jobs can be performed satisfactorily from other locations, the Township of South Glengarry recognizes that, in some cases, telecommuting arrangements can provide a mutually beneficial option for both the Township of South Glengarry and the employees.

Guidelines

This procedure applies to full-time permanent non-union and contract non-union employees. It may also apply to union employees, subject to the terms and conditions in their respective collective agreements.

This policy does not alter or replace the terms of an existing employment contract. Employees must comply with all company rules, policies, practices and instructions that would apply if the employee were working at the regular company worksite.

Eligibility

1. Not all jobs or departments are suitable for a telecommuting arrangement due to the nature of the work performed and operational requirements.
2. Employees who would like to be considered for a telecommuting arrangement must first consult with their manager and then the manager must submit a written request to the CAO. The decision to allow an employee to telecommute will be made by the CAO in consultation with the employee's manager.
3. Telecommuting is an employee privilege and not a guarantee or an entitlement. Telecommuting is not to be considered a universal employee benefit and must have the complete support of the manager and the CAO.



Policy Type: Human Resources
Policy # HR-200-13
Approved By Council on:

By-law No. 30-2020

(HR-200-13)

Human Resources – Telecommuting Policy

4. Employees that are considered for telecommuting must be able to work independently, be self-starters, demonstrate attention to work time and be able to continually meet the productivity requirements of their position.
5. The resources that an employee needs to do his/her job must be easily transportable or available electronically.
6. Jobs that entail working alone or working with specialized software or equipment that can be kept as his/her remote workspace are often suitable for telecommuting. Jobs that require physical presence to perform effectively are normally not suitable for telecommuting.
7. Management may establish work rules to support telecommuting to ensure access, safety and timely completion of work.
8. Telecommuting is not an alternate to child or elder care. If applicable, the telecommuter must make appropriate arrangements for dependent care.
9. Employees are not permitted to have more than one flexible work arrangement at the same time. Consideration may be given for exceptional circumstances on a time-limited basis with CAO approval.

Schedules and Hours of Work

1. The normal hours of a telecommuting employee are the standard business hours of the department in which the employee works in, unless otherwise approved by the manager.
2. Changes to the employee's schedule must be approved in advance by the employee's manager. In some instances, telecommuting hours may be different from office hours, however the employee and manager must agree on the designated hours of work.
3. The number of hours an employee works per day and per week will not change due to telecommuting.
4. An employee must be available by telephone or email during the scheduled hours of the telecommuting arrangement, with the exception of their scheduled lunch/break period. Any changes to their remote contact information must be reported to their manager immediately.
5. Overtime hours must be pre-approved by the manager. Any shift differential pay will apply only when the manager requires the employee to work during hours where the *Non-Union Overtime Policy (HR 700-13)* or collective agreement would apply.
6. Absences will be reported accordingly to the employee's manager or supervisor regardless of where the employee would be working that day. Recording and



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Approved By Council on:

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Human Resources – Telecommuting Policy

tracking work hours on the employee time sheet is the responsibility of the telecommuter, regardless of the location where the work is performed.

7. Managers may require an employee to return to the Township of South Glengarry work location on a telecommuting day should work situations warrant such an action. If an employee is asked to return to the office during telecommuting days frequently, the manager may re-evaluate the compatibility of the employee's suitability for telecommuting and with appropriate notice to the employee, terminate the telecommuting arrangement.
8. If an employee is required to be in the office on a telecommuting day, mileage is not paid.
9. Telecommuting arrangements will vary among departments and business units, depending on the function and responsibilities of the employee. Each department must maintain some appropriate complement of employees who work on site at the Township of South Glengarry locations in order to function effectively

Workspace

1. Employees who are approved for a telecommuting arrangement must have an appropriate work area in their remote location that considers ergonomics, appropriate equipment, noise and interruption factors. Lighting, internet service, power and temperature control should all be consistent with a typical office environment.
2. The Township of South Glengarry's liability for job-related accidents will continue to exist during the approved work schedule and in the employee's designated work location since the remote location will be considered an extension of the Township of South Glengarry workspace.
3. In the case of an injury while working remotely, the employee must report the injury to his/her manager or human resources immediately (or as soon as circumstances permit). Employee must also submit a written report and file WSIB form through their supervisor and Human Resource Advisor.
4. Any increases to the employee's home utility costs are the responsibility of the employee.

Use of Company Property

Employees must use company-provided devices when working remotely to ensure that the appropriate software and programs are being used while maintaining data security and confidentiality. All completed and working copies of documents must be saved on the Township of South Glengarry's computer server with limited access so that information is



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available to those who may require its use from the company worksite. Failure to use company-approved devices may leave company data vulnerable to a breach and may result in disciplinary action up to and including termination.

Company-owned resources may only be used for Township purposes. Employees must take reasonable steps to protect any company property from theft, damage, or misuse. Depending on the circumstances, the employee may be responsible for any damage to or loss of company property.

Confidentiality and Security

1. It is the responsibility of the employee to take all precautions necessary to secure all government-related information and to prevent unauthorized access when working outside the Township of South Glengarry's work locations to ensure the integrity and confidentiality of information. Steps to take to secure information include, but are not limited to, use of locked file cabinets or desks; regular password maintenance; and any other steps appropriate for the job and the environment.
2. The employee must agree to allow an authorized Township of South Glengarry representative to access the remote workspace during prearranged times for business purposes, which may include but not limited to: Health and safety inspections, equipment installations and repairs, security assurance and retrieval of Township property.

Health and Safety

Employees shall complete the attached "Appendix A Employee Declaration" prior to their approved and scheduled date to work from home. If the workspace is unsafe and cannot be made safe, the Township of South Glengarry may refuse or revoke the employee's remote work arrangement.

In the event of a work-related incident or injury in the designated workspace, the employee needs to immediately report the incident to his/her manager. Employees working remotely will be covered by workers' compensation for job-related injuries that occur in the course and scope of employment while working remotely. The employee remains liable for injuries to third parties that occur on the employee's premises.



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By-law No. 30-2020

(HR-200-13)

Human Resources – Telecommuting Policy

Employee Responsibilities

1. Ensuring the designated workspace meets the standards as outlined in this policy.
2. Maintains communication with manager, colleagues and clients to the standards set corporately.
3. Demonstrated ability to be self-motivated, well-organized and self-disciplined in their approach to work.
4. Ensures service delivery is seamless to all other parties (internal and external).
5. Agrees to work standard hours as set out in this policy or designated hours approved by their manager.
6. If required, the employee agrees to be flexible with their time and adjust their work hours accordingly to meet business and/or operational emergencies, demands and requirements.
7. The employee agrees to use a Township issued laptop and not their personal computer when telecommuting.
8. Continue to perform due diligence to protect the security of the Township's data and information and client records and confidentiality while working remotely.
9. Continues to abide by the Township's *Appropriate Use, Care and Security of Electronic Resources Policy (HR 200-09)*.
10. Records time accordingly on time sheets. No changes will be made to the method of payment or the amount. If an employee is found to have made false reports on their timesheet, they may be subject to discipline up to and including termination.
11. Failure to abide by the *Telecommuting Policy*, or associated work rules determined by the manager may result in discipline up to and including dismissal.

Manager/Supervisor Responsibilities

1. Monitors productivity and maintains communication with the employee regardless of the location of the employee.
2. Ensures the approved schedule for telecommuting is not impacting the job duties and service levels/hours of the department.
3. Ensures other employees are aware of the location and arrangement.
4. Ensures service delivery/service provided is seamless to all other parties (internal and external).
5. Approves/provides common office supplies from the Township.

Chief Administrator Officer Responsibilities

1. Approves or denies the telecommuting agreement and schedule submitted by the manager for telecommuting requests.

2. Monitors productivity in consultation with the manager of employees working remotely.

End of Arrangement

At the end of a telecommuting arrangement, employees must promptly return all Township property used for working remotely. An employee, current or former, may receive notices from the Township of South Glengarry to return company property. Failure to do so may result in discipline for current employees or legal action if the employee no longer works for the Township. If an agreement is being revoked, employees will receive reasonable notice to make any arrangements necessary to return the Township's property to the worksite.

Acknowledgement and Agreement

I, _____, acknowledge that I have read and understand the Township of South Glengarry's *Telecommuting Policy*. Further, I agree to adhere to this policy and I understand that if I violate the rules or procedures outlined in this policy, I may face disciplinary action up to and including termination of employment.

Name: _____

Signature: _____

Date: _____



Policy Type: Human Resources
Policy # HR-200-13
Approved By Council on:

By-law No. 30-2020

(Appendix A) Employee Declaration – Telecommuting Policy

This declaration shall be used to review the effectiveness, health and safety and ergonomics of the employee telecommuting workspace. This declaration shall be completed by the employee working from home.

Telecommuting Employee Declaration	Employee Initials
The employee will maintain productivity and meet their deadlines.	
The employee agrees to maintain a quality of work as expected by their supervisor.	
The employee must be easily reached during operating hours and communication must not be hindered in any way (i.e. satisfactory internet connection, cell phone, landline)	
The space in which the employee works from home meets the health and safety requirements, including ergonomic considerations.	
The employee will remain available for onsite meetings when required	
The employee remains reliable and must continue to keep their supervisor up to date with their schedule and accomplishments	
The employee will complete any training, as required from their supervisor.	
Workplace Ergonomic Declaration	
The home workspace used by the employee is adequate, clean, free of debris and tripping hazards.	
The employee workspace has adequate illumination levels for the visual demands of the job.	
The employee has no concerns regarding the size of the display, sitting posture, arm reach and viewing direction.	



STAFF REPORT

S.R.78-2020

PREPARED BY: Ewen MacDonald – GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Dedication of Road Widening

BACKGROUND:

1. A Condition for Severance Application B54-18 was for Road Widening on both the Severed and Retained lands.
2. The location of the Severance is on Part of Lot 23, Concession 6 in the former Township of Lancaster.
3. The Survey for the Road Widening was completed and Plan 14R-6478 was deposited with the Registry Office in July 2019.
4. Part 2 and 3 on Plan 14R-6478 show the Road Widening that is required to bring the Right of Way Width to the 20 Metre Standard on Concession 6 and on 2nd Line Road.

ANALYSIS:

5. The lawyer for the applicant has submitted the Acknowledgment and Direction Document for the Clerk to sign to convey the lands to the Township.
6. By-Law #32-2020 would dedicate the lands as Public Highway and the By-Law would then be registered.

IMPACT ON 2020 BUDGET:

7. There is no impact on the 2020 Budget as all legal and survey costs are the responsibility of the applicant.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability



RECOMMENDATION:

BE IT RESOLVED THAT the Council of the Township of South Glengarry pass By-Law 32-2020 being a By-Law to dedicate Parts 2 and 3 on Registered Plan 14R-6478 as Public Highway; read a first, second, and third time, passed signed and sealed in Open Council this 15th day of June, 2020.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS

1 REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.
 RECEIVED AND DEPOSITED
PLAN 14R-6478
 July 17, 2019
 July 18, 2019
 Brigitte Clermont
 REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF GLENGARRY (No. 17)
 RON M. JASON, O.L.S.

PART	LOT	CONCESSION	PIN	AREA
1	PART OF 23	6	67143-0314(LT)	0.83 Ac.
2	PART OF 23	6	67143-0314(LT)	0.02 Ac.
3				0.26 Ac.

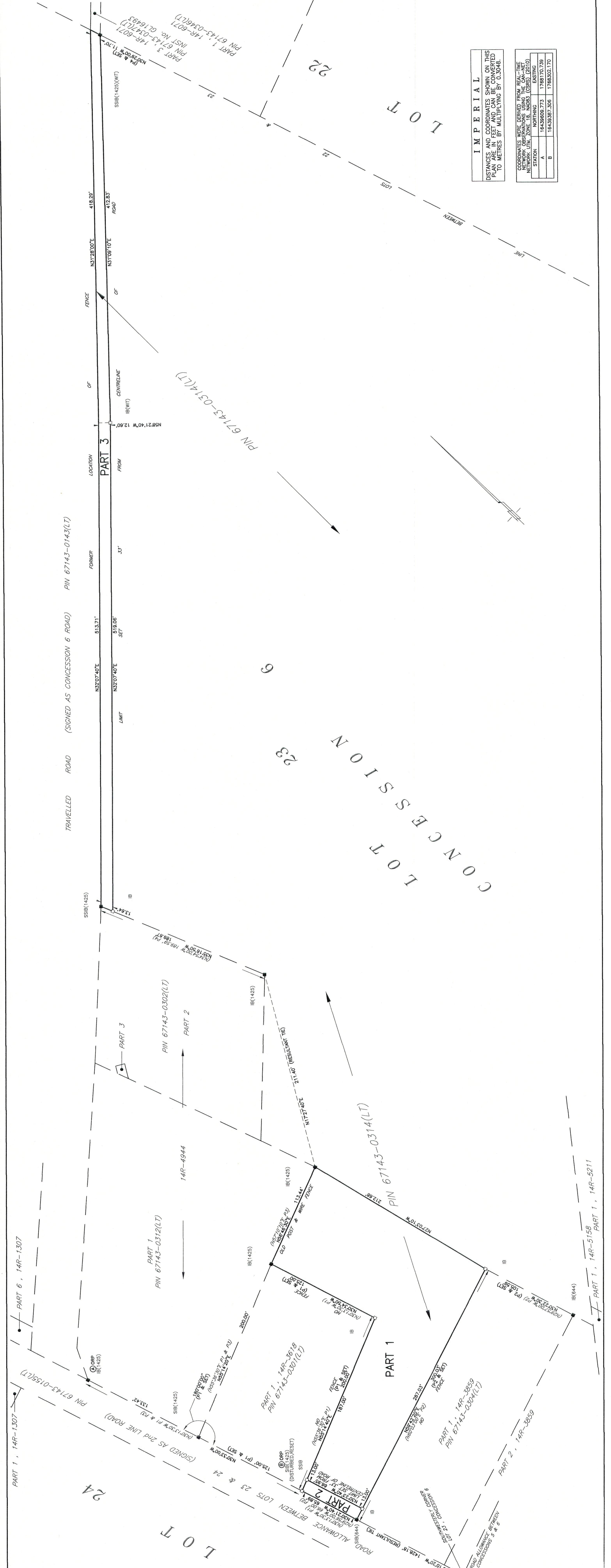
PLAN OF SURVEY OF
PART OF LOT 23
CONCESSION 6
 GEOGRAPHIC TOWNSHIP OF LANCASTER
 COUNTY OF SOUTH GLENGARRY
 COUNTY OF GLENGARRY
 RON M. JASON O.L.S.
 SCALE: 1 INCH=40 FEET

NOTES
 DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING THE DISTANCES BY A COMBINED SCALE FACTOR OF 0.9998133. COORDINATES CANNOT IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN. COORDINATE VALUES ARE TO A RURAL ACCURACY IN ACCORDANCE WITH SECTION 14 (2) OF O. REG. 218/10. BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18, (75°W) NAD83 (GSR5) (2010). BEARING COMPARISONS SHOWN ARE WITH UNDERLYING PLANS.

LEGEND
 ■ DENOTES PLANTED MONUMENT
 □ DENOTES FOUND MONUMENT
 SIBB DENOTES STANDARD IRON BAR
 IB DENOTES IRON BAR
 CM DENOTES CONCRETE MONUMENT
 UP DENOTES UPRIGHT IRON PIPE
 P DENOTES IRON PIPE
 R DENOTES ROUND
 W/C DENOTES WELDED
 W/C DENOTES ACCEPTED
 MEAS DENOTES MEASURED
 INST DENOTES INSTRUMENT
 DENOTES FENCE
 P1 DENOTES PLAN 14R-3818
 P2 DENOTES PLAN 14R-4884
 P3 DENOTES PLAN 14R-4884
 P4 DENOTES PLAN 14R-8071

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEREOF.
 2. THE SURVEY WAS COMPLETED ON THE 17th DAY OF JULY, 2019.

July 17, 2019
 Ron M. Jason
 ONTARIO LAND SURVEYOR
Ron M. Jason Surveying Ltd.
 ONTARIO & CANADA LAND SURVEYORS
 ALEXANDRIA
 PRESCOTT REF: 15-10-1042



IMPERIAL

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE REFERRED TO THE CANADIAN DATUM TO METRES BY MULTIPLYING BY 0.3048.

COORDINATES WERE DERIVED FROM REAL-TIME NETWORK OBSERVATIONS USING THE CAN (2010) NETWORK. ESTIMATED STATION COORDINATES (EASTING, NORTHINGS)

STATION	EASTING	NORTHINGS
A	16439609.73	1768170.739
B	16439597.306	1768302.170

SG-F-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 32-2020
FOR THE YEAR 2020**

***BEING A BY-LAW TO ACCEPT CERTAIN LANDS AS ROAD ALLOWANCES
WITHIN THE TOWNSHIP AND TO DEDICATE SAME TO THE PUBLIC USE AS
PUBLIC HIGHWAY.***

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.

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

1. **THAT** the Corporation of the Township of South Glengarry accepts the conveyances listed on Schedule "A" attached hereto and forming part of this by-law:
2. **THAT** the conveyances referred to on Schedule "A" attached hereto are hereby accepted as road allowances and dedicated to the public use as Public Highway.

***READ A FIRST, SECOND, AND THIRD TIME, PASSED, SIGNED, AND SEALED IN
OPEN COUNCIL THIS 15th DAY OF JUNE.***

MAYOR:

CLERK:

Schedule "A" to By-law 32-2020

Description of lands accepted by the Township of South Glengarry as
Road Allowances:

Lot #	Concession	Part(s)	Reference Plan	PIN #	Registry Date
Pt 23	6	2&3	14R-6478	67143-0314 LT	July 18, 2019

- C = Former Township of Charlottenburgh
- L = Former Township of Lancaster



STAFF REPORT

S.R. 79-2020

PREPARED BY: Ewen MacDonald, GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Route Optimization Study RFP #10-2020

BACKGROUND:

1. With the approval of the location for the Public Works Facility on Airport Road, Council requested that a Route Optimization Study be completed for the Winter Operations to identify efficiencies with the deployment of the Plough Units.
2. The objective of the Route Optimization Study is to effectively move resources through a transportation network without redundancy and duplication of effort, with the goal of realizing operational efficiencies.
3. The nature of route optimization analysis requires considerable trial, review and re-analysis, in order to develop routes that not only realize efficiencies, but also incorporate equipment and operational requirements and limitations.
4. The Route Optimization RFP # 10-2020 was issued and closed on June 4th.
5. Four Submission were received as follows;

Consultant	Cost
LEA Consulting	\$18,018.00
WSP Canada	\$28,750.00
KPMG LLP	\$34,950.00
CIMA Canada	\$35,225.00



ANALYSIS:

- 6. The Submissions were reviewed by Administration and evaluated based on the Qualifications and expertise of the team, the approach and methodology to achieve the deliverables, the relevant experience of the firm with similar studies, and the proposed schedule for the completion of the study.
- 7. KPMG scored the highest in the evaluation as they have a highly qualified team with extensive experience in Municipal Service Delivery Reviews. They have also detailed a comprehensive Methodology with key deliverables for all 5 stages of the study.

IMPACT ON 2020 BUDGET:

- 8. There is no impact on the 2020 Budget as the funding for this Study is being allocated from the Modernization Fund.

ALIGNMENT WITH STRATEGIC PLAN:

- Goal 3: Strengthen the effectiveness and efficiency of our organization
- Goal 4: Improve quality of life in our community
- Goal 5: Improve internal and external communications

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 79-2020 be received and that the Council of the Township of South Glengarry Award the Route Optimization Study RFP # 10-2020 to KPMG LLP as per their submission of \$34,950.00 Plus HST; and furthermore: that the Mayor and Clerk be authorized to sign any relevant documents.

A handwritten signature in black ink, appearing to read 'Tim Mills', is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS



STAFF REPORT

S.R. 80-2020

PREPARED BY: Joanne Haley, GM Community Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Municipal Non-Objection Letters for Outdoor Patio Extensions

BACKGROUND:

1. Ontario amended Regulation 719 under the *Liquor Licence Act* to support liquor sales licensees in temporarily extending their patios.
2. Liquor Sales Licensees may temporarily increase the size of their patios or add a new patio as of June 12, 2020 until January 1, 2021, provided that the municipality in which the establishment is located does not object and all other applicable requirements are met. During this temporary period, licensees who meet the eligibility criteria and requirements are not required to apply to the AGCO for a temporary extension of premises or pay any fee.

ANALYSIS:

3. In order to be eligible for a temporary patio extension, licensees must have a valid liquor sales licence and be permitted to open and welcome patrons on-site under the province's phased reopening process. In addition, the following requirements must be met:
 - The physical extension of the premises is adjacent to the premises to which the licence to sell liquor applies;
 - The municipality in which the premises is situated has indicated it does not object to an extension;
 - The licensee is able to demonstrate sufficient control over the physical extension of the premises;
 - There is no condition on the liquor sales licence prohibiting a patio; and,



- The capacity of any new patio, or extended patio space where the licensee has an existing licensed patio, does not exceed 1.11 square metres per person.
4. Usually, licensees who wish to extend their licensed patio are required to apply to the AGCO for a temporary extension of premises, which may be authorized for up to 14 days and for a maximum of four times each year. As part of that process, licensees are required to obtain a letter of non-objection from their municipality.
 5. Under these new temporary measures and for the duration of 2020, licensees do not need to notify or submit an application to the AGCO for a temporary extension of premises, provided that they meet all the eligibility criteria and applicable requirements. One of the criteria is that the municipality in which the establishment is located does not object to an extension. This non-objection or approval can take a variety of forms. While licensees are not required to submit any documentation to the AGCO to demonstrate compliance with this requirement, licensees are required to produce such documentation, if requested by the AGCO.
 6. The AGCO does not require a specific format for municipal non-objection. Municipalities have flexibility to determine how best to approve patio extensions. This might be by blanket resolution, by application process, by letter from the City Manager, or any other suitable format. Municipalities are not required to send their non-objection to the AGCO. Licensees are required to produce documentation demonstrating municipal approval, if requested by the AGCO.
 7. It is recommended that Council supports that letters of non-objection be written by the Deputy Clerk, Kaylyn MacDonald or by the General Manager of Community Services, Joanne Haley following a review to ensure that the licensee can meet all requirements as listed by the AGCO as well as any Building Code Requirements, if any.
 8. There may be patios that can meet all the AGCO requirements but may require permission from the United Counties of SDG and South Glengarry if they are encroaching on the municipal right of ways or are impacting parking. These requests may be brought to Council for review and approval.

IMPACT ON 2020 BUDGET:

N/A



ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity

Goal 4: Improve quality of life in our community

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 80-2020 be received and that the Council of the Township of South Glengarry supports the Deputy Clerk or the General Manager of Community Services in providing a municipal non-objection letter to permit the extension of a temporary patios when requested by a licensee providing they meet the requirements of the Alcohol and Gaming Commission of Ontario, the Township of South Glengarry and the United Counties of Stormont, Dundas and Glengarry if applicable.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS



STAFF REPORT

S.R. 81-2020

PREPARED BY: Joanne Haley, GM Community Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Sheep's Head Bistro- Temporary Outdoor Patio Agreement

BACKGROUND:

1. On November 4, 2013, the Council of the Township of South Glengarry entered into a Site Plan Control Agreement with Happy Bay Holdings Inc. to construct a commercial space with residential units located in the upper floors of the structure on the property legally described as Block 82, Registered Plan #142, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry and also known as 18299 County Road 2.
2. In 2014 and 2015 construction occurred which created the space now known as Sheep's Head Bistro and 4 residential apartment units. Prior to occupying the structure, a minor variance was required to request a reduction in parking spaces in order to conform to the Township's Zoning By-Law as the subject property had insufficient lot area to meet the required parking provisions.
3. A minor variance was applied for and approved on May 12, 2015 to reduce the required number of parking spaces from 21 to 13 which includes accessible parking.

ANALYSIS:

4. Today, Sheep's Head Bistro is an invaluable destination and business in South Glengarry. Unfortunately, the coronavirus known as COVID-19, has created many difficulties and hurdles for a variety of businesses. Administration is hopeful that Sheep's Head Bistro will be able to open soon, however, we understand that restrictions will be put in place that will not permit the Bistro to open at full capacity.



5. Due to these anticipated restrictions, in mid-May, the owner of Sheep's Head Bistro, Rizwan Mustafa, approached the Township of South Glengarry seeking permission to create an outdoor patio space at the front of the restaurant in hopes that this newly created space will allow them to conform to the restrictions imposed due to COVID-19 by creating more seating area while respecting physical distancing. This proposed patio will result in losing 2 parking spaces not including the accessible space.
6. The request and a draft site plan were circulated to the United Counties of Stormont, Dundas and Glengarry (SDG) Transportation Services as well as Infrastructure Services for review and comment. Both departments support this request.
7. The previously approved reduced parking for the Bistro and the residential units has resulted in on-street parking on Kilkenny Crescent and surrounding streets which have generated some complaints over the years. In order to mitigate further issues and complaints, the Township requested the owner of the Bistro, Mr. Mustafa, to seek written permission from the Precious Blood Catholic Church to utilize their parking lot. With this permission, Administration feels we can be supportive of the proposed outdoor patio.
8. Written permission was received on June 4, 2020 from Reverend Marc Piche. On Friday June 5, 2020, Joanne Haley, GM Community Services spoke with the owner of the property, Happy Bay Holdings Inc., to receive their support for this initiative and to ensure that they were aware of the request.
9. In order to recommend to Council to approve the request to create a temporary patio at the Sheep's Head Bistro, Administration created a Development Agreement for approval by Council. This agreement includes a site plan, the letter from Reverend Marc Piche and an expiry date of November 1, 2020 to permit the creation of the temporary outdoor patio to increase capacity of the Sheep's Head Bistro while implementing restrictions required due to Covid-19. This agreement is temporary and not renewable without permission from the Council of the Township of South Glengarry.
10. Sheep's Head Bistro is a licensed establishment under the Alcohol and Gaming Commission of Ontario (AGCO). In the past, if establishments wish to serve alcohol on their outdoor patios a liquor license was required, or temporary patio



extensions could be granted for up to 14 days for a maximum of 4 times per year providing the municipality provided a letter of non-objection.

11. The Province recently amended Regulation 719 under the *Liquor License Act* to support liquor sales licensees in temporarily extending their patios or creating new patio spaces.
12. Liquor Sales Licensees may temporarily increase the size of their patios or add a new patio once they are again permitted to welcome patrons on-site and until January 1, 2021, provided that the municipality in which the establishment is located does not object and all other applicable requirements are met. During this temporary period, licensees who meet the eligibility criteria and requirements are not required to apply to the AGCO for a temporary extension of premises or pay any fee.
13. The maximum capacity for all existing patios continues to apply for the existing patio space. The licensee may accommodate patrons over and above their capacity as long as the capacity of any extended patio space allows for a minimum of 1.11 square meters per person. All physical distancing requirements, as well as any other requirements imposed by any level of government, continue to apply regardless of maximum capacity, and will likely mean that patios will operate at well below maximum capacity.
14. The approval of the suggested resolution will serve as the written support required to license the temporary patio.

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

- Goal 1: Enhance economic growth and prosperity
- Goal 2: Improve quality of life in our community

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 81-2020 be received and that the Council of the Township of South Glengarry approves By-Law 35-2020 and the Development Agreement for the property legally described as Block 82, Registered Plan #142, in the geographic Township of Charlottenburgh now in the Township of South Glengarry, County of



Glengarry also known as 18299 County Road 2 and authorizes the Mayor and Clerk to execute the Development Agreement, and

BE IT FURTHER BE IT RESOLVED THAT the Township of South Glengarry supports liquor sales for the temporary patio extension providing the licensee can meet the eligibility and criteria requirements of the AGCO.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

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

SG-D-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 35-2020
FOR THE YEAR 2020**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO
A DEVELOPMENT AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH
GLENGARRY AND R.M.J.D. INC.**

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;

WHEREAS the Council of the Township of South Glengarry deems it necessary and in the public interest to enter into a Development Agreement with R.M.J.D. INC. being the owners of Sheep's Head Bistro located at 18299 County Road 2 and legally described as Block 42, Registered Plan #142, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

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

1. **THAT** the Mayor and Clerk are hereby authorized to sign a Development Agreement with R.M.J.D. Inc. a copy of which is attached hereto as Schedule "A" and is hereby declared to form part of this by-law.
2. **THAT** this by-law shall come into force and take effect on the date of its final passing and will expire on November 1, 2020.

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 15th DAY OF JUNE, 2020.**

MAYOR:

CLERK:

**THIS AGREEMENT made in duplicate this
15th day of June, 2020**

BETWEEN

R.M.J.D. INC.

**Hereinafter called the "OWNER"
OF THE FIRST PART**

AND:

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
Hereinafter called the "TOWNSHIP"
OF THE SECOND PART**

WHEREAS the Owner has agreed to enter into an agreement with the Township for the Owner's establishment known as Sheep's Head Bistro located at 18299 County Road 2. And legally described as Block 82, Registered Plan #142, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

NOW THEREFORE this Agreement witnesseth that in consideration of the approval by the Township of the proposed Temporary Outdoor Patio:

1. IN THIS AGREEMENT:

- "TOWNSHIP"** Means the Corporation of the Township of South Glengarry, and its appointees;
- "OWNER"** R.M.J.D. INC.
- "LANDSCAPING"** Means any rock, brick, poured concrete or treated wood retaining walls intended to withhold soils or rock at a higher grade or elevation, plus trees, hedges, shrubs or other similar vegetation.

“SITE PLAN” Plan depicting the existing development and parking with the proposed outdoor Patio

LANDS

2. The Owner hereby agrees and acknowledges that the lands affected by this Agreement are the lands described in Schedule "A" attached hereto and forming part of this Agreement.

TERMS

3. The Owner hereby agrees that the permission for the approval of the Temporary Outdoor Patio expires on November 1, 2020.

PARKING

4. The Owner hereby agrees to require his/her employees to park at Precious Blood Church Parking lot located at 18320 County Road 2 and encourages the patrons of Sheep’s Head Bistro to park there also when there is no parking available on the premises of Sheep’s Head Bistro in order to reduce the street parking on Kilkenny Crescent.

LICENSE TO ENTER LAND

5. The Owner hereby grants to the Township, its servants, agents and contractors, the license to enter the Owner's establishment for the purpose of inspection of the property.

INDEMNIFICATION

6. The Owner hereby indemnifies and saves the Township harmless from all actions as a result of injury howsoever caused by the Owner or its agents to any other persons or their property as a result of the construction and utilization of the said temporary patio on the Lands as set out in the Reference Plan attached hereto as Schedule “B”.

SCHEDULES

7. The following Schedules are attached hereto and form part of this Agreement:

- SCHEDULE "A"** **Legal Description of the Owner's Property;**
- SCHEDULE "B"** **Site Plan**
- SCHEDULE “C”** **Written Permission to Park at Precious Blood Parish Church Parking Lot**

IN WITNESS WHEREOF the said **OWNER** and **THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY** have hereunto affixed their Hand and Corporate Seal duly attested by the hands of their respective proper signing officers.

DATE

**R.M.J.D. INC.
RIZWAN MUSTAFA
(I HAVE AUTHORITY TO BIND THE CORPORATION)**

DATE

**) THE CORPORATION OF THE
) TOWNSHIP OF SOUTH GLENGARRY**

**)PER: _____
) MAYOR FRANK PREVOST**

**)PER: _____
)DEPUTY CLERK, KAYLYN MACDOANLD**

SCHEDULE "A"

LEGAL DESCRIPTION **OF THE OWNER'S ESTABLISHMENT**

THOSE LANDS AND PREMISES located in the Township of South Glengarry, in the County of Glengarry and Province of Ontario **AND BEING DESCRIBED AS:** Block 82, Registered Plan #142, in the geographic Township of Charlottenburgh now in the Township of South Glengarry, County of Glengarry, also known as 18299 County Road 2.

SCHEDULE "B"

SITE PLAN

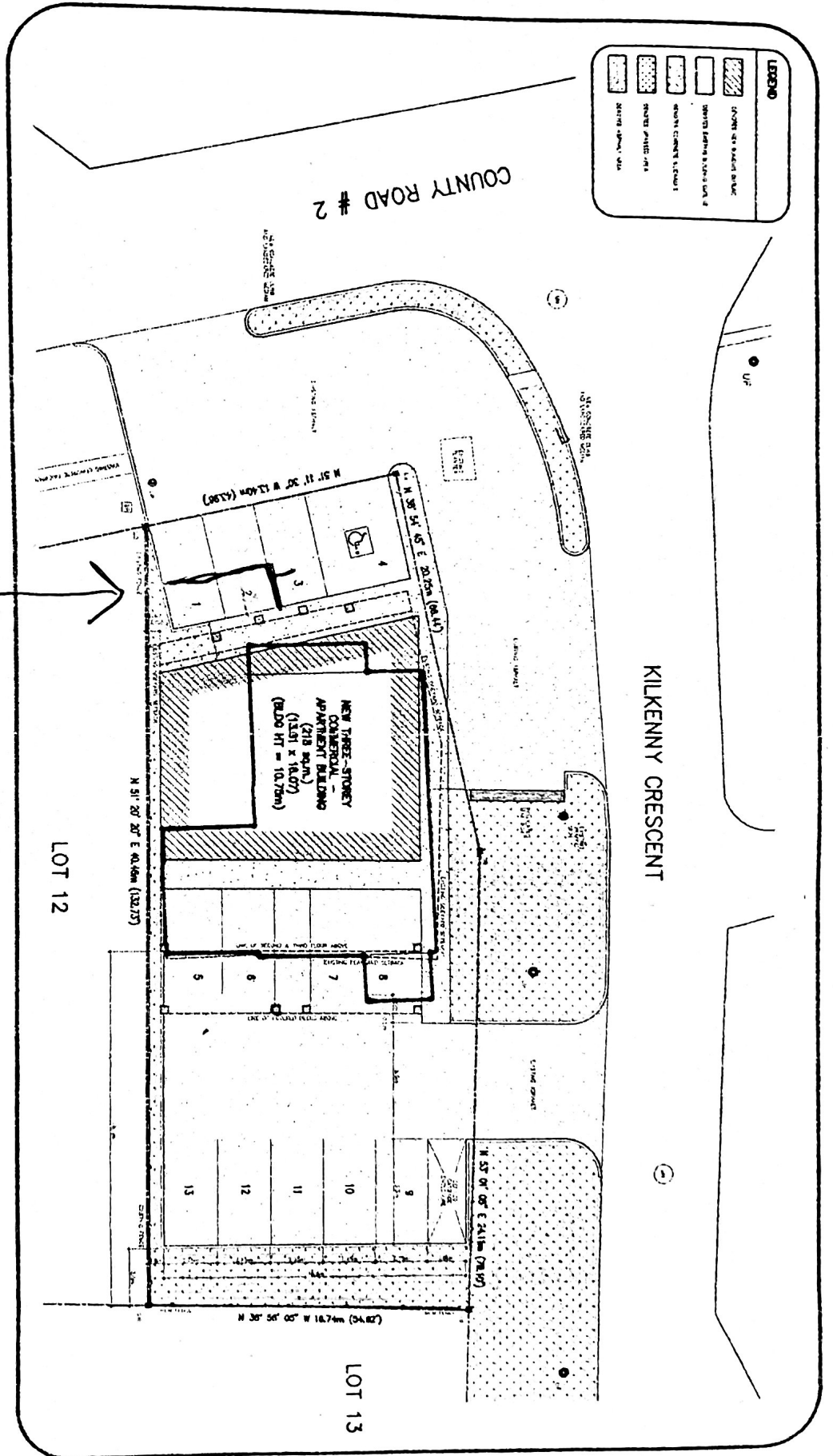
See Site Plan attached hereto.

SCHEDULE "C"

**WRITTEN PERMISSION TO PARK AT PRECIOUS BLOOD PARISH CHURCH
PARKING LOT**

SHAHS

16x13 + wheelchair ramp



To the Township of South Glengarry,

Our goal is to build a 13x16 foot temporary patio that is compliant with the code and regulations. Building this outdoor patio will enable us to accommodate guests when we are able to open. Due to the COVID-19 pandemic, we will only be able to serve inside the dining room at a very limited capacity which will result in significant losses. We hope that the patio will help us mitigate any significant loss during these uncertain times.

By building the patio we will lose **two** parking spaces in the process. To avoid an overflow of vehicles in the Sheep's Head Bistro area we would like to inform you that we have been given consent from the Precious Blood Parish (signature below) to utilize their parking (temporarily) during the COVID-19 Pandemic.

Please feel free to contact Precious Blood Parish at 613 931 1424 to confirm

We would like to thank you for considering our proposal.

Sincerely,

Rizwan Mustafa
Sheep's Head Bistro



Rizwan Mustafa
Owner, Sheep's Head Bistro



Rev. Marc Piché
Pastor, Precieux Sang Catholic Church



STAFF REPORT

S.R. 82-2020

PREPARED BY: Joanne Haley, GM Community Services
PREPARED FOR: Council of the Township of South Glengarry
COUNCIL DATE: June 15, 2020
SUBJECT: Titley Automobile Inc. Site Plan Control Agreement

BACKGROUND:

1. The subject property is legally described Part of Lot 5, Concession 1, B.F., I.L., in the geographic Township of Charlottenburgh now in the Township of South Glengarry also known as 18372 County Road 2.
2. The subject property is currently developed with a single detached dwelling that is proposed to be demolished. A new single detached dwelling with an attached garage is proposed to be constructed.
3. A minor variance was applied for and approved on September 16th, 2019 to reduce the front yard setback and the watercourse setback to accommodate the proposed development.
4. Prior to a building permit being issued, as per our Site Plan Control By-Law 14-18, all development located on the south side of County Road 2/South Service Road along the St. Lawrence River where the properties are less than 1 acre in size are subject to Site Plan Control.

ANALYSIS:

5. The subject property is 330.88 square meters (Approximately 0.08 acres) in area and is serviced by municipal water and sewer. The property is designated Residential District and is zoned Residential One & Floodplain- Holding (FPH). This proposed use conforms to both the Official Plan and the Zoning By-law.
6. The proposed site plan was circulated to, reviewed and approved by the Building Department, the United Counties of SDG and the RRCA. The site plan conforms to the Township's Site Plan Control By-Law. The RRCA requires a regulation permit to be issued prior to a building permit being issued and the United Counties requires a setback permit to be issued prior to a building permit being issued.



- 7. The attached Site Plan Control Agreement contains the typical clauses to ensure that the development proceeds as per the approved plan. The proposed Site Plan including grading and drainage information can be found in Schedule B within the agreement as attached.
- 8. The Site Plan Control Agreement and the Site Plan will be registered on title following the execution of the agreement.
- 9. A building permit may be issued following the execution of the Site Plan Control Agreement.

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 82-2020 be received and that the Council of the Township of South Glengarry approves By-Law 33-2020, and the Site Plan Control Agreement for the property legally described as Part of Lot 5, Concession 1, B.F., I.L., in the geographic Township of Charlottenburgh now in the Township of South Glengarry also known as 18372 County Road 2 and authorizes the Mayor and Clerk to execute the Site Plan Control Agreement.

Recommended to Council for
Consideration by:
CAO – TIM MILLS

SG-D-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 33-2020
FOR THE YEAR 2020**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO
A SITE PLAN AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH
GLENGARRY AND TITLEY AUTOMOBILE INC.**

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 Council of the Township of South Glengarry deems it necessary and in the public interest to enter into a Site Plan Agreement with Titley Automobile Inc. being the owners of the land described as Part of Lot 5, Concession 1, B.F., I.L., in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, also known as 18372 County Road 2.

AND WHEREAS the Council of the Township of South Glengarry passed By-law No. 14-18, being a by-law to establish a Site Plan Control Area pursuant to Section 41 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, on the aforementioned subject property.

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

- 1. **THAT** the Mayor and Clerk are hereby authorized to sign a Site Plan Agreement with Titley Automobile Inc, a copy of which is attached hereto as Schedule "A" and is hereby declared to form part of this by-law.
- 2. **THAT** this by-law shall come into force and take effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 15th DAY OF JUNE, 2020.**

MAYOR: _____ **CLERK:** _____

**THIS AGREEMENT made in quadruplicate this
15th day of June, 2020**

BETWEEN:

TITLEY AUTOMOBILE INC.

**Hereinafter called the "OWNER"
OF THE FIRST PART**

AND:

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
Hereinafter called the "TOWNSHIP"
OF THE SECOND PART**

WHEREAS the Owner has applied to the Township for approval of a site plan for the Owner's lands, which site plan is annexed hereto as Schedule "B" and the Township has approved the said site plan subject to the Owner entering into this Agreement with the Township.

NOW THEREFORE this Agreement witnesseth that in consideration of the approval by the Township of the site plan for the development on the Owner's lands and the implementation of the conditions in the said approval, the Owner and the Township agree as follows:

1. IN THIS AGREEMENT:

- "TOWNSHIP"** means the Corporation of the Township of South Glengarry, and its appointees;
- "OWNER"** Titley Automobile Inc.
- "LANDSCAPING"** means any rock, brick, poured concrete or treated wood retaining walls intended to withhold soils or rock at a higher grade or elevation, trees, hedges, shrubs or other similar vegetation.
- "RRCA"** means the Raisin Region Conservation Authority
- "SDG"** means the United Counties of Stormont, Dundas and Glengarry

LANDS

2. The Owner hereby agrees and acknowledges that the lands affected by this Agreement are the lands described in Schedule "A" attached hereto and forming part of this Agreement.

PERMITS

3. (a) The Township agrees that upon execution of this Agreement by all parties and upon submission and approval of the plans and specifications in accordance with Township by-laws and regulations, a building permit or permits for the development of the lands as contemplated by this Agreement shall be issued.
- (b) The owner agrees that placement of structures and site services on the property shall be in accordance with the site plan attached to this agreement.
- (c) The owner must obtain an RRCA Ontario Regulation 175/06 Permit prior to the issuance of a building permit.
- (d) The owner must obtain a setback permit from the United Counties of SDG prior to the issuance of a building permit.

GRADING

4. The Owner shall provide to the Township of South Glengarry a Site Plan containing grading and drainage information that includes the location of the proposed single detached dwelling and conforms to the Township's Site Plan Control By-Law. The Site Plan is included in "Schedule "B" -Approved Site Plan" as attached to this document.

LICENSE TO ENTER LAND

5. (a) The Owner hereby grants to the Township, its servants, agents and contractors, the license to enter the Owner's lands for the purpose of inspection of the works and to perform such work as may be required as a result of a default.

DEFAULT

6. (a) In the event of a default by the Owner or its successors or assignees in the provision and maintenance of all matters and things required to be done by it pursuant to this Agreement, and after thirty (30) days written notice to the Owner, the Township may, at the expense of the Owner, enter upon the Owner's lands and do all such matters and things as are in default. "Cost" and "Expense of the Owner" in this clause shall be the actual cost incurred by the Township plus 25% of such cost as a charge for overhead. Any costs incurred by the Township pursuant to this Agreement shall be paid by the Owner to the Township within thirty (30) days of the mailing of an invoice by the Township addressed to the Owner and costs referred to in this clause may be recovered by the Township in like manner as municipal taxes pursuant to the provisions of the *Municipal Act*, as amended.

(b) The Owner further agrees that the entry and performance of works or procedures by the Township as herein provided shall not constitute a trespass.

AGREEMENT BINDING ON SUCCESSOR ON TITLE

7. (a) The Owner covenants and agrees that each and every covenant herein contained shall be binding upon the Owner of the Owner's lands and upon each and every successor on title.

(b) The Owner covenants and agrees with the Township that if it subsequently sells or conveys the Owner's lands or any part thereof, each transfer or grant shall contain a covenant on the part of the grantee therein binding it, its successors and assigns, to the terms of this Agreement, and any further amendments thereto, and a further covenant on the part of the grantee or its successors and assigns to include a similar covenant in all subsequent transfers or grants of the Owner's lands, until the duties and obligations of the Owner under this Agreement have been fully performed. This Agreement does not relieve the Owner from complying with any other building and/or zoning requirements under the provisions of the *Ontario Building Code Act* and *Planning Act*.

SCHEDULES

8. The following Schedules are attached hereto and form part of this Agreement:

- SCHEDULE "A"** **Legal Description of the Owner's Property;**
- SCHEDULE "B"** **Approved Site Plan**
- SCHEDULE "C"** **SECURITIES**

SCHEDULE "A"

LEGAL DESCRIPTION **OF THE OWNER'S LANDS**

THOSE LANDS AND PREMISES located in the Township of South Glengarry, in the County of Glengarry and Province of Ontario AND BEING COMPRISED OF: Part of Lot 5, Concession 1 B.F. I.L., in the geographic Township of Charlottenburgh, also known as 18372 County Road 2.

SCHEDULE "B"

APPROVED SITE PLAN

Drawing Name:	Drawing Date:	By:
Plan of Survey	March 16, 2020, as revised on June 3, 2020	Ron M. Jason Surveying Ltd.

SCHEDULE "C"

SECURITIES

Securities in the amount of \$1,000.00 shall be provided to the municipality.

Securities in the form of irrevocable letters of credit automatically renewed annually, cash or negotiable bonds written in the name of the municipality shall be provided to cover the period of time for which the development of the property is to be completed.

The security deposit will be released upon the completion of construction and the approval of a final inspection as well as the submission and approval of an "as- built" site plan.

SIGNED AS COUNTY ROAD No. 2 (FORMERLY KING'S HIGHWAY No. 2)
(DEPOSITED PLAN No. 543, M.T.O. P-1689-7)
PIN 67129-0586(LT)

MUNICIPAL ADDRESS
#18372 COUNTY ROAD No. 2
SOUTH GLENGARRY
K6H 5R5

EXISTING HOUSE = 64.55 sqm
EXISTING 2nd STY DECK = 30.84 sqm
EXISTING TOTAL = 95.39 sqm
AREA OF LOT 330.88 sqm
EXISTING LOT COVERAGE = 29%

PROPOSED DWELLING = 102.51 sqm
PROPOSED 2nd STY PATIO = 38.60 sqm
PROPOSED TOTAL = 141.11 sqm
AREA OF LOT 330.88 sqm
PROPOSED LOT COVERAGE = 42.6%

PROPOSED DWELLING
EXISTING DWELLING

PLAN OF SURVEY OF
PART OF LOT 5
CONCESSION 1 INDIAN LANDS
GEOGRAPHIC TOWNSHIP OF CHARLOTTENBURGH
TOWNSHIP OF SOUTH GLENGARRY
COUNTY OF GLENGARRY
RON M. JASON O.L.S.
SCALE: 1:50

METRIC
DISTANCES, ELEVATIONS AND COORDINATES SHOWN
ON THIS PLAN ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING THE DISTANCES BY A COMBINED SCALE FACTOR OF 0.9998076.
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH
CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH
SECTION 14 (2) OF O. REG. 216/10.
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS
A AND B, SHOWN HEREON, BY REAL TIME NETWORK (RTN) OBSERVATIONS
AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18, (75°W),
NAD83 (CSRS) (2010).
BEARING COMPARISONS SHOWN ARE WITH UNDERLYING PLANS.
ELEVATIONS ARE GEODETIC, RELATED TO CGVD28.

STATION	NORTHING	EASTING
A	4988750.544	529027.636
B	4988727.915	529025.685

LEGEND
□ DENOTES PLANTED MONUMENT
■ DENOTES FOUND MONUMENT
SIB DENOTES STANDING IRON BAR
SIB DENOTES SHORT STANDING IRON BAR
IB DENOTES IRON BAR
CP DENOTES CONCRETE PIN
CC DENOTES CUT CROSS
IP DENOTES IRON PIPE
SU DENOTES SOURCE UNKNOWN
R DENOTES ROUND
WIT DENOTES WITNESS
ACC DENOTES ACCEPTED
MEAS DENOTES MEASURED
INST DENOTES INSTRUMENT
+ DENOTES SPOT ELEVATIONS
F/G DENOTES FINISHED GRADE
P1 DENOTES PLAN 14R-4338
P2 DENOTES PLAN 14R-4469

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH
THE SURVEY ACT, THE SURVEYORS ACT AND THE REGULATIONS
MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 13th, DAY OF JUNE, 2019.

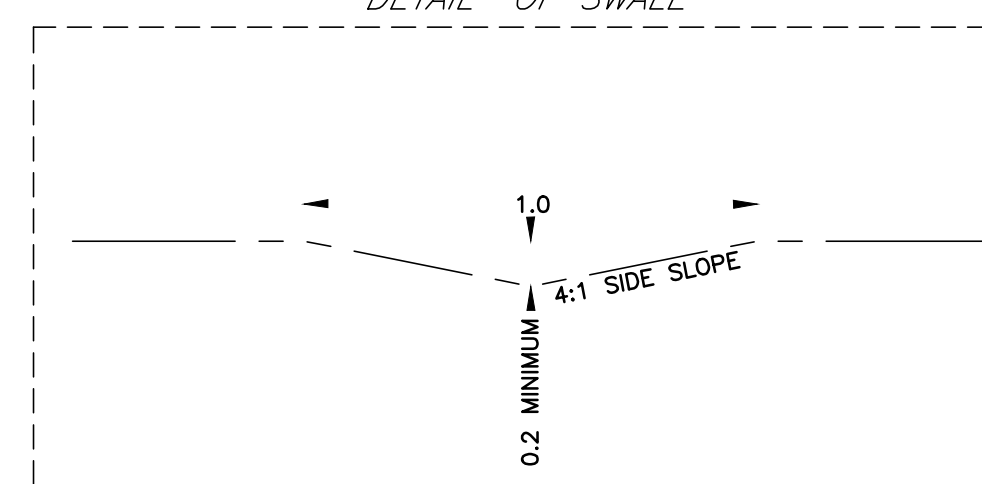
MARCH 16, 2020

REVISED: JUNE 3, 2020

Ron M. Jason Surveying Ltd.
ONTARIO & CANADA LAND SURVEYORS
PRESCOTT ALEXANDRIA
REF: 17-15-1043-2

100 YEAR FLOODPLAIN ELEVATION = 47.3m

S T. L A W R E N C E R I V E R





STAFF REPORT

S.R.83-2020

PREPARED BY: Joanne Haley- GM Community Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Lavigne-Fournier Site Plan Control Agreement

BACKGROUND:

1. The subject property is legally described Part of Lot 8, Concession 1, in the geographic Township of Lancaster now in the Township of South Glengarry also known as 6278 152nd Ave.
2. The subject property is currently developed with a single detached dwelling and a detached garage, the garage is proposed to be demolished. An addition is proposed to the existing detached dwelling which will include an attached garage.
3. A minor variance was applied for approved on July 15th, 2019 to reduce the exterior side yard setback, the watercourse setback and to increase lot coverage.
4. Prior to a building permit being issued, as per our Site Plan Control By-Law 14-18, all development located on the south side of County Road 2/South Service Road along the St. Lawrence River where the properties are less than 1 acre in size are subject to Site Plan Control.

ANALYSIS:

5. The subject property is 1,752.4 square meters (Approximately 0.47 acres) in area and is privately serviced. The property is designated Residential District and is zoned Residential One & Floodplain- Holding (FPH). This proposed use conforms to both the Official Plan and the Zoning By-law.
6. The proposed site plan was circulated to, reviewed and approved by the Building Department and the RRCA. The site plan conforms to the Township's Site Plan Control By-Law. The RRCA requires a regulation permit to be issued prior to a building permit being issued.
7. The attached Site Plan Control Agreement contains the typical clauses to ensure that the development proceeds as per the approved plan. The proposed Site Plan



including grading and drainage information can be found in Schedule B within the agreement as attached.

8. The Site Plan Control Agreement and the Site Plan will be registered on title following the execution of the agreement.
9. A building permit may be issued following the execution of the Site Plan Control Agreement.

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 83-2020 be received and that the Council of the Township of South Glengarry approves By-Law 34-2020, and the Site Plan Control Agreement for the property legally described as Part of Lot 8, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, also known as 6278 152nd Ave and authorizes the Mayor and Clerk to execute the Site Plan Control Agreement.

A handwritten signature in black ink, appearing to read "T. Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS

SG-D-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 34-2020
FOR THE YEAR 2020**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO
A SITE PLAN AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH
GLENGARRY AND SYLVAIN LAVIGNE AND NADINE FOURNIER**

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 Council of the Township of South Glengarry deems it necessary and in the public interest to enter into a Site Plan Agreement with Sylvain Lavigne and Nadine Fournier being the owners of the land described as Part of Lot 8, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, also known as 6278 152nd Ave.

AND WHEREAS the Council of the Township of South Glengarry passed By-law No. 14-18, being a by-law to establish a Site Plan Control Area pursuant to Section 41 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, on the aforementioned subject property.

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

1. **THAT** the Mayor and Clerk are hereby authorized to sign a Site Plan Agreement with Terry Sylvain Lavigne and Nadine Fournier, a copy of which is attached hereto as Schedule "A" and is hereby declared to form part of this by-law.
2. **THAT** this by-law shall come into force and take effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 15th DAY OF JUNE, 2020.**

MAYOR:

CLERK:

**THIS AGREEMENT made in quadruplicate this
15th day of June, 2020**

BETWEEN:

SYLVAIN LAVIGNE & NADINE FOURNIER

**Hereinafter called the "OWNER"
OF THE FIRST PART**

AND:

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
Hereinafter called the "TOWNSHIP"
OF THE SECOND PART**

WHEREAS the Owner has applied to the Township for approval of a site plan for the Owner's lands, which site plan is annexed hereto as Schedule "B" and the Township has approved the said site plan subject to the Owner entering into this Agreement with the Township.

NOW THEREFORE this Agreement witnesseth that in consideration of the approval by the Township of the site plan for the development on the Owner's lands and the implementation of the conditions in the said approval, the Owner and the Township agree as follows:

1. IN THIS AGREEMENT:

"TOWNSHIP" means the Corporation of the Township of South Glengarry, and its appointees;

"OWNER" Sylvain Lavigne & Nadine Fournier

"LANDSCAPING" means any rock, brick, poured concrete or treated wood retaining walls intended to withhold soils or rock at a higher grade or elevation, trees, hedges, shrubs or other similar vegetation.

"RRCA" means the Raisin Region Conservation Authority

LANDS

2. The Owner hereby agrees and acknowledges that the lands affected by this Agreement are the lands described in Schedule "A" attached hereto and forming part of this Agreement.

PERMITS

3. (a) The Township agrees that upon execution of this Agreement by all parties and upon submission and approval of the plans and specifications in accordance with Township by-laws and regulations, a building permit or permits for the development of the lands as contemplated by this Agreement shall be issued.
- (b) The owner agrees that placement of structures and site services on the property shall be in accordance with the site plan attached to this agreement.
- (c) The owner must obtain an RRCA Ontario Regulation 175/06 Permit prior to the issuance of a building permit.

GRADING

4. The Owner shall provide to the Township of South Glengarry a Site Plan containing grading and drainage information that includes the location of the proposed addition to the existing single detached dwelling and conforms to the Township's Site Plan Control By-Law. The Site Plan is included in "Schedule "B" -Approved Site Plan" as redlined by the Township of South Glengarry and attached to this document.

LICENSE TO ENTER LAND

5. (a) The Owner hereby grants to the Township, its servants, agents and contractors, the license to enter the Owner's lands for the purpose of inspection of the works and to perform such work as may be required as a result of a default.

DEFAULT

6. (a) In the event of a default by the Owner or it's successors or assignees in the provision and maintenance of all matters and things required to be done by it pursuant to this Agreement, and after thirty (30) days written notice to the Owner, the Township may, at the expense of the Owner, enter upon the Owner's lands and do all such matters and things as are in default. "Cost" and "Expense of the Owner" in this clause shall be the actual cost incurred by the Township plus 25% of such cost as a charge for overhead. Any costs incurred by the Township pursuant to this Agreement shall be paid by the Owner to the Township within thirty (30) days of the mailing of an invoice by the Township addressed to the Owner and costs referred to in this clause may be recovered by the Township in like manner as municipal taxes pursuant to the provisions of the *Municipal Act*, as amended.
- (b) The Owner further agrees that the entry and performance of works or procedures by the Township as herein provided shall not constitute a

trespass.

AGREEMENT BINDING ON SUCCESSOR ON TITLE

- 7. (a) The Owner covenants and agrees that each and every covenant herein contained shall be binding upon the Owner of the Owner's lands and upon each and every successor on title.
- (b) The Owner covenants and agrees with the Township that if it subsequently sells or conveys the Owner's lands or any part thereof, each transfer or grant shall contain a covenant on the part of the grantee therein binding it, its successors and assigns, to the terms of this Agreement, and any further amendments thereto, and a further covenant on the part of the grantee or its successors and assigns to include a similar covenant in all subsequent transfers or grants of the Owner's lands, until the duties and obligations of the Owner under this Agreement have been fully performed. This Agreement does not relieve the Owner from complying with any other building and/or zoning requirements under the provisions of the *Ontario Building Code Act* and *Planning Act*.

SCHEDULES

- 8. The following Schedules are attached hereto and form part of this Agreement:

SCHEDULE "A"	Legal Description of the Owner's Property;
SCHEDULE "B"	Approved Site Plan

IN WITNESS WHEREOF the said **OWNER** and **THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY** have hereunto affixed their Hand and Corporate Seal duly attested by the hands of their respective proper signing officers.

WITNESS

SYLVAIN LAVIGNE DATE

WITNESS

SYLVAIN LAVIGNE DATE

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

PER: _____

MAYOR FRANK PREVOST DATE

PER: _____

DEPUTY CLERK KAYLYN MACDONALD DATE

SCHEDULE "A"

LEGAL DESCRIPTION **OF THE OWNER'S LANDS**

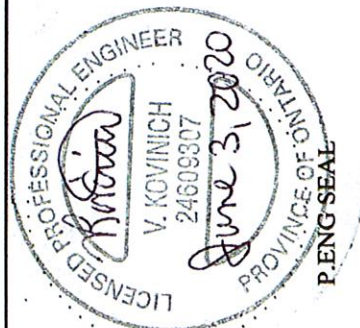
THOSE LANDS AND PREMISES located in the Township of South Glengarry, in the County of Glengarry and Province of Ontario AND BEING COMPRISED OF: Part of Lot 8, Concession 1, in the geographic Township of Lancaster, also known as 6278 152nd Ave.

SCHEDULE "B"

APPROVED SITE PLAN AS REDLINED

Drawing Name:	Drawing Date:	By:
Site Plan Control for Sylvain Lavigne	May 15, 2020	Dimensional Analysis and Vladi Kovich, P. Eng

Drawn by: PRS	Designed by: PRS	Checked by: PRS	Approved
Rev.	Description		
additional information			
Township: South Glengarry	Plan# 14-5142	Lot PARTS Con	No.: SD/2020/27
Civic Address 6278.152 nd AVENUE	Date: MAY 15, 2020	Scale: 1:250	
DIMENSIONAL ANALYSIS			
SITE PLAN CONTROL FOR SYLVAIN LAVIGNE			
BCIN 13527 BCIN 43452			



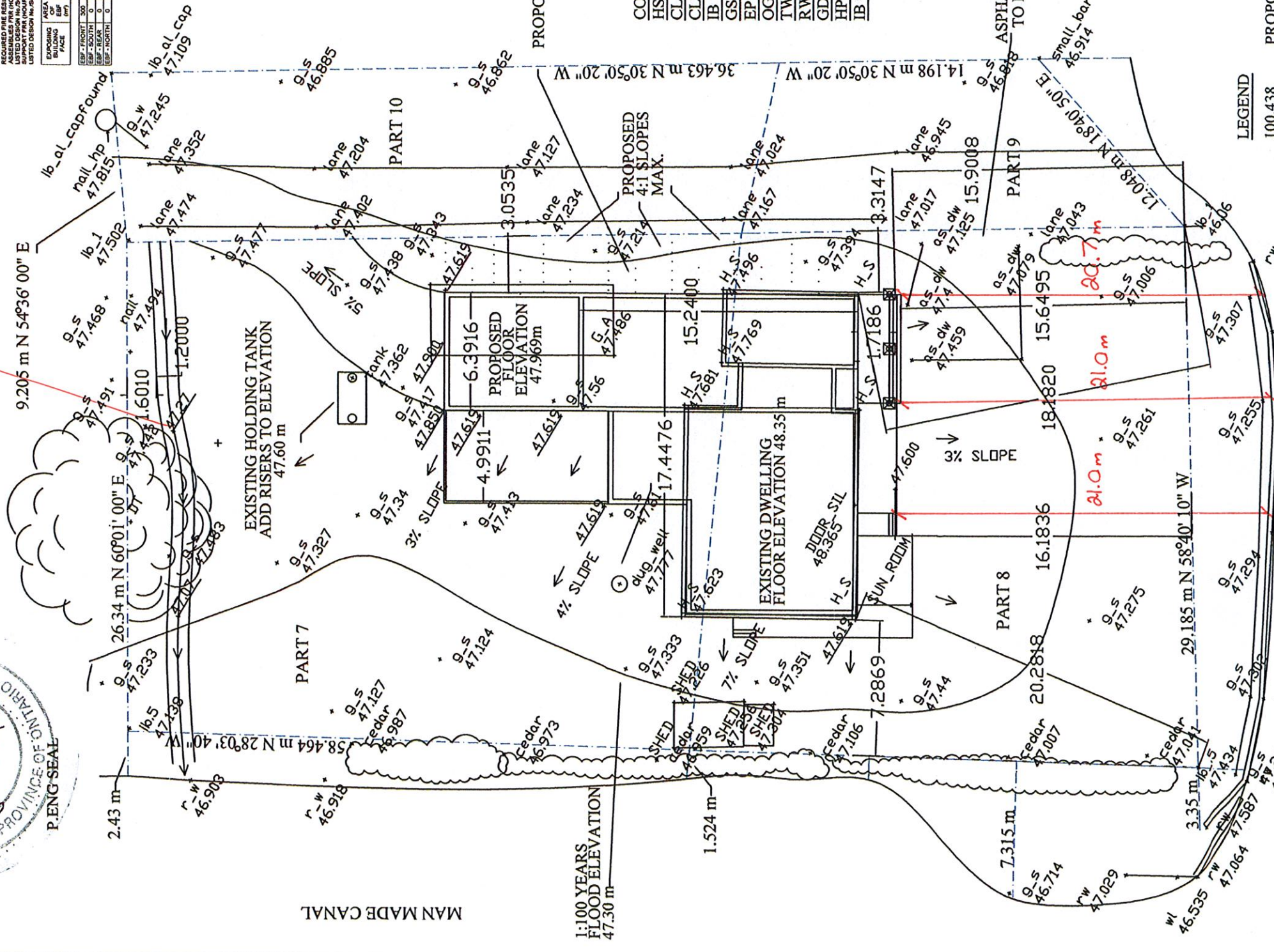
SITE INFORMATION
 ZONING: R2 (RESIDENTIAL)
 SETBACKS: FRONT YARD: 9.0 m (29'4 1/8")
 SIDE YARD: 1.2 m (3'11 1/8") & 3.0 m (9'10 1/8")
 CORNER SETBACK: 6.0 m (19'8 1/4")
 BUILDING HEIGHT: 11.0 m (36'1")
 MAX FLOOR HEIGHT: 1.2 m (3'11 1/8")
 MAX ACCESSIBLE FLOOR HEIGHT: 4.5 m (14'9 1/8")
 MAX AVAILABILITY HEIGHT: 0.6 m (1'10 1/8")
 AVERAGE GRADE: 0.6 m
 LOT COVERAGE: 40%
 AREA: 1,792.4 m² (3,718 sq ft)
 EXISTING GROUND: 10,488 m² (22,597 sq ft)
 GROUND ADDITION: 52,088 m² (112,117 sq ft)
 PORCH: 88.77 m² (195 sq ft)
 SECOND ADDITION: 107.56 m² (230 sq ft)
 TOTAL: 151,769 m² (327,747 sq ft)

PROJECT INFORMATION
 PROJECT DESCRIPTION: NEW CONSTRUCTION - ADDITION
 GROUP: C - RESIDENTIAL
 NUMBER OF STOREYS: 1
 O.A.C. PART: 6
 NUMBER OF STREETS/ACCESSES: 1
 SPRINKLER SYSTEM: N/A
 PRE-ALARM REQUIRED: N/A
 HOBI BUILDING: N/A
 PERMITTED CONSTRUCTION: N/A
 MEZZANINES AREA: N/A
 OCCUPANT LOAD BASED ON: N/A
 SECOND FLOOR: 4 PERSONS
 OCCUPANT LOAD: 4 PERSONS
 HAZARDOUS SUBSTANCES: N/A

SPATIAL SEPARATION
 REQUIRED FIRE RESISTANCE RATING (FRR): FLOOR: N/A ROOF: N/A MEZZ: N/A
 ASSEMBLY: FRR (HOURS): FLOOR: N/A ROOF: N/A MEZZ: N/A
 SUPPORT FRR (HOURS): FLOOR: N/A ROOF: N/A MEZZ: N/A
 LISTED DESIGN No. 902.2 (DESC):

ENCLOSING BUILDING FACE	AREA (m ²)	LUMINANCE (cd/m ²)	PERM. (%)	PROP. (%)	FRR (LISTED DESIGN No. 902.2)	NOTES
ESP - FRONT	300	20	100	20	7	STREET FACING
ESP - REAR	0	0	100	0	0	
ESP - NORTH	0	0	100	0	0	

Swake depth 200 mm to 600 mm



CODES:
 HS = HOUSE
 CL = CENTER LINE ROAD
 CLD = CENTER LINE OF DITCH
 IB 1 = IRON BAR 1"
 GS = GROUND SHOT
 EP = EDGE OF PAVEMENT
 OG = ORIGINAL GROUND
 TW = TOP OF WELL
 RW = RETAINING WALL
 GD = GRAVEL DRIVEWAY
 HP = HYDRO POLE
 IB = IRON SURVEY BAR

LEGEND
 100.438 PROPOSED ELEVATION
 100.438 EXISTING ELEVATION
 --- EXISTING WORKS
 --- PROPOSED SEWAGE WORKS
 --- PROPERTY LINE
 --- TEMPORARY BENCH MARK
 (DESCRIPTION: TOP OF NAIL IN HP)
 ELEVATION 47.815 m
 --- TEST PIT LOCATION

METRIC
 DISTANCES AND ELEVATIONS SHOWN ON THIS PLAN ARE IN METERS AND MAY BE CONVERTED TO FEET BY DIVIDING BY 0.3048

CAUTION
 THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK

ST-LAWRENCE RIVER



STAFF REPORT

S.R. 84-2020

PREPARED BY: Meagan Bingley, Acting Economic Development and Tourism Coordinator

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Regional Incentive Program Agreement - LouLou Lavender

BACKGROUND:

1. The Township of South Glengarry has been working closely with the United Counties of SDG with regards to the County-wide Regional Incentive Program that encourages economic development and tourism through out SDG.
2. LouLou Lavender applied for and has been selected to receive funding through the program. They will receive \$1106.60 towards a Property Improvement Grant to upgrade their public laneway.

ANALYSIS:

3. In order for the applicant to receive the funding a signed agreement must be accepted and approved by all three parties involved – LouLou Lavender, the United Counties of SDG and the Township of South Glengarry.

IMPACT ON 2020 BUDGET:

There is no impact on the 2020 budget as the monies to fund this approval will be transferred to the Township from the United Counties of SDG.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity.
Goal 3: Improve quality of life in our community.

RECOMMENDATION:



BE IT RESOLVED THAT Staff Report 84-2020 be received and that the Corporation of the Township of South Glengarry enter into the Regional Incentives Program financial agreement with LouLou Lavender and the United Counties of Stormont, Dundas and Glengarry and furthermore, that the Mayor and Clerk be authorized to sign all relevant documents.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

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

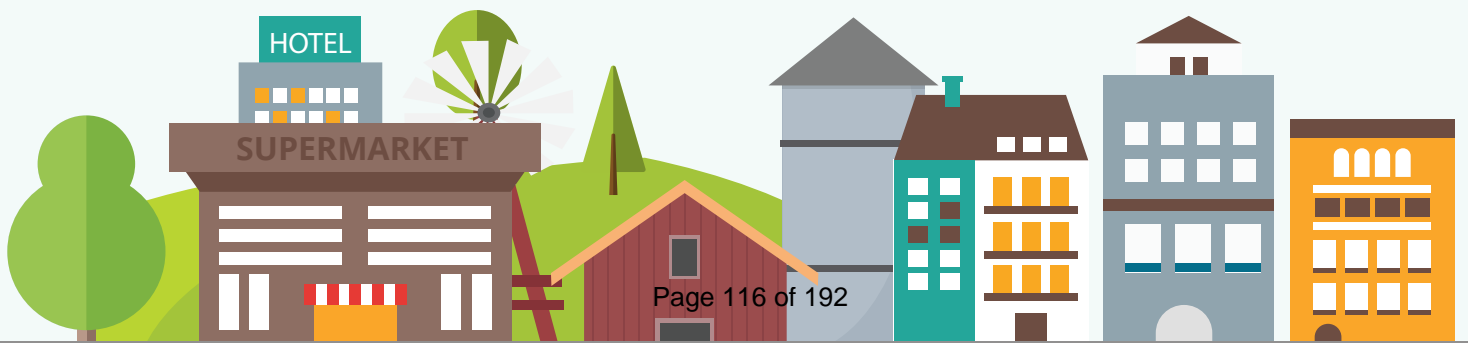


REGIONAL INCENTIVES PROGRAM

FINANCIAL AGREEMENT



Where Ontario Began





Regional Incentives Program Financial Agreement

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Regional Incentives Program Financial Agreement

STAY, DISCOVER, GROW REGIONAL INCENTIVES PROGRAM AGREEMENT

THIS AGREEMENT made this 21 day of May, 2020

BETWEEN:

LouLou Lavender

(hereinafter referred to as the "Applicant(s)")

Of the First Part

and

THE UNITED COUNTIES OF STORMONT, DUNDAS AND GLENGARRY

-and-

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

(hereinafter referred to as the "County" or "local municipality",
as the case may be

Of the Second Part

WHEREAS:

- A. The County has instituted a Regional Incentive Program to promote the improvement of properties located within the SDG Region in accordance with the Stay, Discover, Grow Regional Incentives Program.
- B. The County intends to make available certain grants to property owners and others who satisfy the requirements of the Program;
- C. The Applicant has applied for and been approved by the Review Committee for participation in the Program.

THIS AGREEMENT THEREFORE WITNESSES that, for good and valuable consideration, including the mutual covenants included herein and the receipt and sufficiency of which consideration is hereby acknowledged, the parties hereto agree as follows:



Regional Incentives Program Financial Agreement

PART A: PARTICULARS OF THE PROPERTY AND GRANT

The parties hereto acknowledge and agree that the following summary particularizes both the Property and the Grant which are the subject matter of this Agreement:

Property Owner(s):	Victor and Mary Lou Leroux
Authorized Applicant(s):	
Program Application File Number: (Local Municipality, Project Name, 01Oct18)	SG-LouLou Lavender-21Feb2020
Municipal Address:	19918 Maple Road, Williamstown, Ontario
Legal Description (Lot, Plan, Roll#):	Con 4 NRR PT LOT 9
Telephone Number:	613-551-6915
Date of Approval:	08-May-2020
Date of Amendment:	
Condition:	Upgrades to public laneway – aggregate costs.
Anticipated Commencement Date:	April 2020
Anticipated Completion Date:	July 2020



Regional Incentives Program Financial Agreement

Specific Program Funding:

Grant Stream:	Value of Grant
Façade Improvement Basic	\$
Façade Improvement Enhanced	\$
Signage Improvement Basic	\$
Signage Improvement Enhanced	\$
Property Improvement	\$ 1,106.60
Building Improvement/Restoration Grant	\$
Building Conversion/Expansion Grant for >5000ft ²	\$
Trails Improvement Grant	\$
Feasibility, Design, and Study Grant	\$
Planning Application and Building Permit Fee Grant	\$
Total	\$ 1,106.60

All grants contemplated under this Agreement shall be paid on a one-time basis to the local municipality in which the Property is situated for distribution to the Applicant upon final approval of the Works upon which such grant is based.



Regional Incentives Program Financial Agreement

PART B: DEFINITIONS

For the purposes of this Agreement:

- a) "Applicant" shall include an authorized tenant, occupant, or licensee in the Property as identified above and/or any person, corporation, body, or agency authorized to represent the registered Owner of such property.
- b) "Application" is the formal process, including forms and data submission, to request funding under the Program.
- c) "Review Committee" shall mean the body delegated the authority to administer and manage the Program by County Council pursuant to the Terms of Reference in place from time to time.
- d) "Owner" means the registered owner of the Property.
- e) "Program" means the SDG County Regional Incentives Program.
- f) "Property" means any piece of land, which may or may not include buildings, located within the United Counties of Stormont, Dundas and Glengarry.
- g) "Taxes" means any and all municipal and/or County levies payable by the Owner and as a result of ownership of the Property both before and after completion of the proposed Works.
- h) "Works" means any approved improvements to the Property.

PART C: OBLIGATIONS, COVENANTS AND AGREEMENTS

Project Description:

Upgrading current public lane to be accessible for the public.

SDG acknowledgement, recognition of the Stay, Discover Grow Regional Incentives Program:

Successful applicants will acknowledge that their project was partially funded by the County through the Stay, Discover, Grow Regional Incentives Program. Information regarding timing, suitable recognition/logo use etc. will be provided by the project start date, including, but not necessarily limited to, social media tactics, on-site portable signage, etc.



Regional Incentives Program Financial Agreement

The Applicant hereby agrees:

- a) The Applicant has applied for a grant, pursuant to the Program for the completion of the Works to the subject property and/or building(s) located thereon, which Application and the commitments made therein shall be deemed to form part of this Agreement.
- b) The Applicant confirms that the information contained within the Application was and is true and correct and that there has been no change in the information provided to the Committee in the said Application Form. The Applicant further acknowledges that the Committee has relied upon the information contained within the Application Form and the Applicant agrees that he, she, or it shall notify the Committee within seven (7) days of any change to the information provided in the said Application.
- c) The Applicant agrees to complete the Works to the subject property as set out in the Stay Discover Grow Regional Incentives Application filed for the 21-Feb-2020 intake.
- d) The Applicant acknowledges having reviewed this Agreement and agrees to be bound by the general and specific terms and conditions contained herein.
- e) The Applicant agrees to cooperate fully with the County and local municipality in respect of the grant processes contemplated by this Agreement and, further thereto, to provide any and all further documentation subsequently requested by the Review Committee, in respect of such processes and, further thereto, to execute all documentation required to achieve completion of the Works and related processes as contemplated herein.
- f) If the Applicant for any grant hereunder is not the Owner of the Property identified herein, then the said Applicant shall obtain and submit satisfactory evidence that such Owner has been notified of the Application and the Work to the Property and approves of the same.
- g) To commence work of the approved project within six (6) months of Review Committee's approval of the Application.
- h) The Review Committee reserves the right to audit the costs associated with any of the Works. If deemed necessary, audits will be undertaken at the expense of the Applicant.
- i) The Review Committee reserves the right to inspect any properties/buildings in receipt of funding under the Program.
- j) The Review Committee may discontinue any element of the Program at any time. However, Applicants with approved grants will receive funding in accordance with the terms outlined herein, and subject to approval of the necessary funds by County Council.



Regional Incentives Program Financial Agreement

The Review Committee hereby agrees:

- a) Based on the Applicant's covenants contained in this Agreement and in the Application, the Review Committee agrees to deliver the specific program funding as identified in Part A hereto to the applicable local municipality upon satisfactory proof of the completion of the Works and acceptable documentation confirming costs of such works, including but not limited to copies of invoices, final inspection if deemed necessary and proof of payment associated with the Works.

PART D: TERMINATION

The Review Committee, in its sole discretion, may delay, reduce, or cancel any grant made hereunder under any of the following circumstances:

- a) Failure to commence the Works within six (6) months of the signing of this Agreement.
- b) Failure to complete such Works within eighteen (18) months of the date of Review Committee approval of the said Works.
- c) The Works are not completed in a manner which is consistent with the description or information as set out in the application and/or are completed in a manner which is not satisfactory to the Review Committee.
- d) Demolition of the building with respect to which the Works were to be completed.
- e) Transfer of ownership of the subject property by the Owner without the prior written consent of the Committee, which consent may not be unreasonably withheld.
- f) Conversion, reconstruction or change in use of the subject property and building(s) located thereon in a manner which, in the sole discretion of the Review Committee, defeats or contravenes the purpose for which the grant was approved by the Review Committee in accordance with the grant application.
- g) Failure of the Applicant to notify the Review Committee of any change to the information provided in connection with the Application.
- h) Use of the subject property by the Applicant or with the Owner's consent (whether actual or implied) in a manner that contravenes municipal, provincial or federal law.
- i) Failure to pay any and all Taxes.



Regional Incentives Program Financial Agreement

PART E: MISCELLANEOUS

- a) This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, representations and warranties with respect to the subject matter hereof. The parties further acknowledge and agree that, in entering into this Agreement, they have not in any way relied upon, and will not in any way rely upon any oral or written agreements, representations or warranties.
- b) All official notices, demands, requests, agreements, consents, approvals and payments which may be made or are required to be given pursuant to this Agreement shall be made in writing and shall be sufficiently given if delivered personally or mailed by ordinary mail, postage pre-paid, as follows:
- To the Review Committee:**
 United Counties of Stormont, Dundas and Glengarry
 26 Pitt Street
 Cornwall, ON K6J 3P2
 Attention: Economic Development/Tourism Division
- To the Applicant:**
 Victor and Mary Lou Leroux
 19918 Maple Road
 Williamstown, ON
 K0C2J0
- c) Words importing the singular shall include the plural and vice versa. Words importing gender shall include all genders.
- d) The headings contained in this Agreement are for reference only and in no way affect this Agreement.
- e) This Agreement shall be construed and enforced in accordance with the laws of the Province of Ontario and the law of Canada applicable therein from time to time and shall be treated in all respects as an Ontario Agreement.
- f) Each obligation or agreement as contained herein, even though not expressed as a covenant, is considered for all purposes to be a covenant.
- g) The validity or enforceability of any provision or covenant contained in this Agreement shall not affect the validity or enforceability of any other provision or covenant herein contained and any such invalid provision or covenant shall be deemed to be severable.
- h) Each covenant in this Agreement is a separate and independent covenant and a breach of covenant by any party will not relieve any other party from its obligations to perform each of its covenants, except as otherwise provided herein.



Regional Incentives Program Financial Agreement

- i) No supplement, modification, amendment, or waiver of this Agreement shall be binding unless executed in writing by the parties.
- j) The provisions of this Agreement shall be binding upon and inure to the benefits of the parties and their respective successors.
- k) Each of the parties hereto will, from time to time hereafter and upon the reasonable request of any other party, make all such further acts, deeds, or assurances as may be required to more fully implement the true intent of this Agreement.



Regional Incentives Program Financial Agreement

For the Applicant(s):

Name: Victor and Mary Lou Leroux

For the Review Committee:

The United Counties of Stormont, Dundas and Glengarry
Name: Kirsten Gardner
Position: Wardens Delegate

For the Local Municipality:

Township of South Glengarry
Name:
Position:



STAFF REPORT

S.R. 85-2020

PREPARED BY: Joanne Haley- GM Community Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 15, 2020

SUBJECT: Tyotown Heights - Proposed Draft Plan of Subdivision

BACKGROUND:

1. On April 3, 2020, the Township of South Glengarry received a Draft Plan of Subdivision Application from the United Counties for the property legally described as Part of Lots 38 & 39, Registered Plan no. 101, geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, also known as Tyotown Heights Subdivision. The purpose of this draft plan of subdivision application is to create 5 residential building lots that will be accessed directly off of Tyotown Road.

ANALYSIS:

2. The surrounding land uses to this proposed subdivision are; residential lots to the north, east and west and rural lands to the south.
3. Section 2 of the Planning Act outlines those land use matters that are of provincial interest to which all planning decisions shall have regard. The provincial interests that applies to this site are; the orderly development of safe and healthy communities, the adequate provision of a full range of housing, including affordable housing and the appropriate location of growth and development. In addition, the Planning Act requires that all planning decisions be consistent with the Provincial Policy Statement (PPS), a document that provides further policies on matters of provincial interest related to land use development. The PPS contains policies pertaining to "Building Strong Communities" contained within Part V, Section 1.0. This development application conforms to these policies, specifically 1.0 Building Strong Healthy Communities, specifically the following policies:



4. Section 1.0. This development application conforms to these policies, specifically 1.1.4- Rural Areas in Municipalities:
 - 1.1.4.1 Healthy, integrated and viable rural areas should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - e) using rural infrastructure and public service facilities efficiently;
- 1.1.5- Rural Lands in Municipalities:
 - 1.1.5.2 On rural lands located in municipalities, permitted uses are:
 - c) residential development, including lot creation, that is locally appropriate
 - 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted
 - Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure
- 1.6.6- Sewage, Water and Stormwater:
 - 1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not provided, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In settlement areas, these services may only be used for infilling and minor rounding out of existing development
 - 1.6.6.7 Planning for stormwater management shall:
 - o b) minimize, or, where possible, prevent increases in contaminant loads
 - o c) minimize erosion and changes in water balance and prepare for the impact of changing climates through the effective management of stormwater, including the use of green infrastructure
 - o d) mitigate risks to human health and safety and property and the environment;
 - o e) maximize the extent and function of vegetative and pervious surfaces; and
 - o e) promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.



5. On February 4, 2018, the Ministry of Municipal Affairs and Housing approved the Official Plan (OP). The decision of the Official Plan was appealed therefore, the schedules from the former Official Plan remain in effect until the appeal is decided. The OP provides local policy direction for growth and development. The following sections of the Official Plan were reviewed and considered, and the proposed development conforms to the Official Plan:
 - Section 3- Community Growth and Settlement
 - 3.1 Objectives
 - 3.4.6 Rural District
 - 3.4.7 Rural Estate Subdivisions
 - 3.5 Permitted Uses Table
 - 3.5.1.1 Adequate Lot Sizes
 - 3.5.1.3 Frontage and Access
 - Section 4- Public Services and Infrastructure
 - 4.3.2.5 Parks and Recreation
 - 4.3.3.1 Servicing Hierarchy
 - 4.3.4 Stormwater Management

6. The subject property is currently zoned Open Space. A zoning Amendment will be required to rezone the subject property to Residential One; this will be a condition of draft plan approval.

7. The proposed draft plan of subdivision and notice of a public meeting was circulated to the neighbouring property owners within 120 metres of the proposed site, including the Raisin Region Conservation Authority as well as many other applicable agencies as required by the Ontario Planning Act. The notice of public meeting was also advertised in the Glengarry News and on the Township's website. A public meeting was held on June 1, 2020. No written comments were received prior to the meeting. During the meeting the Planning Consultants for the developer presented the proposed development and the developer provided additional information on the development. Two members of the public participated in the public meeting, they sought clarification on the location of the proposed lots, the proposed housing types and the access.

8. When processing a draft plan of subdivision application, a "municipal questionnaire" is required to be completed and submitted to the approval authority, this questionnaire is attached to this staff report together with the proposed draft plan conditions representing the requirements of the Township of South Glengarry only.



IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

- Goal 1: Enhance economic growth and prosperity
- Goal 2: Invest in infrastructure and its sustainability

RECOMMENDATION:

BE IT RESOLVED THAT the Council of the Township of South Glengarry recommends to the United Counties of Stormont, Dundas and Glengarry Manager of Planning to issue draft plan approval of Riverview North Subdivision subject to the conditions as requested by the Township, located in Glen Walter and legally described as Part of Lots 38 & 39, Registered Plan No. 101, geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry. 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.

A handwritten signature in black ink, appearing to read "Tim Mills", is written over a horizontal line.

Recommended to Council for
Consideration by:
CAO – TIM MILLS

SUBDIVISION AND CONDOMINIUM QUESTIONNAIRE

Municipality: Township of South Glengarry **SDG File No.** 01-SG-S/2020

Owner: Grant's Dairy Inc.

Location: Part of Lots 38 & 39, Registered Plan 101
Former Township of Charlottenburgh

Please complete this questionnaire and return it to:

*United Counties of Stormont, Dundas and Glengarry
 Planning Department
 20 Pitt Street
 Cornwall, Ontario K6J 3P2*

If you require extra space, please add your comments on a separate sheet(s) of paper. In municipalities this form should be completed by staff responsible for planning.

1. SERVICES

1. a. Which of the following services will the municipality supply to this development; and is there existing capacity available to service the proposed use(s)?

	Yes	No
Hydro	___	__ X __
Garbage collection	__ X __	___
Public transportation	___	__ X __
School bus	___	__ X __
Municipal water	___	__ X __
Municipal sanitary sewers	___	__ X __

(If “no” how will these services be provided:

Hydro will be provided by Cornwall Electric, Public Transportation is not available at this

time and will not be provided, School busing will be provided by the applicable school board depending on the need of the residents. The subdivision will be serviced by private septic systems and wells.

- 1. b. If the proposal is for private wells and/or septic systems, has an environmental impact study, including a hydrogeological and terrain analysis been done for the site to the satisfaction of the Ministry of the Environment: Yes _____ No X

If “yes”, does the municipality or planning board accept the results and why? **A Hydrogeological study and a Terrain Analysis was completed and submitted to the United Counties.**

If “no”, does the municipality or planning board still support the proposal? Explain why

The United Counties of SDG did not require a Terrain Analysis as part of a complete application. The Township supported this.

- 1. c. If the proposed plan is to be serviced by a communal system (water and/or sewage), is the municipality prepared to accept ownership of the system(s)? Yes _____ No _____

2. OFFICIAL PLAN (OP)

- 2. a. Do you have an official plan (OP) approved under the Planning Act? Yes X No _____

- 2. b. What is/are the land use designation(s) within which this development is located?
Rural District

- 2. c. Does this development conform with the OP? Yes X No _____

Please specify the section and explain how it conforms or not

The proposed development conforms to the Official Plan specifically sections 3.1, 3.4.6, 3.4.7, 3.5 (table), 3.5.1.1, 3.5.1.3, 4.3.2.5, 4.3.3.1 and 4.3.3.4

- 2. d. Is the development the subject of an OP amendment (OPA)? Yes _____ No X

- 2. e. If the development requires an OPA, has the application been made?

Indicate status of OPA:

3. ZONING

3. a. Is the land covered by a zoning by-law passed under section 34 of the Planning Act?
 Yes X By-law Number **38-09** No _____

3. b. Does the proposal conform with the by-law or zoning order? Yes No X

If “no”, is the site subject to an application for rezoning amendment?

The subject property is currently zoned Open Space. A zoning amendment will be required to rezone the subject property to a Residential One.

(If a site specific by-law has been passed for the development, please attach.)

3. c. Please list the zoning provisions applicable to this proposal for the following: **A site specific zoning amendment application will be a required draft plan condition**

permitted uses	Single Detached Dwellings, Home Occupation, Group Home Type 1, Home Day Care, Bed and Breakfasts, Public Uses, Places of Worship not including cemeteries, Accessory Uses, Private Day Nursery
setbacks from water bodies	N/A
setbacks from railway lands	N/A
setbacks from highways	N/A
minimum lot areas	.4 ha (1 acre)
minimum lot frontages	40 meters
other	N/A

4. SITE CHARACTERISTICS

4. a. What is the present use of the site?
Vacant land/hay

4. b. What were the previous uses on the site?

Vacant land/hay

4. c. i Would any of these present or past uses result in potential health, safety or environmental concerns associated with the proposed development? Yes _____ No **X**

4. c. ii How has the municipality/planning staff determined this?
Knowledge of the property and area

4. d. Is an individual or class Environmental Assessment under the Environmental Assessment Act required? Yes _____ No **X**

If “yes”, is one underway? _____
 Status _____

4. e. Is the site subject to other possible hazards such as flooding, slumping, unstable subsurface soils or contaminated soils? _____ Yes **X** No

If yes, please explain how these might affect the development of the site.

4. f. What are the past and present uses of the surrounding lands?
 Past: **Vacant Land and residential**
 Present: **Vacant Land/cropland to the south, residential to the north, east and west**

4. g. Is the proposed development compatible with these surrounding uses?
 Yes **X** No _____

If “no”, explain why:

4. h. List any noxious uses past and present close to (within 500 metres of) the site.
No past or present noxious uses are within the proposed plan of subdivision.

4. i. Please check the soil type:

Bare rock _____
 Heavy clay **X**
 Light clay **X**

Loam X
 Sandy loam _____
 Sand _____
 Other (specify) _____

5. LAYOUT

5. a. Does the layout and location of the development fit the terrain and surroundings?
 Yes X No _____

If “no”, explain why.

5. b. i In the layout of the development, has the municipality or planning board considered the following:

	Yes	No
Topography	<u> X </u>	_____
Vegetation	<u> X </u>	_____
Drainage patterns	<u> X </u>	_____
Unique land features	<u> X </u>	_____
Integration into surrounding area	<u> X </u>	_____

5. b. ii Will the proposal negatively impact upon the above items? Explain.

No, a grading and drainage plan and a storm water management plan will be designed and peer reviewed to ensure no negative impacts

5. c. i Is the street pattern appropriate for existing and future adjacent road systems?

Yes ___ No X

If “no”, explain why.

The proposed lots will front on an existing road – Tyotown Road.

5. c. ii Are there design changes that would address these concerns?

 N/A

Please outline these design changes in red on a copy of the plan.

5. d. What is the status of any existing roads on or abutting this development (i.e. assumed public road, Crown access road, dedicated public highway maintained by a Local Roads Board, private road, water access only). (Please also indicate on the plan.) **The proposed lots will front directly onto Tyotown Road with direct access per lot.**

5. e. If access is by water, please indicate location and distance of nearest public boat launching and parking facility.
N/A

5. f. Are the street allowances wide enough to allow for:

	Yes	No	N/A
Traffic	<u> X </u>	<u> </u>	<u> </u>
Access to lot	<u> X </u>	<u> </u>	<u> </u>
Snowploughing	<u> X </u>	<u> </u>	<u> </u>
All emergency vehicles	<u> X </u>	<u> </u>	<u> </u>
Parking	<u> X </u>	<u> </u>	<u> </u>
Utilities	<u> X </u>	<u> </u>	<u> </u>
Sidewalks	<u> </u>	<u> </u>	<u> X </u>
Ditches	<u> X </u>	<u> </u>	<u> </u>
Boulevards	<u> </u>	<u> </u>	<u> X </u>

5. g. Will the municipality assume ownership of the roads within the development?
 Yes No **X** N/A

5. h. Will the roads be publicly maintained by the municipality or a local roads board?
 Yes No **X** N/A

5. i. Indicate whether such maintenance is year round **X** or seasonal _____.

5. j. Who will ensure the grading and surfacing of the roads and installations of services if any:

Subdivider/developer _____

Municipality **X**

6. CONSULTATION

6. a. Have the following agencies or departments fully concurred with this plan?

	Yes	No	N/A at this time
Municipal Engineer	___	___	<u> X </u>
Police/Fire Departments	<u> X-Fire </u>	___	___
Parks/Recreation	<u> X </u>	___	___
Medical Officer of Health	___	___	<u> X </u>
Local Services Board	___	___	<u> X </u>
Local Roads Depart.	<u> X </u>	___	___
Other (specify)	___	___	<u> X </u>

If the answer to any of the above is “no”, list reasons and attach a copy of their comments.

7. PARKLAND

7. a. Does your Council wish to use section 51(5) of the Planning Act and require:

	Yes	No
5% of the land (if residential) be conveyed for park purposes	___	<u> X </u>

2% of the land (if commercial or industrial) _____

Cash-in-lieu X see below _____

Please identify the location on the plan.

7. b. Who will maintain these lands?
Cash In Lieu of Parkland will be a draft plan condition.

7. c. Are the lands proposed for park purposes suitable for public use such as parkland or waterfront access? Yes _____ No _____ N/A

7. d. If these lands are for water access, what are the proposed uses (e.g. parking, picnicking, boat launching)?
N/A

7. e. Will the water access serve an area greater than the area of the development?
Yes _____ No _____

Explain
_____ N/A _____

7. f. Are the lands for park purposes in conformity with a municipal parks plan or policy?
Yes _____ No _____

Explain N/A

8. COUNTY OR REGIONAL ROADS

8. a. Does the plan abut a county or regional road? Yes _____ No X N/A

If “yes”, does the county or regional roads engineer fully concur with the development?
Summarize his/her comments.

9. RURAL DEVELOPMENT

9. a. Is the development within an area designated as “hamlet”, “village”, or “town” or other settlement area in the OP? Yes _____ No X

10. CONSISTENCY WITH PROVINCIAL POLICY STATEMENT

10. a. In considering this plan of subdivision, how has the municipality or planning board been consistent with the Provincial Policy Statement:

Section V - Policies

1.0 Building Strong Healthy Communities, specifically the following policies:

1. Section 1.0. This development application conforms to these policies, specifically
 - 1.1.4- Rural Areas in Municipalities:
 - 1.1.4.1 Healthy, integrated and viable rural areas should be supported by:
 - a) building upon rural character, and leveraging rural amenities and assets;
 - e) using rural infrastructure and public service facilities efficiently;
 - 1.1.5- Rural Lands in Municipalities:
 - 1.1.5.2 On rural lands located in municipalities, permitted uses are:
 - c) residential development, including lot creation, that is locally appropriate
 - 1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted
 - Development shall be appropriate to the infrastructure, which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure
 - 1.6.6- Sewage, Water and Stormwater:
 - 1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not provided, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In settlement areas, these services may only be used for infilling and minor rounding out of existing development
 - 1.6.6.7 Planning for stormwater management shall:
 - o b) minimize, or, where possible, prevent increases in contaminant loads

- c) minimize erosion and changes in water balance and prepare for the impact of changing climates through the effective management of stormwater, including the use of green infrastructure
- d) mitigate risks to human health and safety and property and the environment;
- e) maximize the extent and function of vegetative and pervious surfaces; and
- e) promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.

2. Resources

2.1 Natural Heritage

N/A

2.2 Water

N/A

2.3 Agriculture

N/A

2.4 Minerals and Petroleum

N/A

2.5 Mineral Aggregate Resources

N/A

2.6 Cultural heritage and Archaeology

N/A

3. Protecting Public Health and Safety

3.1 Natural Hazards

N/A

3.2 Human-made Hazards

N/A

10. b. Has your municipality adopted affordable housing policies in the OP?

Yes ____ No X

If “yes”, explain how this proposal (if residential) is compatible with the projected housing needs.

If “no”, how will this development (if residential) address the need for affordable housing in the municipality?

The United Counties is developing new affordable housing policies that will be incorporated into the Official Plan. It is unknown at this if this development will address the need for affordable housing.

JUSTIFICATION

11a. Is this plan premature?
 Yes ___ No **X** Explain **There is a demand for few vacant lots in the Glen Walter Area.**

11. b. Does Council recommend this plan? Yes **X** No ___

11. c. Give reasons for Council’s decision in 11.b.

Council is supportive of this proposed development as it will provide additional building lots in the Glen Walter Area.

PLANNING ADVICE

12. a. In the consideration of this proposed development and in the filling of this questionnaire, has Council had input from professional staff, or from a professional planning consultant?
 Yes **X** No ___

12. b. What are the recommendations of your professional planning staff/consultant?

It is recommended that the United Counties Manager of Planning issues draft plan approval.

CONDITIONS

13. a. Should the United Counties of Stormont, Dundas and Glengarry approve this plan, please list any conditions that Council wishes attached.

Please see below:

Date: June 16, 2020 **Signature:** _____
Joanne Haley, GM-CS

On behalf of the municipality of:

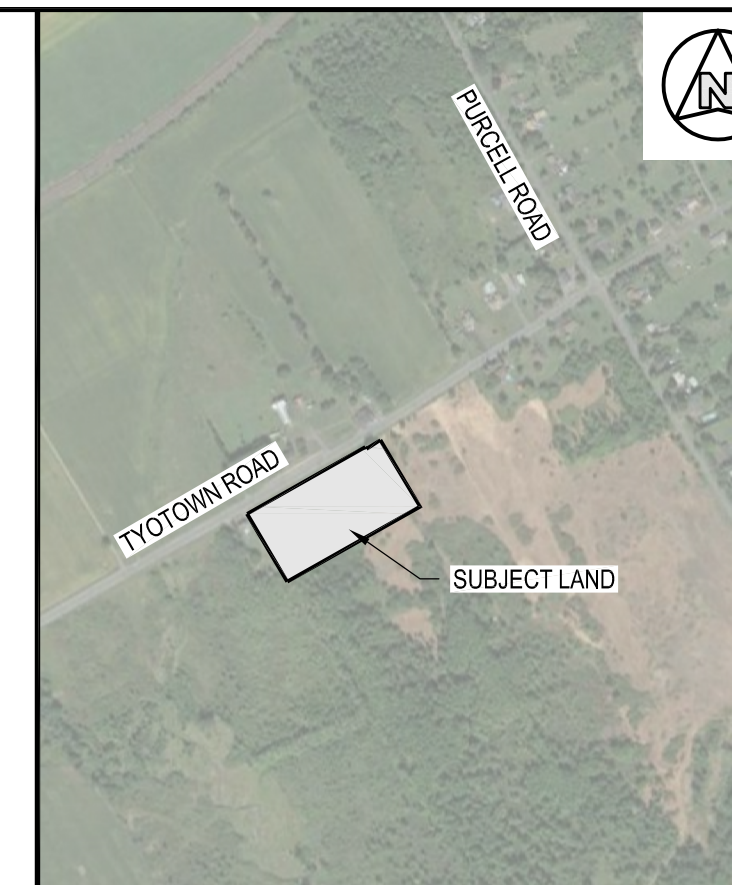
Township of South Glengarry
6 Oak Street
Lancaster, ON K0C 1N0

TOWNSHIP OF SOUTH GLENGARRY PROPOSED DRAFT PLAN CONDITIONS- TYOTOWN HEIGHTS SUBDIVISION

1. That the Owner enters into a subdivision agreement with the Township of South Glengarry that is consistent with the Township's approved Subdivision Design Guidelines and said agreement shall be registered against the land to which it applies once the plan of subdivision has been registered.
2. That the Owner convey up to 5% of the value of the land in lieu of parkland as per the Planning Act.
3. That the Owner agrees in writing to satisfy all standard requirements, financial and otherwise, of the Township of South Glengarry concerning the provision of storm water management and grading and drainage. All standard requirements must be consistent with the Township's approved Subdivision Design Guidelines.
4. That the Subdivision Agreement between the Owner and the municipality indicates that such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
5. That prior to final approval, the approval authority be advised that this proposed plan of subdivision conforms to the zoning by-law in effect. (A zoning by-law amendment is required to rezone the property from Open Space to Residential One.)

April 1, 1999

6. That any site preparation/Grading prior to the sale of the lots be conducted through a single entrance for access to the subdivision for the delivery of any materials or equipment. The location of the entrance is to be approved by the Township.
7. That the owner acknowledges that Entrance Permits are required for each of the 5 lots and that the location of the entrances is to be approved by the Township.
8. The owner agrees to prepare and submit a Storm Water Management Plan and describe how it is to be implemented in accordance with the current Stormwater Management Best Management Practices to the satisfaction of the Township of South Glengarry and Raisin Region Conservation Authority. The plan should address both water quality and quantity concerns and any impact to the receiving watercourse. The plan should consider proposed on-lot controls to reduce the rate of runoff and minimize contaminant transportation. Models, assumptions and calculations of pre and post development runoff are to be included with this submission. Total suspended solids (TSS) should meet normal protection measures at a minimum of 80% removal.
9. The owner agrees to prepare and submit a Lot Grading and Drainage Plan and indicate how it is to be implemented to the satisfaction of the Township of South Glengarry.



KEYPLAN
SCALE: 1:10,000

DRAFT PLAN OF SUBDIVISION
OF PART OF
PART OF LOT 38 & 39
REGISTERED PLAN No. 101

GEOGRAPHIC TOWNSHIP OF
CHARLOTTENBURGH,
TOWNSHIP OF SOUTH GLENGARRY
COUNTY OF GLENGARRY

**ADDITIONAL INFORMATION AS
REQUIRED UNDER SECTION 51,
PLANNING ACT**

- A) AS SHOWN ON DRAFT PLAN
- B) AS SHOWN ON DRAFT PLAN
- C) AS SHOWN ON DRAFT PLAN
- D) REFER TO SCHEDULE OF LAND USE E) AS SHOWN ON DRAFT PLAN
- F) AS SHOWN ON DRAFT PLAN
- G) AS SHOWN ON DRAFT PLAN
- H) MUNICIPAL WATER SERVICE
- I) CLAY/BOULDERS
- J) AS SHOWN ON THE DRAFT PLAN
- K) HYDRO, BELL, CABLE, NATURAL GAS, SANITARY SEWER, WATERMAIN
- L) REFER TO SCHEDULE OF LAND USE

OWNER'S CERTIFICATE

I HEREBY AUTHORIZE THIS DRAFT PLAN OF SUBDIVISION TO BE SUBMITTED TO UNITED COUNTIES OF STORMONT, DUNDAS, AND GLENGARRY.

Jan 15/2020 *[Signature]*
DATED

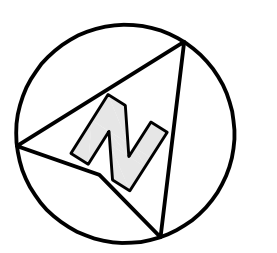
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJOINING LANDS ARE CORRECTLY SHOWN.

Jan 28 2020 *[Signature]*
DATED
RON W. JASON
ONTARIO LAND SURVEYOR

DATE	No.	REVISION
2020/01/27	1	ISSUED FOR REVIEW

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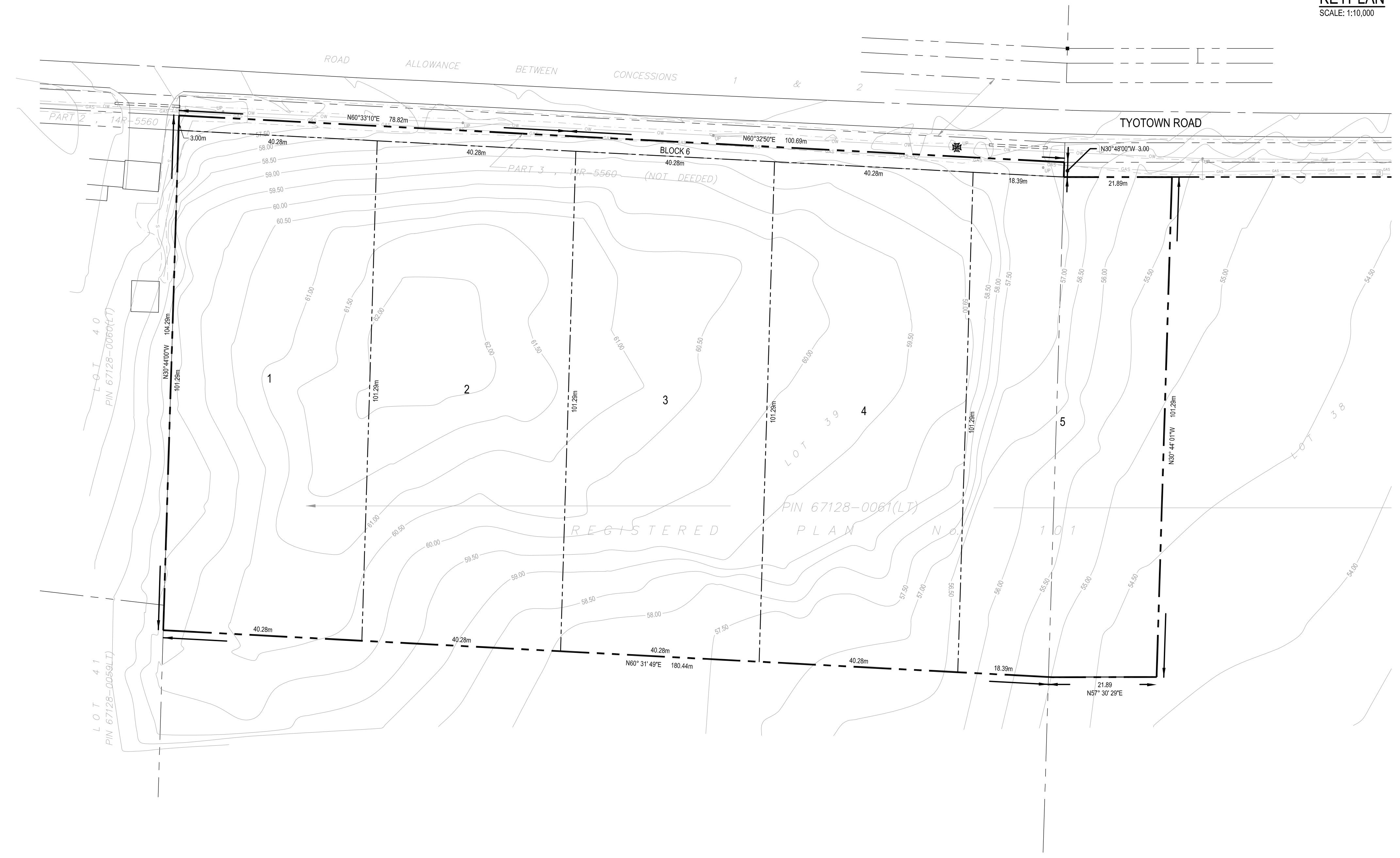


CLIENT:
GRANTS DAIRY Inc.

PROJECT:
**TYOTOWN HEIGHTS
SUBDIVISION**

TITLE:
DRAFT PLAN

SCALE: 1:500	JOB NO. 19126
DESIGNED BY: J.E.	DATE: 2020/01/27
DRAWN BY: K.B.W.	DRAWING NO. DP1.1
CHECKED BY: J.E.	



SCHEDULE OF LAND USE

DWELLING TYPE OR LAND USE	NUMBER OF LOTS	NUMBER OF DWELLINGS
SINGLE	5	
SEMI-DETACHED		
STREET		
BLOCK	1	
OTHER		

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Monthly Departmental Update - May 2020 - CAO

PREPARED BY: Tim Mills, Chief Administrative Officer



Completed Work:

- Senior Management Team meetings, twice per week.
- Prepared work for Council and Committee meetings.
- Return to work processes and policies related to COVID-19 & return to work protocols.
- Reviewed Township Office space layout and Tartan Hall for safety, security, efficiencies and confidentiality.
- Conducted Departmental Budget Reviews with Treasurer and General Managers.
- Met with Roads, Recreation Water/Wastewater employees related to hours of work.
- Compilation and submission to City of Cornwall for COVID-19 expenditures and estimates, as part of Social Services Relief Fund.
- Review and forward to General Managers, draft Health and Safety Policies & Telecommuting Policy – part of Human Resources Policy review.

Work in Progress (Critical Path):

- Identify what Council needs to move infrastructure projects forward.
- Initiating review for safety in all Township buildings and workplaces.
- Initiate review for security, health and safety, asset management, capital plan, I.T. and digitization of records.
- Research options for online payments for taxes and Township services.
- Research options for online applications for services in planning, building, bylaw, fire, infrastructure and recreation/facilities.
- Consolidate files such as contracts (i.e., snow, grass, copiers, leases) consulting (i.e., bridges, water) and regular ongoing bills.
- Evaluate configuration of our office space (township hall, other options).
- Initiate professional learning plans by department (i.e., office, water, fire, roads, rec).
- Initiate the development of business plan for the Cornwall Regional Airport.
- Internal financing strategy to support infrastructure sustainability.

- Connectivity and community. Pursue - extended services, internet, water, cell, natural gas.
- Strategy for internal/external communication.
- Diversify communication methods.
- Improve and implement asset management plans based on capital condition assessments.
- Performance Appraisal Process for General Managers.

Month at a glance:

- United Counties of SD&G Head of Council meetings with MP, MPP, Warden and Mayors.
- Public Health meetings – Provincial and EOHU related to COVID 19.
- Attended Cornwall Regional Airport Commission meetings.
- Attended weekly SD&G CAO virtual meetings.
- Hosted meeting with Lancaster Optimist Club President to further discuss use of Smithfield Park building.
- Attended Boundary Road Servicing Review Meeting.
- Attended meeting with Williamstown Fair Board Members re: Light Installation and funding.
- Attended Glen Walter and Wastewater Master Servicing Plan virtual meeting.
- Attended the program launch for Emily 911 project.
- Attended William St. construction project public meeting and site meetings.
- Finalized and posted vacation schedules for all union and non-union staff.
- Attended Cornwall and The Counties Community Futures Development Corporation Board Meeting.

Training

- Workplace Violence and Harassment Training.
- AODA Customer Service Standards Training.
- Occupational Health and Safety Awareness Training for Supervisors,
- WHMIS
- Cunningham Swan Webinars for COVID-19.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Monthly Departmental Update – May 2020 -
Recreation & Facilities

PREPARED BY: Rick Ladouceur- Director of Recreation &
Facilities



Completed Work:

- Office staff worked outdoors at Glen Walter Park - cleared brush from trails and fields
- Answered calls/emails regarding program cancellations
- Email permit holders still outstanding for 2019-2020 season
- Contacted Glen Walter and Char Lan Soccer presidents regarding press release for soccer cancellation
- Sorting soccer rosters to process refunds
- Active Net Financial Department to clarify refunds
- Process Cheques for hall rentals and program registrations from Active Net
- Review existing financial reports and filing
- Active Net Deposits
- Prepared Ice Contract Holder Permits for 2020-2021 Season
- Clean out storage area in bar and review all files in storage
- Completed summer and winter maintenance list
- Completed Ice Sales Manual
- Medeco Key installed

Work in Progress (Critical Path):

- Fall/winter prep
- Fall/Winter Calendar
- Township Program bookings of facility spaces and ice surface
- Recreation Research (Competitive analysis, community demographics, programs in surrounding communities, costs, offerings)
- Writing standardized operating procedures
- Creating emergency section in SOP binder
- Building tool inventory
- Using Asset management software

Good News Stories

- Medeco Key System installed and Bluetooth Master Vault Lock Boxes will be installed shortly
- Martintown Completely Repainted, floors waxed and pickleball lines painted
- Green Valley Completely Repainted, LED Lights installed, floors waxed and pickleball lines painted
- All community centers have high efficiency fridges installed
- Dog Waste Stations Installed at all parks
- Grass Cutting going very well
- Peanut Line Business Case Started
- Arena Showers repainted and LED lights installed
- Puck board on benches (sanitary) and doors
- Glen Walter Park Trail Brush cutting

Staff Training

- Completed WHIMIS Training
- Completed Workplace Violence and Harassment Training for Employees
- Completed AODA Customer Service Standards Training
- Completed Occupational Health and Safety Awareness Training for Workers
- AODA Customer Service Standards Training (Comprehensive Content)
- Cold Stress Awareness Training
- Conflict Resolution Training
- Due Diligence Training
- Evacuation Plans and Procedures Training
- Fire Safety Training
- Forklift Safety Training
- Ladder Safety Training
- Occupational Health and Safety Awareness Training for Workers (Ontario)
- Personal Protective Equipment Training
- Safe Driving for Work Training
- Workplace Violence and Harassment Training for Employees (Ontario)

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Monthly Departmental Update - May 2020-
Infrastructure Services

PREPARED BY: Ewen MacDonald, GM Infrastructure Services



Completed Work:

- Road Patrol
- Grade Granular Roads
- Patch Hard Top Roads
- Shoulder Damage Repairs
- Dust Suppressant
- Routine Fleet Maintenance
- Landfill Maintenance, pack and cover Beaverbrook
- Water & Sewer routine operations and generator maintenance
- Completed Leaf & Yard Waste, and Large Item Collections
- Secured Approval for Public Works Garage
- Obtained Approval to extend the Waste and Recycling Collection Contracts by 12 months with an additional 6-month option.

Work in Progress (Critical Path):

- Finalizing Glen Walter Master Plan
- Compiling Asset Management Data
- Completing roads capital projects
- Water/Wastewater staff training to update certification
- Complete public works facility project
- Route Optimization Study
- Smithfield Park Project Ongoing
- Boundary Road Servicing Agreement

Month at a glance:

- Attended Weekly Management Meetings
- Attended Regional PW Directors Check In
- Attended Airport Commission Meeting
- Attended Health & Safety Meeting

- Participated in Virtual Public Meeting for the William Street Reconstruction Project

Training

- Workplace Violence and Harassment Training for Employees
- AODA Customer Service Standards Training (Comprehensive Content)
- Occupational Health and Safety Awareness Training for Workers

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Monthly Departmental Update - May 2020 -
Community Services

PREPARED BY: Joanne Haley, GM Community Services



Completed Work

Building

- Scheduled building inspections
- Completed Site Plan reviews for site plan control
- Conducted inspections
- Worked on building bylaw, staff report and PowerPoint presentation to council for future meetings
- Received and processed building permit applications for completeness
- Building permit reviews (ongoing as required)
- Issued building permits
- Commenced spring newsletter
- Prepared public communication updates as needed
- Followed up on maintenance agreements for tertiary septic systems- on going
- Conducted research on agritourism policies across Ontario
- Prepared work order reports for lawyers
- Conducted septic system file searches
- Prepared statistical reports for MPAC and Statistics Canada
- Provided updates to Tarion on new residential builds
- Developed process for applications for Farm 911 signs
- Completed Civic Addressing By-Law including Farm 911
- Received applications for and assigned civic addresses
- Ordered, retrieved, and distributed civic address signs and posts
- Conducted staff meetings and collaborated on policy in response to provincial COVID19 regulations

Economical Development

- Community Improvement Plan: reviewed and discussed with 14 local businesses/individuals to determine eligibility

- Regional Incentives Program: attended committee meetings, 1 local business received a successful application
- Weekly EDO calls with the Counties: attend weekly meetings with the Counties and local EDO's to discuss updates/best practices/etc.
- Eastern Ontario Agri-Food Network: corresponded and supported the EOAFN's application to OMAFRA to bring Farmer's Markets online
- Agricultural Townhalls: worked with Council and our MP's office to offer Agricultural Townhalls, created listing of local agriculture contacts
- Business directory: updated our internal directory – email list went from 155 contacts to over 400 contacts
- Gathered information pertinent to businesses for assistance during COVID-19
- Prepared business newsletter for email distribution
- Commenced an internal vacant land inventory of properties for commercial or industrial development
- Worked on community signage policy- waiting on sign company
- Assembled an internal list of not for profit organizations, service clubs, events and festivals
- Stronger Together: Glengarry News ad campaign, May 13th and May 20th

Planning

- Conducted and participated in staff meetings
- Reviewed planning application fees
- Completed review of hens/chicken by-laws
- Conducted research on agritourism policies across Ontario
- Completed a complaint investigation and response
- Received and processed minor variance applications
- Received and reviewed severance applications
- Scheduled, prepared for, held Committee of Adjustment meeting
- Scheduled June 1, 2020 Public meeting
- Circulated 2 subdivision applications
- Circulated 2 zoning amendment applications
- Prepared Staff reports for Council meetings
- Completed research on CIP for possible changes
- Completed presentation to Council re: CIP Changes
- Prepared for LPAT hearing as directed by Township Lawyer
- Commenced review of County OP Agricultural and Rural lands for LPAT Hearing
- Participated in County & MMAH Planning Meeting
- Assisted with vacant land inventory
- Assisted with CIP implementation
- Completed site visits

By Law

- Monitored COVID-19 orders and enforced when necessary
- Pool enclosure permits- reviewed and issued 7 permits, completed 2 inspections
- Commenced review of the By-law enforcement policy- ongoing
- Commenced research on animal control and dog tags to prepare to update by-law
- Updated animal control by-law including set fines- ongoing
- Completed Property standards by-law
- Commenced review of pool enclosure by-law
- Completed Fence By-law
- Completed Clean yards By-law
- Responded and investigated By-Law Complaints
- Completed weekly aggregated data report and submitted to the Ministry of Attorney General’s Office

Emergency Planning

- Prepared for and participated in Emergency Preparedness week
- Participated in weekly calls with Dr. Paul
- Participated in weekly calls with EMO

Training- All staff

- Workplace Violence and Harassment Training for Employees
- AODA Customer Service Standards Training (Comprehensive Content)
- Occupational Health and Safety Awareness Training for Workers

Statistics

By-Law Enforcement Statistics	Total Complaints
Animal Control	3
Nuisance	1
Pool Enclosures	1
Property Standards	6
Clean Yards	14
Zoning	16
Miscellaneous	1
Totals	42
Building Statistics	Total Received
Applications received	36
Permits issued	27
Inspections conducted	52

Planning Application Statistics	Total
Consents	2
Zoning Amendment	3
Official Plan Amendment	0
Minor Variances	5
LPAT Hearings	0
Site Plan Control	3
Draft Plan Subdivision Applications	2

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Monthly Departmental Update- May 2020 - Fire Services

PREPARED BY: Dave Robertson, Fire Chief



OPERATIONS and RESPONSES:

- Motor Vehicle Collisions: 2
- Alarms: 2
- Medical: 0
- Burn Complaint / Unauthorized Burns: 2
- Fire – Structural: 2
- Fire – Brush / Grass: 5
- False – 1
- Notes of interest:
 - o Mobile home fire in Lancaster with minimal structural damage due to timely response by Lancaster and Williamstown stations.
 - o Brush and grass fire numbers are similar to seasonal averages.
 - o Operations during COVID-19 have seen a temporary halt of tiered response medical calls.

TRAINING:

- Members continue with online learning assignments.
- No physical in-station training sessions
- Consultation with EOHU for guidance on return to limited physical training in June.

BUDGETED CAPITAL ITEMS:

- Replacement pumper truck has been received. Training and familiarization are being completed in advance of anticipated service date in early June.

HEALTH and SAFETY:

- COVID-19 assessment and operations reviews.
 - o Continuous assessment of Fire and other Township departments with regards to COVID-19 concerns in the present and future.
- Design of new Health and Safety message and information boards for all Township facilities completed. Supplier pricing requested.

PROJECTS OF NOTE:

- Emily Project / Farm 911
 - o Project launched May 29th.
- Annual Pump tests completed on eight vehicles with only minor adjustments needed to three.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Monthly Departmental Update - May 2020 -
Corporate Services

PREPARED BY: Lachlan McDonald, GM Corporate Services



The below report reflects activity since January 2020 and will be done on a monthly basis from June forward.

Completed Work:

Treasurer

- Amended Interim Tax By-Law
- Completed High Water Bill Adjustment Program
- Reserve Transfers
- Completed Reconciliations (Airport, Banks, Refundable Deposits)
- Completed COVID-19 – Revenues at Risk Report
- Prepared RFP for Clarence Grant Drain
- Contributed to the Office Renovation Design
- Delivered T2200 – Work from Home Document for Staff (featured on MFOA)
- Completed Year End Audit
- Completed Data Collection for Water Rate Review

Clerk

- Amended Procedural by-law to allow for electronic meetings
- Have been successfully using Zoom for this purpose since April 6th for regular Council, public and Committee of Adjustment meetings
- Assisted as a moderator for Committee of Adjustment electronic meetings
- Continue to officiate weddings and issue marriage licences (6 weddings and 2 licences since March 13th).
- All statutory duties as set out in the *Municipal Act* and other legislated Acts
- Assisted with Office Renovation Design and Council Chamber relocation
- Continuing professional development (completed unit 2 of OMTRA Municipal Revenue Administration and presently working towards completing the final unit)

Communications

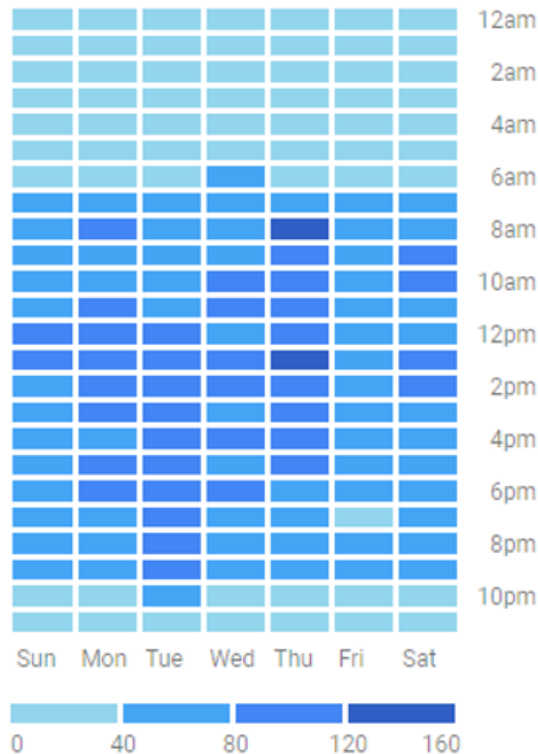
- Completed 2020-2021 Collections Calendar
- Ongoing update of Community Guide
- Reviewing and Updating the Corporate Communications Policy
- Website (Active Users)

1 Day Active Users	7 Day Active Users	14 Day Active Users	28 Day Active Users
160	1,856	4,035	9,250
% of Total: 100.00% (160)	% of Total: 100.00% (1,856)	% of Total: 100.00% (4,035)	% of Total: 100.00% (9,250)

This report was generated on 6/8/20 at 11:04:31 AM - [Refresh Report](#)

- Website (Most Popular Pages – last 7 days)
 - COVID-19 Page: 718 Page Views
 - News/Notices – Emily Project/Farm 911: 462 Page Views
 - Landfill Sites: 187 Page Views
 - By-Laws: 172 Page Views
 - Applications, Licenses and Permits: 119 Page Views
 - Building and Renovating: 97 Page Views

- Website (Users by Time of Day – last 30 days)



- Website (Current Projects)
 - Reviewing options to expand e-services, including payments and accessible document creation
 - Increase accessibility of trail and bike maps online
 - Social media channels integrate with our website directly

- Website (Completed Projects)
 - Refreshed Parks and Facilities webpages
 - Worked with the Clerk to stream live Council meetings on YouTube
- Social Media (Stats)
 - 3,043 Facebook Followers (+ 547 since November)
 - 8,965 impressions on Facebook (June 1 – June 7)
 - 818 Twitter Followers (+ 94 since November)
 - 944 Instagram Followers (+ 323 since November)
 - 107 posts

Human Resources

- Rolled-out Township-wide online training platform (HR Downloads)
 - Delivers legislated training specific to Departments
 - In May 203 training sessions were assigned with a 93% completion rate

Work in Progress (Critical Path):

- Ongoing Accessibility training
- Organize files to meet retention by-law.
- Successful grant application (FCM) to offset consultant costs for AMP (Asset condition ratings).
- Advocate for thoughtful investments in community. "Level of service".
- Provide and improve on service excellence
- Water Rate Review
- Staff reports that reflect life-cycle costing; so that council, staff and community is financially confident in our long-term thinking.
- Improve internal and external documents to meet AODA standards.
- Improve file storage and research paperless.
- Asset Management plan
- Improve accessibility of documents across all department.

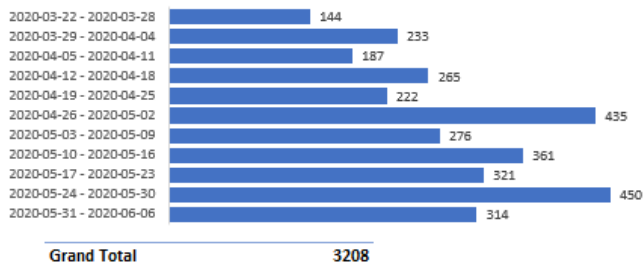
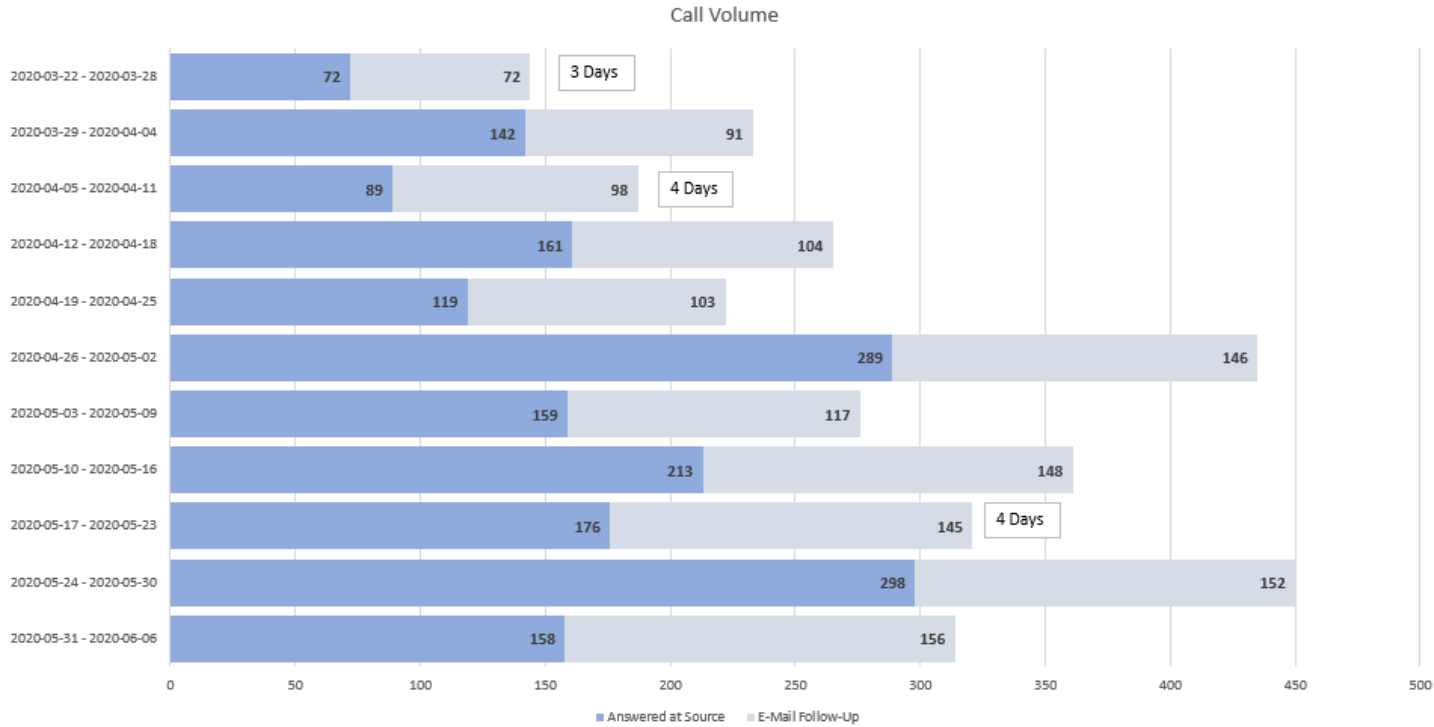
Training

- Workplace Violence and Harassment Training for Employees
- AODA Customer Service Standards Training (Comprehensive Content)
- Occupational Health and Safety Awareness Training for Workers

Statistics (Image below 'Call Volume')

- Call Statistics remind us that when another Department is busy, Corporate Services are directly affected (call volume, transaction volume, etc.):
 - April 26 – May 2 – Fire Ban Lifted
 - May 10 – May 16 – New Building Permit Limitations Removed for May 19

○ May 24 – May 30 – Big Garbage Week



INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: June 15, 2020

SUBJECT: Statement of Revenues and Expenses

PREPARED BY: L. McDonald, GM Corporate Services

Attached you will find a summary of our general ledger: revenues and expenses.



Financial Statement

For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Revenues								
Taxation - Residential & Farm	(19,482,822.00)	(19,482,576.85)	(20,171,681.00)	(20,171,692.48)	(11.48)	0.00	0.00	0.00
Taxation - Commercial	(2,062,893.00)	(2,062,892.79)	(2,112,791.00)	(2,112,913.31)	(122.31)	0.00	0.00	0.00
Taxation - Industrial	(1,878,168.00)	(1,878,413.44)	(1,906,703.00)	(1,906,703.29)	(0.29)	0.00	0.00	0.00
Taxation - Other Charges - Street Ligh	(220,000.00)	(225,477.18)	(223,000.00)	(219,017.28)	3,982.72	(223,000.00)	0.00	223,000.00
Taxation - Other Charges - Tile Draina	(37,500.00)	(27,160.00)	(32,500.00)	(19,605.74)	12,894.26	(32,500.00)	0.00	32,500.00
Taxation - Other Charges - Green Valle	(85,000.00)	(93,060.00)	(95,000.00)	(106,920.00)	(11,920.00)	(105,000.00)	792.68	105,792.68
Taxation - Other Charges - Kennedy Wat	(32,000.00)	(33,671.30)	(34,000.00)	(35,639.83)	(1,639.83)	(35,000.00)	0.00	35,000.00
Taxation - Other Charges - Nesel & Dry	(4,976.00)	(4,975.70)	(4,975.00)	(4,975.70)	(0.70)	(4,975.00)	0.00	4,975.00
Taxation - Supplementary - Residential	0.00	(91,301.17)	(35,000.00)	(126,734.91)	(91,734.91)	(35,000.00)	0.00	35,000.00
Taxation - Supplementary - Commercial	0.00	(14,390.69)	0.00	(64,771.00)	(64,771.00)	0.00	0.00	0.00
Taxation - Supplementary - Industrial	0.00	(590.36)	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - Administration	(535,950.00)	(645,944.78)	(541,141.00)	(811,802.43)	(270,661.43)	(515,700.00)	(211,083.62)	304,616.38
Fees & User Charges - Building Dept	(249,700.00)	(250,103.59)	(229,700.00)	(254,674.98)	(24,974.98)	(226,700.00)	(56,999.19)	169,700.81
Fees & User Charges - Prop. Stnd & Byl	(18,500.00)	(14,241.88)	(19,100.00)	(8,570.00)	10,530.00	(17,100.00)	(4,245.00)	12,855.00
Fees & User Charges - Fire Dept	(10,000.00)	(19,958.78)	(12,500.00)	(9,414.24)	3,085.76	(8,000.00)	(1,220.00)	6,780.00
Fees & User Charges - Roads Dept	(15,000.00)	(28,507.12)	(20,000.00)	(3,075.00)	16,925.00	(15,000.00)	(17,562.47)	(2,562.47)
Fees & User Charges - Waste Disposal	(15,200.00)	(17,228.83)	(15,300.00)	(17,049.33)	(1,749.33)	(15,300.00)	(14.00)	15,286.00
Fees & User Charges - Beaverbrook Site	(40,000.00)	(48,202.00)	(40,000.00)	(63,280.00)	(23,280.00)	(45,000.00)	(11,910.00)	33,090.00
Fees & User Charges - North Lancaster	(32,150.00)	(41,850.72)	(37,500.00)	(35,478.92)	2,021.08	(37,500.00)	(2,000.00)	35,500.00
Fees & User Charges - Recycling	0.00	0.00	0.00	0.00	0.00	0.00	(8,111.48)	(8,111.48)
Fees & User Charges - Glen Walter Syst	(396,000.00)	(561,444.32)	(506,500.00)	(590,670.32)	(84,170.32)	(536,500.00)	(171,601.33)	364,898.67
Fees & User Charges - Lancaster System	(543,500.00)	(657,359.85)	(663,500.00)	(799,481.43)	(135,981.43)	(758,500.00)	(301,456.10)	457,043.90
Fees & User Charges - Medical Centre	(33,000.00)	(33,840.16)	(33,000.00)	(32,475.21)	524.79	(33,000.00)	(8,349.00)	24,651.00
Fees & User Charges - Ambulance Bay	(16,800.00)	(16,800.00)	(16,800.00)	(18,200.00)	(1,400.00)	(16,800.00)	(7,000.00)	9,800.00
Fees & User Charges - Recreation	(1,000.00)	(784.00)	(1,000.00)	(1,065.08)	(65.08)	(500.00)	0.00	500.00
Fees & User Charges - Recreation Progr	(46,500.00)	(50,790.62)	(44,000.00)	(47,616.30)	(3,616.30)	(44,000.00)	(13,115.37)	30,884.63
Fees & User Charges - Char-Lan Rec. Ce	(213,000.00)	(210,089.21)	(215,000.00)	(255,437.05)	(40,437.05)	(214,000.00)	(62,489.73)	151,510.27
Fees & User Charges - Martintown Comm.	(9,200.00)	(6,105.99)	(6,200.00)	(8,449.50)	(2,249.50)	(6,200.00)	(4,383.01)	1,816.99
Fees & User Charges - Ball Fields	(2,950.00)	(5,092.77)	(3,000.00)	(1,504.24)	1,495.76	(3,000.00)	0.00	3,000.00
Misc Revenue - Peanut Line	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - Planning Dept	(30,000.00)	(46,590.48)	(34,000.00)	(35,650.00)	(1,650.00)	(33,000.00)	(9,000.00)	24,000.00
Fees & User Charges - Economic Develop	(10,000.00)	(4,420.00)	(8,000.00)	(74,503.84)	(66,503.84)	(58,000.00)	(23,315.00)	34,685.00
Fees & User Charges - Tile Drainage	0.00	0.00	0.00	0.00	0.00	0.00	(3,238.34)	(3,238.34)
Revenue from Other Municipalities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments in Lieu	(144,660.00)	(159,825.87)	(145,150.00)	(148,997.06)	(3,847.06)	(145,150.00)	(13,947.44)	131,202.56
Ontario Grants	(1,891,562.00)	(1,562,557.77)	(1,494,000.00)	(2,164,816.79)	(670,816.79)	(1,503,352.00)	(607,472.04)	895,879.96
Canada Grants	(10,000.00)	(60,011.83)	(15,400.00)	(48,246.50)	(32,846.50)	(15,500.00)	3,079.25	18,579.25
Transfers from Reserves	(1,755,000.00)	(2,431,236.13)	(2,347,181.00)	(1,604,911.71)	742,269.29	(4,972,000.00)	0.00	4,972,000.00
Gains on Sale of Assets - PSAB	0.00	(16,410.43)	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	(29,823,031.00)	(30,803,906.61)	(31,063,622.00)	(31,804,343.47)	(740,721.47)	(9,655,277.00)	(1,534,641.19)	8,120,635.81
Expenses								



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For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Expenses								
General Government - Legislative	148,500.00	153,371.13	167,500.00	181,691.54	14,191.54	165,500.00	64,708.58	(100,791.42)
General Government - Administration	1,163,650.00	1,690,877.82	1,360,400.00	1,750,460.06	390,060.06	1,390,600.00	439,374.56	(951,225.44)
General Government - Legion	42,500.00	51,159.26	27,800.00	21,578.18	(6,221.82)	27,900.00	9,249.75	(18,650.25)
General Government - Celtic Music Hall	6,000.00	11,917.09	6,000.00	7,000.31	1,000.31	6,500.00	1,846.49	(4,653.51)
General Government - Lancaster Library	26,100.00	16,006.50	13,600.00	16,280.86	2,680.86	13,600.00	3,298.47	(10,301.53)
General Government - Special Projects	66,000.00	40,031.86	14,500.00	15,400.00	900.00	14,000.00	0.00	(14,000.00)
General Government - Grants to Others	41,750.00	39,271.13	52,000.00	34,608.37	(17,391.63)	75,500.00	38,580.66	(36,919.34)
Glengarry County Archives	21,000.00	21,925.94	21,000.00	93,830.27	72,830.27	56,000.00	19,004.61	(36,995.39)
Tax Write Off - Residential & Farm	45,000.00	119,192.57	45,000.00	122,618.12	77,618.12	45,000.00	0.00	(45,000.00)
Tax Write Off - Commercial	15,000.00	40,341.66	15,000.00	30,224.73	15,224.73	15,000.00	0.00	(15,000.00)
Tax Write Off - Industrial	2,000.00	0.00	2,000.00	114.97	(1,885.03)	2,000.00	0.00	(2,000.00)
Building Inspection Dept	455,700.00	467,422.21	511,950.00	442,131.55	(69,818.45)	436,850.00	130,281.16	(306,568.84)
Raisin Region Conservation Authority	116,000.00	115,883.62	123,000.00	122,025.09	(974.91)	130,000.00	42,650.66	(87,349.34)
Property Standards & By-Law Enforcemen	109,100.00	23,254.80	107,830.00	33,128.06	(74,701.94)	107,500.00	8,226.12	(99,273.88)
Line Fence Act Expenses	0.00	0.00	0.00	100.12	100.12	250.00	0.00	(250.00)
Emergency Management Co-ordinator	16,450.00	13,159.68	17,550.00	12,447.61	(5,102.39)	17,860.00	2,102.45	(15,757.55)
Fire - Administration	1,652,250.00	1,596,219.36	1,472,300.00	1,433,625.31	(38,674.69)	2,058,200.00	156,919.44	(1,901,280.56)
Fire - Stn 1 - Glen Walter	110,500.00	100,992.24	85,800.00	60,446.15	(25,353.85)	74,300.00	3,487.67	(70,812.33)
Fire - Stn 2 - Martintown	107,500.00	93,761.79	69,500.00	51,913.01	(17,586.99)	68,000.00	4,775.59	(63,224.41)
Fire - Stn 3 - Williamstown	76,000.00	67,953.80	61,500.00	48,828.35	(12,671.65)	61,000.00	2,400.19	(58,599.81)
Fire - Stn 4 - Lancaster	85,000.00	66,367.58	71,500.00	64,233.99	(7,266.01)	66,000.00	6,816.11	(59,183.89)
Fire - Stn 5 - North Lancaster	70,000.00	87,949.76	67,500.00	49,578.75	(17,921.25)	63,000.00	12,948.91	(50,051.09)
Fire - Training Facilities	0.00	0.00	1,000.00	0.00	(1,000.00)	5,000.00	0.00	(5,000.00)
2018 (1) Spartan Pumper	0.00	0.00	4,750.00	7,311.88	2,561.88	3,500.00	589.83	(2,910.17)
1997 (2) GMC Pumper	0.00	0.00	4,750.00	5,032.27	282.27	7,500.00	244.22	(7,255.78)
1997 (3) GMC Pumper	0.00	0.00	4,750.00	3,861.72	(888.28)	4,500.00	390.39	(4,109.61)
1996 (4) Freightliner Pumper	0.00	0.00	4,750.00	6,653.84	1,903.84	4,500.00	1,122.63	(3,377.37)
2001 (5) GMC Pumper	0.00	0.00	5,250.00	5,995.86	745.86	4,500.00	71.71	(4,428.29)
1997 (1) GMC Tanker	0.00	0.00	4,250.00	1,460.11	(2,789.89)	4,500.00	602.47	(3,897.53)
2015 (2) Int. Tanker	0.00	0.00	4,250.00	1,820.59	(2,429.41)	3,000.00	0.00	(3,000.00)
1996 (3) GMC Tanker	0.00	0.00	4,250.00	1,434.94	(2,815.06)	4,500.00	160.86	(4,339.14)
2017 (4) Int. Tanker	0.00	0.00	4,250.00	1,709.35	(2,540.65)	3,000.00	277.53	(2,722.47)
2016 (5) Int. Tanker	0.00	0.00	4,250.00	3,912.58	(337.42)	3,000.00	584.70	(2,415.30)
1993 (1) Int. Rescue	0.00	0.00	4,750.00	581.40	(4,168.60)	4,500.00	162.82	(4,337.18)
2000 (2) Ford Ambulance	0.00	0.00	4,750.00	1,213.86	(3,536.14)	4,500.00	1,251.95	(3,248.05)
2014 (4) Spartan Rescue	0.00	0.00	5,750.00	3,495.51	(2,254.49)	4,500.00	264.54	(4,235.46)
2000 (5) Ford Ambulance	0.00	0.00	4,750.00	255.72	(4,494.28)	4,500.00	0.00	(4,500.00)
2014 (Chief) GMC Pickup	0.00	0.00	7,100.00	10,461.49	3,361.49	6,500.00	1,258.97	(5,241.03)
Auxiliary Vehicles (3)	0.00	0.00	1,000.00	1,715.63	715.63	4,000.00	0.00	(4,000.00)
Spare (X) Fire Fleet Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Lights	133,000.00	225,477.18	138,000.00	219,017.28	81,017.28	223,000.00	44,280.80	(178,719.20)
Airport	13,000.00	12,192.16	17,220.00	21,709.52	4,489.52	24,200.00	18,917.03	(5,282.97)
Roads - Administration	927,000.00	732,701.26	928,000.00	1,646,845.49	718,845.49	845,000.00	261,036.73	(583,963.27)
Roads - Buildings & Yards	703,000.00	793,373.78	1,610,000.00	1,596,500.04	(13,499.96)	1,460,000.00	83,353.69	(1,376,646.31)



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	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Roads - Patrol	35,000.00	32,000.28	30,000.00	53,832.47	23,832.47	45,000.00	13,637.86	(31,362.14)
Roadside Maintenance - Mowing	130,000.00	146,978.53	154,000.00	178,222.41	24,222.41	140,000.00	74.49	(139,925.51)
Roadside Maintenance - Ditching & Drai	57,000.00	38,297.96	50,000.00	126,239.08	76,239.08	75,000.00	1,275.72	(73,724.28)
Roadside Maintenance - Brushing	85,000.00	74,978.55	90,000.00	118,394.79	28,394.79	105,000.00	2,003.64	(102,996.36)
Roadside Maintenance - Debris & Litter	35,000.00	28,891.99	30,000.00	23,197.58	(6,802.42)	30,000.00	8,981.47	(21,018.53)
Roads - Culverts Maintenance & Replace	116,000.00	104,325.71	108,000.00	164,174.33	56,174.33	115,000.00	17,201.49	(97,798.51)
Roads - Hardtop Patching	70,000.00	62,974.44	100,000.00	130,467.19	30,467.19	105,000.00	24,712.17	(80,287.83)
Roads - Hardtop Sweeping	20,000.00	20,372.55	20,000.00	22,554.08	2,554.08	22,000.00	9,498.26	(12,501.74)
Roads - Hardtop Shouldering	40,000.00	44,747.86	48,000.00	32,855.71	(15,144.29)	53,000.00	14,338.32	(38,661.68)
Roads - Hardtop Crack Sealing	20,000.00	21,222.17	0.00	0.00	0.00	20,000.00	0.00	(20,000.00)
Roads - Hardtop Line Painting	20,000.00	14,608.83	20,000.00	16,680.51	(3,319.49)	20,000.00	0.00	(20,000.00)
Roads - Sidewalk Maintenance	10,000.00	653.30	10,000.00	2,019.94	(7,980.06)	10,000.00	0.00	(10,000.00)
Roads - Loosetop Grading	125,000.00	126,004.28	130,000.00	136,731.59	6,731.59	130,000.00	68,906.21	(61,093.79)
Roads - Loosetop Dust Control	180,000.00	149,446.50	150,000.00	161,425.54	11,425.54	165,000.00	3,698.61	(161,301.39)
Roads - Loosetop Resurfacing	475,000.00	456,947.66	440,000.00	471,809.70	31,809.70	395,000.00	4,171.08	(390,828.92)
Roads - Signs & Safety Devices	43,000.00	23,490.71	45,000.00	55,288.86	10,288.86	45,000.00	15,192.30	(29,807.70)
Roads - Guiderails	42,000.00	0.00	23,500.00	22,896.02	(603.98)	25,000.00	0.00	(25,000.00)
Roads - Railway Crossings	30,000.00	26,885.76	30,000.00	27,343.91	(2,656.09)	30,000.00	10,448.00	(19,552.00)
Rds & Rec Community Services	1,500.00	189.84	1,500.00	2,339.85	839.85	1,500.00	37.26	(1,462.74)
Roads - Miscellaneous	13,000.00	69,758.52	12,000.00	29,017.07	17,017.07	16,000.00	4,905.88	(11,094.12)
Roads - Winter Control - Plowing & San	650,000.00	843,160.80	765,000.00	845,933.88	80,933.88	820,000.00	679,390.67	(140,609.33)
Roads - Winter Control - Ice Blading	23,000.00	20,324.07	22,000.00	13,269.97	(8,730.03)	22,000.00	11,074.79	(10,925.21)
Roads - Sidewalks - Snow Removal	48,500.00	59,428.80	58,000.00	62,012.23	4,012.23	56,000.00	29,956.41	(26,043.59)
Roads - Winter Control - Flood Control	5,000.00	8,667.43	10,000.00	19,542.74	9,542.74	15,000.00	7,973.94	(7,026.06)
Roads - Maple Road	0.00	0.00	0.00	0.00	0.00	195,000.00	0.00	(195,000.00)
Cedar Grove Road	0.00	0.00	0.00	0.00	0.00	250,000.00	0.00	(250,000.00)
67th Ave/2nd Line Road	0.00	0.00	0.00	0.00	0.00	27,000.00	0.00	(27,000.00)
Repository of Past Roads Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Conc 3 Bridge	575,000.00	616,351.30	0.00	152.64	152.64	0.00	0.00	0.00
Beaupre Rd (2.56km) 2x Surf Treat & Pa	0.00	86,602.71	135,000.00	163,366.07	28,366.07	0.00	0.00	0.00
3rd Line Rd Bridg (SN 30001) - Evaluat	0.00	0.00	0.00	0.00	0.00	100,000.00	0.00	(100,000.00)
2nd Line Bridge (SN 33043) - Design	0.00	0.00	35,000.00	26,457.63	(8,542.37)	0.00	4,843.78	4,843.78
Loyalist Road - Surface Treat (2.75km)	127,500.00	157,424.57	0.00	0.00	0.00	0.00	0.00	0.00
St. Mary's Street	100,000.00	4,249.75	0.00	0.00	0.00	26,500.00	0.00	(26,500.00)
Street Rd. - 2xSurface Treat (5.79km)	477,000.00	390,100.82	0.00	0.00	0.00	0.00	0.00	0.00
Nine Mile Rd - 2xSurface Treat (X.XXkm)	617,000.00	748,366.22	0.00	71,082.42	71,082.42	0.00	653.81	653.81
William Street (0.68km) - Reconstructi	0.00	0.00	25,000.00	23,146.83	(1,853.17)	1,200,000.00	2,015.58	(1,197,984.42)
Purcell Road (0.70km) - Pad & Overlay	0.00	0.00	75,000.00	82,686.08	7,686.08	0.00	0.00	0.00
Kraft Road (0.40km) - Pulverize & Pave	0.00	0.00	50,000.00	14,241.68	(35,758.32)	0.00	0.00	0.00
Cashion Rd - Bridge (SN0011)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Frog Hollow (3.72km) 2xSurf Treat & Pa	0.00	0.00	155,000.00	201,153.51	46,153.51	0.00	0.00	0.00
Roads - Equipment Purchases & Reserves	505,000.00	478,850.76	265,000.00	262,814.86	(2,185.14)	480,000.00	0.00	(480,000.00)
Water Reserve Upgrades - Boundary Rd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roads - Miscellaneous Construction	55,000.00	25,532.58	25,000.00	78,426.42	53,426.42	10,000.00	0.00	(10,000.00)
Rd Eqp. Maint. - 10 Cat Grader	38,500.00	95,513.73	49,000.00	95,886.71	46,886.71	52,000.00	5,341.78	(46,658.22)



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					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Rd Eqp. Maint. - 94 Champion Grader	30,500.00	29,797.36	30,500.00	10,858.61	(19,641.39)	16,500.00	200.23	(16,299.77)
Rd Eqp. Maint. - 09 1T Dodge (NL)	24,000.00	12,331.08	21,000.00	8,312.84	(12,687.16)	19,000.00	312.91	(18,687.09)
Rd Eqp. Maint. - 02 FL- 4 Ton (Patch)	22,500.00	30,924.27	23,500.00	24,884.01	1,384.01	23,500.00	7,868.15	(15,631.85)
Rec Eqp. Maint. - 06 GMC 1 Ton (Will)	14,000.00	17,151.60	14,000.00	10,768.59	(3,231.41)	14,000.00	3,561.76	(10,438.24)
Rd Eqp. Maint.- 17 JD Tractor (Lease)	29,500.00	42,185.29	27,500.00	57,244.01	29,744.01	27,500.00	7,474.69	(20,025.31)
Rd Eqp. Maint. - 93 - 955 Tractr (Rec)	2,100.00	3,087.52	3,200.00	2,069.64	(1,130.36)	0.00	40.70	40.70
Rd Eqp. Maint. - 16 Inter Tandem	18,000.00	27,286.21	18,000.00	23,034.09	5,034.09	16,000.00	4,378.87	(11,621.13)
Rd Eqp. Maint. - Truck (Rec)	35,000.00	51,963.87	35,000.00	45,429.94	10,429.94	27,000.00	4,888.83	(22,111.17)
Rd Eqp. Maint. - 13 Mack Tndm (R Blade	34,000.00	37,686.85	34,000.00	19,202.45	(14,797.55)	32,000.00	10,198.67	(21,801.33)
Rd Eqp. Maint. - 08 Ford Tndm (Shoulde	38,000.00	61,584.35	41,000.00	45,028.65	4,028.65	30,000.00	18,031.86	(11,968.14)
Rd Eqp. Maint. - 99 Volvo Tndm (Should	40,000.00	33,693.20	39,000.00	38,931.96	(68.04)	36,000.00	5,883.12	(30,116.88)
Rd Eqp. Maint. - 04 Inter Tndm (R Blad	41,000.00	40,817.61	31,000.00	20,561.21	(10,438.79)	29,000.00	13,852.30	(15,147.70)
Rd Eqp. Maint. - 11 Inter Tandem	26,000.00	37,533.95	26,000.00	37,177.52	11,177.52	28,000.00	9,109.73	(18,890.27)
Rd Eqp. Maint. - 10 Inter Tndm (H20 Tn	35,000.00	53,108.35	41,000.00	53,019.09	12,019.09	40,000.00	9,065.27	(30,934.73)
Rd Eqp. Maint. - 12 Chev 1T (Rec)	8,000.00	10,723.09	8,000.00	6,891.00	(1,109.00)	10,500.00	1,291.65	(9,208.35)
Rd Eqp. Maint. - 19 Chev Slvrado (Rds)	0.00	0.00	0.00	7,845.01	7,845.01	10,000.00	1,925.77	(8,074.23)
Rd Eqp. Maint. - 08 GMC PU (Lead Hand)	11,000.00	11,864.15	16,000.00	13,070.85	(2,929.15)	16,000.00	3,096.53	(12,903.47)
Rd Eqp. Maint. - 2009 GMC PU (Rd Mngr)	16,500.00	14,446.82	17,500.00	13,318.36	(4,181.64)	15,500.00	1,925.46	(13,574.54)
Rd Eqp. Maint. - 2010 Chev Slvrado (Re	15,500.00	11,476.23	17,500.00	11,592.53	(5,907.47)	16,500.00	5,463.91	(11,036.09)
Rd Eqp. Maint. - 2003 Cat Backhoe	23,000.00	36,333.85	29,500.00	17,530.46	(11,969.54)	29,000.00	6,764.43	(22,235.57)
Rd Eqp. Maint. - 2013 Silverado	5,700.00	1,484.15	1,700.00	1,605.59	(94.41)	3,200.00	442.69	(2,757.31)
Dump Eqp. Maint. - Compactor (Lndfill)	0.00	0.00	0.00	709.58	709.58	6,000.00	3,854.98	(2,145.02)
Rd Eqp. Maint. - 2018 Inter Tandem	0.00	731.31	21,000.00	25,605.80	4,605.80	19,000.00	896.42	(18,103.58)
Rds Equip. Maint. - 2016 Tractless	21,000.00	26,765.39	22,500.00	32,572.98	10,072.98	29,500.00	4,093.49	(25,406.51)
Rds Equip. Maint. - Misc. Equipment Re	70,000.00	58,160.20	66,500.00	68,276.38	1,776.38	57,000.00	40,203.81	(16,796.19)
Rds Equip. Rental - Cat Grader #1 2010	(75,000.00)	(81,177.00)	(80,000.00)	(78,813.00)	1,187.00	(80,000.00)	(31,260.00)	48,740.00
Rds Equip. Rental - Champ Grader 1994	(50,000.00)	(37,764.00)	(40,000.00)	(32,346.00)	7,654.00	(30,000.00)	1,260.00	31,260.00
Rds Equip. Rental - Dodge 1 Ton 2009	(35,000.00)	(29,430.00)	(30,000.00)	(28,386.00)	1,614.00	(30,000.00)	(9,594.00)	20,406.00
Rds Equip. Rental - Freightliner 4 Ton	(40,000.00)	(23,315.00)	(30,000.00)	(42,735.00)	(12,735.00)	(30,000.00)	(11,975.00)	18,025.00
Rds Equip. Rental - New Holland Tracto	(35,000.00)	(31,290.00)	(30,000.00)	(44,814.00)	(14,814.00)	(35,000.00)	(10,086.00)	24,914.00
Rds Equip. Rental - 955 Tractor 1993	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rds Equip. Rental - Inter. Single Axle	(30,000.00)	(40,053.00)	(40,000.00)	(49,029.00)	(9,029.00)	(40,000.00)	(27,888.00)	12,112.00
Rds Equip. Rental - Inter Tandem 2002	(40,000.00)	(43,383.00)	(45,000.00)	(35,403.00)	9,597.00	(30,000.00)	(22,074.00)	7,926.00
Rds Equip. Rental - Inter Tandem 1994	(40,000.00)	(30,843.00)	(35,000.00)	(32,121.00)	2,879.00	(35,000.00)	(26,016.00)	8,984.00
Rds Equip. Rental - Ford Tandem 2008	(30,000.00)	(31,272.00)	(30,000.00)	(34,926.00)	(4,926.00)	(30,000.00)	(8,802.00)	21,198.00
Rds Equip. Rental - Volvo Tandem 1999	(26,500.00)	(33,405.00)	(30,000.00)	(38,331.00)	(8,331.00)	(30,000.00)	(7,674.00)	22,326.00
Rds Equip. Rental - Inter Tandem 2004	(15,000.00)	(24,780.00)	(20,000.00)	(38,406.00)	(18,406.00)	(25,000.00)	(23,964.00)	1,036.00
Rds Equip. Rental - Inter Tandem 2012	(25,000.00)	(36,462.00)	(35,000.00)	(34,380.00)	620.00	(30,000.00)	(15,318.00)	14,682.00
Rds Equip. Rental - Inter Tandem 2010	(55,000.00)	(47,693.75)	(50,000.00)	(46,237.75)	3,762.25	(50,000.00)	(23,621.00)	26,379.00
Rds Equip. Rental - Cat Backhoe 2003	(25,000.00)	(33,294.00)	(25,000.00)	(39,906.00)	(14,906.00)	(30,000.00)	(17,100.00)	12,900.00
Rds Equip. Rental - Tractless Tractor	(60,000.00)	(71,379.00)	(60,000.00)	(79,281.00)	(19,281.00)	(60,000.00)	(24,150.00)	35,850.00
Garbage Collection	450,000.00	487,534.12	490,000.00	499,960.35	9,960.35	490,000.00	151,554.64	(338,445.36)
Garbage Disposal - Landfill Sites Gene	178,800.00	185,946.49	181,800.00	179,259.65	(2,540.35)	178,800.00	11,989.06	(166,810.94)
Beaverbrook Landfill Site	141,500.00	161,147.57	129,500.00	180,651.01	51,151.01	132,000.00	46,834.61	(85,165.39)
North Lancaster Landfill Site	138,000.00	133,672.11	138,000.00	155,763.38	17,763.38	135,000.00	12,893.40	(122,106.60)



Financial Statement

Date : June 30, 2020 of Revenues and Expenses

For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Recycling	340,500.00	306,353.21	310,000.00	312,363.96	2,363.96	495,000.00	131,186.41	(363,813.59)
County Rd 27 Landfill Site	2,000.00	7,927.11	2,500.00	0.00	(2,500.00)	2,500.00	0.00	(2,500.00)
Environmental Cleanups	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Ponds -M & R	1,000.00	3,322.47	3,000.00	0.00	(3,000.00)	3,000.00	0.00	(3,000.00)
Fire Protection Ponds - Dry Con	2,500.00	10,309.91	8,000.00	11,349.47	3,349.47	15,000.00	496.10	(14,503.90)
Water/Sewer Plants Sharable Operations	0.00	0.00	0.00	0.00	0.00	0.00	132,139.60	132,139.60
Glen Walter Water/Sewers	396,000.00	561,444.32	1,248,781.00	590,670.32	(658,110.68)	1,400,500.00	86,897.69	(1,313,602.31)
Lancaster/South Lancaster Water/Sewers	543,500.00	661,541.95	663,500.00	799,481.43	135,981.43	758,500.00	62,770.44	(695,729.56)
Green Valley Sewers	85,000.00	93,060.00	95,000.00	106,920.00	11,920.00	105,000.00	17,599.57	(87,400.43)
Kennedy Redwood Subdivision Water	32,000.00	33,671.30	34,000.00	35,639.83	1,639.83	35,000.00	8,103.74	(26,896.26)
Regional Water Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lan-Char Medical Centre	60,800.00	54,290.83	51,500.00	49,646.19	(1,853.81)	46,000.00	16,777.53	(29,222.47)
Ambulance Lancaster Base	0.00	0.00	16,800.00	16,800.00	0.00	16,800.00	0.00	(16,800.00)
Recreation - Administration - General	316,600.00	301,023.73	390,190.00	418,167.68	27,977.68	503,800.00	178,867.38	(324,932.62)
Recreation Administration - Management	40,000.00	39,747.31	40,000.00	43,205.60	3,205.60	0.00	(1,345.57)	(1,345.57)
Recreation Levy to Others	0.00	0.00	0.00	50,000.00	50,000.00	50,000.00	50,000.00	0.00
Recreation Programs	64,200.00	43,639.08	68,100.00	55,631.79	(12,468.21)	67,100.00	5,045.65	(62,054.35)
Char-Lan Community Centre	474,390.00	550,079.64	738,100.00	801,266.66	63,166.66	991,100.00	213,211.10	(777,888.90)
Martintown Community Centre	71,100.00	87,373.51	46,100.00	53,244.30	7,144.30	83,200.00	34,191.09	(49,008.91)
Green Valley Community Centre	16,500.00	22,364.11	16,500.00	13,973.55	(2,526.45)	20,800.00	13,120.54	(7,679.46)
North Lancaster Optimist Comm. Centre	11,000.00	22,136.22	10,000.00	11,816.41	1,816.41	11,000.00	5,032.27	(5,967.73)
Nor'westers Museum	76,000.00	71,867.27	46,000.00	94,860.20	48,860.20	108,000.00	40,547.44	(67,452.56)
Parks Maintenance - General Admin	78,000.00	79,659.77	68,000.00	69,284.55	1,284.55	83,000.00	37,337.71	(45,662.29)
Danaher Park	8,900.00	8,589.47	9,000.00	8,954.33	(45.67)	9,000.00	6,230.18	(2,769.82)
North Lancaster Park	10,500.00	14,008.75	10,500.00	9,716.87	(783.13)	10,500.00	3,460.02	(7,039.98)
Smithfield Park	20,000.00	79,441.39	261,000.00	247,839.63	(13,160.37)	324,000.00	112,772.46	(211,227.54)
Empy Poirier Park	4,600.00	3,484.71	4,500.00	3,304.59	(1,195.41)	4,500.00	2,627.71	(1,872.29)
Martintown Community Park	39,090.00	39,090.06	5,000.00	9,781.04	4,781.04	4,500.00	3,979.21	(520.79)
Paul Rozon Park	127,000.00	125,608.96	26,000.00	37,774.86	11,774.86	31,000.00	8,632.18	(22,367.82)
Glen Walter Park	21,000.00	19,844.76	21,000.00	19,826.64	(1,173.36)	20,000.00	2,885.44	(17,114.56)
Charlottenburgh Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
South Lancaster Wharf	10,000.00	6,905.03	8,000.00	6,523.43	(1,476.57)	8,000.00	0.00	(8,000.00)
Peanut Line Trail	20,500.00	13,186.42	29,500.00	44,278.45	14,778.45	114,000.00	18,381.53	(95,618.47)
Cairview Park	15,000.00	3,275.15	10,000.00	0.00	(10,000.00)	10,000.00	0.00	(10,000.00)
Planning & Zoning	261,800.00	154,691.91	322,300.00	309,909.25	(12,390.75)	236,700.00	80,256.98	(156,443.02)
Economic Development	169,050.00	126,565.35	288,350.00	214,158.11	(74,191.89)	318,900.00	47,992.11	(270,907.89)
Municipal Drains	45,000.00	60,056.56	61,000.00	60,149.98	(850.02)	77,000.00	12,037.64	(64,962.36)
Tile Drainage	40,000.00	28,640.96	32,500.00	45,220.65	12,720.65	32,500.00	4,660.27	(27,839.73)
United Counties Levy	10,366,357.00	10,345,658.48	10,680,696.00	10,693,070.23	12,374.23	0.00	0.00	0.00
School Board Levy - Upper Canada Distr	2,358,518.00	2,351,453.11	2,387,072.00	2,390,163.22	3,091.22	0.00	0.00	0.00
School Board Levy - Ecole Pub. Est Ont	257,598.00	257,024.05	236,953.00	238,465.46	1,512.46	0.00	0.00	0.00
School Board Levy - Catholic Bd. East	726,028.00	726,111.17	740,990.00	745,269.61	4,279.61	0.00	0.00	0.00
School Board Levy - Ecole Catholique E	910,400.00	908,409.18	886,940.00	893,559.08	6,619.08	0.00	0.00	0.00
Change in Capital Assets - PSAB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Financial Statement

For Period Ending 31-Dec-2020



	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Total Expenses	29,830,441.00	30,803,906.61	31,063,622.00	32,337,266.94	1,273,644.94	19,241,160.00	3,767,306.17	(15,473,853.83)
Total General Fund	7,410.00	0.00	0.00	532,923.47	532,923.47	9,585,883.00	2,232,664.98	(7,353,218.02)

INFORMATION REPORT**REPORT TO:** Council of the Township of South Glengarry**MEETING DATE:** June 15, 2020**SUBJECT:** Consent Summary 2020**PREPARED BY:** Joanne Haley, GM Community Services**CONSENT APPLICATIONS SUMMARY- 2020**

#	Application #	Recommendation	Decision
1	B-3-20	Recommended	Approved
2	B-9-20	Recommended	Approved
3	B-23-20	Recommended	Approved
4	B-27-20	Recommended	
5	B-31-20	Recommended	
6	B-35-20	Recommended	

INFORMATION REPORT



REPORT TO: Council of the Township of South Glengarry

MEETING DATE: June 15, 2020

SUBJECT: Consent Application B-35-20

PREPARED BY: Joanne Haley, GM Community Services

RE: B-35-20
Part Lot 24, Concession 6
Former Township of Lancaster
Benjamin

Type of Consent: To dispose of a surplus dwelling to a farming operation.

Subject:

The subject property is located on part of lot 24, Concession 6, on the east side of Second Line Road. The purpose of this application is to sever approximately 2.2 acres of developed land that is surplus to the farming operation and to retain approximately 35 acres of agricultural land.

Official Plan Designations:

The subject property is designated Agriculture in the County Official Plan. In Section 8.14.13.II of the County Official Plan there are strict policies for consents in an Agricultural Designation. Section 8.14.13.II.1.2 indicates that “a consent may be granted on lands designated as Agricultural Resource Land as shown on the Land Use Plan Schedules for a residence surplus to a farming operation”. This proposed consent conforms to the Official Plan. Section 8.14.13.II.7 indicates that “where a consent is granted for a residence surplus to a farming operation, a local Municipality shall through a Zoning By-law or other municipal approach prohibit further dwellings on the vacant retained lands created by the subject consent.”

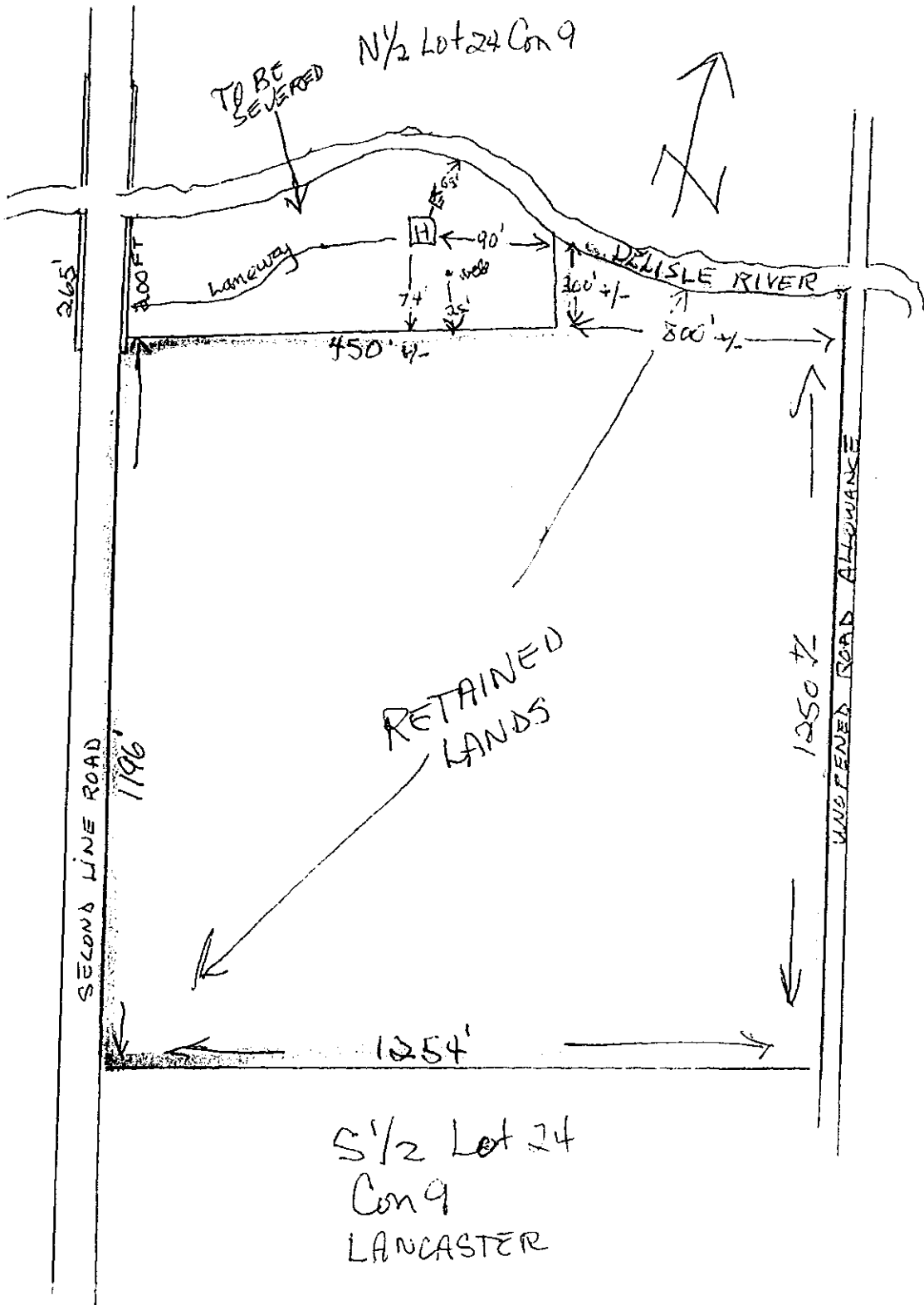
Zoning By-law:

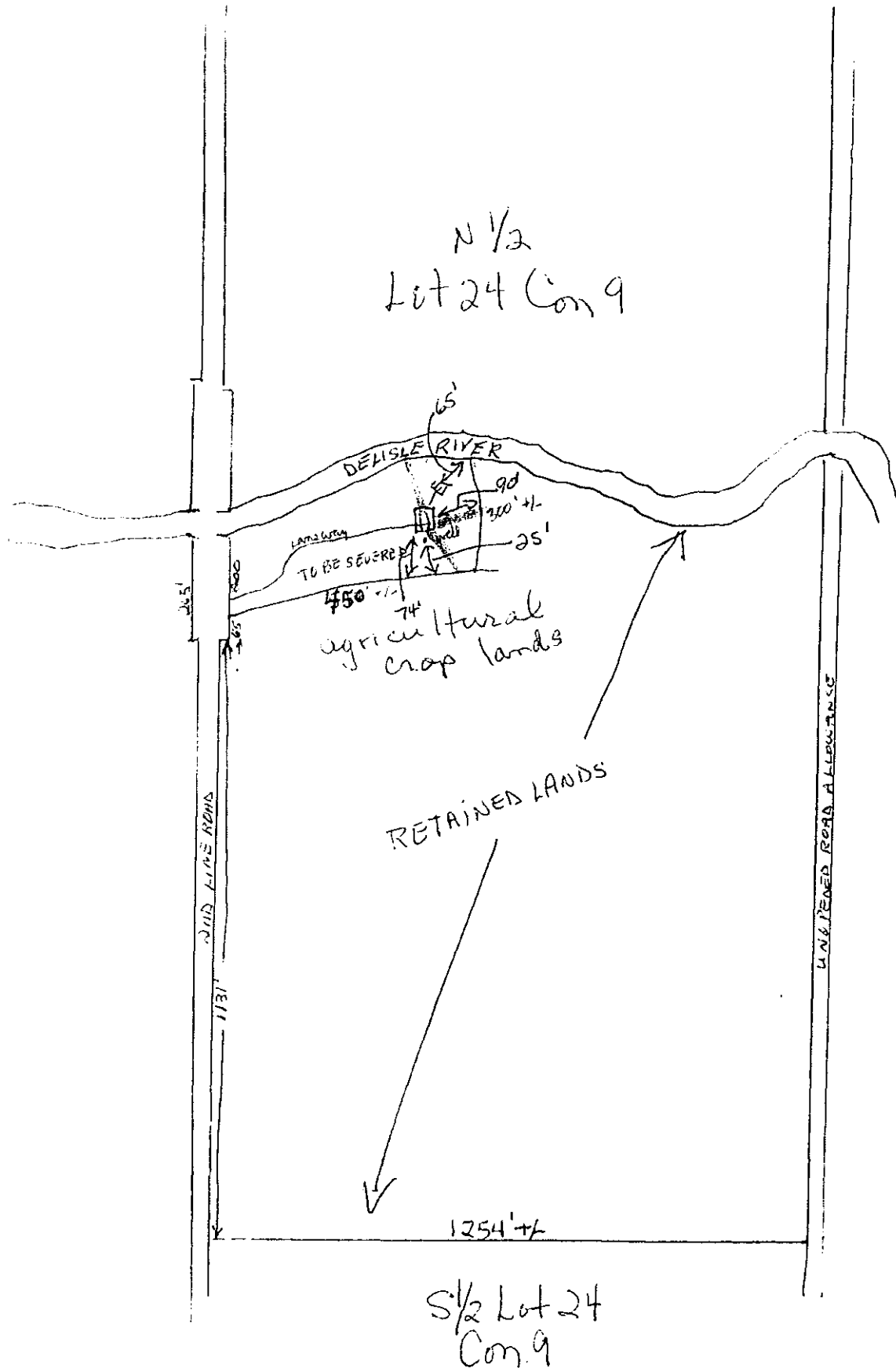
The subject property is zoned Agriculture in the Township of South Glengarry Zoning By-law. This proposed consent conforms to the Township’s Zoning By-Law.

Proposed Recommendation:

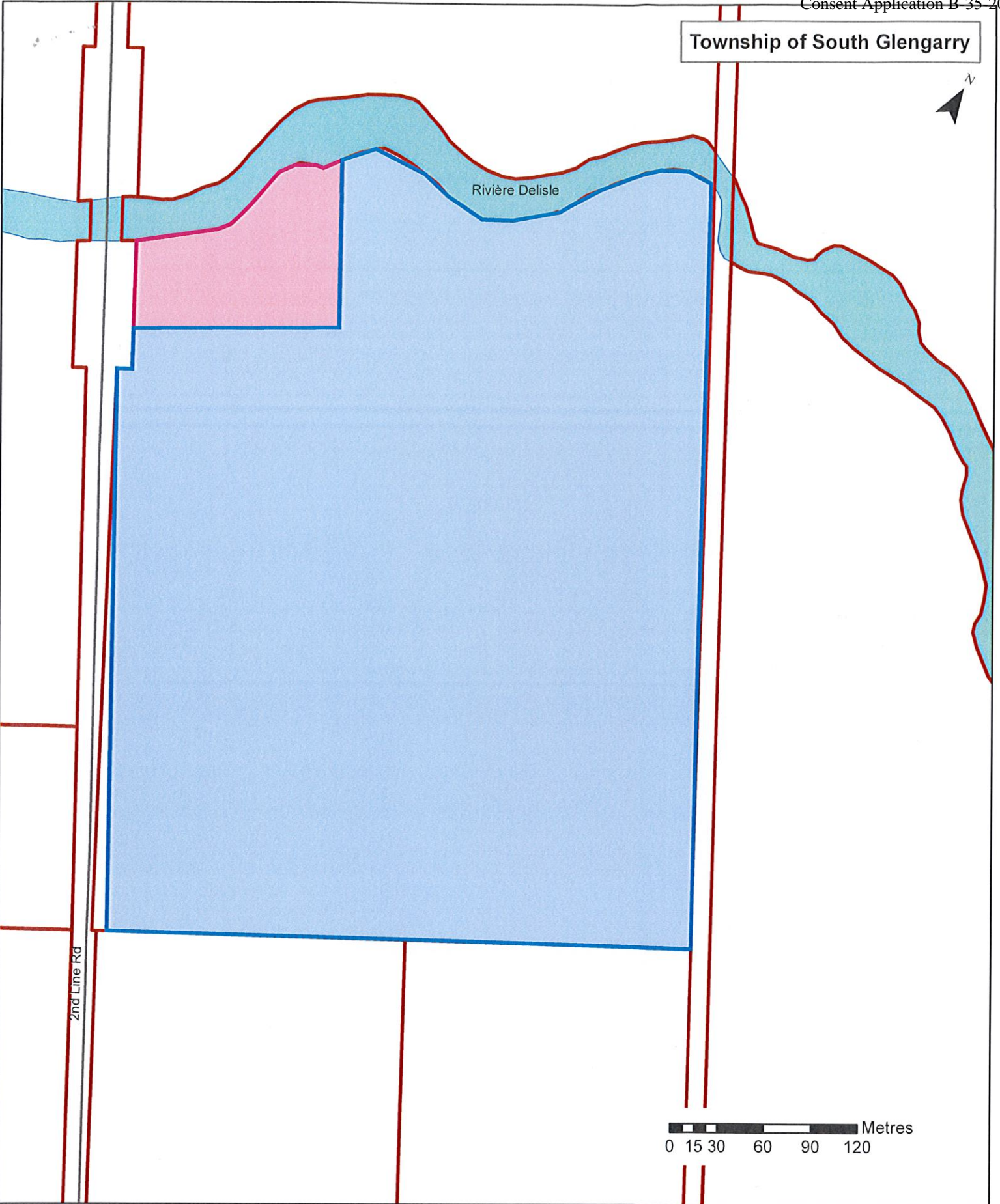
That the United Counties of SDG Manager of Planning approves this application for consent as it conforms to the Official Plan, Zoning By-Law and PPS. This consent will be subject to the following conditions:



1. A review fee of \$200.00 must be paid to the Township.
2. A site specific zoning amendment must be applied for and approved to reduce the minimum lot area of the retained land and to prohibit residential construction. The zoning amendment application fee is \$1,200.00.
3. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00.
4. Road widening for both the severed and retained parcels must be deeded to the Township.





Township of South Glengarry



-  Retained ~ 40.0 acres
-  Severed ~ 2.2 acres

Application Number: B-35-20



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["jconnor@ramara.ca"](mailto:jconnor@ramara.ca); ["Joanne Camiré Laflamme"](#); ["clerk@ryersontownship.ca"](mailto:clerk@ryersontownship.ca); ["Kim Sloss"](#); ["Don McArthur"](#); ["jnewman@scugog.ca"](mailto:jnewman@scugog.ca); ["achittick@nexicom.net"](mailto:achittick@nexicom.net); ["sgoerke@townshipofsevern.com"](mailto:sgoerke@townshipofsevern.com); ["wkabel@snnf.ca"](mailto:wkabel@snnf.ca); ["Sue Klatt"](mailto:Sue Klatt); ["jhyde@southgate.ca"](mailto:jhyde@southgate.ca); ["cao@southwold.ca"](mailto:cao@southwold.ca); ["renee.chaperon@springwater.ca"](mailto:renee.chaperon@springwater.ca); ["jbaranek@stclairtownship.ca"](mailto:jbaranek@stclairtownship.ca); ["atjoeadmin@bellnet.ca"](mailto:atjoeadmin@bellnet.ca); ["bbrooks@stonemills.com"](mailto:bbrooks@stonemills.com); ["clerk@strongtownship.ca"](mailto:clerk@strongtownship.ca); ["agray@tay.ca"](mailto:agray@tay.ca); ["cao@terracebay.ca"](mailto:cao@terracebay.ca); ["Sue Walton"](#); ["clerk@tyendinagatowship.com"](mailto:clerk@tyendinagatowship.com); ["Uxbridge"](#); ["wkolasa@wainfleet.ca"](mailto:wkolasa@wainfleet.ca); ["A Gubbels"](#); ["Grace Kosch"](#); ["Tina Forsyth"](#); ["rtremblay@whitewaterregion.ca"](mailto:rtremblay@whitewaterregion.ca); ["Wilmot"](#); ["Wollaston"](#); ["vhummel@woolwich.ca"](mailto:vhummel@woolwich.ca); ["clerk@zorra.on.ca"](mailto:clerk@zorra.on.ca); ["mweaver@thearchipelago.on.ca"](mailto:mweaver@thearchipelago.on.ca); ["Melinda Reith"](#); ["Lynne Duguay"](#); ["vdion@townsrf.ca"](mailto:vdion@townsrf.ca); ["yrobert@ekwtp.ca"](mailto:yrobert@ekwtp.ca); ["doug.irwin@trenthills.ca"](mailto:doug.irwin@trenthills.ca); ["kstevenson@trentlakes.ca"](mailto:kstevenson@trentlakes.ca); ["ngladun@shawbiz.ca"](mailto:ngladun@shawbiz.ca); ["MCadieux@prescott-russell.on.ca"](mailto:MCadieux@prescott-russell.on.ca); ["hthomson@sdgcounties.ca"](mailto:hthomson@sdgcounties.ca); ["dsauriol@lvtownship.ca"](mailto:dsauriol@lvtownship.ca); ["Burk's Falls"](#); ["sdion@casselman.ca"](mailto:sdion@casselman.ca); ["Peggy Cramp"](#); ["Betty Gordon"](#); ["Oil Springs"](#); ["Jim Burns"](#); ["Susan Arnold"](#); ["clerk@sundridge.ca"](mailto:clerk@sundridge.ca); ["Thornloe"](#); ["psnider@villageofwestport.ca"](mailto:psnider@villageofwestport.ca); ["across@wainfleet.ca"](mailto:across@wainfleet.ca); ["Centre Wellington"](#); ["Karren Wallace"](#); ["Clerk"](#); ["Michelle Hendry"](#); ["clerk@nalgonawil.com"](mailto:clerk@nalgonawil.com); ["ekwarciak@plympton-wyoming.ca"](mailto:ekwarciak@plympton-wyoming.ca); ["jault@frontofyonge.com"](mailto:jault@frontofyonge.com); ["christopher.raynor@york.ca"](mailto:christopher.raynor@york.ca); ["mmanitfel@blrtownship.ca"](mailto:mmanitfel@blrtownship.ca); ["gilesp@tbaytel.net"](mailto:gilesp@tbaytel.net); ["mavis@doriontownship.ca"](mailto:mavis@doriontownship.ca); ["clerk@tudorandcashel.com"](mailto:clerk@tudorandcashel.com); ["Cc: Mary Lynn Standen"](#); ["cindy.filmore@townofkearney.ca"](mailto:cindy.filmore@townofkearney.ca); ["Barbara McEwan"](#); ["kmoyle@king.ca"](mailto:kmoyle@king.ca); ["jwilloughby@shelburne.ca"](mailto:jwilloughby@shelburne.ca)

Subject: Orangeville Council Resolution - Diversity Training Program
Date: June-10-20 3:17:50 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

Orangeville Council at its June 8, 2020 meeting passed the following resolution:

“WHEREAS The Town of Orangeville recognizes there have been questions in the public related to both diversity training and use of force training and protocols for Police Services, including in Ontario;

WHEREAS the Town recognizes that police officers join this profession out of a desire to do good, to serve and to protect the communities they serve;

AND WHEREAS an understanding of community diversity can foster authentic inclusion;

AND WHEREAS empathy training, and de-escalation training, can support understanding other people’s perspectives;

AND WHEREAS the Town recognizes that policing can be a dangerous profession, and officer as well as community safety are critical considerations in law enforcement;

AND WHEREAS the Ontario Provincial Police have indicated they have a

comprehensive diversity training program, however there may not be the same resources available across the entire province for smaller Police Services;

AND WHEREAS there is concern in the public about the boundaries of use of force, such as neck restraints, and oversight;

AND WHEREAS there isn't clarity on a common bar on diversity and empathy training or on use of force and oversight;

THEREFORE BE IT RESOLVED that the Mayor write to the Solicitor General to encourage common training requirements for all members of Police Services in Ontario as it relates to diversity, empathy and use of force;

AND THAT the Solicitor General provide clarity on police oversight going forward given the anticipated changes to legislation to ensure effective accountability continues;

AND THAT annual updates or refresher courses be mandatory to ensure our Police Services have the best and current information available to them;

AND THAT THE TOWN request that the use of force protocols be reviewed to ensure they are safe and would meet current standards, and then shared across the province;

AND THAT THE TOWN circulate this resolution to all Ontario municipalities seeking their support.”

Regards,

Tracy Macdonald | Assistant Clerk | Corporate Services

Town of Orangeville | 87 Broadway | Orangeville ON L9W 1K1

519-941-0440 Ext. 2256 | Toll Free 1-866-941-0440 Ext. 2256

tmacdonald@orangeville.ca | www.orangeville.ca



Community Services

Legislative Services

June 9, 2020

File #120203

Sent via email: Tdaniels@brantford.ca

Tanya Daniels, City Clerk
City of Brantford
100 Wellington Square,
P.O. Box 818
Brantford, Ontario
N3T 2M2

Dear Ms. Daniels:

Re: Request Proclamation of March 17 as Essential Workers Day

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of June 8, 2020 received your correspondence dated May 28, 2020 and supported the resolution passed by the Council of the City of Brantford to respectfully request that the Government of Ontario and the Government of Canada formally declare March 17 to be Essential Workers Day to honour all of the essential workers who sacrificed so much during the COVID-19 pandemic and all municipalities across Ontario and Canada be invited to proclaim March 17 to be Essential Workers Day in their respective municipalities.

On behalf of Council, thank you for your correspondence.

Yours very truly,

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

c.c.

Sent via email

Wayne Gates, MPP-Niagara Falls, Legislative Assembly of Ontario wgates-co@ndp.on.ca

Tony Baldinelli, MP- Niagara Falls Tony.Baldinelli@parl.gc.ca

Will Bouma, MPP, Brantford-Brant will.bouma@pc.ola.org

Phil McColeman, MP, Brantford-Brant phil.mccoleman@parl.gc.ca

Association of Municipalities of Ontario amo@amo.on.ca;

Rural Ontario Municipal Association roma@roma.on.ca;

Mayor Cam Guthrie, Chair of LUMCO mayor@quelph.ca

Brock Carlton, CEO, Federation of Canadian Municipalities ceo@fcm.ca

Ontario Municipalities

Mailing Address:

The Corporation of the Town of Fort Erie



June 3, 2020

RE:

B1. Centre Hastings motion for support for the role of Conservation Authorities (resolution attached)

B2. City of Sault Ste. Marie motion for Support for Conservation Authorities (resolution attached)

B3. Town of Ajax motion for supporting Conservation Authorities (resolution attached)

Please be advised that Township of Puslinch Council, at its meeting held on April 22, 2020 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-104: Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That the Intergovernmental Affairs correspondence Motions for Support items B1, B2, and B3 be received; and

WHEREAS, the Township of Puslinch is committed to planning for a sustainable future for its resources and environment;

AND WHEREAS Township of Puslinch is a member of the Grand River Conservation Authority (GRCA) , Conservation Halton (CH), and the Hamilton Conservation Authority (HCA)and has representatives on each Board of Directors;

AND WHEREAS the GRCA, CH, and HCA provide the Township of Puslinch with expert advice on the environmental impact of land use planning proposals and that the Township of Puslinch does not have staff with comparable expertise or experience;

AND WHEREAS the GRCA, CH, and HCA

(a) provide programs to the residents of Township of Puslinch that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk,



(b) complete restoration projections as well as protect life and property through a variety of measures, all of which the Township of Puslinch does not have staff with comparable expertise or experience;

THEREFORE IT BE RESOLVED that the Township of Puslinch supports continuation of the programs of the GRCA, CH, and HCA both mandatory and non-mandatory;

AND THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Ted Arnott, the Association of Municipalities of Ontario, GRCA, CH, HCA, Conservation Ontario and all Ontario municipalities.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,
Courtenay Hoytfox
Deputy Clerk

THE CORPORATION OF THE
MUNICIPALITY OF
CENTRE HASTINGS



PHONE: 613-473-4030
FAX: 613-473-5444

7 FURNACE ST., BOX 900
MADOC, ON K0K 2K0
www.centrehastings.com

March 18th, 2020

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

Re: Resolution to Support the Role of Conservation Authorities

Please be advised the Council of the Municipality of Centre Hastings at its regular meeting held on March 18th, 2020 passed the following resolution:

WHEREAS the Lower Trent Conservation Authority and the Quinte Conservation Authority along with other Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years, and

WHEREAS municipalities must work together to ensure resilient and healthy watersheds for residents, and

WHEREAS Conservation Authorities will be important partners in concrete and cost-effective initiatives to address the climate change,

NOW THEREFORE BE IT RESOLVED

THAT the Municipality of Centre Hastings supports the important role Conservation Authorities provide to local communities in delivering watershed management programs.

AND THAT the Municipality of Centre Hastings circulate that support to municipalities, conservation authorities and the Minister of Environment, Conservation and Parks in Ontario.

Jennifer Nielsen
Deputy Clerk

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

March 13, 2020

The Honourable Doug Ford, Premier of Ontario
The Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks
The Honourable John Yakabuski, Minister of Natural Resources and Forestry

Dear Premier Ford, Minister Yurek and Minister Yakabuski:

RE: Support for Conservation Authorities

You will find attached hereto a resolution passed by the Corporation of the City of Sault Ste. Marie City Council on March 9, 2020 regarding support for conservation authorities in Ontario.

We trust that this matter will receive the appropriate time and attention from your respective offices.

Yours truly,

Christian C. Provenzano, B.A., LL.B., LL.M

CC City Council
Association of Municipalities of Ontario
Conservation Ontario



CITY COUNCIL RESOLUTION

Agenda Number: 8.1
Title: Conservation Authorities
Date: Monday, March 9, 2020

Moved by: Councillor M. Bruni
Seconded by: Councillor R. Niro

Whereas the City of Sault Ste. Marie has been well served by the Sault Ste. Marie Region Conservation Authority; and

Whereas Sault Ste. Marie values the efforts of the Conservation Authority to monitor floods, to manage source water protection and to ensure the integrity of the watersheds within our municipality and conserve our natural environment; and

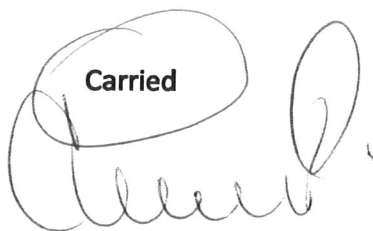
Whereas the Province of Ontario is currently reviewing the mandate and operations of Conservation Authorities; and

Whereas Conservation Authorities provide essential services to municipalities in their watersheds;

Now Therefore Be It Resolved that the Council of the City of Sault Ste. Marie encourages the Province to continue to support the principle of planning on a watershed basis in the ongoing review and prioritize the allocation of adequate funding to support the core mandate of conservation authorities while preventing any downloading of costs to municipalities;

Further that the Province of Ontario be requested to maintain and not diminish the core mandate of Conservation Authorities; and

That this resolution be forwarded to Premier Doug Ford, the Minister of the Environment, Conservation and Parks, the Minister of Natural Resources and Forestry, Conservation Ontario, the Association of Municipalities of Ontario and all Ontario municipalities.

Carried


Tied, Defeated

Defeated

**Officially Read and Not
Dealt With / Postponed**



TOWN OF AJAX
65 Harwood Avenue South
Ajax ON L1S 3S9
www.ajax.ca

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

March 5, 2020

Re: **Supporting Conservation Authorities**

Please be advised that the following resolution was endorsed by Ajax Town Council at its Meeting held February 24, 2020:

WHEREAS, the Town of Ajax is committed to planning for a sustainable future, protecting human life and property from natural hazards, and promoting environmental education and stewardship;

AND WHEREAS the Town of Ajax is located within the Toronto and Region Conservation Authority (TRCA) and the Central Lake Ontario Conservation Authority (CLOCA) jurisdiction and has representatives on both Board of Directors;

AND WHEREAS each respective Board of Directors determine the policies, priorities and budget of the TRCA and CLOCA;

AND WHEREAS the TRCA and CLOCA provide valuable non-mandatory programs and services including expert advice on the environmental impacts associated with land use planning and source water protection, environmental restoration services, educational and recreational opportunities, and community engagement programs, in an efficient manner delivered at a watershed scale;

THEREFORE BE IT RESOLVED that the Town of Ajax supports the continuation of both mandatory and non-mandatory programs and services provided by the TRCA and CLOCA, and that no programs or services of the TRCA or CLOCA, or the other Conservation Authorities in Ontario be "wound down" at this time;

AND THAT the Province engage in early consultations with the TRCA, CLOCA, and other Conservation Authorities, and member municipalities including the Region of Durham, to fully understand the funding structure and local benefits of programs delivered by the Conservation Authorities;

AND THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; Jeff Yurek, Minister of Environment, Conservation and Parks; Rod Philips, MPP Ajax; the Association of Municipalities of Ontario; the Toronto and Region Conservation Authority; Central Lake Ontario Conservation Authority; Conservation Ontario; and all Ontario Municipalities.

If you require any additional information please do not hesitate to contact Sean McCullough, Senior Planner, at 905-619-2529 ext. 3234 or sean.mccullough@ajax.ca

Sincerely

A handwritten signature in cursive script that reads "S. Moore".

Sarah Moore
Acting Manager of Legislative Services/Deputy Clerk

Copy: Jeff Yurek, Minister of Environment, Conservation and Parks
Rod Philips, MPP Ajax
Association of Municipalities of Ontario
Toronto and Region Conservation Authority
Central Lake Ontario Conservation Authority
Conservation Ontario; and
S. McCullough, Senior Planner,
all Ontario Municipalities



Northumberland
County

Resolution

Moved By _____

Agenda
Item 8i

Resolution No.
2020-05-20-143

Last Name Printed Martin

Seconded By _____

Council Date: May 20, 2020

Last Name Printed Cane

"Now Therefore Be It Resolved That Northumberland County Council supports the resolutions adopted by the Township of Perth South, the Village of Merrickville-Wolford, the Municipality of West Nipissing; and

Further Be It Resolved That Northumberland County requests the Ministry of Natural Resources and Forestry to review its practices and procedures to include a requirement to provide supporting evidence to impacted municipalities when designating Provincially Significant Wetlands within their boundaries; and

Further Be It Resolved That Council directs staff to send a copy of this resolution to the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, MPP David Piccini (Northumberland Peterborough-South), the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and all Ontario municipalities."

Recorded Vote
Requested by _____
Councillor's Name

Carried 
Warden's Signature

Deferred _____
Warden's Signature

Defeated _____
Warden's Signature



Viceregal Patron: Her Excellency the Right Honourable Julie Payette
C.C., C.M.M., C.O.M., C.Q., C.D., Governor General of Canada

Patronne vice-royale: Son Excellence la très honorable Julie Payette
C.C., C.M.M., C.O.M., C.Q., C.D., Gouverneure générale du Canada

April 23, 2020

To:

The Honourable Jonathan Wilkinson, Minister of Environment and Climate Change;
The Honourable Catherine McKenna, Minister of Infrastructure and Communities;
The Honourable Steven Guilbeault, Minister of Canadian Heritage;
The Honourable Melanie Joly, Minister of Economic Development and Official Languages; and
The Honourable Bill Morneau, Minister of Finance

Dear Ministers,

Subject: COVID-19, and Heritage Places Sector Recommendations for Recovery

The National Trust for Canada and its undersigned national, provincial and territorial partner organizations are reaching out to your respective ministries to applaud relief measures to date, and recommend recovery measures that will capitalize on shovel-ready projects, create new green jobs, spur private investment and contribute to community resiliency over the long term.

We recommend that the Government earmark at least \$200 million in stimulus funding to unlock billions of dollars in capital construction and other investments at older/heritage buildings. This funding would target the renewal, retrofitting and adaptive use of revenue-generating space, the creation of affordable housing and more; and would help nonprofits and charities renew cultural infrastructure and social purpose real estate.

Why? Because investments in existing older and heritage places are an ideal target for economic recovery and community infrastructure programs:

- Shovel-Ready Projects exist across Canada in **urban, rural, and Indigenous** heritage places;
- Projects at existing buildings create **21% more jobs** than new construction, with less “leakage” out of the Canadian economy for foreign goods;
- Funding will leverage **private sector investment** and other financial instruments;
- Adaptive use and retrofits of existing buildings **reduce GHG emissions and demolition waste**, and capitalize on materials, energy, and sunk carbon already invested;
- Investments in their infrastructure will provide increased stability for the **charitable, non-profit and tourism sectors**; and
- Healthy and vibrant main streets and neighborhoods strengthen **social cohesion** and drive **local economies**.

What our recommendation will accomplish:

The potential for stimulus investments targeting older/heritage buildings is vast: Many billions of dollars in capital repair, energy retrofits and adaptive re-use could be generated at some of the 437,000 pre-1960 commercial and industrial properties; 1,000,000 pre-1960 apartment units; 27,000 places of faith; as well as thousands of institutional buildings in private and public ownership. Stimulus investments can leverage at least 5 times more in private investment, create new green jobs; renew, adapt and retrofit existing infrastructure; produce new revenue-generating space; create new affordable housing units and more.

Similarly, investing in the renewal of cultural infrastructure and social purpose real estate owned or operated by charities and nonprofits – historic sites, museums, cultural hubs, places of faith, Indigenous heritage places, lighthouses, former residential schools, cultural landscapes etc.– will ensure much-needed capital work and/or improved visitor amenities to help them compete in the global tourism market, and will spur creative new uses.

This approach will reach beyond major cities and have immediate and measurable impacts on the economies of small town and rural Canada. Funding could flow without delay to projects large and small through existing mechanisms such as **Regional Economic Development Agencies**, the **Cultural Spaces Canada Program** and Parks Canada's **National Cost-Sharing Program for Heritage Places**.

It can also be used to support participation in national celebrations like [Canada Historic Places Day](#) that generate awareness and encourage Canadians to explore special places virtually online, and visit historic places close to home when the doors re-open. In parallel, there is great potential to leverage corporate philanthropy and crowdfunding and generate public awareness using proven high-profile crowdfunding tools like [This Place Matters](#).

We will follow up with each of your ministries to request an opportunity to discuss our recommendations in more detail. We would be pleased to work with Government to establish criteria and delivery strategies for infrastructure investments that make better, wiser use of the buildings all around us.

Yours sincerely, on behalf the undersigned organizations listed on the following page,



Natalie Bull
Executive Director | Directrice générale
National Trust for Canada | Fiducie nationale du Canada
T 613-747-4262
nationaltrustcanada.ca | fiducienationalecanada.ca

Encl: List of Signatory Organizations

**Signatory Organizations to April 23, 2020 Letter to Ministers:
COVID-19, and the Heritage Places Sector’s Recommendations for Recovery**

National Trust for Canada: Natalie Bull, Executive Director
 Canadian Association of Heritage Professionals: Dima Cook, President
 Canadian Urban Institute: Mary W. Rowe, President & CEO
 Indigenous Heritage Circle: Karen Aird, President, Founding Director
 Action Patrimoine: Renée Genest, Directrice générale
 Architectural Conservancy of Ontario: Kae Elgie, President
 Association Heritage New Brunswick: Kellie Blue-McQuade, Executive Director
 Fédération Histoire Québec: Richard Bégin, President
 Heritage BC: Paul Gravett, Executive Director
 Heritage Foundation of Newfoundland and Labrador: Jerry Dick, Executive Director
 Héritage Montréal: Robert Turgeon, Executive Director
 Heritage Saskatchewan: Ingrid Cazakoff, Chief Executive Officer
 Heritage Trust of Nova Scotia: Andrew Murphy, President
 Historic Sites Association of Newfoundland and Labrador: Andrea MacDonald, Executive Director
 Manitoba Historical Society: Tracey Turner, Chief Executive Officer
 National Historic Sites Alliance: Andrew Waldron
 Newfoundland and Labrador Historic Trust: Tyler Stapleton, President
 Ontario Historical Society: Robert Leverty, Executive Director
 Prince Edward Island Museum and Heritage Foundation: Dr. David Keenlyside, Executive Director
 Quebec Anglophone Heritage Network: Grant Myers, President
 Saskatchewan Heritage Foundation: Shari Hildred, Manager
 Yukon Historical and Museums Association: Lianne Maitland, Executive Director



UNFINISHED BUSINESS REPORT
Presented to Council June 15, 2020

INFRASTRUCTURE SERVICES					
No.	Item	Date Added	Expected Completion	Status	Update
1.	Docks on Township Property	JAN 2016	Summer 2020	Ongoing	Met with Residents on Tuesday March 3 rd . Will pursue option of selling lands to adjacent property owners. Property was declared surplus at the April 20 th Council Meeting. Met with Surveyor to review Parcels. Draft Reference Plan to be on July 6 th Council Meeting Will forward file to Lawyer for preparation of documents once Plan has been Registered
2.	Fire Protection Ponds	MAY 2016	Summer 2020	Ongoing	Design completed for Richmond Road Pond. Awaiting confirmation from PacTiv for a meeting to discuss project. Further discussion on the options for the Midway Pond to be scheduled in May/June.
3.	Municipal Servicing from City of Cornwall	MAY 2016	Fall 2020	Ongoing	Township has requested a delegation present a report to an upcoming City of Cornwall Council Meeting. Consultant has completed review of Watson and EVB Reports
4.	Private Roads (development of document)	FEB 2017	Fall 2020	Ongoing	Will collect and review Policy's from other Municipalities over the summer

					and draft Policy for Council review in the fall.
5.	Williamstown Garage & Fire Hall	MAY 2018	2021	Ongoing	Funding approved in Budget. Location approved at the April 6th Council Meeting Staff Report to provide Council will a copy of plans on May 19th Agenda Further amendments and review of design to be completed by the end of June. Route Optimization Study to be awarded at June 15th Council Meeting. Route Optimization to be completed in September/October
6.	LED Streetlights (Glen Walter)	MAR 2019	Fall 2020	Ongoing	Met with Cornwall Electric on February 20 to review LED Street Light Project. Will follow up with inventory and costs for ongoing discussions. Cornwall Electric to review inventory of lights and provide estimated costs for the LED Conversion.
11.	Review of Waste Management Program	Dec 2019	Fall 2020	Completed	Landfill/Environment Committee to review tender documents in 2020. Have approved one-year extensions on current contracts for waste and recycling collection with additional 6 month option SDG County Waste Management Strategy RFP closed on April 15 th . Study has been awarded by SDG Report to Council on Scope of Project for the May 19 th Meeting

COMMUNITY SERVICES					
12.	Hamlet Signage Policy	JUNE 2019	DEC 2019	Ongoing	Waiting for revised templates from designer.
12.	Review of Water Rates	APR 2019	SUMMER 2020	Ongoing	First report to Council, direction looks fine, assumptions are fine, report to return to Council in 6-8 weeks from June 1, 2020
14.	Water Bill Design	AUG 2019	SUMMER 2020	Ongoing	Requests to redesign bill, not just an insert. Awaiting items to highlight.
FIRE					

SG-M-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 36-2020
FOR THE YEAR 2020**

***BEING 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

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;

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 June 15, 2020 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 15th DAY OF JUNE 2020.***

MAYOR:

CLERK: