

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

Tuesday, July 4, 2023, 7:00 PM  
Electronic Meeting

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	<b>Pages</b>
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
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11.	CLOSED SESSION	
	BE IT RESOLVED THAT Council convene to Closed Session to discuss the following items under Section 239(2) of the Municipal Act S.O. 2001;	
	(2) a meeting or part of a meeting may be closed to the public if the subject matter being considered is;	
	(i) information supplied in confidence by a third party	
	Specifically: proprietary information	
	(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on by municipality	
	Specifically: plans for negotiations	
12.	CONFIRMING BY-LAW	
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**TOWNSHIP OF SOUTH GLENGARRY  
REGULAR MEETING MINUTES**

**June 19, 2023, 7:00 p.m.  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown**

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

STAFF  
PRESENT: Acting CAO/Clerk Kelli Campeau

GM Planning, Building & Enforcement Joanne  
Haley  
GM Finance/Treasurer Suday Jain  
GM Parks, Recreation & Culture Sherry-Lynn  
Servage  
GM of Infrastructure Sarah McDonald  
Fire Chief Dave Robertson  
Deputy Clerk Kayce Dixon  
Exec Assistant/Comms Coordinator Michelle  
O'Shaughnessy

1. CALL TO ORDER

**Resolution No. 183-2023**

Moved by Deputy Lang  
Seconded by Councillor McDonell

BE IT RESOLVED THAT the June 19th, 2023 Council Meeting of the  
Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

3.1 Councillor McDonell - Municipal Access Agreement (MMA) with Netsolid  
(S. McDonald)

The Company the corporation will be possibly be entering into an  
agreement with currently holds a lease and financially compensates my  
family business.

4. APPROVAL OF AGENDA

**Resolution No. 184-2023**

Moved by Councillor Jaworski  
Seconded by Councillor Bougie

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

CARRIED

5. APPROVAL OF MINUTES

**Resolution No. 185-2023**

Moved by Councillor Jaworski  
Seconded by Councillor McDonell

BE IT RESOLVED THAT the minutes of the following meetings, including Closed Session minutes, be adopted as circulated:

- Previous Meeting Minutes - June 5th, 2023

CARRIED

5.1 Previous Meeting Minutes - June 5, 2023

6. PRESENTATIONS AND DELEGATIONS

6.1 1st Line Road Issues (Terry Poplett)

-Directed to Administration for review and follow up

6.2 Cornwall SDG Human Services Department - Vacant Land Report (Mellissa Morgan)

-Directed Administration to prepare a report for Council's consideration.

7. ACTION REQUESTS

7.1 Williamstown Fair – Equipment Request Letter (S. Servage/S. McDonald)

**Resolution No. 186-2023**

Moved by Councillor Jaworski  
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 84-2023 be received and that the Council of the Township of South Glengarry approve the equipment request from the St. Lawrence Valley Agricultural Society for the 2023 Williamstown Fair.

CARRIED

7.2 Request for Alteration of Green Road (S. McDonald)

**Resolution No. 187-2023**

Moved by Deputy Lang  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 85-2023 be received and that the Council of the Township of South Glengarry approves the request to clear a minimal portion of the unopened road allowance identified as PIN 67137-0088 east from 5<sup>th</sup> Line Road in accordance with By-law 33-14 and furthermore that the General Manager Infrastructure Services is authorized to enter into an agreement with Manbir Singh for the alterations.

CARRIED

7.3 Williamstown Fire Station Roof Options (D. Robertson)

**Resolution No. 188-2023**

Moved by Councillor Bougie  
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 86-2023 be received and that the Council of the Township of South Glengarry direct Administration to proceed in 2023 with short term roof repairs to the Williamstown Fire Station.

CARRIED

8. BY-LAWS

8.1 Devanco Zoning By-law Amendment (J. Haley)

**Resolution No. 189-2023**

Moved by Councillor Bougie  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 87-2023 be received and that By-law 41-2023, being a by-law to amend By-law 38-09, for a 2.7 hectare portion of the property, legally described as Part of Lot 35, Concession 1, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 20532 South Service Road, South Lancaster be rezoned from Rural (RU) and Floodplain Holding (FP-H) to General Commercial – Exception Six (CG-6) and Flood Plain (FP), be read a first, second and third time passed, signed and sealed in open council this 19<sup>th</sup> day of June 2023. The Council of the Township of South Glengarry confirms that the comments received from the public on this application were considered and there was no effect on the decision.

CARRIED

8.2 1000408984 Ontario Inc. (Singh) Zoning By-law Amendment (J. Haley)

**Resolution No. 190-2023**

Moved by Councillor Jaworski  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 88-2023 be received and that By-law 42-2023, being by-law to amend By-law 38-09, to rezone the Lots 29 & 52 and Part of Lots 30 & 51 on Plan 26, being Part 1 of Reference Plan 14R4949 in the Geographic Village of Lancaster, now in the Township of South Glengarry in the County of Glengarry, located at 18 Oak Street, Lancaster from Residential Three (R3) to Residential Four – Exception Five (R4-5) to permit an apartment building and to reduce the minimum dwelling Floor Area for a Bachelor or Studio Apartment from 46 square meters to 38 square meters and for a 1 Bedroom Apartment from 56 square meters to 47 square meters on the subject property, be read a first, second and third time, passed, signed and sealed in open Council this 19<sup>th</sup> day of June 2023. The Council of the Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

CARRIED

8.3 Municipal Access Agreement (MMA) with Netsolid (S. McDonald)

Councillor McDonnell declared a conflict on this item. (The Company the corporation will be possibly be entering into an agreement with currently holds a lease and financially compensates my family business. ;)

**Resolution No. 191-2023**

Moved by Councillor Bougie

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 89-2023 be received and that By-law 43-2023, being a by-law to enter into a Municipal Access Agreement with Netsolid for the expansion of their high-speed internet service, be read a first, second and third time, passed, signed, and sealed in open council this 19<sup>th</sup> day of June. 2023 and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

CARRIED

8.4 Delegated Authority for Patio Encroachment Permits (S. McDonald)

**Resolution No. 192-2023**

Moved by Deputy Lang

Seconded by Councillor McDonnell

BE IT RESOLVED THAT Staff Report 90-2023 be received and that By-law 44-2023, being a by-law to delegate authority for the approval of Encroachment Agreements for commercial patios that encroach on Township road allowances be read a first, second and third time, passed, signed and sealed in open council this 19<sup>th</sup> day of June 2023 and furthermore, that the delegated authority expire on October 31, 2026.

9. ITEMS FOR CONSIDERATION

9.1 Notice of Motion - Women of Ontario Say No

**Resolution No. 193-2023**

Moved by Deputy Lang

Seconded by Councillor Bougie

Whereas, all Ontarians deserve and expect a safe and respectful workplace;

and whereas, municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

and whereas, several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

and whereas, these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

and whereas, municipal Codes of Conduct are helpful tools to set expectations of council member behaviour;

and whereas, municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

Now, therefore be it resolved that The Township of South Glengarry supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

Also be it resolved that the legislation encompass the Association of Municipalities of Ontario’s recommendations for:

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office

CARRIED

9.2 Notice of Motion - Tax Sales

**Resolution No. 194-2023**

Moved by Councillor Jaworski  
Seconded by Deputy Lang

WHEREAS, the Council of the Township of South Glengarry received a resolution from the Tay Valley Township for the Minister of Municipal Affairs and Housing Letter to Retain Surplus Proceeds from Tax Sales.

NOW THEREFORE BE IT RESOLVED THAT, a letter be sent to all relevant taxation bodies, including the Ministry of Municipal Affairs and Housing, the Ministry of Finance, John Jordan, MPP, the Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.

CARRIED

9.3 Notice of Motion - Insurance Costs

**Resolution No. 195-2023**

Moved by Councillor Bougie  
Seconded by Councillor McDonell

WHEREAS, the Council of the Township of South Glengarry received a resolution from the Municipality of Tweed for Reducing Municipal Insurance Costs.

NOW THEREFORE BE IT RESOLVED THAT, the Township of South Glengarry calls upon the Province to take action to reduce municipal insurance costs.

AND FURTHER, that this Resolution be forwarded to the Association of Municipalities of Ontario (AMO), the Minister of Finance, the Minister of Municipal Affairs and Housing, MPP Ric Bresee, and all Ontario Municipalities for support.

CARRIED

10. CONSENT AGENDA

**Resolution No. 196-2023**

Moved by Councillor Bougie  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Council accepts the items listed on the Consent Agenda.

CARRIED

- 10.1 Departmental Update – Corporate Services (May 2023)
- 10.2 Departmental Update - Planning, Building & Enforcement (May 2023)
- 10.3 Department Update - Parks, Recreation and Culture - May 2023
- 10.4 Department Update - Fire Services - May 2023
- 10.5 Green Road Update (Spring Creek/Gore Road, June 2023)
- 10.6 SDG Regional Waste Management Update (May 2023)
- 10.7 Parks, Recreation and Culture Department - 2023 Projects Update
- 10.8 Glengarry Fish and Game Club - Kids Fishing Derby
- 10.9 Resolution - Support South Glengarry Rural Education Funding (Township of Mississippi Mills)
- 10.10 Resolution - Aerodrome (Township of Ryerson)
- 10.11 Resolution - Bell-Hydro Infrastructure (Municipality of West Grey)
- 10.12 Resolution - Highway Traffic Act Amendments (Township of Puslinch)
- 10.13 Resolution - Renovictions (Township of Quinte West)
- 10.14 Resolution - Right to Repair (Town of Bradford West Gwillimbury)

11. CLOSED SESSION

**Resolution No. 197-2023**

Moved by Councillor Bougie  
Seconded by Deputy Lang

BE IT RESOLVED THAT Council convene to Closed Session at 8:35 pm to discuss the following item under Section 239 (2) of the Municipal Act S.O. 2001;

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

(f) advice subject to solicitor-client privilege

Specifically: legal advice, ongoing litigation

CARRIED

**Resolution No. 198-2023**

Moved by Councillor Jaworski

Seconded by Deputy Lang

BE IT RESOLVED THAT Council rise and reconvene at 9:44 pm into open session without reporting.

CARRIED

**Resolution No. 199-2023**

Moved by Councillor Bougie

Seconded by Deputy Lang

BE IT RESOLVED THAT Administration and legal counsel be directed to carry out all actions as specified in the Closed Session minutes.

CARRIED

12. CONFIRMING BY-LAW

**Resolution No. 200-2023**

Moved by Deputy Lang

Seconded by Councillor Jaworski

BE IT RESOLVED THAT By-law 45-2023, being a by-law to adopt, confirm and ratify matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 19th day of June 2023.

CARRIED

12.1 45-2023 Confirming By-Law June 19, 2023

13. ADJOURNMENT

**Resolution No. 201-2023**

Moved by Deputy Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 9:45 pm.

CARRIED

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Mayor

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Clerk

**June 19, 2023**

**MINUTES OF  
COMMITTEE OF ADJUSTMENT**

**Township of South Glengarry**

A meeting of the Committee of Adjustment was held at 6:30pm on June 19, 2023 in the Council Chambers located at the Tartan Hall, Char Lan Recreation Centre, 19740 John Street, Williamstown.

**Committee Members present were:** Mayor Lachlan McDonald (Chairperson), Deputy Mayor Martin Lang, Councillor Stephanie Jaworski, Councillor Sam McDonell, Councillor Trevor Bougie, Clerk Kelli Campeau, Secretary-Treasurer Joanne Haley, and Deputy Secretary-Treasurer Maxwell Irwin.

**MOVED BY:** Stephanie Jaworski

**SECONDED BY:** Trevor Bougie

**BE IT RESOLVED THAT** the Committee of Adjustment meeting of June 19, 2023 is hereby called to order.

**CARRIED**

**Meeting was called to order at 6:38pm**

Chair Mayor Lachlan McDonald confirmed that there were no additions to the agenda.

**Approval of Agenda**

**MOVED BY:** Trevor Bougie

**SECONDED BY:** Sam McDonell

**BE IT RESOLVED THAT** the Agenda of the June 19, 2023 meeting be approved as presented.

**CARRIED**

**Approval of Minutes**

**MOVED BY:** Martin Lang

**SECONDED BY:** Sam McDonell

**BE IT RESOLVED THAT** the Minutes of the May 15, 2023 meeting be approved as presented.

**CARRIED**

**Declaration of Pecuniary Interest**

None

**Members of the public that attended this meeting via zoom were as follows:**

- Nissar Baht– attendee – A-10-23
- Fadhel Jasim – attendee/agent – A-10-23
- Paramjit Singh – 74 Forestgrove Circle – applicant – A-10-23

**Review of Application:**

**1. Application A-10-23-10008984 Ontario Inc.**

- **Subject Property:**
  - Plan 26, lots 29, 52, part of lots 30 and 51, being part 1 of RP 14R4949, in the Geographic Village of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 18 Oak St, Lancaster
  - The subject property is approximately 0.74 acres in area.
- **Proposed Minor Variance:**
  - The owner is proposing to renovate the existing 28 room retirement residence into a 17-unit apartment building, the following relief from the Zoning By-Law 38-09 is requested:
  - Part 4.1 - To reduce the required number of parking spaces from 26 to 22 spaces.
- **Planning:**
  - The property is designated Residential District in the County Official Plan and falls within the Urban Settlement Area of Lancaster. This application conforms to the general intent of the Official Plan.
  - The property is zoned Residential Three (R3) and a proposed zoning by-law amendment will be brought to council tonight to rezone the subject property to Residential Four – Exception Five (R4-5). The proposed variance conforms to the general intent of the Zoning By-law.
- **Consultation:**
  - This application was circulated to all abutting property owners within 60 meters and applicable municipal staff; I have not received any written or verbal comments to date.
  - This application was also circulated to MTO, they confirmed that this property is outside of their permit area.
  - Planning and Building Departments support this application and recommend it to be approved.

**Discussion:**

- Member Stephanie Jaworski mentioned she was happy to see this project move forward even with what people often call barriers such as parking.

**MOVED BY:** Sam McDonell

**SECONDED BY:** Trevor Bougie

**CARRIED**

This application has been **Approved** as the variance is considered minor in nature and desirable for the use of the land. No public comments were received regarding this application that resulted in the need to refuse the application; therefore, the committee **approves** the application.

Next Meeting date: July 4 2023

**MOVED BY:** Stephanie Jaworski

**SECONDED BY:** Sam McDonell

**CARRIED**

**Adjournment**

**BE IT RESOLVED THAT** the meeting of June 19, 2023 be adjourned to the call of the Chair @ 6:45pm

## STAFF REPORT

S.R. No. 91-2023

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

**PREPARED FOR:** Council of the Township of South Glengarry

**COUNCIL DATE:** July 4, 2023

**SUBJECT:** Abandonment of Drainage Works - Lapierre Drain

### BACKGROUND:

1. Maintenance has been requested on the Lapierre Drain. The Drainage Superintendent has advised Administration that the culvert on the Township's unopened road allowance through this section of Drain is at end-of-life and requires replacement.
2. The culvert is described in the Engineer's Report on the Lapierre Drain (June 1972) as a Road Bridge and provided the following recommendations regarding the road bridge:

*"Culvert crossing under road between Lots 8 and 9 in Concession 2 S.S.R. at Sta. 48+63, Lapierre Drain, The existing 24" dia C.S.P. culvert should be replaced with a 48" dia C.S.P. culvert with an invert elevation of 87.2.*

*No provisions were made for the cost of this road culvert as it is the policy of the Township of Charlottenburg to assume the whole cost of such culvert installations."*

The Engineer's Report and Drain Map are attached.

3. The unopened road allowance is identified as PIN 67124-0059 and could be described as the road allowance between Lot 8 and Lot 9 Concession II S.S.R.
4. This section of unopened road allowance has not been assumed for maintenance purposes – as is the case with all unopened road allowances. **It is long established that a municipality has no obligation to open or "assume" original road allowances, or roads on registered plans of subdivision, or to make passage over them easier for the public.** This is set out in the *Municipal Act, 2001* (As amended):

*s. 31(4) A municipality may by by-law assume the following highways for public use and section 44 does not apply to the highways until the municipality has passed the by-law:*

1. *An unopened road allowance made by the Crown surveyors.*
2. *A road allowance, highway, street or lane shown on a registered plan of subdivision. 2001, c. 25, s. 31 (4).*
5. Section 44 of the *Municipal Act* speaks to maintenance requirements for highways or bridges.
6. The *Drainage Act* provides a mechanism for the abandonment of all or part of drainage work (Section 84).

## **ANALYSIS:**

### **Unopened Road Allowances**

7. Administration was unable to locate an agreement for use for this section of unopened road allowance. However, it appears that recreational all-terrain vehicles use this section of unopened road allowance.
8. Russell on Roads is a manual prepared by W.D. (Rusty) Russell, E.C., B.A, LL.B to assist those with road issues in Ontario following the *Municipal Act, 2001, S.O. 2001* becoming law. The current edition (3<sup>rd</sup> edition, 2015) of the manual reflects the 2006 amendments to the Municipal Act and subsequent evolution of case law.

Russell on Roads provides the following warning with respect to unopened road allowances:

*“If council permits minor grading and tree cutting on an unopened road allowance, it has let the genie out of the bottle, which is inevitable. Ratepayers will continue to improve the road, and its use will increase. It will not be long until those served by the road allowance will appear before council asking that a portion of the municipality’s road budget be allocated for maintenance work on the subject road.”*

9. Administration confirms that this statement is true with residents regularly requesting maintenance of unopened road allowance through the Roads Budget. This budget is meant to fund the ongoing maintenance of open public roads.
10. Replacement of this culvert with public money provides the perceived intention of maintenance for this section of unopened and unmaintained road allowance.
11. Administration has reached out to the abutting landowners to determine if they have interest in the culvert. At the time of writing this staff report, no response had been received.

12. Administration does not recommend assuming this section of the unopened road allowance for maintenance. Administration has not prepared a cost analysis to improve the forced trail to municipal standards.

### **Township Trails**

13. The Township does not have a funded trail network outside of the Peanut Line.
14. This 1,200m section of unopened road allowance, along with an additional ~8,400m of unopened road allowances were cleared of brush in 1974 for the intended use as a snowmobile trail. No formal agreements were entered into for this use.
15. In the intervening 49 years, sections of the 1974 snowmobile trails have not been maintained and, in some sections, the Township has permitted development (solar farms).
16. It is Administration's position that the 1974 snowmobile trail is no longer in effect. This is supported by the Ontario Federation of Snowmobile Clubs (OFSC) [2022 Trail Map](#) (attached) which not show a trail through this area.
17. Administration does not recommend assuming this section of unopened road allowance as a maintained trail. Administration has not prepared any cost analysis for this ongoing maintenance.

### **Abandonment of Drainage Works**

18. The municipality has the authority and responsibility to maintain the drainage works in accordance with the drainage report.
19. The drainage works (road crossing on unopened road allowance) can be abandoned. Abandonment would include the removal of the crossing in accordance with the maintenance statement in the drainage report. The full cost of the removal would be born by the municipality.
20. The crossing would be reinstated as an open ditch which would facilitate drainage and should not have a negative impact on the continued function of the Lapierre Drain.
21. The process for Municipal Drain abandonment is outlined under Section 84 of the Drainage Act and is generally as follows:
- a. Council directs Administration to send notice to all landowners assessed into the drainage works of its intent to abandon.
  - b. If no owner sends a written notice of appeal within a 10-day period, Council may pass a By-law to abandon the drainage works.

- c. If a notice is received from a landowner, Council shall appoint an engineer to examine the drainage works and report recommendations on the proposed abandonment.

### **Recommendation**

- 22. Administration recommends initiating the process to abandon the road crossing on the unopened road allowance located on the Lapierre Drain.
- 23. In addition to sending a notice to all landowners assessed into the drainage works, Administration proposes posting the Notice at the road crossing on the unopened road allowance for visibility to potential recreational trail users.
- 24. The GM of Infrastructure Services consulted with:
  - a. Acting CAO / GM Corporate Services
  - b. GM Parks, Recreation, and Culture,
  - c. GM Planning, Building, and Enforcement
  - d. GM Fire
  - e. GM Finance
  - f. Manager, Roads
  - g. Drainage Superintendents

### **IMPACT ON 2023 BUDGET:**

- 25. Removal of the culvert an estimated \$2,000.
- 26. Removal and replacement of the culvert an estimated \$4,000 - \$7,000.

### **ALIGNMENT WITH STRATEGIC PLAN:**

N/A

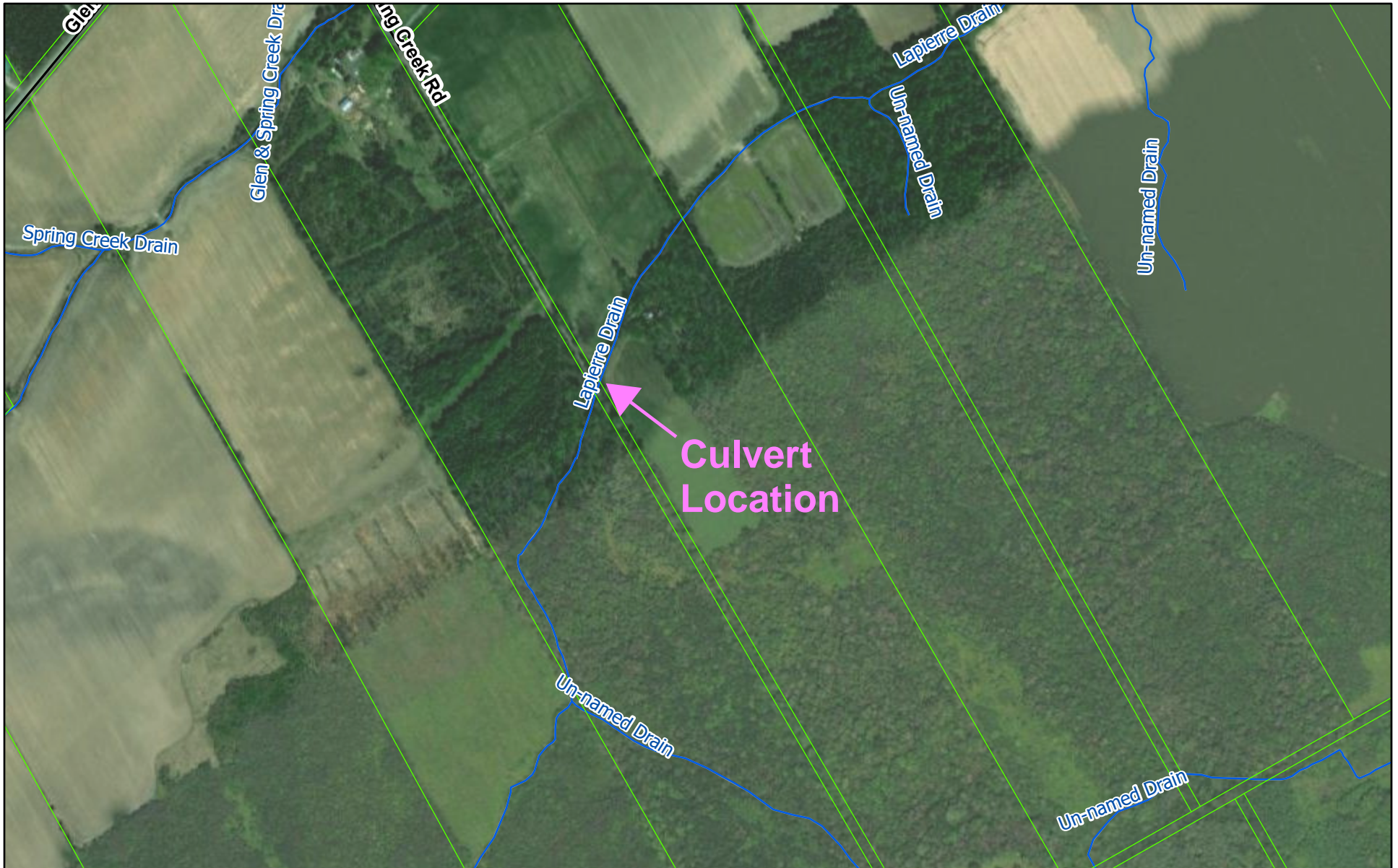
### **RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 91-2023 be received and that the Council of the Township of South Glengarry direct Administration to send notice to all owners of land assessed for the drainage works stating its intention to abandon part of the Lapierre Drain drainage works, specifically the road crossing on the unopened road allowance, in accordance with Section 84(2) of the Drainage Act.





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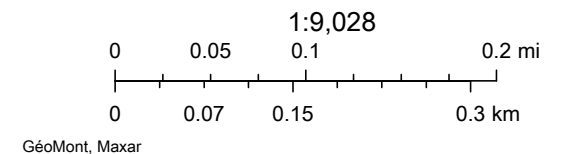
**Recommended to Council for  
Consideration by:  
ACTING CAO – KELLI CAMPEAU**

## 2023-06 Lapierre Drain (Culvert)



2023-06-26, 3:27:18 p.m.

 TERANET Ownership (PIN)  River / Stream  
 Constructed Drain (OMAFRA)  Permanent



ENGINEER'S REPORT  
ON THE  
LAPIERRE DRAIN  
TOWNSHIP OF CHARLOTTENBURGH

June, 1972

To the Reeve & Members of Council,  
Township of Charlottenburgh,  
c/o Mr. R.C. Gagne, Clerk,  
Williamstown, Ontario.

Reeve & Members of Council:

The following report is respectfully submitted for Council's consideration and deals with the improvement of the Lapierre Drain petitioned under Section 3, The Drainage Act, 1962-63.

Following is a brief description of the Lapierre Drain.

This drain was probably originally constructed as an award drain but no records pertaining to its construction or subsequent improvements were available. The drain has been named after one of the petitioners bearing a large portion of the assessment for this improvement.

The Lapierre Drain begins at the line between Lots 11 & 12, in Concession 3 S.S.R. approximately 230 feet northerly from the road allowance between Concessions 3 F.R. and 3 S.S.R. (0+00) and runs in a generally north-easterly direction across Lots 11 & 10 in Concession 3 S.S.R. crossing the line between Concessions 3 S.S.R. and 2 S.S.R. (also line between Lots 9 & 10) (28+58); then continues in a north-easterly direction across Lot 9 in Concession 2 S.S.R. crossing under the Township road between Lots 8 & 9 (48+63); then continues in a north-easterly direction across Lots 8 & 7 terminating and outleting near the line between Lots 6 & 7 in Concession 2 S.S.R. (77+00):

The drain then continues in Lot 6 outleting into another watercourse approx. 650 feet downstream at Station 83+50. This watercourse eventually empties into the Rasin River some 4,000 feet further downstream.

The Lapierre Drain was terminated at Station 77+00 as sufficient outlet was available at this point.

The total length of drain requiring improvement is 7,700 lineal feet and provides outlet for an area of approximately 330.6 acres.

#### Purpose of Drainage Improvement

The drainage improvement recommended in this report should significantly improve the productivity of lands adjacent to the drains. The recommended improvements have been designed to accommodate surface run-off and provide outlet for any branches that may be constructed in the future.

#### Problems Concerning Lot and Concession Description

In the forgoing description of the drains, lot and concession numbering was based on the latest revised map of the United Counties of Stormont, Dundas and Glengarry prepared by the United Counties Roads' Department. This map was based on Township maps in an Atlas prepared in the latter part of the 19th. century, and is generally considered to be the most accurate map available insofar as lot and concession descriptions are concerned. Lot and concession numbers therefore do not agree with numbers shown on the petition however, all owners were contacted to ensure that the property limits used to calculate assessments were correct. Should an economical method become available to determine the correct numbering system, and should the system used herein prove to be in error, then the report may be revised accordingly. However such a change will not affect the assessments shown in this report.

#### Branch Drains Not Included Under this Scheme

As instructed, only the main drain was surveyed. For this reason, there are several branches which are not included in this report. Some of these branches are shown on the plan in a broken blue line.

If in the future, the owners concerned wish to improve these branches, a new drainage study will be required however this new study would in no way affect the assessments established in this report.

#### Co-operation with Owners

During our survey of these drains all owners affected by the proposed scheme were consulted and to the best of our knowledge this scheme as proposed herein is in accord with owners' wishes.

## Plan

No plan was available for reference.

A new plan was prepared from a mosaic of aerial photographs and on it are shown the names of the present owners within their respective properties and the area assessed for outlet liability, which is indicated by a red line.

The outlet areas were obtained from aerial photographs viewed stereoscopically by a photogrammetric specialist and adjusted, where necessary, from field observation.

On the accompanying plan and profile, the course of the drain is indicated by a solid, blue line. Drains not being improved under this scheme are shown in a broken blue line.

It should be noted that the proposed drainage improvement, herein reported, will not immediately improve all wet areas unless lateral drains are constructed by the individuals concerned.

## Profile

To survey the drain, a traverse line was run adjacent to the course of the drain and major deviations in the course of the drain were located by establishing hubs known as points of intersection or P.I. adjacent to these deviations. Then, at 100 foot intervals along the traverse line, 2"x2" hubs, driving flush to original ground grade, were established and marked by 1"x1" stakes. Levels were taken along the course of the drain and on the top of the 100 foot hubs to obtain a profile of the existing drain and the traverse line.

These profiles, the traverse chainage and the P.I.'s are all shown on the profile sheet. The proposed grade of the improved drain is also shown together with the various percentage grades, the vertical P.I.'s and reference bench marks.

The contract documents shall include a list of "cut" figures, being the depth from the top of hub at original ground grade to the bottom (or profile grade) of the improved drains. These figures will be used by the contractor to construct the drain.

The accompanying plan and profiles, called the contract drawings, and the tender form and specifications govern the performance and extent of the work.

### Recommended Improvement

A visual inspection of the drain indicated that it was unlikely that rock would be encountered at the depths of excavation proposed. The "Classification of Excavated Material" on page 1 of the Specification for Drain Excavation, Form 10, would consequently place the work to be done in the category of earth excavation.

The recommended improvement involves the excavation of 3,475 cubic yards of earth and the supply and placing of 110 lineal feet of corrugated steel pipe culverts of various sizes to provide for farm crossings.

A typical cross-section of the new drain will have a bottom width from 2 1/2 feet with side slopes of 1 1/4 horizontal to 1 vertical, as shown on sheet number two of the contract drawings.

Some or all of the excavated materials may be disposed of adjacent to the drain by placing, spreading and trimming it within allowance designated for this purpose as follows:

Case A- where material is disposed of on one side of the drain only, within 80 feet of but no closer than 5 feet from the brow of the drain.

Case B- where material is disposed of on both sides of the drain, within 40 feet of but no closer than 5 feet from the brow of the drain.

The contractor shall be responsible for contacting the owner to decide whether excavated material shall be spread on only one or both sides of the drain. In cases of dispute the Engineer's decision respecting allowances for disposal of excavated material shall be final.

In addition the spreading and trimming of excavated material shall conform to the following provisions:

1. Where the drain crosses lands that are tillable excavated material shall be so placed as not to impede the proper drainage of the adjacent lands and in any case no deeper than 6". Surplus material and all boulders, rock fragments or other debris that would render unsightly the appearance of the finished work, or that would be injurious to farm implements or machinery shall be disposed of in locations provided for the purpose by the Contractor at the Contractor's expense except that boulders and rock fragments may be buried within the allowance for spreading of excavated material with a minimum of 2 feet of earth cover.

2. Where the drain crosses lands that are not tillable the Contractor may dispose of all of the excavated material within the allowance for spreading of excavated materials.

Excavated material shall be so placed as not to impede the proper drainage of the adjacent lands and in any case no deeper than 12".

3. "Tillable" land for this contract shall be defined as all land that is in a ploughed condition or land which has been ploughed and cultivated within the preceeding 5 years but is now used for pasturing cattle or for the production of feed. Land which is not now classed as "tillable" but which obviously could be reclaimed upon completion of the drainage improvement shall be treated as "tillable" land for the purpose of disposing excavated materials except that excavated materials may be spread to a depth of not more than 12".

The improvement will also include the removal of existing farm crossings and their replacement with the specified lengths and types of culverts.

<u>Length of Culverts Required</u> (lineal feet)		<u>Description of Culvert</u>
22	-	18" Dia. C.S.P.
22	-	30" Dia. C.S.P.
22	-	36" Dia. C.S.P.
44	-	42" Dia. C.S.P.

Total                      110 lineal feet

Schedule "C" of the report gives the breakdown of farm crossings by drain and owner.

Form 10 and Form 14 are included with the tender documents which govern the performance and extent of the work.

#### Farm Bridges

Provision has been made for farm bridges under this scheme. All reconstructed or new farm bridges shall be corrugated steel pipe culverts, the sizes and lengths being listed in Schedule "C" together with the names of the owners. The contractor shall be responsible for the supply and installation of all farm bridges.

During the field survey work we attempted to contact all owners regarding the necessity of farm bridges. However, since our interview, some owners may have realized that an additional crossing is necessary. It is recommended in such cases and where the need for a crossing is obvious that additional farm bridges be installed with the corresponding increase in the owner's assessment being made.

The owners shall be responsible for all reasonable and normal maintenance of these farm bridges.

### Road Bridges

All elevations given in this report and shown on the contract drawings are based on assumed datum.

Where invert elevations are given for road culverts, the elevation pertains to the centre of the culvert. Where the drain is being improved to a specific grade, the gradient of the pipe should parallel the gradient of the drain. In general, the invert elevations were established so that the pipe or culvert invert would be approximately 4" to 8" below the bottom of the improved drain. It is very important for road culverts to be installed at the proper grades.

The contract documents will include a provision that the drainage contractor shall excavate for, place and backfill road culverts as directed by the Township Road Superintendent in accordance with Form 14 and the special provisions of the contract. However, the culvert shall be supplied by the appropriate road authority.

Following are recommendations regarding road bridges:

Culvert crossing under road between Lots 8 and 9 in Concession 2 S.S.R. at Sta. 48+63, Lapierre Drain, The existing 24"  $\emptyset$  C.S.P. culvert should be replaced with a 48"  $\emptyset$  C.S.P. culvert with an invert elevation of 87.2.

No provisions were made for the cost of this road culvert as it is the policy of the Township of Charlottenburgh to assume the whole cost of such culvert installations. However, as a guide for the purposes of budgeting funds for the work, the following summary is included:

<u>Culvert</u>	<u>Description of New Culvert</u>	<u>Approx. Cost (Inc. Installation)</u>
1. Road Btn. Lots 8 & 9 Con. 2 S.S.R., Sta. 48+63 Lapierre Drain	44 L.F. 48" $\emptyset$ C.S.P. 12 Ga.	\$730.00

The length of culvert recommended is based on a proposed 26 foot roadway width and may be subject to change.

Allowance Under Section 8(1), The Drainage Act, 1962-63

Damages to crops and land will result from the construction of the drain, reported on herein. Therefore, allowances have been provided to compensate the owners affected and these allowances are summarized in Schedule "B".

Future Maintenance

The Lapierre Drain shall be maintained by the Township of Charlottenburgh although the owners shall be responsible for periodically inspecting the drain and reporting maintenance problems, if any, to the Township. The Township may, if it so wishes, appoint a Commissioner under Section 12, (1), The Drainage Act, 1962-63 to report annually on the state of repair of the drainage works.

The cost of future maintenance shall be assessed against the owners of lands and roads assessed for its construction in the same proportion as shown in Schedule "A" except that where lands are subsequently subdivided, appropriate pro-rated assessments shall be determined.

Estimate of Cost

The total estimated cost for the improvement reported herein for the Lapierre Drain is \$7,200.00 and is summarized as follows:

Earth Excavation	3,475 c.y. @\$0.90/c.y.	\$3,127.50
Farm Bridges		1,099.00
Allowances (Section 8 (1), The Drainage Act		
	(1962-63)	450.00
Advertisement for Tenders		30.00
Preparing By-Law		75.00
Court of Revision & Meetings of Council		150.00
Clerk's Fees		300.00
Engineer's Fees-Report & Tender Documents		1400.00
Engineering supervision		300.00
Contingencies		268.50
Total Estimated Cost		\$7,200.00

This total estimated cost has been apportioned as follows:

Outlet Liability - Real Property	\$ 2,567.00
Benefit Liability - Real Property	4,341.00
Outlet Liability - Roads, Township of Charlott- enburgh	89.00
Benefit Liability - Roads, Township of Charlott- enburgh	203.00
Total Estimated Cost.	<u>\$ 7,200.00</u>

Under provisions of the Drainage Act, 1962-63 and the Agricultural Rehabilitation and Development Act, grants totalling two-thirds of the cost of the drainage improvement to agricultural lands are available. These grants when received, will reduce the cost of this improvement against real property by an estimated \$4,605.33 leaving an estimated cost of \$2,302.67 to be shared in accordance with Schedule "A".

No drainage grants will be available to reduce the assessment against the Township of Charlottenburgh.



Yours very truly,

R.M. KOSTUCH ASSOCIATES LTD.

A handwritten signature in cursive script, appearing to read "R.M. Kostuch".

C.G. Hanes

A handwritten signature in cursive script, appearing to read "C.G. Hanes".

R.M. Kostuch, P. Eng.

CGH:RMK:rl

June 7th. 1972  
Brockville, Ontario.

SCHEDULE "A"  
SCHEDULE OF ASSESSMENT  
LAPIERRE DRAIN

OWNER	(1) PROPERTY		(2) PROPERTY		AREA DRAINED (ACRES)	BENEFIT	OUTLET LIABILITY
	LOT	CON.	LOT	CON.			
C. Taillon <sup>1</sup>	10,11	3FR	10,11	3FR	35.8		\$ 164.00
S.D.&G United <sup>2</sup> Counties	12	3FR	12	3FR	1.8		9.00
D.A. MacRae <sup>3</sup>	12	3SSR	12	3SSR	3.7	\$ 27.00	30.00
E. Lapierre <sup>4</sup>	11	3SSR	11	3SSR	40.3	501.00	387.00
A.R.D.A. (G. Beaudette) <sup>5</sup>	10	3SSR	10	3SSR	61.0	1,087.00	572.00
E. Lapierre <sup>6</sup>	9	2SSR	9	3SSR	40.8	590.00	369.00
G. Prigorodow <sup>7</sup>	9	2SSR	9	3SSR	38.4	517.00	319.00
F. Paradis <sup>8</sup>	8	2SSR	8	3SSR	30.6	379.00	248.00
A. Wilmot <sup>9</sup>	8	2SSR	8	3SSR	27.4	534.00	210.00
J. MacGillivray <sup>10</sup>	7	2SSR	7	3SSR	23.9	529.00	155.00
A. Poirier <sup>11</sup>	7	2SSR	7	3SSR	13.2	177.00	73.00
A. Bomhower <sup>11</sup>	6	2SSR	6	3SSR	7.1		31.00
J. Spivak <sup>12</sup>	6	2SSR	6	3SSR	0.4		(3) Nil
Township Roads					6.2	203.00	89.00
(Part of Roads & Forced Roads Btn. Lots 8&9, Con. II SSR & Lots 9, 10, 11, 12 Con. II SSR & III FR)						\$ 4,544.00	\$ 2,656.00

NOTES

- (1) Lots and concessions as shown on Plan of Drainage Scheme  
(See Engineer's Report "PROBLEMS CONCERNING LOT & CON. DESCRIPTION")
- (2) Lots and Concessions as Shown on PETITION FOR DRAINAGE WORK.
- (3) Not included, Assessment less than \$2.00

(FOR SUBSEQUENT SCHEDULES PROPERTY DESCRIPTION UNDER (1) SHALL BE SHOWN.)

SCHEDULE "B"  
SCHEDULE OF ALLOWANCES UNDER SECTION 8 - (1)  
THE DRAINAGE ACT 1962 - 1963  
LAPIERRE DRAIN

OWNER	<u>PROPERTY</u>		<u>AMOUNT</u>	<u>REMARKS</u>
	<u>LOT</u>	<u>CON.</u>		
E. Lapierre	11	3SSR	\$ 45.00 R	Lapierre Drain
A.R.D.A. (G. Beaudette)	10	3SSR	123.00 R	" "
E. Lapierre	9	2SSR	47.00 R.	" "
G. Prigorodow	9	2SSR	66.00	orig given " "
F. Paradis	8	2SSR	45.00 ✓	" "
A. Wilmot	8	2SSR	38.00 R	" "
J. MacGillivary	7	2SSR	50.00 R	" "
A. Poirier	7	2SSR	36.00 R.	Lapierre Drain
			<u>\$450.00</u>	

SCHEDULE "C" - REVISED

SCHEDULE OF FARM BRIDGES

LAPIERRE DRAIN

<u>OWNER</u>	<u>PROPERTY</u>		<u>STATION</u>	<u>DESCRIPTION</u>
	<u>LOT</u>	<u>CON.</u>		
E. Lapierre	11	3SSR	3+00	22' of 18" $\phi$ C.S.P. 16 G
E. Lapierre	9	2SSR	33+00	22' of 36" $\phi$ C.S.P. 14 G
A.R.D.A. (G.Beaudette)	10	3SSR	18+09	22' of 30" $\phi$ C.S.P. 16 G
A. Wilmot	8	2SSR	59+42	22' of 42" $\phi$ C.S.P. 14 G
J. MacGillivray	7	2SSR	64+62	22' of 42" $\phi$ C.S.P. 14 G
M. Poirier*	7	2SSR	70+00±*	18' of 42" $\phi$ C.S.P. 14 G
<p>*Added during construction in accordance with provision in Engineer's Report.</p>				

APPORTIONMENT OF COST OF CONSTRUCTION  
IN ACCORDANCE WITH ENGINEER'S REPORT DATED JUNE 7TH, 1972  
LAPIERRE DRAIN

					ASSESSMENTS FROM ENGINEER'S REPORT (ADJUSTED)		OWNER'S % PERCENT OF FINAL TOTAL COST	
OWNER	(1) PROPERTY		(2) PROPERTY		AREA DRAINED (ACRES)	BENEFIT		OUTLET LIABILITY
	LOT	CON.	LOT	CON.				
C. Taillon ✕	10,11	3FR	10,11	3FR	35.8		164.00	2.210
S.D.&G United Counties	12	3FR	12	3FR	1.8		9.00	0.121
D.A. MacRae ✕	12	3SSR	12	3SSR	3.7	27.00	30.00	0.768
E. Lapierre ✕	11	3SSR	11	3SSR	40.3	501.00	387.00	11.964
A.R.D.A. (G. Beaudette) ✓	10	3SSR	10	3SSR	61.0	1,087.00	572.00	22.352
E. Lapierre ✓	9	2SSR	9	3SSR	40.8	590.00	369.00	12.921
G. Prigorodow ✓	9	2SSR	9	3SSR	38.4	517.00	319.00	11.264
F. Paradis ✓	8	2SSR	8	3SSR	30.6	379.00	248.00	8.448
A. Wilmot ✕	8	2SSR	8	3SSR	27.4	534.00	210.00	10.024
J. MacGillivray ✕	7	2SSR	7	3SSR	23.9	529.00	155.00	9.216
M. Poirier ✕	7	2SSR	7	3SSR	13.2	399.00*	73.00	6.359
A. Bomhower ✓	6	2SSR	6	3SSR	7.1		31.00	0.418
J. Szpivak ✓	6	2SSR	6	3SSR	0.4		(3) Nil	-
Township Roads					6.2	203.00	89.00	3.935
(Part of Roads & Forced Roads Btn. Lots 8&9, Con. II SSR & Lots 9, 10, 11, 12 Con. II SSR & III FR)						\$4,766.00*	\$2,656.00	100.000%

NOTES

- (1) Lots and concessions as shown on Plan of Drainage Scheme  
(See Engineer's Report "PROBLEMS CONCERNING LOT & CON. DESCRIPTION")
  - (2) Lots and Concessions as Shown on PETITION FOR DRAINAGE WORK.
  - (3) Not included, Assessment less than \$2.00
- \* Benefit Assessment Increased because of addition of farm crossing during construction.

*Dollars*  
Assessed

83.78

4.59.

29.11

943.37

427.01

320.26

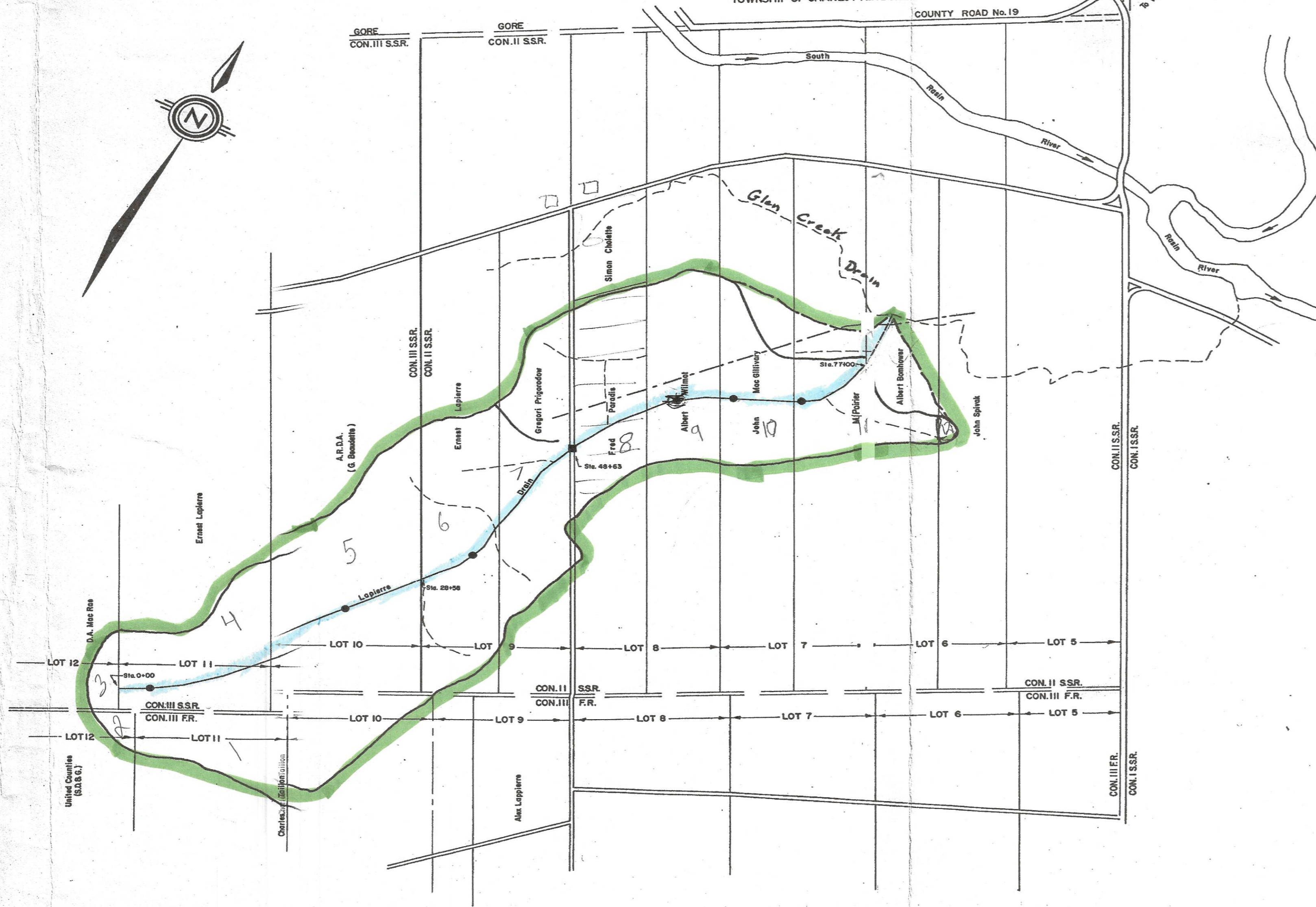
380.00

349.36

241.06

15.84.

447.52.



TOWNSHIP OF CHARLOTTENBURGH  
LAPIERRE DRAIN

LOTS 6-12  
LOTS 10-12

CON. II SSR.  
CON. III F.R.

Reeve A. GADBOIS  
Clerk R.C. GAGNE

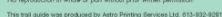
Scale 1" = 500' (Approx.)

R.M. KOSTUCH ASSOCIATE  
CONSULTING ENGINEERS

ROCKVILLE, ONTARIO.

LEGEND

Road Crossing	.....
Farm Crossing	.....
Outlet Area	.....
Drain To Be Improved	.....
Drain Not To Be Improved	.....
Trans Northern Pipeline	.....





## **STAFF REPORT**

**S.R. No. 92-2023**

**PREPARED BY:** Kelli Campeau, Acting CAO/Clerk

**PREPARED FOR:** Council of the Township of South Glengarry

**COUNCIL DATE:** July 4, 2023

**SUBJECT:** Employee Recognition and Expressions of Care Policy

### **BACKGROUND:**

1. The Township of South Glengarry does not presently have a policy which addresses employee recognition for years of service or expressions of care in circumstances such as the birth/adoption of a child, hospitalization, or death of an immediate family member.
2. In the absence of a policy and standardized approach, over the years employee recognition and expressions of care have been inconsistent throughout the organization.
3. Employee recognition and expressions of care are an opportunity for the Township to express appreciation for the hard work and contributions of our employees and fosters a positive workplace culture.

### **ANALYSIS:**

4. The attached policy provides guidelines to formally acknowledge and show appreciation to employees for their efforts and circumstances where an expression of care is warranted.
5. The policy applies to all regular, full-time employees of the Township of South Glengarry who meet the prescribed criteria for recognition.

### **IMPACT ON 2023 BUDGET:**

6. The impact on the 2023 budget for long service awards would be \$1,500, as the first year of implementation would include all present employees' years of service. This expenditure can be accommodated by the General Government - Administration budget.
7. The first round of long service awards would include:

Years of Service	# of Recipients	Monetary Award	Total for 2023
5	12	\$50	\$600
10	3	\$100	\$300
15	2	\$150	\$300
30	1	\$300	\$300

8. The impact on the budget related to expressions of care is unknown, as these events are circumstantial. The Township will budget some dollars in 2024 to be able to fund these events.

**ALIGNMENT WITH STRATEGIC PLAN:**

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

Values: Respect

**RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 92-2023 be received and that By-law 46-2023, being a by-law to adopt an Employee Recognition and Expressions of Care Policy be read a first, second and third time, passed, signed and sealed in open council this 4<sup>th</sup> day of July 2023.

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**Recommended to Council for  
Consideration by:  
ACTING CAO – KELLI CAMPEAU**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW 46-2023  
FOR THE YEAR 2023**

***BEING A BY-LAW TO ADOPT AN EMPLOYEE RECOGNITION AND  
EXPRESSION OF CARE POLICY 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 Township of South Glengarry is committed to recognizing and acknowledging the contributions employees make to the organization.

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

- 1. **THAT** Policy 01-2023, being an Employee Recognition and Expression of Care Policy, attached hereto as schedule “A” and forming part of this by-law be adopted.
- 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 4<sup>TH</sup> DAY OF JULY 2023.***

***MAYOR:*** \_\_\_\_\_ ***CLERK:*** \_\_\_\_\_

<b>South Glengarry</b>				<b>POLICY</b>
		Review Frequency:	<b>5 years</b>	
Approved By:	<b>Council of the Township of South Glengarry</b>	Date Approved:		
		Revision Date:		
Subject:	<b>Employee Recognition and Expression of Care Policy</b>			

## **1. POLICY STATEMENT**

1.1. The Corporation of the Township of South Glengarry is committed to recognizing and acknowledging the valuable contributions employees make to the organization at designated service intervals. The Township is also committed to expressing care for employees when they experience a joyous, sorrowful or special events in their life.

## **2. PURPOSE**

2.1. This policy provides guidelines to formally acknowledge and show appreciation to employees for their efforts that further the mission and values of the Township.

2.2. This policy describes the process for recognizing individuals at designated years of service intervals.

2.3. This policy defines the circumstances when an expression of care is warranted.

## **3. SCOPE**

3.1. This policy applies to all regular full-time employees of the Township of South Glengarry who meet prescribed criteria for recognition, except for employees of the Fire Department that receive recognition and expressions of care under another practice, process, or policy.

3.2. This policy shall be reviewed every five (5) years from the date it becomes effective, and/or sooner at the discretion of the Chief Administrative Officer (CAO) or designate.

## **4. GENERAL CONDITIONS**

### **4.1. Recognition Framework**

Recognition is an essential component of employee engagement. Practices and activities can influence the organization with the following outcomes:

- 4.1.1. Contribute to a positive work environment and enhance workplace culture;
- 4.1.2. Increase morale and loyalty to the organization;
- 4.1.3. Encourage creativity and initiative;
- 4.1.4. Foster professional growth and development;
- 4.1.5. Improve programs and services;
- 4.1.6. Reinforce exceptional customer service standards.

### **4.2. Long Service Awards**

- 4.2.1. Long service awards will be given to eligible recipients, including a monetary award and a certificate, based on the eligible continuous years of service in municipal government as outlined in the tables below.
- 4.2.2. A long service certificate will be presented to each eligible recipient on behalf of Council by the Mayor or designate annually.
- 4.2.3. For eligible recipients not present at the recognition event as noted in section 4.2.2, the certificate will be conveyed to the eligible recipient by the CAO or designate.
- 4.2.4. The monetary award will be paid to eligible recipients through payroll on the last pay in the year of eligibility and reported as a taxable benefit from employment in accordance with Canada Revenue Agency requirements.

#### **Full-Time Employees:**

5 years of service	\$50.00 and a Certificate of Achievement
10 years of service	\$100.00 and a Certificate of Achievement
15 years of service	\$150.00 and a Certificate of Achievement
20 years of service	\$200.00 and a Certificate of Achievement

25 years of service	\$250.00 and a Certificate of Achievement
30 years of service	\$300.00 and a Certificate of Achievement
35 years of service	\$350.00 and a Certificate of Achievement
40 years of service	\$400.00 and a Certificate of Achievement

#### **4.3. Retirement Recognition**

4.3.1. Retirements will be recognized in accordance with Township HR Policy 300-04.

#### **4.4. Gifts as Expression of Care**

4.4.1. Expressions of care will be provided for all employees, upon notification to the Township (Human Resources) of a birth/adoption, hospitalization/at-home recovery or bereavement. Gifts as expressions of care will be conveyed by the CAO or designate as follows:

##### **4.4.2. Birth/Adoption:**

4.4.2.1. A floral tribute or gift basket in the amount of \$100.00 (including tax and delivery) will be conveyed on behalf of the Mayor, Council and Administration to eligible recipient to celebrate the birth or adoption of a child.

##### **4.4.3. Hospitalization/At-Home Recovery**

4.4.3.1. A floral tribute or gift basket in the amount of \$100.00 (including tax and delivery) will be conveyed on behalf of the Mayor, Council and Administration to eligible recipients when hospitalized for at least five days or recuperating at home for a period more than two weeks due to a major illness or injury.

##### **4.4.4. Bereavement**

4.4.4.1. A floral tribute, gift basket or charitable donation in the amount of \$100.00 (including tax and delivery) will be conveyed on behalf of the Mayor, Council and Administration upon the death of the employee's or Council member's spouse or common-law spouse, child, step-child or parent.

## 5. **RESPONSIBILITIES**

5.1. **Council** has the authority and responsibility to:

5.1.1. Acknowledge contributions of eligible employees in accordance with this Policy.

5.1.2. Approve budgetary funding to support application of this policy.

5.2. **Chief Administrative Officer** has the authority and responsibility to:

5.2.1. Foster an environment that acknowledges and appreciates members of staff both informally and formally in accordance with this policy.

5.2.2. Ensure implementation of this policy and related procedures to provide appropriate recognition to eligible recipients.

5.3. **Human Resources Advisor** has the authority and responsibility to:

5.3.1. Ensure the efficient and effective delivery of the policy.

5.3.2. Working collaboratively with management to plan and facilitate recognition in accordance with this policy.

5.4. **General Managers** have the authority and responsibility to:

5.4.1. Promote and support informal employee recognition efforts.

5.4.2. Review this policy with their staff.

5.5. **Employees** have the responsibility to:

5.5.1. Inform Human Resources when life events relative to this policy occur.

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** July 4<sup>th</sup>, 2023

**SUBJECT:** Q1 Operating Financial Variance Report

**PREPARED BY:** Suday Jain, GM of Finance & Treasurer

Please see attached for the Q1 Operating Financial Variance Report. This report was created in conjunction with respective department heads and includes commentary on any significant variances to budgeted amounts.

## 2023 Q1 Financial Variance Report Council

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-1110-2010	Council	Mayor McDonald	4,500	1,133	25.2%
1-5-1110-2011	Council	Deputy Mayor Lang	4,500	-	0.0%
1-5-1110-2012	Council	Councillor Jaworski	8,500	221	2.6%
1-5-1110-2013	Council	Councillor McDonell	8,500	221	2.6%
1-5-1110-2014	Council	Councillor Bougie	8,500	975	11.5%
1-5-1110-2015	Council	Planning Sessions & Other Meetings	15,000	-	0.0%
1-5-1110-2050	Council	Public Relations - General Government -	1,000	-	0.0%
1-5-1110-2152	Council	Communications & Council Supplies	5,000	1,039	20.8%
1-5-1110-2220	Council	Mileage Allowance	5,000	1,154	23.1%
1-5-1110-3999	Council	Sundry & Miscellaneous	3,000	285	9.5%
<b>TOTAL EXPENDITURES</b>			<b>63,500</b>	<b>5,027</b>	<b>7.9%</b>

### Comments:

Council expenditures within budget for Q1. Increased expenditures expected in subsequent quarters as costs for Strategic Planning and the Roads Tour are expensed to 1-5-1110-2015.

<p align="center"><b>2023 Q1 Financial Variance Report</b>  <b>Regular Salaries &amp; Benefits Expenses</b></p>
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Department	2023 Budget	2023 Q1 Actuals	% Spent
Council	153,000	32,617	21.3%
General Government - Administration	1,137,500	241,244	21.2%
Recreation Department	651,500	115,922	17.8%
Building Department	299,250	86,081	28.8%
Property Standards & By-Law Enforcement	96,750	19,552	20.2%
Emergency Management	15,500	1,877	12.1%
Fire Services	461,000	55,769	12.1%
Roads Department	1,366,000	332,755	24.4%
Waste Management	75,000	4,398	5.9%
Water & Wastewater	485,000	91,082	18.8%
Planning Department	255,000	51,295	20.1%
Economic Development	117,250	24,832	21.2%
	<b>5,112,750</b>	<b>1,057,423</b>	<b>20.7%</b>

**Comments:**

Salaries are under-budget due to vacancies in key management positions. Further, some new positions included in the 2023 budget were not filled in Q1. It is expected that subsequent quarters will have increased salary expenditures to meet budgeted amounts.

## 2023 Q1 Financial Variance Report General Government

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0111-0242	General Government	Lottery Licencing Fees	- 3,500	- 510	14.6%
1-4-0111-0251	General Government	Marriage Act Fees	- 10,000	- 1,450	14.5%
1-4-0111-0799	General Government	Sundries Donations & Misc Revenue	- 7,500	- 17,648	235.3%
1-4-0946-0940	General Government	Federal Summer Career Placement Program	- 30,000	-	0.0%
1-4-0996-0950	General Government	Transfer from General Reserve	- 325,000	-	0.0%
1-4-0996-0954	General Government	Transfer from COVID Reseve	- 45,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 421,000</b>	<b>- 19,608</b>	<b>4.7%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-1111-2010	General Government	Conferences	10,000	2,558	25.6%
1-5-1111-2030	General Government	Memberships & Subscriptions	12,500	7,451	59.6%
1-5-1111-2050	General Government	Public Relations	10,000	1,384	13.8%
1-5-1111-2080	General Government	Training & Development	20,000	8,333	41.7%
1-5-1111-2100	General Government	Equipment Maintenance & Leases	13,000	3,565	27.4%
1-5-1111-2110	General Government	Office Supplies	15,000	9,423	62.8%
1-5-1111-2130	General Government	Equip., Furniture & Software Purchase	10,000	5,482	54.8%
1-5-1111-2140	General Government	Postage, Courier & Freight	27,500	25,088	91.2%
1-5-1111-2150	General Government	Telephone, Internet, Alarm & Network	17,000	3,331	19.6%
1-5-1111-2160	General Government	Advertising	15,000	4,481	29.9%
1-5-1111-2200	General Government	Computer & Website Support	22,500	7,606	33.8%
1-5-1111-2220	General Government	Vehicle & Travel Expense	7,000	1,304	18.6%
1-5-1111-2230	General Government	Legal Fees	40,000	4,973	12.4%
1-5-1111-2231	General Government	Tax Registr'n & As'mnt Costs	500	622	-124.3%
1-5-1111-2240	General Government	Audit Fees	35,000	5,088	14.5%
1-5-1111-2245	General Government	Municipal Investigator Agreement	250	-	0.0%
1-5-1111-2250	General Government	Consultant Fees	120,000	55,882	46.6%
1-5-1111-2251	General Government	Township Owned Property Surveys & Studie	20,000	-	0.0%
1-5-1111-2260	General Government	Bank Interest, S.C. & Other Charges	10,000	928	9.3%
1-5-1111-3120	General Government	Property Maintenance & Building Repairs	20,000	6,172	30.9%
1-5-1111-3170	General Government	Hydro, Heat, Water & Sewers	15,000	3,541	23.6%
1-5-1111-3175	General Government	Property Taxes	7,000	592	8.5%
1-5-1111-3180	General Government	Insurance	269,250	-	0.0%
1-5-1111-3190	General Government	Janitorial Services & Cleaning Supplies	30,000	5,535	18.5%
1-5-1111-3999	General Government	Sundry & Miscellaneous	20,000	2,303	11.5%
1-5-1111-5100	General Government	Transfer to Reserve	60,000	-	0.0%
1-5-1116-3124	General Government	St. Mary's Centre	4,000	-	0.0%
1-5-1116-5101	General Government	Transfer to Elections Reserve	10,000	-	0.0%
1-5-1117-5000	General Government	Grants & Donations	62,500	251	0.4%
1-5-2112-5050	General Government	Transfer to R.R.C.A.	135,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>1,038,000</b>	<b>164,648</b>	<b>15.9%</b>

### Comments:

1-4-0111-0799: Unbudgeted donation received for Martintown Park (\$10K)  
1-4-0946-0940: Funds are received at the end of summer placement program  
1-5-1111-2030: Many subscriptions/memberships are renewed at beginning of year  
1-5-1111-2080: One-time annual expense for virtual HR Training for all employees  
1-5-1111-2110: Tax bill paper/office paper/marriage licences purchased at beginning of year (one-time expense)  
1-5-1111-2130: Office furniture purchased for Financial Analyst; new conference room chairs; 3 laptops purchased  
1-5-1111-2140: This amount is loaded to postage machine at beginning of the year (one-time expense)  
1-5-1111-2250: Costs related to EDRMS project  
1-5-1111-3180: Insurance costs yet to be allocated from pre-paid account in 2023. Updated costs will be presented post-renewal (August 1st, 2023)  
1-5-1117-5000: Council approved transfers for Grants & Donations to be made in subsequent quarters  
1-5-2112-5050: Transfer to RRCA not made in Q1

## 2023 Q1 Financial Variance Report Planning Department

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0811-0278	Planning Department	O.P.- Zoning, Subdi & Minor Variance Fees	- 42,000 -	9,950	23.7%
1-4-0811-0279	Planning Department	Cash in Lieu of Parkland	- 15,000 -	2,000	13.3%
1-4-0811-0280	Planning Department	Consent Review Fees	-	-	N/A
1-4-0996-0988	Planning Department	Planning Reserve	- 80,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 137,000 -</b>	<b>11,950</b>	<b>8.7%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-8111-1054	Planning Department	Clothing Allowance	2,000	-	0.0%
1-5-8111-2010	Planning Department	Conferences	3,600	-	0.0%
1-5-8111-2030	Planning Department	Memberships & Subscriptions	1,500	504	33.6%
1-5-8111-2080	Planning Department	Training & Development	6,000	-	0.0%
1-5-8111-2110	Planning Department	Office Supplies & Printing	500	452	90.4%
1-5-8111-2130	Planning Department	Equipment Purchase & Software	16,000	-	0.0%
1-5-8111-2150	Planning Department	Telephone	1,000	-	0.0%
1-5-8111-2160	Planning Department	Advertising	7,500	183	2.4%
1-5-8111-2220	Planning Department	Vehicle & Travel Expense	6,000	-	0.0%
1-5-8111-2230	Planning Department	Legal Fees	25,000	673	2.7%
1-5-8111-2250	Planning Department	Planning Consultants	80,000	-	0.0%
1-5-8111-3999	Planning Department	Sundry & Miscellaneous	-	377	N/A
1-5-8111-5100	Planning Department	Transfer to Reserve	25,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>174,100</b>	<b>2,189</b>	<b>1.3%</b>

### Comments:

1-5-8111-2080: Training has not been scheduled at this time but is intended to be used in 2023  
1-5-8111-2130: Cost of annual software purchases yet to be expensed  
1-5-8111-2230: Anticipated to be underspent due to an appeal being withdrawn  
1-5-8111-2250: Zoning By-law process is significantly delayed, awaiting results on Industrial Park study

## 2023 Q1 Financial Variance Report Building Department

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0111-0260	Building Department	Sale of Land & Revenue From Misc. Leases	- 330,000	- 11,300	3.4%
1-4-0211-0241	Building Department	Compliance Letters Planning & Zoning	- 5,000	- 900	18.0%
1-4-0211-0242	Building Department	Sale of Civic Number Supplies	- 6,000	- 823	13.7%
1-4-0211-0243	Building Department	Driveway Entrance Permits	- 3,500	- 450	12.9%
1-4-0211-0244	Building Department	Building Permit Fees	- 285,000	- 48,033	16.9%
1-4-0211-0245	Building Department	Green Valley Sewers Hook-up Permit	- -	- -	N/A
1-4-0211-0246	Building Department	Lancaster Sewers/Water Hook-up Permit	- -	- 570	N/A
1-4-0211-0247	Building Department	Glen Walter S/W Hook-up Permit	- -	- 825	N/A
1-4-0211-0248	Building Department	Kennedy Water Hook-up Permit	- -	- 5,253	N/A
1-4-0211-0255	Building Department	Septic System Fees	- 27,000	- 4,298	15.9%
1-4-0211-0275	Building Department	Fines & Charges Bldg Dept	- 2,000	- -	0.0%
1-4-0211-0279	Building Department	Forfeited Permit Deposit	- -	- 500	N/A
<b>TOTAL REVENUES</b>			<b>- 658,500</b>	<b>- 72,952</b>	<b>11.1%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2111-2010	Building Department	Conferences	2,000	-	0.0%
1-5-2111-2030	Building Department	Memberships & Subscriptions	1,750	50	2.9%
1-5-2111-2080	Building Department	Training & Development	6,000	1,917	31.9%
1-5-2111-2110	Building Department	Supplies	2,500	144	5.8%
1-5-2111-2112	Building Department	Civic Number Supplies	12,000	3,172	26.4%
1-5-2111-2130	Building Department	Equipment Purchase/Software	22,000	15,335	69.7%
1-5-2111-2150	Building Department	Telephone, Internet, Alarm & Network	3,400	30	-0.9%
1-5-2111-2160	Building Department	Advertising	500	-	0.0%
1-5-2111-2220	Building Department	Vehicle & Travel Expense	9,000	1,587	17.6%
1-5-2111-2230	Building Department	Legal Fees	10,000	2,142	21.4%
1-5-2111-2250	Building Department	Consultants & Special Projects	10,000	-	0.0%
1-5-2111-2252	Building Department	Septic System Consultant	45,000	-	0.0%
1-5-2111-3999	Building Department	Sundry & Miscellaneous	1,000	999	99.9%
1-5-2111-5100	Building Department	Transfer to Reserve	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>135,150</b>	<b>25,316</b>	<b>18.7%</b>

### Comments:

1-4-0211-0244: Currently tracking to be at or above budgeted amount  
1-4-0111-0260: Waiting on agent to list surplus properties for sale  
1-5-2111-2230: Currently one active legal case  
1-5-2111-2252: Costs were not expensed in Q1

## 2023 Q1 Financial Variance Report Property & By-Law

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0213-0249	Property & By-Law	Dog Tags & Kennel Licence Fees	- 1,350	- 1,050	77.8%
1-4-0213-0797	Property & By-Law	Mobile Food License	- 300	-	0.0%
1-4-0213-0799	Property & By-Law	Prop.Stnd & By-law Misc. Rev.	- 500	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 2,150</b>	<b>- 1,050</b>	<b>48.8%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2311-1054	Property & By-Law	Boot & Clothing Allowance	1,000	-	0.0%
1-5-2311-2010	Property & By-Law	Conferences	-	80	N/A
1-5-2311-2030	Property & By-Law	Membership & Subscriptions	700	231	33.0%
1-5-2311-2080	Property & By-Law	Training & Development	3,000	1,645	54.8%
1-5-2311-2110	Property & By-Law	Supplies & Equipment	700	520	74.2%
1-5-2311-2130	Property & By-Law	Equipment Purchase/Software	5,000	4,579	91.6%
1-5-2311-2220	Property & By-Law	Vehicle & Travel Expense	2,500	458	18.3%
1-5-2311-2230	Property & By-Law	Legal Fees	5,000	1,764	35.3%
1-5-2311-3501	Property & By-Law	Animal Control Off & Dog Pound	20,000	-	0.0%
1-5-2311-3999	Property & By-Law	Sundry & Miscellaneous	500	-	0.0%
1-5-2311-5051	Property & By-Law	Livestock Damage Reimbursement & Costs	2,500	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>40,900</b>	<b>9,276</b>	<b>22.7%</b>

### Comments:

1-5-2311-2230: Currently no active cases  
1-5-2311-3501: Not yet expensed  
1-5-2311-5051: Cost incurred on a claims made basis; no claims in Q1

## 2023 Q1 Financial Variance Report Economic Development

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0812-0797	Economic Development	County RIP Revenue	- 25,000	-	0.0%
1-4-0812-0799	Economic Development	EcDev Comm. Misc. Revenue	- 8,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 33,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-8112-2010	Economic Development	Conferences	2,000	583	29.1%
1-5-8112-2030	Economic Development	Memberships & Subscriptions	1,600	635	39.7%
1-5-8112-2080	Economic Development	Training & Development	1,000	-	0.0%
1-5-8112-2110	Economic Development	Supplies	1,500	-	0.0%
1-5-8112-2150	Economic Development	Telephone, Internet & Network	750	-	0.0%
1-5-8112-2160	Economic Development	Advertising & Promo Materials	16,000	-	0.0%
1-5-8112-2220	Economic Development	Vehicle & Travel Expense	1,500	13	0.9%
1-5-8112-3505	Economic Development	County RIP Expenses	25,000	-	0.0%
1-5-8112-3506	Economic Development	Economic Development Projects	43,000	1,627	3.8%
1-5-8112-3507	Economic Development	Community Improvement Plan	30,000	-	0.0%
1-5-8112-3999	Economic Development	Sundry & Miscellaneous	250	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>122,600</b>	<b>2,858</b>	<b>2.3%</b>

### Comments:

1-4-0812-0797: Net zero to Township. This item may exceed budgeted amount as SDG has approved more projects than anticipated.

1-4-0812-0799: This is based on revenues from Awards Gala to be held in September, 2023

1-5-8112-3505: Net zero to Township. This item may exceed budgeted amount as SDG has approved more projects than anticipated.

1-5-8112-3506: Costs related to approved Rural Economic Development project and Awards Gala to be expensed in subsequent quarters.

## 2023 Q1 Financial Variance Report Fire Services - Administration

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0221-0799	Fire - Administration	Misc. Fire Department Income	- 5,000	- 23,350	467.0%
1-4-0945-0503	Fire - Administration	Ontario MTO Hwy 401 Fire Calls	- 60,000	-	0.0%
1-4-0996-0955	Fire - Administration	Transfer From Fire Reserve	- 790,000	- 420,000	53.2%
<b>TOTAL REVENUES</b>			<b>- 855,000</b>	<b>- 443,350</b>	<b>51.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2510-2010	Fire - Administration	Conferences	2,500	-	0.0%
1-5-2510-2030	Fire - Administration	Memberships, Subscriptions & Information	2,000	335	16.8%
1-5-2510-2080	Fire - Administration	Chief/FPO/STO/Joint Training	15,000	2,695	18.0%
1-5-2510-2109	Fire - Administration	Fire Prevention Supplies	1,500	-	0.0%
1-5-2510-2110	Fire - Administration	Supplies & Protective Equipment	30,000	5,195	17.3%
1-5-2510-2121	Fire - Administration	Medical Supplies	1,500	1,011	67.4%
1-5-2510-2122	Fire - Administration	PPE & Bunker Gear Purchase	15,000	712	4.7%
1-5-2510-2123	Fire - Administration	PPE & Uniform Cleaning	2,000	79	4.0%
1-5-2510-2124	Fire - Administration	Uniform Purchase	5,000	2,305	46.1%
1-5-2510-2125	Fire - Administration	Radio/Pager - Purchase	7,000	-	0.0%
1-5-2510-2126	Fire - Administration	Radio/Pager - Repair	4,000	-	0.0%
1-5-2510-2127	Fire - Administration	Equip. Repair & Maint.	40,000	6,381	16.0%
1-5-2510-2130	Fire - Administration	Office & Software Purchase	10,000	22,363	223.6%
1-5-2510-2150	Fire - Administration	TAS- Mobile Radios, Telephones, Internet	120,000	9,486	7.9%
1-5-2510-2160	Fire - Administration	Advertising	1,000	-	0.0%
1-5-2510-2220	Fire - Administration	Vehicle & Travel Expense	1,500	200	13.3%
1-5-2510-2250	Fire - Administration	Consultant & Sub-contract	18,500	-	0.0%
1-5-2510-3500	Fire - Administration	Auto. Aid Agreement & Equip. Rental	4,500	1,428	31.7%
1-5-2510-3995	Fire - Administration	Misc - Fire - DZ Licensing	3,000	-	0.0%
1-5-2510-3999	Fire - Administration	Sundry & Miscellaneous	3,000	1,843	61.4%
1-5-2510-4200	Fire - Administration	Capital Expenditures	790,000	221,417	28.0%
1-5-2510-5100	Fire - Administration	Transfer to Reserve	450,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>1,527,000</b>	<b>275,451</b>	<b>18.0%</b>

### Comments:

1-4-0221-0799: Includes \$23,250 donation from Station 3 Association for Williamstown Fire Hall furniture costs  
1-4-0945-0503: Receivables for MTO Fire Call Revenue not yet created; Fire Call Revenue tracking over budgeted amount  
1-4-0996-0955: Transfer from Fire Reserve includes \$420K carried-forward from 2022 to fund Williamstown Fire Hall Costs expensed in 2023.  
1-5-2510-2130: To be funded using donations from Station 3 Association (\$23,250)  
1-5-2510-4200: Includes capital costs related to Williamstown Fire Call project expensed in 2023; to be funded using 2022 carry-forward (\$420K)

**2023 Q1 Financial Variance Report**  
**Fire Services - Stations**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2511-3120	Fire - Stn 1 - Glen Walter	Property Maintenance & Building Repairs	5,400	-	0.0%
1-5-2511-3170	Fire - Stn 1 - Glen Walter	Hydro, Heat, Water & Sewers	8,000	2,973	37.2%
1-5-2511-3999	Fire - Stn 1 - Glen Walter	Sundry & Miscellaneous	800	305	38.2%
<b>TOTAL EXPENDITURES</b>			<b>14,200</b>	<b>3,278</b>	<b>23.1%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2512-3120	Fire - Stn 2 - Martintown	Property Maintenance & Building Repairs	5,000	4,290	85.8%
1-5-2512-3170	Fire - Stn 2 - Martintown	Hydro, Heat, Water & Sewers	9,000	3,658	40.6%
1-5-2512-3999	Fire - Stn 2 - Martintown	Sundry & Miscellaneous	800	648	81.0%
<b>TOTAL EXPENDITURES</b>			<b>14,800</b>	<b>8,596</b>	<b>58.1%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2513-3120	Fire - Stn 3 - Williamstown	Property Maintenance & Building Repairs	7,000	1,793	25.6%
1-5-2513-3170	Fire - Stn 3 - Williamstown	Hydro & Heat	5,000	7,032	140.6%
1-5-2513-3999	Fire - Stn 3 - Williamstown	Sundry & Miscellaneous	800	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>12,800</b>	<b>8,824</b>	<b>68.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2514-1054	Fire - Stn 4 - Lancaster	Boot & Clothing Allowance	-	3 Shared W/WW Allocation	
1-5-2514-2010	Fire - Stn 4 - Lancaster	Conferences	-	- Shared W/WW Allocation	
1-5-2514-2030	Fire - Stn 4 - Lancaster	Memberships & Subscriptions	-	0 Shared W/WW Allocation	
1-5-2514-2080	Fire - Stn 4 - Lancaster	Training & Development	-	8 Shared W/WW Allocation	
1-5-2514-2100	Fire - Stn 4 - Lancaster	Equipment Maintenance & Leases	-	1 Shared W/WW Allocation	
1-5-2514-2114	Fire - Stn 4 - Lancaster	Supplies - Mechanical - Tools & Parts	-	30 Shared W/WW Allocation	
1-5-2514-2130	Fire - Stn 4 - Lancaster	Equipment Purchase	-	0 Shared W/WW Allocation	
1-5-2514-2140	Fire - Stn 4 - Lancaster	Postage, Courier & Freight	-	0 Shared W/WW Allocation	
1-5-2514-2150	Fire - Stn 4 - Lancaster	Telephone, Internet & Alarm	-	8 Shared W/WW Allocation	
1-5-2514-2160	Fire - Stn 4 - Lancaster	Advertising	-	8 Shared W/WW Allocation	
1-5-2514-2220	Fire - Stn 4 - Lancaster	Vehicle & Travel Expense	-	33 Shared W/WW Allocation	
1-5-2514-2250	Fire - Stn 4 - Lancaster	Consultant Fees	-	- Shared W/WW Allocation	
1-5-2514-3120	Fire - Stn 4 - Lancaster	Property Maintenance & Building Repairs	8,000	4,486	56.1%
1-5-2514-3170	Fire - Stn 4 - Lancaster	Hydro & Heat	12,500	3,910	31.3%
1-5-2514-3500	Fire - Stn 4 - Lancaster	Contracts & Equipment Rental	-	4 Shared W/WW Allocation	
1-5-2514-3999	Fire - Stn 4 - Lancaster	Sundry & Miscellaneous	800	13	1.6%
<b>TOTAL EXPENDITURES</b>			<b>21,300</b>	<b>8,503</b>	<b>39.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2515-3120	Fire - Stn 5 - North Lancaster	Property Maintenance & Building Repairs	5,500	501	9.1%
1-5-2515-3170	Fire - Stn 5 - North Lancaster	Hydro & Heat	8,000	4,417	55.2%
1-5-2515-3999	Fire - Stn 5 - North Lancaster	Sundry & Miscellaneous	800	500	62.5%
<b>TOTAL EXPENDITURES</b>			<b>14,300</b>	<b>5,418</b>	<b>37.9%</b>

**Comments:**

Shared W/WW Allocation: Budgeted separately under Water / Wastewater  
 Glen Walter Fire Station: No Commentary  
 Martintown Fire Station: High property maintenance costs due to increased cost of snow clearing and grass cutting  
 Williamstown Fire Station: The Township is paying for hydro & heat costs for both the new Fire Hall as well as the former Fire Hall building hence the increased expenditures  
 Lancaster Fire Station: High property maintenance costs due to increased cost of snow clearing and grass cutting

## 2023 Q1 Financial Variance Report

### Fire Services - Equipment

Account Name	2023 Budget	2023 Q1 Actuals	% Spent
Equipment Purchase	10,000	-	0.0%
Inside Repair Services	-	76	N/A
Equipment Parts	12,300	-	0.0%
Equipment Fuel	38,200	5,101	13.4%
Outside Repair Services	15,600	2,508	16.1%
<b>TOTAL EXPENDITURES</b>	<b>76,100</b>	<b>7,685</b>	<b>10.1%</b>

#### Comments:

Minor repairs and replacement parts needed for Fire vehicles in Q1.  
 Fuel costs under-budget in Q1.

**2023 Q1 Financial Variance Report**  
**Recreation Department - Revenues**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0711-0799	Recreation Revenues	Recreation Miscellaneous Revenue	- 2,500	0	0.0%
1-4-0721-0221	Recreation Revenues	Char-Lan Minor Soccer Fees	- 12,500	11,840	94.7%
1-4-0721-0223	Recreation Revenues	Glen Walter Minor Sports Fees	- 4,500	3,800	84.4%
1-4-0721-0225	Recreation Revenues	Ball Hockey Fees	- -	1,680	N/A
1-4-0721-0227	Recreation Revenues	3 Pitch Fees	- -	-	N/A
1-4-0721-0229	Recreation Revenues	N. L. Minor Soccer Fees	- -	-	N/A
1-4-0721-0331	Recreation Revenues	Martintown Tee-Ball Fees	- -	920	N/A
1-4-0721-0710	Recreation Revenues	Program Activity Fees - Misc	- 1,500	-	0.0%
1-4-0721-0711	Recreation Revenues	Special Events Revenue	- -	-	N/A
1-4-0731-0722	Recreation Revenues	Ice Rental	- 190,000	80,365	42.3%
1-4-0731-0723	Recreation Revenues	Skate Sharpening	- 1,500	171	11.4%
1-4-0731-0726	Recreation Revenues	Char-Lan CC Canteen Rev/Lease	- 1,500	-	0.0%
1-4-0731-0727	Recreation Revenues	Char-Lan Comm. Centre Hall Rental	- 9,000	1,540	17.1%
1-4-0731-0732	Recreation Revenues	Bar Sales Revenue	- 21,000	5,490	26.1%
1-4-0731-0799	Recreation Revenues	CLCC - Misc. Revenue & Fees	- -	349	N/A
1-4-0732-0267	Recreation Revenues	MCC Hall Rental	- 5,000	1,660	33.2%
1-4-0732-0799	Recreation Revenues	MCC - Donation, Misc., & Bar Rev	- -	-	N/A
1-4-0733-0267	Recreation Revenues	GVCC Rental	- 1,500	870	58.0%
1-4-0734-0267	Recreation Revenues	North Lancaster Optimist Hall	- 500	330	66.0%
1-4-0735-0267	Recreation Revenues	Smithfield Park CC Rental	- -	-	N/A
1-4-0736-0267	Recreation Revenues	Danaher Park CC Rental	- -	-	N/A
1-4-0737-0267	Recreation Revenues	Paul Rozon Hall Rental	- -	-	N/A
1-4-0741-0728	Recreation Revenues	North Lancaster Sport Field Rental	- -	-	N/A
1-4-0741-0729	Recreation Revenues	Glen Walter Park Rentals	- 1,000	-	0.0%
1-4-0741-0730	Recreation Revenues	C-L High School Field Rental	- 1,000	-	0.0%
1-4-0741-0731	Recreation Revenues	Paul Rozon Park Field Rental	- 1,500	-	0.0%
1-4-0741-0733	Recreation Revenues	Smithfield Park Field Rental	- -	-	N/A
1-4-0741-0799	Recreation Revenues	Grants from Rec. Assoc. & Others	- -	5,198	N/A
1-4-0742-0739	Recreation Revenues	Misc Rev - Peanut Line	- -	-	N/A
1-4-0946-0943	Recreation Revenues	ICIP - Recreation	- 29,750	-	0.0%
1-4-0996-0953	Recreation Revenues	Peanut Line Reserve	- 238,000	-	0.0%
1-4-0996-0966	Recreation Revenues	Transfer from Cairnview Park Reserve	- 50,000	-	0.0%
1-4-0996-0980	Recreation Revenues	Transfer from Recreation Centre Reserve	- 250,000	40,000	16.0%
1-4-0996-0983	Recreation Revenues	Transfer from Museum Reserve	- 50,000	-	0.0%
1-4-0996-0985	Recreation Revenues	Transfer from Parkland Reserve Fund	- 80,000	-	0.0%
<b>TOTAL REVENUES</b>			- <b>952,250</b>	- <b>154,212</b>	<b>16.2%</b>

**Comments:**

1-4-0732-0267: Increased activity post-covid  
1-4-0741-0799: Lancaster optimist club donation for smithfield park items  
1-4-0996-0980: \$40K carry-forward from 2022 to fund GW Tennis Courts project in 2023

**2023 Q1 Financial Variance Report**  
**Recreation Department - Administration**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7111-1054	Recreation Administration	Boot & Clothing Allowance	4,000	-	0.0%
1-5-7111-2030	Recreation Administration	Memberships & Subscriptions	7,500	2,467	32.9%
1-5-7111-2080	Recreation Administration	Training & Development	8,500	2,839	33.4%
1-5-7111-2100	Recreation Administration	Equipment Maintenance & Leases	1,500	337	22.5%
1-5-7111-2110	Recreation Administration	Office Supplies	3,000	192	6.4%
1-5-7111-2130	Recreation Administration	Office Equipment Purchase	9,500	916	9.6%
1-5-7111-2140	Recreation Administration	Postage, Courier & Freight	500	-	0.0%
1-5-7111-2150	Recreation Administration	Telephone, Internet & Alarm	10,000	1,378	13.8%
1-5-7111-2160	Recreation Administration	Advertising	5,000	901	18.0%
1-5-7111-2220	Recreation Administration	Vehicle & Travel Expense	17,500	1,996	11.4%
1-5-7111-2250	Recreation Administration	Consultants Fees	10,000	1,018	10.2%
1-5-7111-2260	Recreation Administration	Bank and Credit Cards Charges	2,500	16	0.6%
1-5-7111-3215	Recreation Administration	Wallet Expense	-	1,356	N/A
1-5-7111-3999	Recreation Administration	Sundry & Miscellaneous	1,000	210	21.0%
<b>TOTAL EXPENDITURES</b>			<b>80,500</b>	<b>13,625</b>	<b>16.9%</b>

**Comments:**

1-5-7111-3215: Related to Book King software

**2023 Q1 Financial Variance Report**  
**Recreation Department - Programming**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7211-2160	Recreation Programming	Program Advertising	1,500	-	0.0%
1-5-7211-3200	Recreation Programming	Summer Programs Expenses - Misc	4,500	-	0.0%
1-5-7211-3202	Recreation Programming	Winter Programs Subsidy Expense	-	-	N/A
1-5-7211-3210	Recreation Programming	Special Events Expenses	5,000	20	0.4%
1-5-7211-3221	Recreation Programming	Char-Lan Minor Soccer	10,000	-	0.0%
1-5-7211-3223	Recreation Programming	Glen Walter Minor Sports	3,000	-	0.0%
1-5-7211-3225	Recreation Programming	Ball Hockey	3,000	-	0.0%
1-5-7211-3227	Recreation Programming	3 Pitch	-	-	N/A
1-5-7211-3229	Recreation Programming	North Lancaster Minor Soccer	-	-	N/A
1-5-7211-3999	Recreation Programming	Sundry & Miscellaneous	500	705	141.0%
1-5-7211-5000	Recreation Programming	Char-Lan Minor Soccer Bursaries	-	-	N/A
<b>TOTAL EXPENDITURES</b>			<b>27,500</b>	<b>726</b>	<b>2.6%</b>

**Comments:**

No commentary

**2023 Q1 Financial Variance Report  
Recreation Department - Facilities**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-1112-3120	Legion	Property Maintenance & Building Repairs	10,000	6,645	66.4%
1-5-1112-3170	Legion	Hydro, Heat, Water & Sewers	12,500	3,005	24.0%
<b>TOTAL EXPENDITURES</b>			<b>22,500</b>	<b>9,650</b>	<b>42.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-1113-3120	Celtic Music Hall	Property Maintenance & Building Repairs	2,500	115	4.6%
1-5-1113-3170	Celtic Music Hall	Hydro & Heat	4,000	1,164	29.1%
1-5-1113-3504	Celtic Music Hall	Lab Water Testing	550	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>7,050</b>	<b>1,280</b>	<b>18.2%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-1115-3120	Lancaster Library	Property Maintenance & Building Repairs	8,000	2,540	31.8%
1-5-1115-3170	Lancaster Library	Hydro, Heat, Water & Sewers	5,500	1,352	24.6%
1-5-1115-3175	Lancaster Library	Property Taxes	100	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>13,600</b>	<b>3,892</b>	<b>28.6%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-1119-2100	Glengarry County Archives	Equipment Lease	10,000	-	0.0%
1-5-1119-3125	Glengarry County Archives	Rent paid	11,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>21,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7121-5051	Glengarry Sports Palace	Glengarry Sports Palace Levy	50,000	50,000	100.0%
<b>TOTAL EXPENDITURES</b>			<b>50,000</b>	<b>50,000</b>	<b>100.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7311-1054	Char-Lan Community Centre	Boot & Clothing Allowance	-	1	W/WW Shared Allocation
1-5-7311-2030	Char-Lan Community Centre	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7311-2080	Char-Lan Community Centre	Training & Development	-	4	W/WW Shared Allocation
1-5-7311-2100	Char-Lan Community Centre	Equipment Maintenance & Leases	10,000	2,220	22.2%
1-5-7311-2110	Char-Lan Community Centre	Equipment Purchase	10,000	-	0.0%
1-5-7311-2114	Char-Lan Community Centre	Supplies -Mechanical- Tools & Parts	5,000	-	0.0%
1-5-7311-2120	Char-Lan Community Centre	Cleaning & Sanitary Supplies	7,500	1,588	21.2%
1-5-7311-2121	Char-Lan Community Centre	Ice Making Supplies & Equip Maint	35,000	7,941	22.7%
1-5-7311-2126	Char-Lan Community Centre	Bar Liquor & Mix Supplies	7,500	1,801	24.0%
1-5-7311-2130	Char-Lan Community Centre	Equipment Purchase	-	0	W/WW Shared Allocation
1-5-7311-2140	Char-Lan Community Centre	Postage, Courier & Freight	-	0	W/WW Shared Allocation
1-5-7311-2150	Char-Lan Community Centre	Telephone- Internet- Alarm & Network	3,000	615	20.5%
1-5-7311-2220	Char-Lan Community Centre	Vehicle & Travel Expense	-	15	W/WW Shared Allocation
1-5-7311-2250	Char-Lan Community Centre	Consultant	10,000	-	0.0%
1-5-7311-3120	Char-Lan Community Centre	Property Maintenance & Building Repairs	70,000	6,343	9.1%
1-5-7311-3170	Char-Lan Community Centre	Hydro & Heat	70,000	22,188	31.7%
1-5-7311-3500	Char-Lan Community Centre	Contracts & Equipment Rental	-	2	W/WW Shared Allocation
1-5-7311-3504	Char-Lan Community Centre	Lab Water Testing	1,500	626	41.7%
1-5-7311-3999	Char-Lan Community Centre	Sundry & Misc	1,000	-	0.0%
1-5-7311-4200	Char-Lan Community Centre	Capital Expenditures	225,500	2,305	-1.0%
1-5-7311-4201	Char-Lan Community Centre	Capital Maintenance	20,000	3,191	16.0%
1-5-7311-5001	Char-Lan Community Centre	Revenue Sharing	7,000	1,808	25.8%
1-5-7311-5100	Char-Lan Community Centre	Transfer to Building Reserve	150,000	-	0.0%
1-5-7311-5103	Char-Lan Community Centre	Transfer to Ice Resurfer Reserve	8,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>641,000</b>	<b>46,038</b>	<b>7.2%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7312-1054	Martintown Community Centre	Boot & Clothing Allowance	-	13	W/WW Shared Allocation
1-5-7312-2030	Martintown Community Centre	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7312-2080	Martintown Community Centre	Training & Development	-	34	W/WW Shared Allocation
1-5-7312-2100	Martintown Community Centre	Equipment Maintenance & Leases	-	3	W/WW Shared Allocation
1-5-7312-2114	Martintown Community Centre	Supplies -Mechanical- Tools & Parts	-	136	W/WW Shared Allocation
1-5-7312-2130	Martintown Community Centre	Equipment Purchase	-	2	W/WW Shared Allocation
1-5-7312-2140	Martintown Community Centre	Postage, Courier & Freight	-	1	W/WW Shared Allocation
1-5-7312-2150	Martintown Community Centre	Telephone, Internet & Alarm	2,500	1,030	41.2%
1-5-7312-2220	Martintown Community Centre	Vehicle & Travel Expense	-	150	W/WW Shared Allocation
1-5-7312-3120	Martintown Community Centre	Property Maintenance & Building Repairs	25,000	8,232	32.9%
1-5-7312-3170	Martintown Community Centre	Hydro & Heat	12,500	1,117	8.9%
1-5-7312-3500	Martintown Community Centre	Contracts & Equipment Rental	-	18	W/WW Shared Allocation
1-5-7312-3504	Martintown Community Centre	Lab Water Testing	7,500	38	0.5%
<b>TOTAL EXPENDITURES</b>			<b>47,500</b>	<b>10,776</b>	<b>22.7%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7313-2150	Green Valley Community Centre	Telephone, & Alarm	2,000	158	7.9%
1-5-7313-2250	Green Valley Community Centre	Consultant Fees	-	-	W/WW Shared Allocation
1-5-7313-3120	Green Valley Community Centre	Property Maintenance & Building Repairs	5,000	77	1.5%
1-5-7313-3170	Green Valley Community Centre	Hydro, Heat & Sewer	5,000	2,053	41.1%
1-5-7313-3175	Green Valley Community Centre	Property Taxes	1,800	430	23.9%
1-5-7313-3504	Green Valley Community Centre	Lab Water Testing	800	38	4.8%
<b>TOTAL EXPENDITURES</b>			<b>14,600</b>	<b>2,757</b>	<b>18.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7314-1054	North Lancaster Optimist Comm. Centre	Boot & Clothing Allowance	-	3	W/WW Shared Allocation
1-5-7314-2030	North Lancaster Optimist Comm. Centre	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7314-2080	North Lancaster Optimist Comm. Centre	Training & Development	-	9	W/WW Shared Allocation
1-5-7314-2100	North Lancaster Optimist Comm. Centre	Equipment Maintenance & Leases	-	1	W/WW Shared Allocation
1-5-7314-2114	North Lancaster Optimist Comm. Centre	Supplies -Mechanical- Tools & Parts	-	35	W/WW Shared Allocation
1-5-7314-2130	North Lancaster Optimist Comm. Centre	Equipment Purchase	-	1	W/WW Shared Allocation
1-5-7314-2140	North Lancaster Optimist Comm. Centre	Postage, Courier & Freight	-	0	W/WW Shared Allocation
1-5-7314-2150	North Lancaster Optimist Comm. Centre	Telephone	750	158	21.0%
1-5-7314-2160	North Lancaster Optimist Comm. Centre	Advertising	-	9	W/WW Shared Allocation
1-5-7314-2220	North Lancaster Optimist Comm. Centre	Vehicle & Travel Expense	-	39	W/WW Shared Allocation
1-5-7314-3120	North Lancaster Optimist Comm. Centre	Property Maintenance & Building Repairs	5,000	-	0.0%
1-5-7314-3170	North Lancaster Optimist Comm. Centre	Hydro & Heat	3,500	330	9.4%
1-5-7314-3500	North Lancaster Optimist Comm. Centre	Contracts & Equipment Rental	-	5	W/WW Shared Allocation
1-5-7314-3504	North Lancaster Optimist Comm. Centre	Lab Water Testing	1,250	19	1.5%
1-5-7314-3999	North Lancaster Optimist Comm. Centre	Sundry & Miscellaneous	-	4	W/WW Shared Allocation
<b>TOTAL EXPENDITURES</b>			<b>10,500</b>	<b>612</b>	<b>5.8%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7315-1054	Nor'westers Museum	Boot & Clothing Allowance	-	6	W/WW Shared Allocation
1-5-7315-2030	Nor'westers Museum	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7315-2080	Nor'westers Museum	Training & Development	-	15	W/WW Shared Allocation
1-5-7315-2100	Nor'westers Museum	Equipment Maintenance & Leases	-	1	W/WW Shared Allocation
1-5-7315-2114	Nor'westers Museum	Supplies -Mechanical- Tools & Parts	-	58	W/WW Shared Allocation
1-5-7315-2130	Nor'westers Museum	Equipment Purchases	-	1	W/WW Shared Allocation
1-5-7315-2140	Nor'westers Museum	Postage, Courier & Freight	-	0	W/WW Shared Allocation
1-5-7315-2150	Nor'westers Museum	Telephone, Internet & Alarm	-	15	W/WW Shared Allocation
1-5-7315-2160	Nor'westers Museum	Advertising	-	15	W/WW Shared Allocation
1-5-7315-2220	Nor'westers Museum	Vehicle & Travel Expense	-	64	W/WW Shared Allocation
1-5-7315-3120	Nor'westers Museum	Property Maintenance & Building Repairs	15,000	61	0.4%
1-5-7315-3170	Nor'westers Museum	Heat & Hydro	5,000	2,345	46.9%
1-5-7315-3500	Nor'westers Museum	Contracts & Equipment Rental	-	8	W/WW Shared Allocation
1-5-7315-3504	Nor'westers Museum	Lab Water Testing	1,000	54	5.4%
1-5-7315-3999	Nor'westers Museum	Sundry & Miscellaneous	-	6	W/WW Shared Allocation
1-5-7315-4200	Nor'westers Museum	Capital Expenditures	50,000	-	0.0%
1-5-7315-5051	Nor'westers Museum	Operational Grant	35,000	-	0.0%
1-5-7315-5100	Nor'westers Museum	Transfer to Reserve	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>116,000</b>	<b>2,649</b>	<b>2.3%</b>

#### Comments:

W/WW Shared Allocation: Budgeted separately under Water / Wastewater  
1-5-1112-3120: High expenditures due to increased cost of snow removal and grass cutting  
1-5-7311-3170: Increased hydro & heat costs in 2023  
1-5-7311-4200: Projects to be initiated in subsequent quarters  
1-5-7311-4201: Projects to be initiated in subsequent quarters  
1-5-7312-3120: High expenditures due to increased cost of snow removal and grass cutting  
1-5-7312-3504: Project to be initiated in subsequent quarters  
1-5-7313-3170: Increased hydro & heat costs in 2023  
1-5-7315-3120: Expected increased expenditures in Q2 & Q3  
1-5-7315-3170: Increased hydro & heat costs in 2023  
1-5-7315-4200: Kitchen renovation project to be initiated in subsequent quarters  
1-5-7315-5051: Operational grant not transferred in Q1; to be transferred in subsequent quarter

**2023 Q1 Financial Variance Report  
Recreation Department - Parks**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7411-2100	Parks Maintenance - General Admin	Equipment Maintenance & Leases	3,000	-	0.0%
1-5-7411-3120	Parks Maintenance - General Admin	Property Maintenance & Building Repairs	25,000	550	2.2%
1-5-7411-4200	Parks Maintenance - General Admin	Capital Expenditures	20,000	-	0.0%
1-5-7411-4201	Parks Maintenance - General Admin	Capital Maintenance	70,000	-	0.0%
1-5-7411-5100	Parks Maintenance - General Admin	Transfer to General Parks Reserve	20,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>138,000</b>	<b>550</b>	<b>0.4%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7412-1054	Danaher Park	Boot & Clothing Allowance	-	2	W/WW Shared Allocation
1-5-7412-2030	Danaher Park	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7412-2080	Danaher Park	Training & Development	-	5	W/WW Shared Allocation
1-5-7412-2100	Danaher Park	Equipment Maintenance & Leases	-	0	W/WW Shared Allocation
1-5-7412-2114	Danaher Park	Supplies -Mechanical- Tools & Parts	-	19	W/WW Shared Allocation
1-5-7412-2130	Danaher Park	Equipment Purchases	-	0	W/WW Shared Allocation
1-5-7412-2140	Danaher Park	Postage, Courier & Freight	-	0	W/WW Shared Allocation
1-5-7412-2150	Danaher Park	Telephone	1,800	562	31.2%
1-5-7412-2160	Danaher Park	Advertising	-	5	W/WW Shared Allocation
1-5-7412-2220	Danaher Park	Vehicle & Travel Expense	-	21	W/WW Shared Allocation
1-5-7412-3120	Danaher Park	Property Maintenance & Building Repairs	7,500	2,709	36.1%
1-5-7412-3170	Danaher Park	Hydro & Heat	6,000	528	8.8%
1-5-7412-3500	Danaher Park	Contracts & Equipment Rental	-	3	W/WW Shared Allocation
1-5-7412-3504	Danaher Park	Lab Water Testing	150	38	25.4%
1-5-7412-3999	Danaher Park	Sundry & Miscellaneous	-	2	W/WW Shared Allocation
<b>TOTAL EXPENDITURES</b>			<b>15,450</b>	<b>3,895</b>	<b>25.2%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7413-3120	North Lancaster Park	Property Maintenance & Building Repairs	4,000	61	1.5%
1-5-7413-3170	North Lancaster Park	Hydro & Heat	3,500	1,635	46.7%
1-5-7413-3504	North Lancaster Park	Lab Water Testing	-	35	W/WW Shared Allocation
<b>TOTAL EXPENDITURES</b>			<b>7,500</b>	<b>1,732</b>	<b>23.1%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7414-3120	Smithfield Park	Property Maintenance & Building Repairs	8,000	-	0.0%
1-5-7414-3170	Smithfield Park	Hydro, Heat, Water & Sewers	6,500	2,528	38.9%
<b>TOTAL EXPENDITURES</b>			<b>14,500</b>	<b>2,528</b>	<b>17.4%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7415-3120	Empey Poirier Park	Property Maintenance & Building Repairs	2,000	673	33.6%
1-5-7415-3170	Empey Poirier Park	Hydro & Heat	1,000	298	29.8%
1-5-7415-4200	Empey Poirier Park	Capital Expenditures	60,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>63,000</b>	<b>971</b>	<b>1.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7416-3120	Martintown Community Park	Property Maintenance & Building Repairs	5,000	61	1.2%
1-5-7416-3170	Martintown Community Park	Hydro & Heat	2,000	2,609	130.4%
1-5-7416-3504	Martintown Community Park	Lab Water Testing	-	16	W/WW Shared Allocation
<b>TOTAL EXPENDITURES</b>			<b>7,000</b>	<b>2,686</b>	<b>38.4%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7417-1054	Paul Rozon Park	Boot & Clothing Allowance	-	4	W/WW Shared Allocation
1-5-7417-2030	Paul Rozon Park	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7417-2080	Paul Rozon Park	Training & Development	-	11	W/WW Shared Allocation
1-5-7417-2100	Paul Rozon Park	Equipment Maintenance & Leases	-	1	W/WW Shared Allocation
1-5-7417-2114	Paul Rozon Park	Supplies -Mechanical- Tools & Parts	-	43	W/WW Shared Allocation
1-5-7417-2130	Paul Rozon Park	Equipment Purchases	-	1	W/WW Shared Allocation
1-5-7417-2140	Paul Rozon Park	Postage, Courier & Freight	-	0	W/WW Shared Allocation
1-5-7417-2150	Paul Rozon Park	Telephone	2,000	503	25.2%
1-5-7417-2160	Paul Rozon Park	Advertising	-	11	W/WW Shared Allocation
1-5-7417-2220	Paul Rozon Park	Vehicle & Travel Expense	-	47	W/WW Shared Allocation
1-5-7417-3120	Paul Rozon Park	Property Maintenance & Building Repairs	15,000	61	0.4%
1-5-7417-3170	Paul Rozon Park	Hydro & Heat	10,000	1,168	11.7%
1-5-7417-3500	Paul Rozon Park	Contracts & Equipment Rental	-	6	W/WW Shared Allocation
1-5-7417-3504	Paul Rozon Park	Lab Water Testing	1,000	38	3.8%
1-5-7417-3999	Paul Rozon Park	Sundry & Misc.	-	4	W/WW Shared Allocation
<b>TOTAL EXPENDITURES</b>			<b>28,000</b>	<b>1,899</b>	<b>6.8%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7418-1054	Glen Walter Park	Boot & Clothing Allowance	-	2	W/WW Shared Allocation
1-5-7418-2030	Glen Walter Park	Memberships & Subscriptions	-	0	W/WW Shared Allocation
1-5-7418-2080	Glen Walter Park	Training & Development	-	4	W/WW Shared Allocation
1-5-7418-2100	Glen Walter Park	Equipment Maintenance & Leases	-	0	W/WW Shared Allocation
1-5-7418-2114	Glen Walter Park	Supplies -Mechanical- Tools & Parts	-	17	W/WW Shared Allocation
1-5-7418-2130	Glen Walter Park	Equipment Purchases	-	0	W/WW Shared Allocation
1-5-7418-2140	Glen Walter Park	Postage, Courier & Freight	-	0	W/WW Shared Allocation
1-5-7418-2150	Glen Walter Park	Telephone,Internet & Alarm	-	5	W/WW Shared Allocation
1-5-7418-2160	Glen Walter Park	Advertising	-	4	W/WW Shared Allocation
1-5-7418-2220	Glen Walter Park	Vehicle & Travel Expense	-	19	W/WW Shared Allocation
1-5-7418-3120	Glen Walter Park	Property Maintenance & Building Repairs	20,000	1,560	7.8%
1-5-7418-3170	Glen Walter Park	Hydro, Heat, Water & Sewers	2,000	303	15.2%
1-5-7418-3500	Glen Walter Park	Contracts & Equipment Rental	-	2	W/WW Shared Allocation
1-5-7418-3504	Glen Walter Park	Lab Water Testing	2,500	-	0.0%
1-5-7418-3999	Glen Walter Park	Sundry & Micellaneous	-	2	W/WW Shared Allocation
<b>TOTAL EXPENDITURES</b>			<b>24,500</b>	<b>1,919</b>	<b>7.8%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7420-3120	South Lancaster Wharf	Property Maintenance	5,000	-	0.0%
1-5-7420-5100	South Lancaster Wharf	Transfer to Reserve	25,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>30,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7421-2250	Peanut Line Trail	Consultants	45,000	-	0.0%
1-5-7421-3120	Peanut Line Trail	Property Maintenance	30,000	-	0.0%
1-5-7421-4200	Peanut Line Trail	Capital Expenditures	423,000	305	0.1%
1-5-7421-5100	Peanut Line Trail	Transfer to Reserve	45,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>498,000</b>	<b>305</b>	<b>0.1%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-7422-2250	Cairnview Park	Consultants	20,000	-	0.0%
1-5-7422-4200	Cairnview Park	Capital Expenditures	30,000	-	0.0%
1-5-7422-5100	Cairnview Park	Transfer to Reserve	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>60,000</b>	<b>-</b>	<b>0.0%</b>

**Comments:**

1-5-7411-3120: Increased expenditures expected in subsequent quarters  
1-5-7411-4200: Only taking place if this land is allocated for park land. May need to be transferred to 2024.  
1-5-7411-4201: Tree maintenance as needed; increased expenditures expected in subsequent quarters  
1-5-7412-3120: Outdoor rink lights needed to be replaced; Township taking on more maintenance of this facility  
1-5-7412-3170: Decreased hydro & heat costs due to shortened outdoor risk season  
1-5-7413-3170: High expenditures due to increased hydro & heat costs in 2023  
1-5-7414-3120: Increased costs expected in summer months  
1-5-7414-3170: High expenditures due to increased hydro & heat costs in 2023  
1-5-7415-4200: Empey Poirier park project yet to be initiated  
1-5-7416-3170: High expenditures due to increased hydro & heat costs in 2023  
1-5-7417-3120: Projected to be over-budget due to vandalism and on-going splash pad and facility issues  
1-5-7418-3120: Increased expenditures expected in subsequent months; needed repairs to bathroom in Spring due to vandalism  
1-5-7421-2250: Project on-going  
1-5-7421-3120: As needed - likely signage later this summer or fall depending how much maintenance is needed after crops come off the field  
1-5-7421-4200: Peanut Line bridge project yet to be initiated  
1-5-7422-2250: Cairnview concept plan project yet to be initiated  
1-5-7422-4200: Will be used for projects based on Cairnview park concept plan

## 2023 Q1 Financial Variance Report Garbage & Recycle

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0411-0252	Garbage & Recycle	Sale of Blue Boxes & Composters	- 300 -	48	16.0%
1-4-0411-0253	Garbage & Recycle	Hamilton Island Garbage & Recycle Fees	- 25,000	-	0.0%
1-4-0412-0250	Garbage & Recycle	Beaverbrook Landfill Tipping Fee Tickets	- 70,000 -	19,507	27.9%
1-4-0413-0250	Garbage & Recycle	N Lancaster Landfill Tipping Fee Tickets	- 40,000	-	0.0%
1-4-0413-0799	Garbage & Recycle	Sundry, Misc. & Landfill Leases	- 1,500	-	0.0%
1-4-0414-0799	Garbage & Recycle	Recycling Revenue	- 100,000 -	17,108	17.1%
1-4-0945-0505	Garbage & Recycle	Ontario Recycling Grant	- 218,000 -	49,458	22.7%
1-4-0996-0965	Garbage & Recycle	Transfer from Waste Management Reserve	- 25,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 479,800 -</b>	<b>86,121</b>	<b>17.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4110-3500	Garbage Collection	Garbage Collection	620,000	107,661	17.4%
1-5-4110-3999	Garbage Collection	Sundry Supplies & Misc.	1,500	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>621,500</b>	<b>107,661</b>	<b>17.3%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4111-2160	Garbage Disposal - Landfill Sites Genera	Advertising Waste Disposal & Recycling	5,500	-	0.0%
1-5-4111-2250	Garbage Disposal - Landfill Sites Genera	Consultants	27,000 -	50	-0.2%
1-5-4111-3455	Garbage Disposal - Landfill Sites Genera	Township Equipment Usage Cost	1,200	-	0.0%
1-5-4111-3999	Garbage Disposal - Landfill Sites Genera	Sundry & Miscellaneous	200	176	87.8%
<b>TOTAL EXPENDITURES</b>			<b>33,900</b>	<b>126</b>	<b>0.4%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4112-2114	Beaverbrook Landfill Site	Equipment Maintenance	-	190	N/A
1-5-4112-2250	Beaverbrook Landfill Site	Consultants - Site Monitoring	50,000	4,244	8.5%
1-5-4112-3121	Beaverbrook Landfill Site	Landfill Operations	72,000	22,313	31.0%
1-5-4112-3175	Beaverbrook Landfill Site	Property Taxes	2,000	439	22.0%
<b>TOTAL EXPENDITURES</b>			<b>124,000</b>	<b>27,187</b>	<b>21.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4113-2250	North Lancaster Landfill Site	Consultants - Site Monitoring	55,000	5,323	9.7%
1-5-4113-3121	North Lancaster Landfill Site	Landfill Operations	50,000 -	193	-0.4%
1-5-4113-3150	North Lancaster Landfill Site	Lease Buffer Land	1,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>106,000</b>	<b>5,129</b>	<b>4.8%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4114-3500	Recycling	Contracts - Recycling	835,000	135,420	16.2%
1-5-4114-3503	Recycling	Hazardous Waste Day, etc	37,000	5	0.0%
1-5-4114-3999	Recycling	Sundry & Miscellaneous	1,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>873,000</b>	<b>135,425</b>	<b>15.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4115-2250	County Rd 27 Landfill Site	Consultants - Site Monitoring	3,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>3,000</b>	<b>-</b>	<b>0.0%</b>

### Comments:

1-4-0413-0250: Site was not open in Q1  
 1-5-4111-2250: Site reporting not yet finished  
 1-5-4111-3999: Expected to be over-budget; ramping up for internal ops, expected to balance out against Roads  
 1-5-4112-2250: Site reporting not yet finished  
 1-5-4113-2250: Site reporting not yet finished  
 1-5-4113-3121: Site not open in Q1  
 1-5-4114-3503: One-day event in September

**2023 Q1 Financial Variance Report**  
**Roads Department - Administration**

GL Code	Project	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0311-0799		Roads Department	Misc. Roads Department Income	- 30,000	- 15,617	52.1%
1-4-0945-0501		Roads Department	Ontario Mun. Partnership Fund	- 1,009,400	- 252,350	25.0%
1-4-0945-0504		Roads Department	Ontario Quarries Grant	- 25,000	-	0.0%
1-4-0945-0509		Roads Department	OCIF Funding	- 685,329	- 342,657	50.0%
1-4-0945-0598		Roads Department	Ontario Miscellaneous Grants	-	- 9,932	N/A
1-4-0946-0941		Roads Department	Gas Tax Funding	- 435,187	-	0.0%
1-4-0946-0942		Roads Department	Infra. Canada Active Transportation Fund	- 50,000	-	0.0%
1-4-0996-0961		Roads Department	Transfer from Roads Equipment Reserve	- 275,000	-	0.0%
<b>TOTAL REVENUES</b>				<b>- 2,509,916</b>	<b>- 620,556</b>	<b>24.7%</b>

GL Code	Project	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3111-1054		Roads Department	Boot & Clothing Allowance	7,500	-	0.0%
1-5-3111-2010		Roads Department	Conferences	5,000	840	16.8%
1-5-3111-2030		Roads Department	Memberships & Subscriptions	3,000	1,377	45.9%
1-5-3111-2080		Roads Department	Training & Development Supplies	10,000	2,543	25.4%
1-5-3111-2110		Roads Department	Office Supplies & Safety Equipment	7,500	1,713	22.8%
1-5-3111-2130		Roads Department	Office Equip & Software Purchase	7,000	110	1.6%
1-5-3111-2150		Roads Department	Telephone- Internet- Alarm & Network - R	-	409	N/A
1-5-3111-2160		Roads Department	Advertising	3,500	1,119	32.0%
1-5-3111-2200		Roads Department	Computer Support & Maintenance	-	-	N/A
1-5-3111-2220		Roads Department	Vehicle & Travel Expense	20,000	4,260	21.3%
1-5-3111-2230		Roads Department	Legal Fees	10,000	1,604	16.0%
1-5-3111-2250		Roads Department	Consultant Fees	400,000	20,155	5.0%
1-5-3111-3998		Roads Department	Water Supply - Williamstown Residences	2,000	105	5.2%
1-5-3111-3999		Roads Department	Sundry & Miscellaneous	1,500	584	38.9%
1-5-3111-4200		Roads Department	Capital Expenditures	1,350,000	-	0.0%
1-5-3111-4200	Chapel Road Bridge Rehab	Roads Department	Capital Expenditures	-	-	N/A
1-5-3111-4200	Sabouring & Anderson Resurface	Roads Department	Capital Expenditures	-	345	N/A
1-5-3111-4200	Warren, Middle, & Bethune Recons.	Roads Department	Capital Expenditures	-	32,757	N/A
1-5-3111-4201		Roads Department	Capital Maintenance	-	-	N/A
1-5-3111-5102		Roads Department	Transfer to Roads Structures Reserve	330,000	-	0.0%
1-5-3111-5200		Roads Department	Trsf to Work in Progress Account	-	-	N/A
<b>TOTAL EXPENDITURES</b>				<b>2,157,000</b>	<b>67,920</b>	<b>3.1%</b>

**Comments:**

1-5-3111-2030: Annual subscriptions paid at beginning of year  
1-5-3111-2080: Expected to be on budget  
1-5-3111-2250: Projects in initiation phases in Q1  
1-5-3111-4200: Projects in initiation phases in Q1

**2023 Q1 Financial Variance Report  
Roads Department - Operations**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3112-2114	Roads - Buildings & Yards	Supplies -Mechanical -Tools & Parts	25,000	2,767	11.1%
1-5-3112-2150	Roads - Buildings & Yards	Telephone, Internet & Mobile Radio	30,000	3,195	10.7%
1-5-3112-3120	Roads - Buildings & Yards	Property Maintenance & Building Repairs	40,000	25,629	64.1%
1-5-3112-3170	Roads - Buildings & Yards	Hydro & Heat	30,000	20,473	68.2%
1-5-3112-3455	Roads - Buildings & Yards	Township Equipment Usage Cost	13,300	2,280	17.1%
1-5-3112-4201	Roads - Buildings & Yards	Capital Maintenance	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>148,300</b>	<b>54,344</b>	<b>36.6%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3115-3455	Roads - Patrol	Township Equipment Usage Cost	8,000	600	7.5%
<b>TOTAL EXPENDITURES</b>			<b>8,000</b>	<b>600</b>	<b>7.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3121-2114	Roadside Maintenance - Mowing	Equipment Parts	1,000	-	0.0%
1-5-3121-3455	Roadside Maintenance - Mowing	Township Equipment Usage Cost	65,000	-	0.0%
1-5-3121-3500	Roadside Maintenance - Mowing	Contracts & Equipment Rental	25,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>91,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3122-2115	Roadside Maintenance - Ditching & Draina	Granular Materials	5,000	-	0.0%
1-5-3122-3455	Roadside Maintenance - Ditching & Draina	Township Equipment Usage Cost	3,000	-	0.0%
1-5-3122-3500	Roadside Maintenance - Ditching & Draina	Contracts & Equipment Rental	60,000	-	0.0%
1-5-3122-3999	Roadside Maintenance - Ditching & Draina	Municipal Drainage Charges	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>78,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3123-3455	Roadside Maintenance - Brushing	Township Equipment Usage Cost	10,000	5,360	53.6%
1-5-3123-3500	Roadside Maintenance - Brushing	Contracts & Equipment Rental	105,000	10,093	9.6%
<b>TOTAL EXPENDITURES</b>			<b>115,000</b>	<b>15,453</b>	<b>13.4%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3124-3455	Roadside Maintenance - Debris & Litter	Township Equipment Usage Cost	7,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>7,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3125-2115	Roads - Culverts Maintenance & Replaceme	Granular Materials	15,000	-	0.0%
1-5-3125-2116	Roads - Culverts Maintenance & Replaceme	Culverts & Supplies	70,000	748	1.1%
1-5-3125-3455	Roads - Culverts Maintenance & Replaceme	Township Equipment Usage Cost	15,000	-	0.0%
1-5-3125-3500	Roads - Culverts Maintenance & Replaceme	Contracts & Equipment Rental	100,000	-	0.0%
1-5-3125-4200	Roads - Culverts Maintenance & Replaceme	Capital Expenditures	200,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>400,000</b>	<b>748</b>	<b>0.2%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3130-2117	Roads - Hardtop Patching	Asphalt Materials	20,000	9,584	47.9%
1-5-3130-3455	Roads - Hardtop Patching	Township Equipment Usage Cost	18,000	1,920	10.7%
1-5-3130-3500	Roads - Hardtop Patching	Contracts & Equipment Rental	45,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>83,000</b>	<b>11,504</b>	<b>13.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3131-3455	Roads - Hardtop Sweeping	Township Equipment Usage Cost	6,000	-	0.0%
1-5-3131-3500	Roads - Hardtop Sweeping	Contracts & Equipment Rental	25,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>31,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3132-2115	Roads - Hardtop Shouldering	Granular Materials	5,000	-	0.0%
1-5-3132-3455	Roads - Hardtop Shouldering	Township Equipment Usage Cost	10,000	-	0.0%
1-5-3132-3500	Roads - Hardtop Shouldering	Contracts & Equipment Rental	340,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>355,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3133-3500	Roads - Hardtop Crack Sealing	Contracts & Equipment Rental	15,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>15,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3134-3500	Roads - Hardtop Line Painting	Contracts & Equipment Rental	30,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>30,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3136-3500	Roads - Sidewalk Maintenance	Contracts & Equipment Rental	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>10,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3140-3455	Roads - Loosetop Grading	Township Equipment Usage Cost	85,000	7,740	9.1%
1-5-3140-3500	Roads - Loosetop Grading	Contracts & Equipment Rental	25,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>110,000</b>	<b>7,740</b>	<b>7.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3141-3455	Roads - Loosetop Dust Control	Township Equipment Usage Cost	20,000	-	0.0%
1-5-3141-3500	Roads - Loosetop Dust Control	Contracts & Equipment Rental	140,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>160,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3142-2115	Roads - Loosetop Resurfacing	Granular Materials	350,000	-	0.0%
1-5-3142-3455	Roads - Loosetop Resurfacing	Township Equipment Usage Cost	21,000	-	0.0%
1-5-3142-3500	Roads - Loosetop Resurfacing	Contracts & Equipment Rental	45,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>416,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3143-2110	Roads - Traffic Calming	Guide Rails & Supplies	35,000	3,663	10.5%
<b>TOTAL EXPENDITURES</b>			<b>35,000</b>	<b>3,663</b>	<b>10.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3144-2110	Roads - Signs & Safety Devices	Road Signs & Supplies	30,000	1,750	5.8%
1-5-3144-3455	Roads - Signs & Safety Devices	Township Equipment Usage Cost	6,500	120	1.8%
1-5-3144-3500	Roads - Signs & Safety Devices	Contracts & Equipment Rental	27,500	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>64,000</b>	<b>1,870</b>	<b>2.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3145-3500	Roads - Guiderails	Contracts & Equipment Rental	50,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>50,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3146-3500	Roads - Railway Crossings	Contracts & Equipment Rental	35,000	6,857	19.6%
<b>TOTAL EXPENDITURES</b>			<b>35,000</b>	<b>6,857</b>	<b>19.6%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3198-2110	Rds & Rec Community Services	Supplies	2,500	568	22.7%
<b>TOTAL EXPENDITURES</b>			<b>2,500</b>	<b>568</b>	<b>22.7%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3199-3455	Roads - Miscellaneous	Township Equipment Usage Cost	15,000	-	0.0%
1-5-3199-3998	Roads - Miscellaneous	Creg Quay-Fee for Service	-	95	N/A
1-5-3199-3999	Roads - Miscellaneous	Sundry & Miscellaneous	5,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>20,000</b>	<b>-</b>	<b>-0.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3211-2114	Roads - Winter Control - Plowing & Sandi	Ice Blades & Plow Parts	30,000	-	0.0%
1-5-3211-2115	Roads - Winter Control - Plowing & Sandi	Stone Dust & Salt	370,000	98,026	26.5%
1-5-3211-3455	Roads - Winter Control - Plowing & Sandi	Township Equipment Usage Cost	270,000	125,063	46.3%
1-5-3211-3500	Roads - Winter Control - Plowing & Sandi	Contracts & Equipment Rental	45,000	16,496	36.7%
1-5-3211-3999	Roads - Winter Control - Plowing & Sandi	Sundry & Miscellaneous	-	299	N/A
<b>TOTAL EXPENDITURES</b>			<b>715,000</b>	<b>239,883</b>	<b>33.6%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3212-3455	Roads - Winter Control - Ice Blading	Township Equipment Usage Cost	17,000	3,890	22.9%
<b>TOTAL EXPENDITURES</b>			<b>17,000</b>	<b>3,890</b>	<b>22.9%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3214-3455	Roads - Sidewalks - Snow Removal	Township Equipment Usage Cost	35,000	20,100	57.4%
1-5-3214-3500	Roads - Sidewalks - Snow Removal	Contracts & Equipment Rental	15,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>50,000</b>	<b>20,100</b>	<b>40.2%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3215-2115	Roads - Winter Control - Flood Control	Salt & Calcium	1,500	-	0.0%
1-5-3215-3455	Roads - Winter Control - Flood Control	Township Equipment Usage Cost	3,000	420	14.0%
1-5-3215-3500	Roads - Winter Control - Flood Control	Contracts & Equipment Rental	2,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>6,500</b>	<b>420</b>	<b>6.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3340-4200	1st Line/Filion Culvert	Capital Expenditures	-	3,702	N/A
1-5-3363-4200	2nd Line Bridge (SN 33043) - Rehab	Capital Expenditures	-	244	N/A
1-5-3390-4200	Roads - Equipment Purchases & Reserves	Equipment Purchase	275,000	-	0.0%
1-5-3399-3455	Roads - Miscellaneous Construction	Township Equipment Usage Cost	10,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>285,000</b>	<b>3,947</b>	<b>1.4%</b>

**Comments:**

1-5-3112-3120: Electrical issue in January  
1-5-3112-3170: High expenditures due to increased hydro & heat costs in 2023  
1-5-3123-3455: Clean-up from December storm and brushing program  
1-5-3123-3500: Clean-up from December storm and brushing program  
1-5-3130-2117: Spring thaw  
1-5-3144-3500: Unawarded RFP  
1-5-3214-3455: Expected to be within budgeted amount  
1-5-3340-4200: Expenses carried-forward from 2022  
1-5-3390-4200: Equipment not purchased in Q1

## 2023 Q1 Financial Variance Report

### Roads Equipment

Account Name	2023 Budget	2023 Q1 Actuals	% Spent
Equipment Parts	123,000	48,483	39.4%
Equipment Fuel	196,500	6,184	3.1%
Outside Mechanical Repair Services	60,500	10,054	16.6%
Equipment Lease	30,000	-	0.0%
Outside Mechanical Repair Service	500	-	0.0%
Outside Mechanical Repair Serv	500	-	0.0%
Outside Mechanical Repair Services	2,000	-	0.0%
Outside Mechanical Repair	3,000	1,303	43.4%
Outside Mechanical Repair Services - Rds	2,500	509	20.4%
Equipment Parts & Shop Supplies	50,000	27,740	55.5%
Motor & Hydraulic Oil	1,500	2,045	136.4%
Vehicle Licences & Plates	25,000	24,155	96.6%
Sundry & Miscellaneous	12,000	-	0.0%
<b>TOTAL EXPENDITURES</b>	<b>507,000</b>	<b>120,473</b>	<b>23.8%</b>

#### Comments:

Equipment Parts: Non-linear expense; expected to be within budgeted amount  
 Equipment Parts & Shop Supplies: Being monitored and purchases being restricted  
 Vehicle Licences & Plates: Annual plating costs

**2023 Q1 Financial Variance Report**  
**Water & Wastewater**

GL Code	Project	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0450-0943	Glen Walter Water Tower	Glen Walter	Investing in Canada Infrastructure	- 953,290	-	0.0%
1-4-0450-0990	Glen Walter Water Tower	Glen Walter	Long Term Debt - W/WW	- 346,710	-	0.0%
1-4-0452-0452		Glen Walter	Glen Walter Water Revenue	- 700,000	75,635	10.8%
1-4-0452-0453		Glen Walter	Glen Walter Sewer Revenue	- -	22,440	N/A
1-4-0452-0456		Glen Walter	Glen Walter Sewer/Water Interest Revenue	- -	587	N/A
1-4-0452-0457		Glen Walter	Glen Walter Service Connection Fee	- -	8,400	N/A
1-4-0452-0459		Glen Walter	Glen Walter S/W System Misc. Revenue	- -	20	N/A
1-4-0996-0970		Glen Walter	Transfer from Glen Walter System Reserve	- 27,500	-	0.0%
<b>TOTAL REVENUES</b>				<b>- 2,027,500</b>	<b>- 107,082</b>	<b>5.3%</b>

GL Code	Project	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4522-2010		Glen Walter	Conferences	2,500	-	0.0%
1-5-4522-2030		Glen Walter	Memberships, Subscriptions	1,000	11	1.1%
1-5-4522-2080		Glen Walter	Training & Development	2,500	-	0.0%
1-5-4522-2100		Glen Walter	Equipment Maintenance & Leases	35,000	1,835	5.2%
1-5-4522-2114		Glen Walter	Supplies - Mechanical - Tools & Parts	20,000	1,736	8.7%
1-5-4522-2115		Glen Walter	Supplies - Chemicals	25,000	2,696	10.8%
1-5-4522-2130		Glen Walter	Misc. Equipment Purchase & Rentals	13,500	-	0.0%
1-5-4522-2140		Glen Walter	Postage, Courier & Freight	500	69	13.8%
1-5-4522-2150		Glen Walter	Telephone, Internet & Alarm	10,000	3,149	31.5%
1-5-4522-2160		Glen Walter	Advertising	1,500	494	33.0%
1-5-4522-2220		Glen Walter	Vehicle & Travel Expense	14,000	2,868	20.5%
1-5-4522-2250	Glen Walter Water Tower	Glen Walter	Consultants	15,000	-	0.0%
1-5-4522-3120		Glen Walter	Property, Bldg & System Repairs	10,000	-	0.0%
1-5-4522-3121		Glen Walter	Linear Infrastructure	60,000	-	0.0%
1-5-4522-3170		Glen Walter	Hydro, Heat, Water & Sewer	75,000	16,040	21.4%
1-5-4522-3175		Glen Walter	Property Taxes	5,000	-	0.0%
1-5-4522-3180		Glen Walter	Insurance	10,000	-	0.0%
1-5-4522-3500		Glen Walter	Contracts & Equipment Rental	4,500	757	16.8%
1-5-4522-3504		Glen Walter	Lab Testing	17,000	2,782	16.4%
1-5-4522-3505		Glen Walter	Sludge Removal	14,000	-	0.0%
1-5-4522-3999		Glen Walter	Sundry & Miscellaneous	4,000	740	18.5%
1-5-4522-4200	Glen Walter Capital Charges	Glen Walter	Capital Expenditures	-	-	N/A
1-5-4522-4200	Glen Walter Consulting	Glen Walter	Capital Expenditures	-	1,666	N/A
1-5-4522-4200	Glen Walter Water Tower	Glen Walter	Capital Expenditures	1,327,500	14,842	1.1%
1-5-4522-4200	Glen Walter Water Plant Expansion	Glen Walter	Capital Expenditures	-	218	N/A
1-5-4522-4201		Glen Walter	Capital Maintenance	25,000	7,021	28.1%
1-5-4522-5100		Glen Walter	Transfer to Reserve	81,500	-	0.0%
1-5-4522-5150		Glen Walter	Long Term Debt Payment	35,000	-	0.0%
<b>TOTAL EXPENDITURES</b>				<b>1,809,000</b>	<b>56,923</b>	<b>3.1%</b>

**Comments:**

1-5-4522-2100: Low - Due to parts not being purchased at high frequency or cost  
1-5-4522-2114: Expenses being monitored  
1-5-4522-2160: Posting for new operators/ frequency higher than expected for 2023  
1-5-4522-2250: Expenses part of Glen Walter Water Tower Project  
1-5-4522-3121: 2 Water leaks repaired at low cost due to location of breaks.  
1-5-4522-3500: Expenses being monitored

## 2023 Q1 Financial Variance Report Water & Wastewater

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0453-0452	Lancaster	Lancaster Water Revenue	- 750,000	- 84,760	11.3%
1-4-0453-0453	Lancaster	Lancaster Sewer Revenue	- -	34,555	N/A
1-4-0453-0456	Lancaster	Lancaster Sewer/Water Interest Revenue	- -	1,056	N/A
1-4-0453-0457	Lancaster	Lancaster S/W Service Connection Fee	- -	4,000	N/A
1-4-0453-0459	Lancaster	Lancaster Sewer/Water Misc. Revenue	- -	-	N/A
1-4-0996-0971	Lancaster	Transfer from Lancaster System Reserve	- 97,500	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 847,500</b>	<b>- 124,371</b>	<b>14.7%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4523-2010	Lancaster	Conferences	2,500	-	0.0%
1-5-4523-2030	Lancaster	Memberships, Subscriptions	1,000	11	1.1%
1-5-4523-2080	Lancaster	Training & Development	2,500	-	0.0%
1-5-4523-2100	Lancaster	Equipment Maintenance & Leases	30,000	2,949	9.8%
1-5-4523-2114	Lancaster	Supplies - Mechanical - Tools & Parts	20,000	12,635	63.2%
1-5-4523-2115	Lancaster	Supplies - Chemicals	45,000	4,791	10.6%
1-5-4523-2130	Lancaster	Misc Equipment Purchase & Rentals	13,500	-	0.0%
1-5-4523-2140	Lancaster	Postage- Courier & Freight	500	-	0.0%
1-5-4523-2150	Lancaster	Telephone, Internet & Alarm	12,500	2,622	21.0%
1-5-4523-2160	Lancaster	Advertising	1,500	494	33.0%
1-5-4523-2220	Lancaster	Vehicle & Travel Expense	14,000	2,868	20.5%
1-5-4523-2250	Lancaster	Consultants	15,000	-	0.0%
1-5-4523-3120	Lancaster	Property, Bldg & System Repairs	45,000	934	2.1%
1-5-4523-3121	Lancaster	Linear Infrastructure	60,000	-	0.0%
1-5-4523-3170	Lancaster	Hydro & Heat	55,000	15,162	27.6%
1-5-4523-3175	Lancaster	Property Taxes	7,000	-	0.0%
1-5-4523-3180	Lancaster	Insurance	9,000	-	0.0%
1-5-4523-3500	Lancaster	Contracts & Equipment Rental	4,500	3,779	84.0%
1-5-4523-3504	Lancaster	Lab Testing	18,000	6,673	37.1%
1-5-4523-3999	Lancaster	Sundry & Miscellaneous	4,000	941	23.5%
1-5-4523-4200	Lancaster	Capital Expenditures	27,500	-	0.0%
1-5-4523-4201	Lancaster	Capital Maintenance	78,000	-	0.0%
1-5-4523-5100	Lancaster	Transfer to Reserve	163,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>629,000</b>	<b>53,859</b>	<b>8.6%</b>

### Comments:

1-5-4523-2114: 2 unexpected instrument failures  
 1-5-4523-2130: Expenses being monitored  
 1-5-4523-3120: AC/Heat Exchangers yet to be purchased for the main water plant building  
 1-5-4523-3121: 1 water leak repaired  
 1-5-4523-4200: Expenses related to Valve Trailer purchase  
 1-5-4523-4201: Sludge removal start date: End of June

## 2023 Q1 Financial Variance Report

### Water & Wastewater

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0044-0150	Green Valley	Green Valley Sewers User Charges	- 130,000	- 57,290	44.1%
1-4-0044-0457	Green Valley	Green Valley Service Connection Fee	-	-	N/A
1-4-0044-0555	Green Valley	Miscellaneous Recoveries	-	-	N/A
1-4-0996-0972	Green Valley	Transfer from Green Valley Reserve	- 80,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 210,000</b>	<b>- 57,290</b>	<b>27.3%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4524-1054	Green Valley	Boot & Clothing Allowance	-	-	N/A
1-5-4524-2010	Green Valley	Conferences	500	-	0.0%
1-5-4524-2030	Green Valley	Memberships, Subscriptions	100	2	1.5%
1-5-4524-2080	Green Valley	Training & Development	500	-	0.0%
1-5-4524-2100	Green Valley	Equipment Maintenance & Leases	5,000	6	0.1%
1-5-4524-2114	Green Valley	Supplies - Mechanical - Tools & Parts	2,500	689	27.6%
1-5-4524-2115	Green Valley	Supplies - Chemicals	12,000	-	0.0%
1-5-4524-2130	Green Valley	Misc. Equipment Purchase & Rentals	1,000	1,135	113.5%
1-5-4524-2140	Green Valley	Postage- Courier & Freight	200	-	0.0%
1-5-4524-2150	Green Valley	Telephone, Internet & Alarm	2,500	906	36.2%
1-5-4524-2160	Green Valley	Advertisint	100	68	68.2%
1-5-4524-2220	Green Valley	Vehicle & Travel Expense	2,500	396	15.8%
1-5-4524-2250	Green Valley	Consultants	15,000	-	0.0%
1-5-4524-3120	Green Valley	Property, Bldg & System Repairs	2,500	-	0.0%
1-5-4524-3121	Green Valley	Linear Infrastructure	40,000	-	0.0%
1-5-4524-3170	Green Valley	Hydro & Heat	5,000	1,128	22.6%
1-5-4524-3180	Green Valley	Insurance	1,500	-	0.0%
1-5-4524-3500	Green Valley	Contracts & Equipment Rental	-	69	N/A
1-5-4524-3504	Green Valley	Lab Testing	4,000	179	4.5%
1-5-4524-3999	Green Valley	Sundry & Miscellaneous	100	47	46.6%
1-5-4524-4201	Green Valley	Capital Maintenance	80,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>175,000</b>	<b>4,624</b>	<b>2.6%</b>

#### Comments:

1-5-4524-2115: On Track for 2023 - Large Shipment received for dosing lagoon.  
 1-5-4524-2130: Boat repair - Alexandria paid for 50% (1-4-0044-0555)  
 1-5-4524-3121: No unexpected breaks for 2023. Veolia is still completing camera work.  
 1-5-4524-4201: Sludge Removal - Waiting on MECP approval

## 2023 Q1 Financial Variance Report Water & Wastewater

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0045-0155	Kennedy Redwood	Kennedy Redwod Water User Charges	- 42,000 -	22,487	53.5%
<b>TOTAL REVENUES</b>			<b>- 42,000 -</b>	<b>22,487</b>	<b>53.5%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4525-2010	Kennedy Redwood	Conferences	50	-	0.0%
1-5-4525-2030	Kennedy Redwood	Memberships, Subscriptions	50	1	1.5%
1-5-4525-2080	Kennedy Redwood	Training & Development	50	-	0.0%
1-5-4525-2100	Kennedy Redwood	Equipment Maintenance & Leases	2,000	3	0.2%
1-5-4525-2114	Kennedy Redwood	Supplies - Mechanical - Tools & Parts	5,000	438	8.8%
1-5-4525-2115	Kennedy Redwood	Supplies - Chemicals	1,500	-	0.0%
1-5-4525-2130	Kennedy Redwood	Misc. Equipment Purchase & Rentals	1,000	-	0.0%
1-5-4525-2140	Kennedy Redwood	Postage- Courier & Freight	50	-	0.0%
1-5-4525-2150	Kennedy Redwood	Telephone, Internet & Alarm	1,500	353	23.5%
1-5-4525-2160	Kennedy Redwood	Advertising	100	34	34.1%
1-5-4525-2220	Kennedy Redwood	Vehicle & Travel Expense	900	198	22.0%
1-5-4525-3120	Kennedy Redwood	Property, Bldg & System Repairs	200	-	0.0%
1-5-4525-3170	Kennedy Redwood	Hydro & Heat	7,500	2,707	36.1%
1-5-4525-3180	Kennedy Redwood	Insurance	1,000	-	0.0%
1-5-4525-3500	Kennedy Redwood	Contracts & Equipment Rental	1,000	523	52.3%
1-5-4525-3504	Kennedy Redwood	Lab Testing	4,500	301	6.7%
1-5-4525-3999	Kennedy Redwood	Sundry & Miscellaneous	100	23	23.3%
1-5-4525-4201	Kennedy Redwood	Capital Maintenance	2,500.00	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>29,000</b>	<b>4,581</b>	<b>15.8%</b>

### Comments:

No commentary

**2023 Q1 Financial Variance Report  
Emergency Management**

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-2411-2080	Emergency Management	Training & Development Expenses	5,000	-	0.0%
1-5-2411-2110	Emergency Management	Supplies	500	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>5,500</b>	<b>-</b>	<b>0.0%</b>

**Comments:**

No commentary

## 2023 Q1 Financial Variance Report Lan-Char Medical Center

GL Code	Department	Account Name	2023 Budget		2023 Q1 Actuals	% Spent
1-4-0511-0260	Lan-Char Medical Center	Lan-Char Medical Centre Leases	-	33,000	-	6,849 20.8%
<b>TOTAL REVENUES</b>			-	<b>33,000</b>	-	<b>6,849 20.8%</b>

GL Code	Department	Account Name	2023 Budget		2023 Q1 Actuals	% Spent
1-5-5111-3120	Lan-Char Medical Center	Property Maintenance & Building Repairs	15,000		19,624	130.8%
1-5-5111-3170	Lan-Char Medical Center	Hydro, Heat, Water & Sewers	17,500		3,429	19.6%
1-5-5111-3175	Lan-Char Medical Center	Property Taxes	9,000		2,170	24.1%
<b>TOTAL EXPENDITURES</b>			<b>41,500</b>		<b>25,222</b>	<b>60.8%</b>

Comments:

No commentary

## 2023 Q1 Financial Variance Report Street Lights

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0040-0105	Street Lights	Street Light Charges - Residential	- 164,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 164,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3011-3171	Street Lights	Ontario Hydro Area Street Lights	35,000	4,738	13.5%
1-5-3011-3172	Street Lights	Cornwall Electric Area Street Lights	85,000	-	0.0%
1-5-3011-3173	Street Lights	Place St Laurent Street Lights	3,000	4,623	154.1%
1-5-3011-6000	Street Lights	Street Lts Adjustment Surplus/Adjustment	41,000	568	1.4%
<b>TOTAL EXPENDITURES</b>			<b>164,000</b>	<b>9,929</b>	<b>6.1%</b>

**Comments:**

No commentary

<b>2023 Q1 Financial Variance Report</b> <b>Airport</b>
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GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-3025-3175	Airport	Property Taxes	1,000	-	0.0%
1-5-3025-5051	Airport	Transfer to Airport Commission	20,000	-	0.0%
<b>TOTAL EXPENDITURES</b>			<b>21,000</b>	<b>-</b>	<b>0.0%</b>

**Comments:**

No commentary
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## 2023 Q1 Financial Variance Report

### Ponds

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0049-0160	Ponds	Nesel & Drycon Water Pond	- 4,975	- 2,488	50.0%
<b>TOTAL REVENUES</b>			<b>- 4,975</b>	<b>- 2,488</b>	<b>50.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-4117-3120	Ponds	M & R Water Pond (Richmond Rd)	4,500	-	0.0%
1-5-4118-3120	Ponds	Dry Con Pump Maintenance (Hay Road)	11,000	166	1.5%
<b>TOTAL EXPENDITURES</b>			<b>15,500</b>	<b>166</b>	<b>1.1%</b>

**Comments:**

No commentary

<b>2023 Q1 Financial Variance Report</b> <b>Ambulance Bay</b>
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GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0512-0260	Ambulance Bay	Ambulance Lease	- 18,000 -	4,200	23.3%
TOTAL REVENUES			- 18,000 -	4,200	23.3%

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-5112-5100	Ambulance Bay	Transfer to Reserve	18,000	-	0.0%
TOTAL EXPENDITURES			18,000	-	0.0%

**Comments:**

No commentary
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## 2023 Q1 Financial Variance Report Municipal Drains & Tile Drainage

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-4-0041-0115	Tile Drainage	Tile Drainage Local Improvement	- 20,000	-	0.0%
1-4-0945-0506	Municipal Drains	Ontario Drainage Super Grant	- 35,000	-	0.0%
<b>TOTAL REVENUES</b>			<b>- 55,000</b>	<b>-</b>	<b>0.0%</b>

GL Code	Department	Account Name	2023 Budget	2023 Q1 Actuals	% Spent
1-5-8113-3509	Municipal Drains	Drainage Non-Recoverable	10,000	-	0.0%
1-5-8114-2420	Tile Drainage	T D Long Term Debt Payments	20,000	3,306	16.5%
1-5-8114-5052	Tile Drainage	T. D. Loans Advanced to Owners	-	-	N/A
<b>TOTAL EXPENDITURES</b>			<b>30,000</b>	<b>3,306</b>	<b>11.0%</b>

### Comments:

No commentary

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** July 4, 2023

**SUBJECT:** Update on Tax Arrears

**PREPARED BY:** Kaylyn MacDonald, Deputy Treasurer

Finance has begun a focused effort to improve upon our tax arrears collection.

In early December 2022, arrears reminder notices were sent to all residents with balances past due over \$10.

In mid-April, over 150 final notices were sent to all property owners with accounts in significant arrears for more than 2 years (and a balance exceeding \$3,000). Residents were asked to pay their arrears or contact the office to make suitable arrangements. Approximately 40% of those contacted have either made arrangements, paid their arrears in full or commenced making significant payments at the time of this report.

As the statistics appended to this report show, nearly \$1 million dollars of Prior Year arrears have been collected since January 2023. This figure does not include the associated interest and penalty that has been collected in order for this principal amount to have gone down.

For those property owners who did not respond to our notices, the Finance department is working with Real Tax, property tax recovery specialists, to begin the process of tax registration. To date, 40 properties in arrears have been sent to Real Tax with more to be registered before the end of June. The registration process is strictly regulated and once a certificate is registered, takes one year to end in a tax sale. More commonly, once notices are sent out, residents and/or property lien holders act to pay the outstanding balances before a tax sale can take place.

**Tax Arrears**

<b>Date</b>	<b>Past Due</b>	<b>Current Taxes</b>	<b>1 Year Arrears</b>	<b>2 Year Arrears</b>	<b>3+ Year Arrears</b>
December 8th, 2022	3,156,884.45	1,558,541.45	555,021.97	347,619.49	695,701.54
January 5th, 2023	2,822,328.65		1,296,264.03	529,100.23	996,964.39
June 27th, 2023	1,833,072.06		736,775.35	358,513.22	737,783.49

Notes:

1. Prior Year arrears jump in January as the Current taxes due in December 2022 become arrears in 2023.
2. Tax arrears in some cases include balances transferred from significantly overdue water accounts. In 2023, approximately \$60,000 of water arrears have been moved to the associated property tax accounts.



**Corporation of the United Counties of Stormont, Dundas and Glengarry**

**REGULAR COUNCIL MINUTES**

**June 19, 2023, 9:00 a.m.**

**Council Chambers, Suite 321, 26 Pitt Street, Cornwall**

Members Present: Warden T. Fraser, Councillors, G. Annable, J. Broad, S. Densham, A. Guindon, F. Landry, M. Lang, J. MacDonald, L. McDonald, B. McGillis, M. St. Pierre, C. Williams

Staff Present: CAO Adams, Clerk Casselman, Director de Haan, Director Franklin, Director Russell, Director Young, Director St-Onge, Manager of Infrastructure Jans, Manager McMillan, Communications Coordinator Lihou, Training and Emergency Management Coordinator Beehler, Tourism Coordinator Belanger

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**1. Call Meeting to Order by Resolution**

**Resolution No. 2023-107**

**Moved by** Councillor Landry

**Seconded by** Councillor MacDonald

THAT the meeting of the Council of the United Counties of Stormont, Dundas and Glengarry be hereby called to order.

CARRIED

**2. Adoption of Agenda**

**Resolution No. 2023-108**

**Moved by** Councillor Densham

**Seconded by** Councillor Broad

THAT Council approve the agenda.

CARRIED

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

Councillor Guindon declared a pecuniary interest on agenda item 6.4 (a) – resolution related to the Cornwall Township Historical Society. Councillor Guindon did not participate in discussion or vote on this portion of the item.

**4. Adoption of Minutes**

**4.1 May 15 & 25, 2023**

**Resolution No. 2023-109**

**Moved by** Councillor St. Pierre

**Seconded by** Councillor Landry

THAT the minutes of the meetings, including the in-camera minutes, of the Council of the United Counties of Stormont, Dundas and Glengarry, held May 15 & 25, 2023, be adopted as circulated.

CARRIED

**5. Delegations**

**5.1 2022 Financial Statements - Jamie Pollock, MNP**

Jamie Pollock, MNP LLP, Chartered Professional Accountants, provided an overview of the 2022 Financial Statements.

**Resolution No. 2023-110**

**Moved by** Councillor Densham

**Seconded by** Councillor MacDonald

THAT Council receive the 2022 Financial Statements for the United Counties of Stormont, Dundas and Glengarry as presented by MNP LLP, Chartered Professional Accountants.

CARRIED

**5.2 2023 Annual Housing Report - Mellissa Morgan, General Manager, Human Services & Long-Term Care & Lisa Smith, Manager, Housing Services, City of Cornwall**

Mellissa Morgan, General Manager, Human Services & Long-Term Care and Lisa Smith, Manager of Housing Services, City of Cornwall, presented

the Annual Housing Report. The report combined an update on community housing information as well as an overview of the Affordable Housing and Homelessness Plan.

**5.3 Eastern Ontario Wardens' Caucus '7 in 7' Regional Housing Plan - Chair Peter Emon, CAO Jim Pine, Meredith Stavelly-Watson, Manager of Government Relations & Policy**

CAO Jim Pine with the Eastern Ontario Warden's Caucus (EOWC) and Meredith Stavelly-Watson, Manager of Government Relations & Policy (EOWC), provided an overview of the EOWC and its strategic priorities. Additional information was presented on the '7 in 7' Regional Housing Plan.

**Resolution No. 2023-111**

**Moved by** Councillor Broad

**Seconded by** Councillor St. Pierre

WHEREAS during the October 13, 2022 EOWC meeting, the Caucus passed a motion to endorse the '7 in 7' Regional Housing Plan vision statement; and

WHEREAS there are approximately 12,000 to 14,000 community rental housing units needed to address the municipal wait lists across the eastern Ontario region; and

WHEREAS the EOWC region's average wait time for community housing is almost 5 years across all unit types, and as high as 10 years for some units; and

WHEREAS the EOWC is ready to take a regional leadership role with a bold plan to reduce the wait list and build the supply of community rental housing by developing the '7 in 7' Regional Housing Plan; and

WHEREAS the '7 in 7' plan will deliver 7,000 new affordable community rental units over 7 years, in addition to incentivizing an additional 21,000 attainable market rate units from the private and non-profit sectors for a total of total 28,000 housing units; and

WHEREAS the Province of Ontario has the goal of building 1.5 million homes across the province by 2031; and

WHEREAS collaboration, commitment and contribution between the Federal Government of Canada, the Province of Ontario, Indigenous governments, and private and non-profit sectors are key to tackle regional housing projects.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the United Counties of Stormont, Dundas and Glengarry is committed to fulfilling the goals of the EOWC '7 in 7' Regional Housing Plan; and

THAT Council urges all orders of government, private, and non-profit partners to fill the housing gap by collaborating, innovating and investing in filling the rural housing gap; and

THAT this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; The Honourable Provincial Minister of Municipal Affairs and Housing; The Honourable Provincial Associate Minister of Housing; The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), The Rural Ontario Municipal Association (ROMA); and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Council members congratulated CAO Jim Pine on his upcoming retirement. They thanked him for his years of service to the EOWC.

## **6. Action Requests**

### **6.1 Corporate Services**

### **6.2 Financial Services**

#### **a. 2023 Excluded Expenses Report**

##### **Resolution No. 2023-112**

**Moved by** Councillor Landry

**Seconded by** Councillor MacDonald

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve the 2023 Excluded Expenses Report as required under Ontario Regulation 284/09.

CARRIED

**b. Mileage Policy**

**Resolution No. 2023-113**

**Moved by** Councillor Broad

**Seconded by** Councillor Densham

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve the revisions to the Mileage Policy # 1-19.

CARRIED

**6.3 Transportation**

**6.4 Planning**

**a. June 2023 Regional Incentives Program – Approval of the second intake of applications**

**Resolution No. 2023-114**

**Moved by** Councillor Densham

**Seconded by** Councillor St. Pierre

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve funding under the Stay, Discover, Grow, Regional Incentives Program in the total amount of \$122,900 for the following eight (8) projects:

1. The Burg Bar and Grill, Municipality of South Dundas, in the amount of 50% up to a max of \$12,250;
2. Avonmore Storage and Retail, Township of North Stormont, in the amount of 50% up to a max of \$18,000;
3. Vanessa McBain Massage Therapy, Township of North Stormont, in the amount of 50% up to a max of \$400;
4. Tranquility Acres, Township of North Glengarry, in the amount of 50% up to a max of \$20,000;
5. Ontario Inc. 2686008 (representing the property owner of the rental location currently housing The Planted Arrow), Township of North Dundas; in the amount of 50% up to a max of \$18,000;

6. Artisan Kitchen and Bath, Township of South Glengarry, in the amount of 50% up to a max of \$22,000;
7. 14077512 Canada Inc. (Lancaster Triplex), Township of South Glengarry, in the amount of 50% up to a max of \$12,250;
8. The Glengarry Market, Township of North Glengarry, in the amount of 50% up to a max of \$20,000;

TOTAL: \$122,900.00

CARRIED

Councillor Guindon left the meeting (Time: 11:14 a.m.).

#### **Resolution No. 2023-115**

**Moved by** Councillor MacDonald

**Seconded by** Councillor Landry

THAT Council approve funding under the Stay, Discover, Grow, Regional Incentives Program in the total amount of \$1,050 for the following one (1) project:

1. Cornwall Township Historical Society, Township of South Stormont, in the amount of 50% up to a max of \$1,050

TOTAL: \$1,050.00

CARRIED

Councillor Guindon returned to the meeting (Time: 11:17 a.m.).

#### **6.5 Court Services**

#### **6.6 County Library**

#### **6.7 IT Services**

## **7. Tenders and Quotations**

### **7.1 2023-55-432 – Culvert Lining Small Diameter**

#### **Resolution No. 2023-116**

**Moved by** Councillor Broad

**Seconded by** Councillor St. Pierre

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept the tender from Aqua Drain Sewer Services Inc for the lining of various culverts at their unit prices totaling \$284,574.36 plus H.S.T.; and

THAT the Director of Transportation Services be authorized to sign all necessary documents to give effect to the contract.

CARRIED

### **7.2 Concrete Box Culvert Pre-Purchase**

#### **Resolution No. 2023-117**

**Moved by** Councillor Densham

**Seconded by** Councillor Broad

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept the tender from Power Precast Solutions for the purchase of a precast concrete structure at the total price of \$54,074.81 plus HST; and

THAT the Director of Transportation Services be authorized to sign all necessary documents to give effect to the contract.

CARRIED

### **7.3 Upper Moose Creek Culvert Replacement**

#### **Resolution No. 2023-118**

**Moved by** Councillor Landry

**Seconded by** Councillor MacDonald

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept the tender from W. H. MacSweyn Inc. for the installation

of the new Upper Moose Creek Culvert at their unit prices totaling \$121,900.00 plus H.S.T.; and

THAT the Director of Transportation Services be authorized to sign all necessary documents to give effect to the contract.

CARRIED

#### **7.4 County Administration Building – Car Chargers**

##### **Resolution No. 2023-119**

**Moved by** Councillor St. Pierre

**Seconded by** Councillor Williams

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept the quotation from Bergeron Electric LTD. for the installation of electrical car chargers, installation of two new flag poles and removal of the surplus parking lot light poles at their lump sum price of \$57,695.00 plus H.S.T.; and

That the Director of Transportation Services be authorized to sign all necessary documents to give effect to the contract.

CARRIED

Council took a brief recess at 11:27 a.m. The meeting resumed at 11:37 a.m.

#### **8. By-laws**

##### **8.1 Annual Insurance Renewal**

##### **Resolution No. 2023-120**

**Moved by** Councillor Broad

**Seconded by** Councillor St. Pierre

THAT By-law No. 5402, being a by-law to authorize the acceptance of the Municipal Insurance Program proposal submitted by Marsh for the period July 1, 2023, to June 30, 2024, at a total premium of \$222,817, plus applicable taxes, be read and passed in Open Council, signed and sealed.

CARRIED

## **8.2 Netsolid Municipal Access Agreement**

### **Resolution No. 2023-121**

**Moved by** Councillor Densham

**Seconded by** Councillor Landry

THAT By-law No. 5403, being a By-law to enter into a Municipal Access Agreement with Netsolid for the expansion of their high-speed internet service, be read and passed in Open Council, signed and sealed.

CARRIED

## **8.3 Official Plan Amendment No. 17 – South Service Road - Devanco Canada Inc.**

### **Resolution No. 2023-122**

**Moved by** Councillor MacDonald

**Seconded by** Councillor St. Pierre

THAT By-law No.5404, being a by-law to adopt Official Plan Amendment No. 17 to the Official Plan of the United Counties of Stormont, Dundas and Glengarry, be read and passed in Open Council, signed and sealed.

CARRIED

## **8.4 Fees and Charges**

### **Resolution No. 2023-123**

**Moved by** Councillor Broad

**Seconded by** Councillor Landry

THAT By-law No. 5405, being a by-law to adopt a Fees and Charges By-law, be read and passed in Open Council, signed and sealed.

CARRIED

**9. Consent Agenda**

**Resolution No. 2023-124**

**Moved by** Councillor MacDonald

**Seconded by** Councillor Densham

THAT all items listed under the Consent Agenda section of the agenda be received for information purposes.

CARRIED

**9.1 Monthly Financial Summary**

**9.2 SDG Library Branch Reports**

**9.3 EOWC Letter re: South Eastern Ontario Production Accelerator Fund**

**9.4 Ministry of Natural Resources & Forestry letter re: SNC Appointment**

**9.5 Municipality of Tweed Resolution of Support re: Bill 97**

**9.6 Township of Armour Resolution of Support re: Bill 97**

**10. Boards and Committees**

Council members provided updates on various board and committee activities.

Council members congratulated Karen Franklin, Director of Library Services, on her upcoming retirement. They thanked her for her years of dedication and service to the SDG Library.

**11. Key Information**

**11.1 Updated Tree Protection Policy**

Director de Haan and Forestry Coordinator Duncan presented information on the proposed updated Tree Protection Policy. Councillor Lang volunteered to be a member of the Community Forest Working Group.

### **11.2 Patrol Staffing Proposal**

Director de Haan and Manager McMillan presented information on a patrol staffing proposal to address staffing resource gaps. Council members requested staff to report back with further information on the proposal.

### **11.3 Road Work Update**

Manager Jans provided an update on various road work, including skin patching, road resurfacing, asphalt making, micro surfacing, and ongoing road design work.

### **11.4 Bridge Work Update**

Manager Jans provided an update on the ongoing bridge projects, including the South Nation River Bridge, Hoople Creek Bridge, Cardinal municipal drain and wing wall installations, Baldwin Bridge, and the Oak Valley Bridge design.

### **11.5 Inkerman Bridge Update**

Manager Jans provided information on the Inkerman Bridge, which can remain in full-service for the foreseeable future.

### **11.6 June 2023 Building Projects**

Manager Jans provided an update on various County Administration Building projects, including the flat roof replacement, cannon bases, IT server room upgrades, electric car charges, and the jail kitchen.

### **11.7 Follow Up - Intersection of SDG 43 and SDG 7**

Director de Haan presented information on an intersection conflict warning system that could be used at the intersection of SDG 43 and SDG 7. Council directed staff to proceed with implementing the system.

### **11.8 2024 SDG Counties Discover Guide**

Tourism Coordinator Belanger provided information on the 2024 SDG Counties Discover Guide, which will be combined with the City of Cornwall in order to produce one regional visitor guide.

### **11.9 Administrative Update - June 2023**

CAO Adams provided an administrative update which highlighted various upcoming key dates, the Employee Recognition Awards and BBQ scheduled for August 28<sup>th</sup>, and current recruitments.

## **12. Motions and Notices of Motions**

## **13. Petitions**

## **14. Miscellaneous Business**

### **14.1 United Counties of Leeds & Grenville: Paramedic Service Delivery Cross Border Billing & Dispatch - Working Group Participation Request**

#### **Resolution No. 2023-125**

**Moved by** Councillor Broad

**Seconded by** Councillor St. Pierre

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve the Warden's participation in a regional working group (Leeds & Grenville, Prescott-Russell, Renfrew County, Lanark County) concerning paramedic service delivery cross border billing and dispatch.

CARRIED

## **15. Unfinished Business Summary**

**16. Closed Session**

**Resolution No. 2023-126**

**Moved by** Councillor Landry

**Seconded by** Councillor Broad

THAT Council proceed in-camera pursuant to Section 239(2)(c) of the *Municipal Act, 2001* – a proposed or pending acquisition of land by the municipality or local board for a matter related to Land Negotiation; and pursuant to Section 239(2)(k) – a position, plan or procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on or behalf of the municipality or local board for a matter related to Contract Negotiation; and pursuant to Section 239(2)(b)– personal matters about an identifiable individual, including municipal or local board employees for a matter related to CAO Performance Review.

CARRIED

**Resolution No. 2023-127**

**Moved by** Councillor Densham

**Seconded by** Councillor Williams

THAT Council rise and reconvene in Open Session.

CARRIED

**Resolution No. 2023-128**

**Moved by** Councillor Broad

**Seconded by** Councillor St. Pierre

THAT By-Law No. 5406, being a by-law to authorize a funding agreement between the United Counties of Stormont, Dundas and Glengarry and Rural Healthcare Innovations (Dundas Manor), be read and passed in Open Council, signed and sealed.

CARRIED

**17. Ratification By-law**

**Resolution No. 2023-129**

**Moved by** Councillor Williams

**Seconded by** Councillor Densham

THAT By-Law No. 5407, being a by-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed.

CARRIED

**18. Adjournment by Resolution**

**Resolution No. 2023-130**

**Moved by** Councillor Williams

**Seconded by** Councillor Landry

THAT Council adjourn to the call of the Chair.

CARRIED

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Warden

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Clerk



## Raisin Region Conservation Authority

18045 County Road 2, P.O. Box 429, Cornwall, ON K6H 5T2

Tel: 613-938-3611 Fax: 613-938-3221

[www.rrca.on.ca](http://www.rrca.on.ca)

**To:** Township of South Glengarry Council, CAO, and Clerk  
**From:** Martin Lang, Chair, Raisin Region Conservation Authority  
**Date:** June 15, 2023  
**Subject:** RRCA 2022 Annual Report

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On behalf of the Board of Directors of the Raisin Region Conservation Authority (RRCA), I am pleased to share our 2022 Annual Report, where you will find last year's highlights as we continued to work with our community for a better environment and healthy future.

Some accomplishments include reviewing a record number of development applications to protect people and property from natural hazards, overseeing substantial enhancements to the RRCA's three Conservation Areas, and accepting 115 acres of municipal forest donations for perpetual preservation. Following a continued desire from the public to spend time in nature, the RRCA again experienced an increase in visitation to its Conservation Areas in 2022, welcoming close to 180,000 visitors. The RRCA also helped improve the health and resilience of its watersheds by adding 60,000 trees to the local landscape in 2022 and by facilitating the adoption of agricultural best management practices.

Following the end of COVID-19 restrictions, it was a pleasure to again engage the community in conservation through in-person education and recreation opportunities. The 49<sup>th</sup> annual Raisin River Canoe Race in particular was received with festive enthusiasm by hundreds of participants and spectators.

We are grateful for the unremitting support from our municipalities, government and community partners, residents, and other Conservation Authorities as we continue to provide balanced guidance for the protection, enhancement, and restoration of our natural environment. Key relationships formed or renewed in 2022 include a planning review partnership designed to increase efficiency and provide cost savings to residents, participation in a grassland stewardship program with Grasslands Ontario, and the renewal of a longstanding partnership with Ducks Unlimited Canada towards maintenance at Cooper Marsh Conservation Area. We were also pleased to see our Source Protection Committee Chair, Raymond Beauregard, reappointed to his vital leadership position by the Province of Ontario.

Should you have any questions about the RRCA's programs and services, do not hesitate to contact us at (613) 938-3611 or [info@rrca.on](mailto:info@rrca.on).

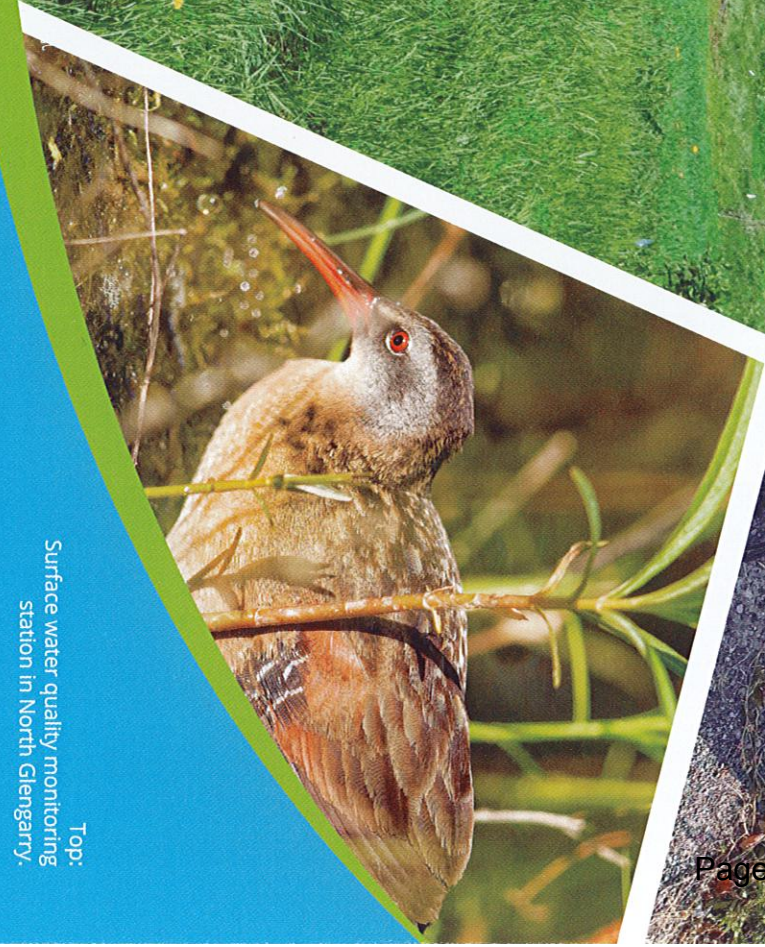
Sincerely,

Martin Lang  
Chair, RRCA Board of Directors



# Raisin Region Conservation Authority

## Annual Report 2022



Top:  
Surface water quality monitoring  
station in North Glengarry.

Left:  
Tree planting event in the City of Cornwall.

Right:  
A Virginia rail forages among wetland vegetation at  
Cooper Marsh Conservation Area in South Glengarry.



The RRCA's Board of Directors is comprised of eight appointed representatives from its five member municipalities. Pictured, from left:

**TOWNSHIP OF NORTH STORMONT**  
Robert Lefebvre

**CITY OF CORNWALL**  
Carlyne Hébert  
Claude McIntosh

**TOWNSHIP OF SOUTH STORMONT**  
David Smith  
Bryan McGillis

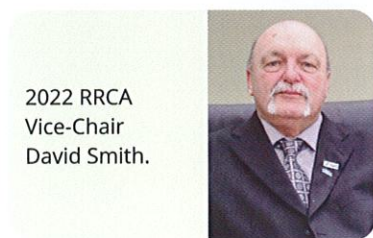
**TOWNSHIP OF SOUTH GLENGARRY**  
Martin Lang  
Lyle Warden

**TOWNSHIP OF NORTH GLENGARRY**  
Jacques Massie

**RRCA GENERAL MANAGER**  
Richard Pilon



2022 RRCA Chair Martin Lang.



2022 RRCA Vice-Chair David Smith.

## MESSAGE FROM THE 2022 CHAIR

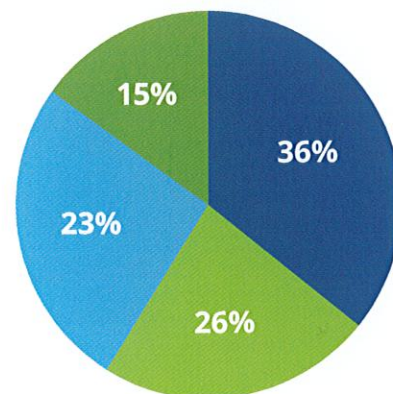
In 2022, the Raisin Region Conservation Authority's (RRCA) Board of Directors and its team of 17 staff members and 13 summer employees continued to protect people, property, and the environment within our jurisdiction. Year after year, RRCA's watershed-based approach to conservation allows our five member municipalities to work together with nature to secure a better environment and healthy future for the region.

Last year, RRCA again broke records while supporting safe and sustainable development by reviewing 333 development applications. We were pleased to learn that our Source Protection Committee Chair, Raymond Beauregard, was reappointed to his vital leadership position by the Ministry of the Environment, Conservation and Parks. As well, our Conservation Areas received several substantial enhancements and we were privileged to receive 115 acres of environmentally significant forests from the Township of South Glengarry for perpetual preservation. We also continued strengthening the health of our watersheds by planting 58,000 trees, participating in a new grassland stewardship program, initiating wetland restorations, and supporting agricultural best management practices by local farmers.

2022 saw the end of COVID-19 restrictions, permitting the RRCA to fully resume engaging the community in conservation through workshops at the Cooper Marsh Visitors Centre, community tree plantings, and popular events such as our Family Fishing Day and Raisin River Canoe Race.

I am honoured to have been chosen to continue serving as Chair in 2023, and I welcome our 2023 Vice-Chair, South Stormont Mayor Bryan McGillis. Of course, we remain grateful for our strong community partnerships and the unwavering support from our five member municipalities.

## FUNDING CONSERVATION: RRCA 2022 Funding Sources



Authority Generated:  
\$1,202,816

Municipal Levy:  
\$888,641

Government Grants:  
\$787,773

Partners:  
\$498,262

2022 Total:  
\$3,377,492



SCAN TO LEARN  
MORE ABOUT THE  
RRCA'S PROGRAMS  
AND SERVICES



## RRCA BY NUMBERS

- Established in 1963 to address local flooding, drainage, and water supply concerns
- 1,680 km<sup>2</sup> watershed jurisdiction
- Owns and protects 1,853 acres of environmentally significant land
- 86,500 residents
- 5 member municipalities
- 8 municipally-appointed board members
- 3 Conservation Areas

## IN 2022

- 333 development applications processed
- 58,000 trees planted
- 180,000 Conservation Area visitors
- 7 flood statements issued
- 0 low water response statements issued
- 13 summer students hired



SCAN TO SEE ALL  
RRCA NEWS

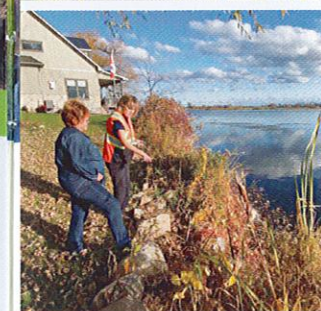
### RRCA CONTRIBUTES TO ST. LAWRENCE RIVER (CORNWALL) REMEDIAL ACTION PLAN

In 2022, under the St. Lawrence River Remedial Action Plan in partnership with the River Institute and the Mohawk Council of Akwesasne, the RRCA delivered and supported various projects to improve the health of the River. The RRCA initiated a coastal wetland restoration project, continued to support farmers with the implementation of agriculture best management practices, and helped conduct water quality monitoring in tributaries, tributary mouths, and offshore areas to further assess the status of eutrophication.



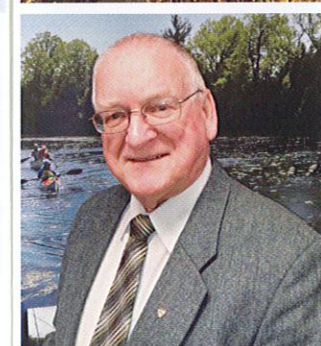
### ANOTHER RRCA RECORD YEAR FOR SUSTAINABLE DEVELOPMENT

The RRCA continued supporting sustainable development in 2022 by working with municipalities, businesses, farmers, developers, and property owners on a record 333 development applications, up from the previous record of 299 in 2021. These processes were vital to ensure development projects are safe from natural hazards such as flooding and erosion, and that natural heritage features are protected.



### SOURCE PROTECTION COMMITTEE CHAIR RE-APPOINTED BY PROVINCE

Retired farmer and active community member, Raymond Beauregard, was re-appointed as Chair of the Raisin-South Nation Source Protection Committee by the Ontario Minister of Environment, Conservation and Parks under Ontario's *Clean Water Act, 2006*. The Act ensures that communities are able to protect their drinking water sources through the development of collaborative, locally driven, science-based source protection plans for watersheds across the province.



### SOUTH GLENGARRY DONATES 115 ACRES OF FORESTS TO RRCA

The Township of South Glengarry donated a combined 115 acres of forests at two sites in South Glengarry to the RRCA. The donation follows last year's gifting of a 100-acre wetland to the RRCA by the Township of South Stormont. The RRCA currently manages and conserves 1,853 acres of environmentally significant land in order to enhance forest cover, conserve sensitive ecological habitat, and provide recreational opportunities to the public.



### RETURN OF RRCA'S RAISIN RIVER CANOE RACE

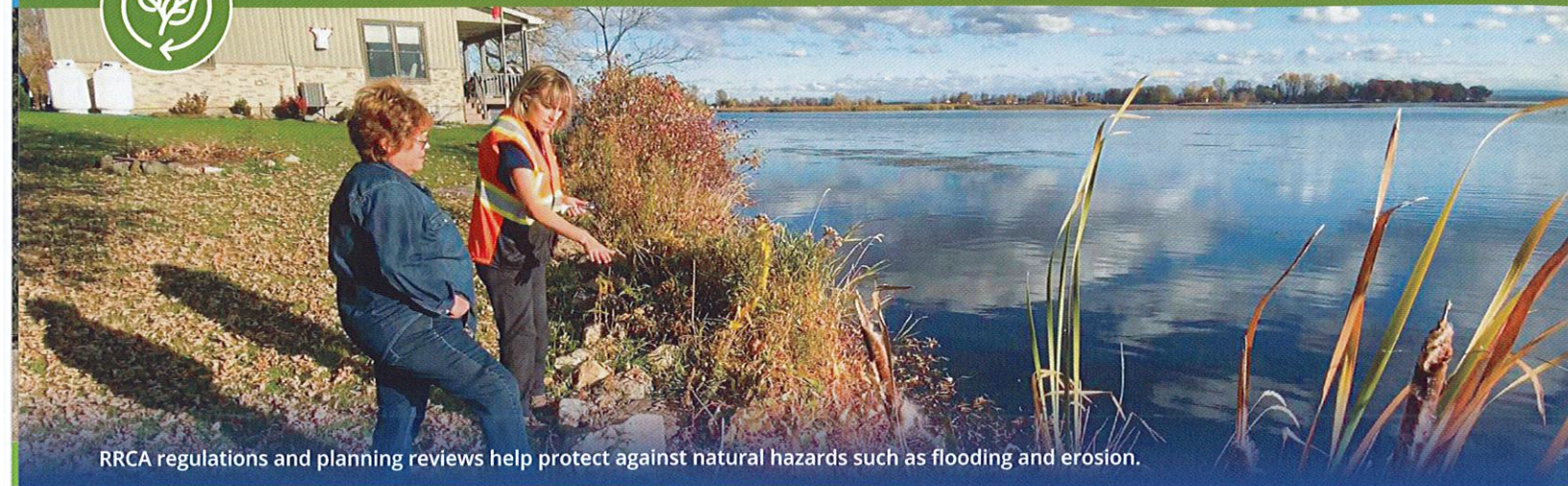
A total of 364 paddlers in 222 boats registered for RRCA's 49th annual Raisin River Canoe Race. The cold April weather did not dampen the festive atmosphere as paddlers of all ages, from near and far, entertained spectators along the 30-kilometre route. The Race had been put on hold for the last two years due to the COVID-19 pandemic. The fastest time was the Pro Boat Tandem of Mike De Abreu and Seb Courville (of Arnprior) at 2:10:50.



### MANY ENHANCEMENTS AT COOPER MARSH CONSERVATION AREA

Through various projects and partnerships, RRCA's 663-acre Cooper Marsh Conservation Area received multiple enhancements, including renovations to its Visitors Centre, new taxidermy displays, a grassland restoration, the seeding of native wild rice, waterfowl nesting boxes, a parking lot reconstruction, wayfinding trail signs and markers, the initiation of major structural maintenance to its system of ring dykes and pumps, and more.





RRCA regulations and planning reviews help protect against natural hazards such as flooding and erosion.

Under the *Conservation Authorities Act* and the *Planning Act*, Conservation Authorities review development near or within shorelines, floodplains, and erosion-prone areas in their jurisdiction in order to protect people, property, and the environment. Additionally, the RRCA protects local drinking water sources from contamination and overuse under the Drinking Water Source Protection program.

In 2022, the RRCA began work on a project to update the floodplain mapping for the Eastman Drain watershed, in South Stormont and the City of Cornwall.

RRCA also entered into a planning review partnership with its neighbouring Conservation Authority, South Nation Conservation, to further increase planning review efficiency in South Stormont and North Stormont while also providing significant cost savings to residents.

The RRCA is also the lead agency in the Cornwall Sediment Strategy, a component of the St. Lawrence River Remedial Action Plan designed to prevent the disturbance of several zones of sediment along the Cornwall waterfront.



RRCA staff conducting a site inspection at the Eastman Drain in South Stormont.



SCAN TO SEE WHICH DEVELOPMENT ACTIVITIES REQUIRE A PERMIT FROM THE RRCA



There are 26 municipal drinking water systems within the Source Protection Region of which 13 are groundwater systems and 13 are surface water systems.

## SUSTAINABLE DEVELOPMENT ACTIVITIES

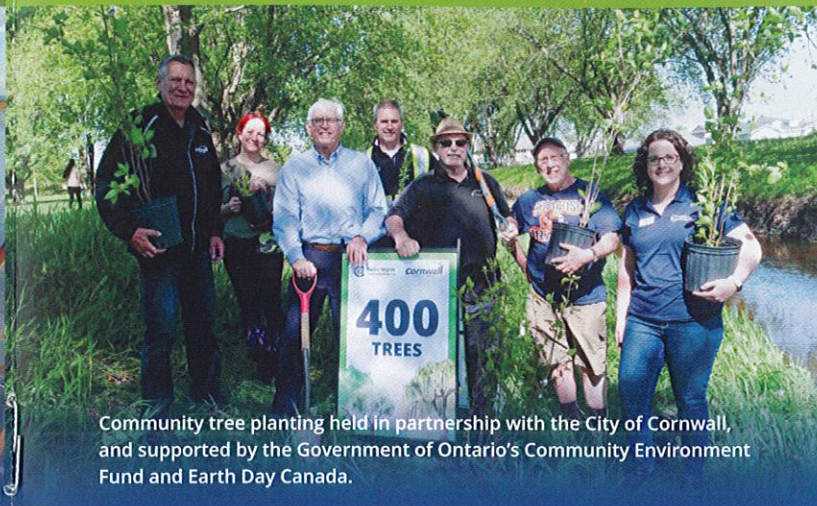
**178** PLANNING ACT APPLICATION REVIEWS

**154** PERMITS ISSUED UNDER THE CONSERVATION AUTHORITIES ACT

**106** DRINKING WATER SOURCE PROTECTION PROGRAM RISK MANAGEMENT OFFICE SCREENINGS

**33** PROPERTY INQUIRIES

**1** CORNWALL SEDIMENT STRATEGY REVIEW



Community tree planting held in partnership with the City of Cornwall, and supported by the Government of Ontario's Community Environment Fund and Earth Day Canada.



A young angler proudly displays a pumpkinseed caught during RRCA's 2022 Family Fishing Day.

## STEWARDSHIP PROJECTS, OUTREACH & INCENTIVES

**281**  
NEW ACRES  
DEDICATED TO  
ALUS PROJECTS

**79**  
ACRES RENEWED  
FOR ALUS  
PROJECTS

**41**  
ALUS  
AGRICULTURAL  
STEWARDSHIP  
PROJECTS

**10**  
ADVISORY  
SERVICE GRANTS  
TO LOCAL  
FARMERS

**6**  
COMMUNITY  
TREE PLANTING  
EVENTS

**4**  
COOPER MARSH  
BIODIVERSITY  
PROJECT  
WORKSHOPS

**1,736**  
OUTREACH &  
EDUCATION  
PARTICIPANTS

**21**  
LANDOWNERS  
PARTICIPATING IN  
ALUS PROJECTS

**3**  
COMMUNITY  
PRESENTATIONS



RRCA monitoring a grassland project site in North Glengarry.



RRCA staff planting trees in North Stormont.



Aquatic macroinvertebrate sampling workshop at Cooper Marsh Conservation Area.



**1.1M**  
TREES  
PLANTED  
SINCE  
1994

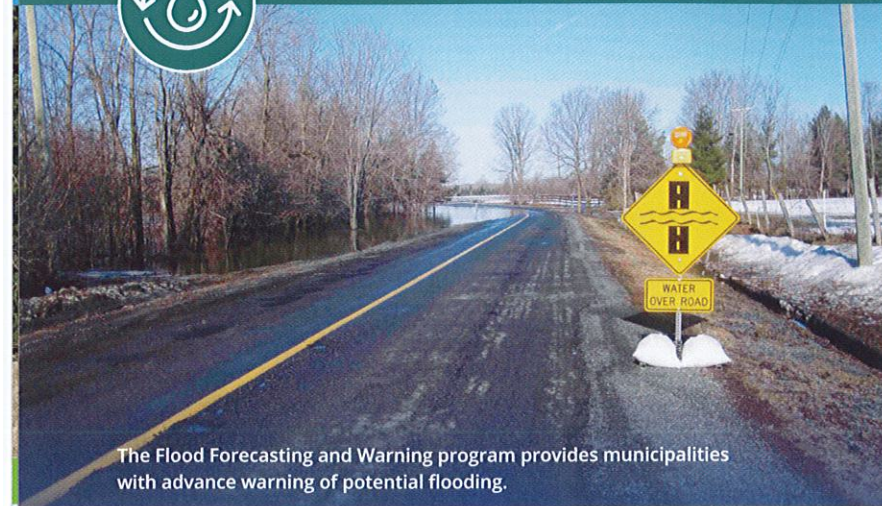
**58,000 TREES**  
PLANTED IN  
**2022**

In 2022, RRCA engaged the local community in conservation through various outreach and recreation opportunities, including workshops and presentations, a family fishing day, a canoe race, free tree giveaways, an ongoing geocaching tour, and more.

The RRCA also fosters stewardship in its jurisdiction by offering tree planting services and incentives, leading various projects within the St. Lawrence River Area of Concern, and facilitating the implementation of agricultural best management practices. The RRCA is also the lead for the ALUS (Alternative Land Use Services) Ontario East program.



SCAN TO LEARN MORE ABOUT THE RRCA'S FORESTRY SERVICES

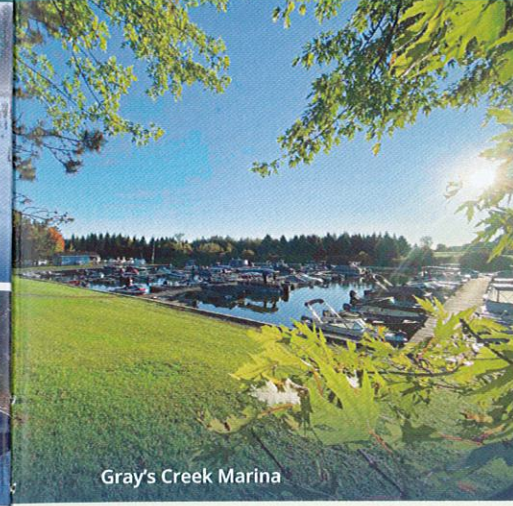


The Flood Forecasting and Warning program provides municipalities with advance warning of potential flooding.

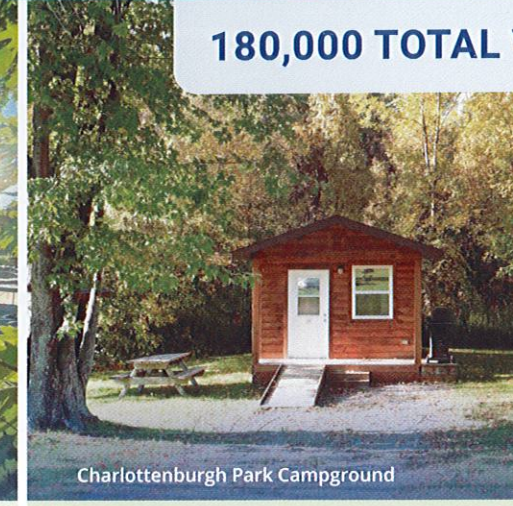


RRCA staff conducting a snow survey in South Stormont.

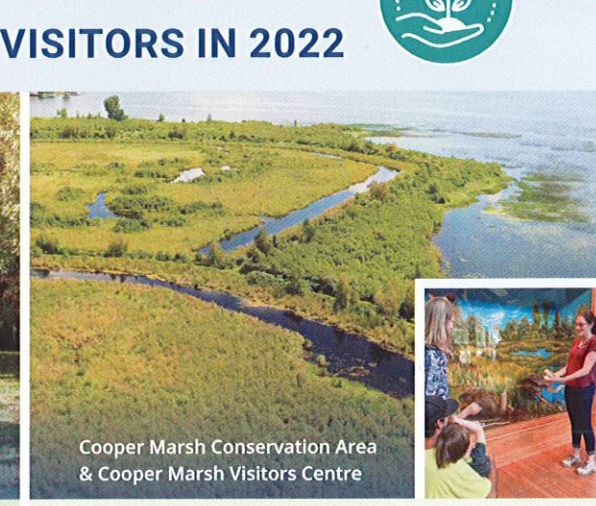
Kenyon Dam in North Glengarry.



Gray's Creek Marina



Charlottenburgh Park Campground



Cooper Marsh Conservation Area & Cooper Marsh Visitors Centre

The RRCA's jurisdiction encompasses 1,680 km<sup>2</sup> of Eastern Ontario, which includes several watersheds and tributaries to the St. Lawrence River.

The RRCA's watershed management includes operating and maintaining eight water control structures, conducting various water quality and quantity monitoring, and providing a Flood Forecasting and Warning and Low Water Response program.

### MONITORING NETWORKS

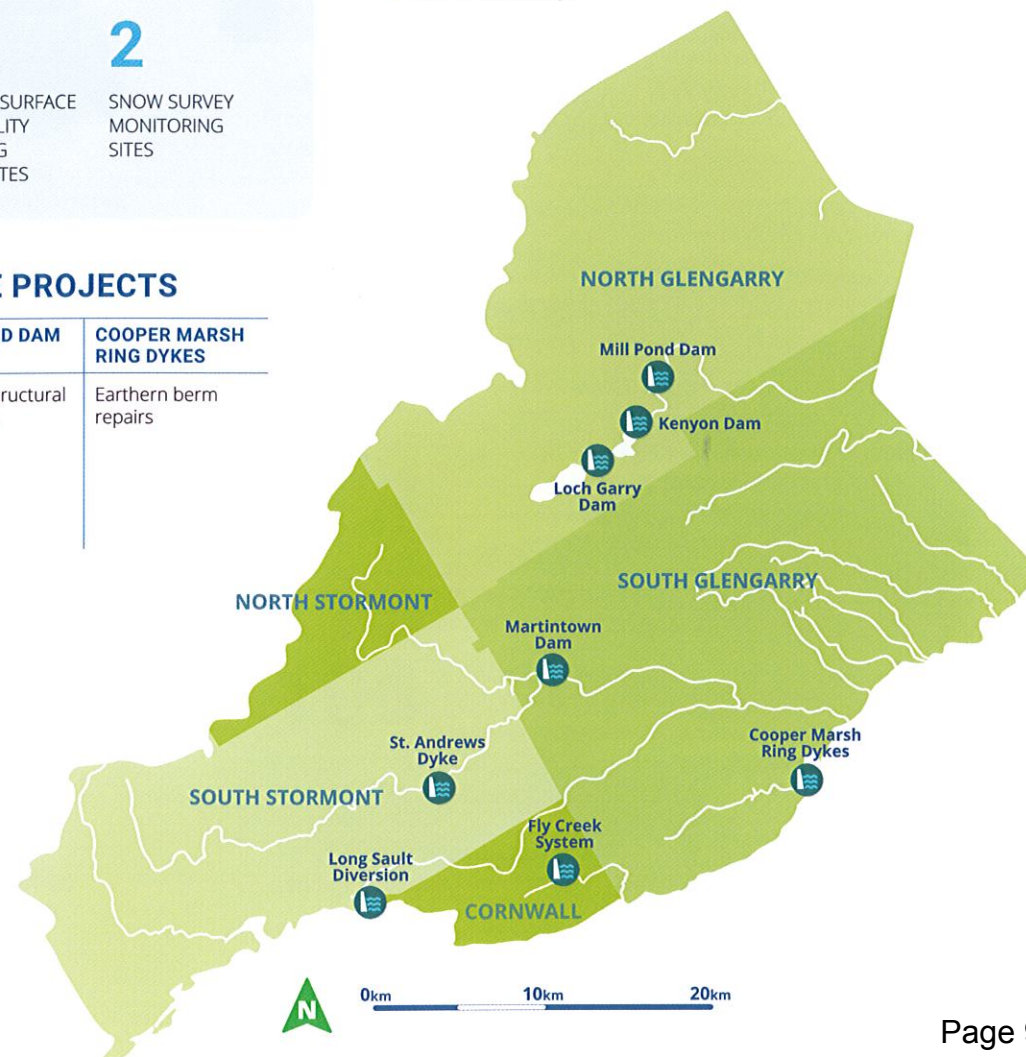
10	9	9	2
STREAM GAUGE MONITORING SITES	PROVINCIAL GROUNDWATER MONITORING WELLS	PROVINCIAL SURFACE WATER QUALITY MONITORING NETWORK SITES	SNOW SURVEY MONITORING SITES

### FLOOD AND DROUGHT MESSAGES

3 Water Safety Statements	0 Low Water Responses Level 1
3 Flood Outlook Statements	0 Low Water Responses Level 2
1 Flood Watch	0 Low Water Responses Level 3
0 Flood Warnings	

### WATER CONTROL STRUCTURE PROJECTS

LOCH GARRY DAM	KENYON DAM	MILL POND DAM	COOPER MARSH RING DYKES
Annual dam inspection	Annual dam inspection	Detailed structural inspection	Earthen berm repairs
Vegetation removed from earthen berms	Vegetation removed from earthen berms		



### GRAY'S CREEK

- 106,000 visitors
- 210 trees planted
- Installation of wayfinding trail signs and markers
- 6 dock replacements
- Hosting of Family Fishing Day event
- Introduction of new point of sales system

### CHARLOTTENBURGH PARK

- 24,000 visitors
- Additional campground lots provided with water, electrical upgrades, and gravel pads
- Construction of additional visitors parking lot
- Installation of wayfinding trail signs and markers
- Launch of new online camping reservation system
- Site of first South Glengarry Haunted Drive hosted by Optimist Club of Lancaster

### COOPER MARSH

- 50,000 visitors
- Reopening of Visitors Centre post-COVID-19 pandemic
- Parking lot reconstruction
- Visitors Centre received new taxidermy displays, lighting system, and various other enhancements
- Grassland restoration and wild rice seeding
- Installation of wayfinding trail signs and markers
- Strengthening of earthen berms

The RRCA owns and manages 1,853 acres of environmentally significant properties, including three Conservation Areas which enable residents and visitors to step into nature through various amenities such as park and picnic areas, wildlife viewing blinds and platforms, a marina, campground, interpretive centre, and a combined 25 kilometres of nature trails.

In 2022, RRCA renewed its successful and longstanding partnership with Ducks Unlimited Canada to maintain the system of ring dykes and pumps at Cooper Marsh Conservation Area. RRCA also continued various habitat enhancement projects at the Marsh through the Cooper Marsh Biodiversity Project. This project was undertaken with the financial support of the Nature Smart Climate Solutions Fund, a Government of Canada's Department of Environment and Climate Change program in partnership with Conservation Ontario. Funding support has also been provided by Ontario Power Generation.

RRCA also continued to restore and enhance the Gambhir Memorial Forest, an urban forest located in the City of Cornwall and donated to the RRCA by Dr. Indu Gambhir.



Tree planting event at the Gambhir Memorial Forest.



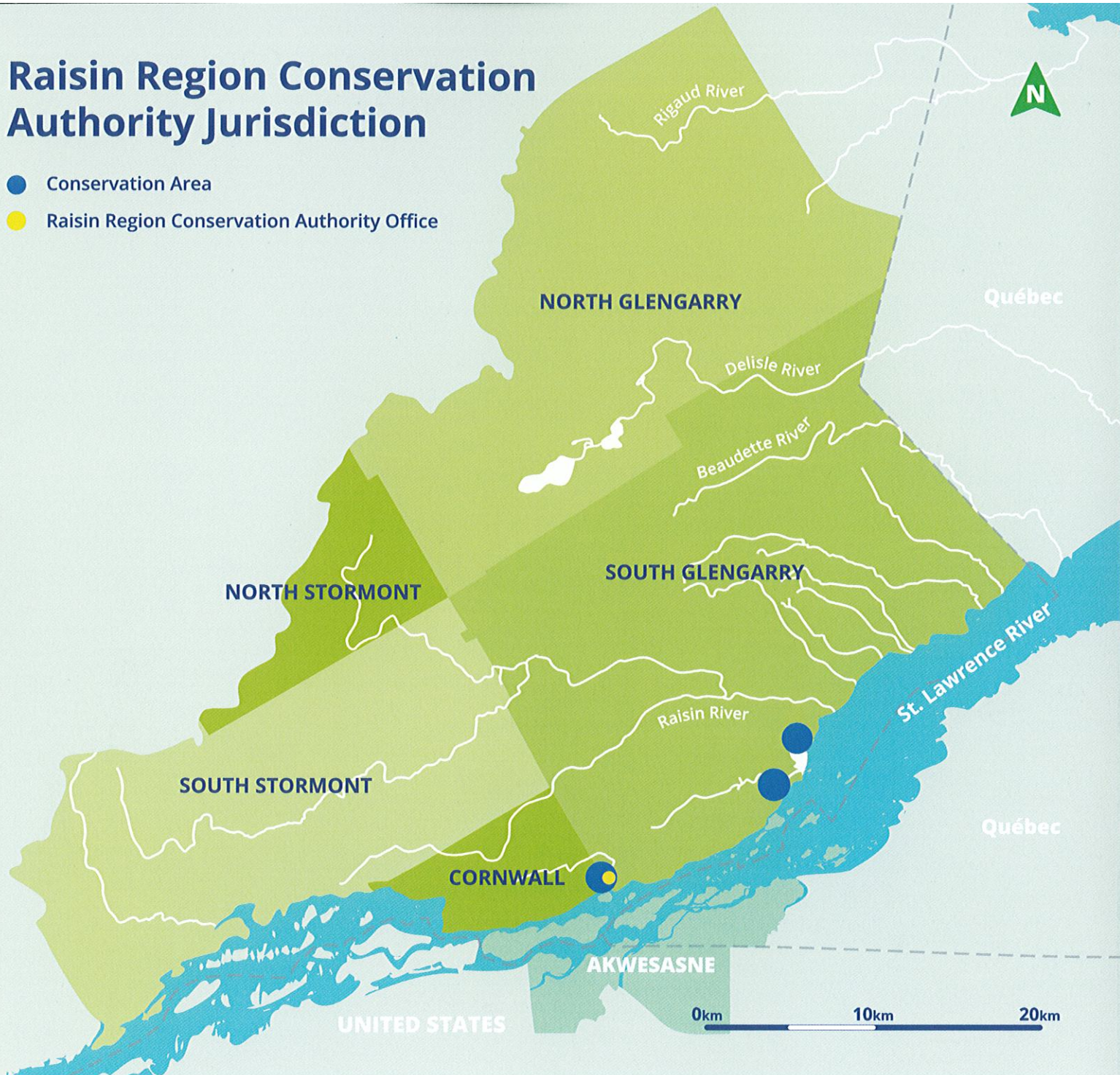
SCAN TO SEE THE RRCA'S CURRENT FLOOD STATUS INDICATOR



SCAN TO LEARN MORE ABOUT THE RRCA'S 3 CONSERVATION AREA

# Raisin Region Conservation Authority Jurisdiction

- Conservation Area
- Raisin Region Conservation Authority Office



**Raisin Region**  
Conservation Authority

Guiding our community in the protection, enhancement and restoration of our natural environment through programs that balance human, environmental and economic needs for a sustainable future.

    @raisinregion



Scan to subscribe to the  
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Newsletter

18045 County Road 2, Cornwall, ON K6H 5T2  
(613) 938-3611  
info@rrca.on.ca  
rrca.on.ca

Page 96 of 125

Member of





## **MEMORANDUM**

**To:** Township of South Glengarry Council, CAO, and Clerk  
**From:** Lisa Van De Ligt, Team Lead, Communications and Stewardship  
**Date:** June 22, 2023  
**Subject:** RRCA Board of Directors meeting highlights (June 15, 2023)

---

The Raisin Region Conservation Authority (RRCA) Board of Directors consists of 8 representatives from the RRCA's 5 member municipalities: City of Cornwall and Townships of North Glengarry, South Glengarry, South Stormont and North Stormont.

Following every Board meeting, councils, CAOs and clerks of the RRCA's 5 member municipalities are sent meeting highlights and the date of the next meeting. The RRCA Board meets monthly (except for July, August, and December).

### **June 15, 2023 RRCA Board of Directors Meeting Highlights:**

- Approved minutes from the May 18, 2023 Board of Directors meetings can be found at <http://www.rrca.on.ca/page.php?id=15>.
- Board received an update on the damaged/hazard tree management at the RRCA's three Conservation Areas:
  - Following the winter storms in December 2022 and April 2023, the RRCA's Conservation Areas experienced significant tree damage.
  - Although staff have been diligently addressing damaged and broken trees, staff observed that additional tree management efforts may be required beyond what the existing RRCA staffing resources could address.
  - Gray's Creek Conservation Area trails have been closed since April 27, 2023. Select trails are anticipated to re-open by the end of July.
  - Additionally, Gray's Creek Conservation Area consists of land owned by the RRCA and 2 additional parcels owned by private landowners. The RRCA signed license agreements with the private landowners in 2001 to extend the trail system onto their properties. One of the private land parcels was sold and there is currently no licence agreement in place for this particular parcel. The license agreement was discussed in closed session.

**Next RRCA Board meeting date: September 21, 2023**

## Kayce Dixon

---

**From:** Kelli Campeau  
**Sent:** June 23, 2023 1:27 PM  
**To:** Kayce Dixon  
**Subject:** FW: South Stormont Resolution - Support For Rural Education Funding

July 4<sup>th</sup> consent

---

**From:** Ashley Sloan <ashley@southstormont.ca>  
**Sent:** Thursday, June 22, 2023 12:40 PM  
**To:** Premier of Ontario Premier ministre de l'Ontario <premier@ontario.ca>; minister.edu@ontario.ca; Nolan.Quinn@pc.ola.org; resolutions@amo.on.ca; Your ROMA Zone 7 Representative <roma@roma.on.ca>; info@eowc.org  
**Cc:** Loriann Harbers <loriann@southstormont.ca>; njohnston@northdundas.com; clebrun@southdundas.com; ccalders@northstormont.ca; Kelli Campeau <kcampeau@southglengarry.com>; Sarah Huskinson <cao@northglengarry.ca>; Kimberley Casselman <kcasselman@sdgcounties.ca>  
**Subject:** South Stormont Resolution - Support For Rural Education Funding

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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.

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Good day,

Please be advised that Council of the Township of South Stormont passed the following resolution on June 14, 2023:

### **Resolution No. 142/2023**

**Moved By: Councillor Jennifer MacIsaac**

**Seconded by: Councillor Cindy Woods**

**That Council of the Township of South Stormont supports the resolution passed by the Township of South Glengarry regarding rural education funding and further, respectfully requests the Province of Ontario, through the Minister of Education, provide an update on the status of any review of rural education funding, including RNEF and the 2018 Pupil Accommodation Review guidelines; and further, That a copy of this resolution of support be forwarded to the Premier, Minister of Education, MPP Nolan Quinn, AMO, ROMA, EOWC and local SDG municipalities.**  
**Result: CARRIED**

Kind regards,



**Ashley Sloan, AMP**

Deputy Clerk  
Marriage Officiant

Email: [ashley@southstormont.ca](mailto:ashley@southstormont.ca)

Phone: 613-534-8889 ext. 204

2 Mille Roches Road, PO Box 84, Long Sault, ON K0C 1P0

[www.southstormont.ca](http://www.southstormont.ca)

# *Township of Addington Highlands*

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June 22, 2023

Township of South Glengarry  
6 Oak Street, PO Box 220  
Lancaster ON K0C 1N0  
e-mail: [KDixon@southglengarry.com](mailto:KDixon@southglengarry.com)

Re: Letter of Support – Update on Rural Education Funding

To Whom It May Concern,

Please be advised that at their June 20<sup>th</sup>, 2023, meeting, the Council of the Corporation of the Township of Addington Highlands resolved to support your municipality's request that the Province of Ontario, through the Minister of Education, provide an update on the status of any review or rural education funding, including Rural and Northern Education Fund and the 2018 Pupil Accommodation Review Guidelines.

I trust you will find this letter of support satisfactory.

Sincerely,

*Christine Reed*

Christine Reed  
CAO/Clerk-Treasurer

cc. Hon. Doug Ford, Premier of Ontario - [premier@ontario.ca](mailto:premier@ontario.ca)  
Hon. Stephen Lecce, Minister of Education - [minister.edu@ontario.ca](mailto:minister.edu@ontario.ca)  
Ric Bresee, MPP Hastings-Lennox & Addington - [Ric.Bresee@pc.ola.org](mailto:Ric.Bresee@pc.ola.org)  
The Association of Municipalities Ontario – [amo@amo.on.ca](mailto:amo@amo.on.ca)  
Rural Ontario Municipal Association - [roma@roma.on.ca](mailto:roma@roma.on.ca)  
Eastern Ontario Warden's Caucus – [info@eowc.org](mailto:info@eowc.org)



## COUNCIL RESOLUTION

Resolution No.: 232-23

Date: Jun 20, 2023

Moved By: 

Seconded By: 

WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS the Government of Ontario is proposing to expand the list of municipalities where the Head of Council has strong mayor powers and duties;

THEREFORE, this Municipality of Shuniah, passes this resolution to petition the Government of Ontario that:

1. These changes to the Municipal Act, 2001, are unnecessary and will negatively affect the Municipality of Shuniah;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should listen to concerns raised by Associations such as AMO and AMCTO;
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the Planning Act and funding of more affordable housing.

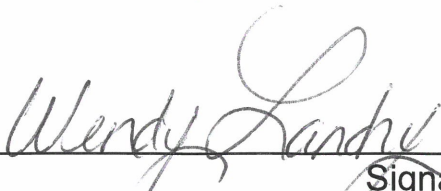
Council further directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Thunder Bay MPP's, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

☒ **Carried**

☐ **Defeated**

☐ **Amended**

☐ **Deferred**

  
Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



# BONFIELD TOWNSHIP OFFICE OF THE DEPUTY CLERK

365 HIGHWAY 531

BONFIELD ON P0H 1E0

Telephone: 705-776-2641 Fax: 705-776-1154

Website: <http://www.bonfieldtownship.com>

Email: [deputyclerk@bonfieldtownship.com](mailto:deputyclerk@bonfieldtownship.com)

## RESOLUTION OF COUNCIL

June 13<sup>th</sup>, 2023

No. 14

Moved by Councillor Featherstone

Seconded by Councillor Clark

THAT the Council of the Township of Bonfield supports the Town of Fort Frances in response to the opioid crisis and in advocating the province for additional resources to combat the opioid crisis; AND THAT a copy of this resolution be forwarded to all Municipalities in Ontario, local MPs and MPPs and the Association of Municipalities of Ontario (AMO).

Carried Narry Paquette

### DIVISION VOTE

FOR

Donna Clark

Jason Corbett

Steve Featherstone

Dan MacInnis

Narry Paquette

AGAINST

### Declaration of Pecuniary Interest/Conflict of Interest

Declared interest, abstained from discussion, and did not vote on the question.

CERTIFIED to be a true copy of Resolution No. 14 of the Township of Bonfield's Regular Council Meeting of June 13<sup>th</sup>, 2023, and which Resolution is in full force and effect.

Andrée Gagné

Deputy Clerk-Treasurer

June 21, 2023

The Honorable Caroline Mulroney  
Ontario Minister of Transportation  
777 Bay Street  
5<sup>th</sup> Floor  
Toronto, ON M7A 1Z8  
[minister@mto.ontario.ca](mailto:minister@mto.ontario.ca)

Dear Minister,

Please be advised that at the Council Meeting held on June 20<sup>th</sup>, 2023, Council endorsed the following resolution:

Whereas speeding on our roads is a major concern in our community; and

Whereas speeding can occur in all areas of our community; and

Whereas barriers and delays to enforcement pose a danger to our community; and

Whereas our municipality has limited resources to implement speed mitigation road design and re-design; and

Whereas our local police service has limited resources to undertake speed enforcement; and

Whereas s.205.1 of the Highway Traffic Act (HTA) provides that Automated Speed Enforcement systems (ASE) may only be placed in designated community safety zones and school safety zones;

Therefore be it resolved that Norfolk County requests that section 205.1 of the HTA be amended to permit municipalities to locate an ASE system permanently, or temporarily, on any roadway under the jurisdiction of the municipality, as determined by the municipality, beyond designated community and school safety zones; and

That a copy of this resolution be forwarded to the Ontario Minister of Transportation, the Ontario Minister of Municipal Affairs and Housing, local area MPPs, the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities.

Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,



Genevieve Scharback

County Clerk

Cc: The Honorable Steve Clark, Minister of Municipal Affairs and Housing  
Mrs. Bobbi Ann Brady, MPP Haldimand-Norfolk  
Association of Municipalities of Ontario  
Ontario Municipalities



June 26, 2023

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

**RE: Vacant Building Official Positions**

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held June 5, 2023 regarding vacant building official positions:

**Moved by** Councillor Rothwell **Seconded by** Councillor Duncan

**WHEREAS** building officials in Ontario examine building plans and inspect building construction to ensure compliance with the Ontario Building Code to ensure public safety;

**AND WHEREAS** in October 2022, Premier Doug Ford and the Ontario government announced their intent to build 1.5 million homes in the next ten years in an effort to generate enough supply to meet a high demand for now and in the future;

**AND WHEREAS** according to the Ontario Building Officials Association over 50 per cent of existing building officials are eligible to retire;

**AND WHEREAS** according to the Ontario Building Officials Association building officials are in high demand;

**AND WHEREAS** many municipalities across Ontario have job postings for building officials that remain unfilled;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of North Perth urges the Provincial Government to provide support to municipalities to fill vacant building official positions;

**AND FURTHER THAT** this resolution be circulated to Premier Doug Ford, Steve Clark, Minister of Municipal Affairs and Housing, Provincial opposition parties, Matthew Rea MPP, all municipalities in Ontario and AMO.

**CARRIED**

If you have any questions regarding the above resolution, please do not hesitate to contact me at [lcline@northperth.ca](mailto:lcline@northperth.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Lindsay Cline". The signature is fluid and cursive, with the first name "Lindsay" written in a larger, more prominent script than the last name "Cline".

Lindsay Cline,  
Clerk/Legislative Services Supervisor  
Municipality of North Perth

cc.

Hon. Steve Clark, Minister of Municipal Affairs and Housing  
Provincial Opposition Parties  
Perth-Wellington MPP Matthew Rea  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities



MUNICIPALITY OF

# North Perth

[www.northperth.ca](http://www.northperth.ca)

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

June 26, 2023

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

**RE: Proposed New Provincial Policy Statement (PPS)**

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held May 15, 2023 in support of the resolution from the County of Prince Edward regarding the proposed new Provincial Policy Statement (PPS):

**Moved by** Councillor Rothwell **Seconded by** Councillor Johnston

**THAT:** The Council of the Municipality of North Perth supports the resolution received from the County of Prince Edward;

**AND THAT:** This resolution be sent to all municipalities in Ontario, the Premier of Ontario, the Minister of Municipal Affairs and Housing, the Ministry of Agriculture, Food and Rural Affairs, Minister of Environment, Perth-Wellington MPP Matthew Rae, the Association of Municipalities of Ontario and the Federation of Canadian Municipalities.

**CARRIED**

Attached please find a copy of the County of Prince Edward's resolution dated May 10, 2023.

If you have any questions regarding the above resolution, please do not hesitate to contact me at [lcline@northperth.ca](mailto:lcline@northperth.ca).

Sincerely,

Lindsay Cline,  
Clerk/Legislative Services Supervisor  
Municipality of North Perth

cc.

Hon. Steve Clark, Minister of Municipal Affairs and Housing

Hon. Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs

Hon. David Piccini, Minister of the Environment, Conservation and

Parks Perth-Wellington MPP Matthew Rea

Association of Municipalities of Ontario (AMO)

Federation of Canadian Municipalities (FCM)

All Ontario Municipalities

May 10, 2023

Please be advised that during the Regular Council meeting of May 9, 2023 the following resolution regarding the proposed new Provincial Planning Statement (PPS) was carried:

**RESOLUTION NO. 2023-293**

**DATE:** May 9, 2023

**MOVED BY:** Councillor Hirsch

**SECONDED BY:** Councillor MacNaughton

**WHEREAS** the goal of increasing housing supply and reducing barriers in planning processes as set out in the recent legislative, regulatory and policy changes, including new provisions from Bill 23, More Homes Built Faster Act, 2022 is welcomed;

**WHEREAS** the proposed PPS (sections 2.6 and 4.3) would dramatically remove municipal power and renders aspects of the County's Official Plan, and other official plans throughout Ontario inoperative, terminating some local planning autonomy, and directly interfering with municipalities' ability to meet local variation and unique community needs;

**WHEREAS** the proposed PPS changes that would allow proliferation of lots with protection restricted to specialty crop areas only diminishes the purpose, uses, and integrity of rural and agricultural lands, thereby removing protection and restricting future uses of those lands;

**WHEREAS** the proposed PPS changes encourage sprawl and rural roadway strip development, rather than more fiscally and environmentally sustainable practices like intensification in established settlement areas; and

**WHEREAS** the province has announced changes will be proposed to natural heritage (section 4.1) that have yet to be published;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the County of Prince Edward urges the province to:

- pause proposed changes to the PPS, particularly regarding natural heritage (section 4.1) and agricultural lands (sections 2.6 and 4.3)

- reinvest trust in the local planning authority of all 444 municipalities, recognizing that each Ontario municipality has unique landscapes, different housing needs and differing visions for local planning matters;

**THAT** our fellow municipalities be urged to voice their concerns regarding the proposed undermining of local planning authority;

**AND FURTHER THAT** a copy of this resolution be sent to all 444 municipalities, The Hon. Doug Ford, Premier of Ontario, The Hon. Steve Clark, Minister of Municipal Affairs and Housing; The Hon. Lisa Thompson, Ministry of Agriculture, Food and Rural Affairs, The Hon. David Piccini, Minister of Environment, Conservation and Parks, Bay of Quinte MPP, Todd Smith, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, and the Eastern Ontario Wardens Caucus.

**CARRIED**

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Ferguson, Councillor Hirsch, Councillor MacNaughton & Marcia Wallace, CAO



MUNICIPALITY OF

# North Perth

[www.northperth.ca](http://www.northperth.ca)

A Community of Character

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June 26, 2023

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

**RE: Proposed New Provincial Policy Statement (PPS)**

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held June 5, 2023 regarding the proposed new Provincial Policy Statement (PPS):

**Moved by** Councillor Rothwell **Seconded by** Councillor Blazek

**THAT:** The Council of the Municipality of North Perth supports consent agenda items 3.3 *Perth County Report – Perth County Comments on Proposed Provincial Policy Statement ERO Number 019-6813*, 3.4 *Perth County Report – Bill 97 (Helping Homebuyers, Protecting Tenants Act, 2023 and Draft Provincial Planning Statement April 6, 2023)*, and 3.17 *United Counties of Stormont, Dundas & Glengarry Resolution re: Proposed Changes to the PPS*;

**AND THAT:** A copy of this resolution be sent to all 444 municipalities, The Hon. Doug Ford – Premier of Ontario, The Hon. Steve Clark – Minister of Municipal Affairs and Housing, The Hon. Lisa Thompson – Minister of Agriculture, Food and Rural Affairs, The Hon. David Piccini – Minister of Environment, Conservation and Parks, Perth-Wellington MPP – Matthew Rae, the Association of Municipalities of Ontario and the Rural Ontario Municipal Association.

**CARRIED**

Attached please find a copy of Perth County Reports – Comments on Proposed Provincial Policy Statement ERO Number 019-6813 and Bill 97 (Helping Homebuyers, Protecting Tenants Act, 2023) and Draft Provincial Planning Statement, April 6, 2023, and United Counties of Stormont, Dundas & Glengarry Resolution, dated May 15, 2023.

If you have any questions regarding the above resolution, please do not hesitate to contact me at [lcline@northperth.ca](mailto:lcline@northperth.ca).

Sincerely,

A handwritten signature in black ink that reads "Lindsay Cline". The signature is written in a cursive, flowing style.

Lindsay Cline,  
Clerk/Legislative Services Supervisor  
Municipality of North Perth

cc.

Hon. Steve Clark, Minister of Municipal Affairs and Housing  
Hon. Lisa M. Thompson, Minister of Agriculture, Food and Rural Affairs  
Hon. David Piccini, Minister of the Environment, Conservation and  
Parks Perth-Wellington MPP Matthew Rea  
Association of Municipalities of Ontario (AMO)  
Rural Ontario Municipal Association (ROMA)  
All Ontario Municipalities

**To:** Warden Ehgoetz and Members of Council

**Meeting Date:** June 1, 2023

**Prepared By:**

**Subject:** Perth County Comments on Proposed Provincial Policy  
Statement ERO Number 019-6813

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**Recommended Action:**

THAT Council receives the “Perth County Comments on Proposed Provincial Policy Statement ERO Number 019-6813” report; and

THAT Council direct staff to submit the attached letter to ERO posting number 019-6813 prior to end of day June 5, 2023.

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**Background Information:**

As per Council's resolution on May 18, 2023 staff are providing a draft letter for their review at the June 1, 2023 Council meeting regarding changes proposed by the province to planning policy. It is proposed that the attached letter be submitted to ERO posting number 019-6813 by planning staff prior to end of day June 5th, 2023.

**Connection to Strategic Plan:**

Goal 1 – Growth & Economic Development

Goal 2 – Regionalization & Service Effectiveness

Goal 3 – Customer Service Excellence

Goal 4 – Community Development & Planning

**Attachments:**

[draft PPS comments 2023](#)

**Reviewed By:**

Lori Wolfe, CAO

**To:** Warden Ehgoetz and Members of Council

**Meeting Date:** May 18, 2023

**Prepared By:** Sally McMullen, Manager of Planning Services

**Subject:** Bill 97 (Helping Homebuyers, Protecting Tenants Act, 2023) and Draft Provincial Planning Statement, April 6, 2023.

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**Recommended Action:**

THAT Council receives the “Bill 97 (Helping Homebuyers, Protecting Tenants Act, 2023) and Draft Provincial Planning Statement, April 6, 2023.” report; and

THAT Council direct staff to submit comments to the Ministry of Municipal Affairs and Housing on the Proposed changes to the Provincial Planning Statement, 2023 as outlined in the Comments Section of this report; and

THAT the report be circulated to the Lower Tier Municipalities within Perth County for information.

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**Executive Summary:**

Proposed Changes to the Planning Act through Bill 97 and to the Provincial Policy Statement represent a significant change in policy-led land use planning for the Province of Ontario. This report summarizes the Bill 97 and the Provincial Planning Statement changes that are most relevant to Perth County. The report recommends comments for Perth County Council to submit to the ERO posting which closes on June 6, 2023.

Staff have participated in the development of comments being submitted by the Western Ontario Warden’s Caucus and the County Planning Directors Group.

**Background Information:**

On Thursday April 6, 2023, the Ontario Government introduced Bill 97 including changes to the Planning Act, revoked the Provincial Policy Statement (PPS, 2020) and introduced the Proposed Provincial Planning Statement (PPPS) which is a singular document to replace the former PPS and the Growth Plan for the Greater Golden Horseshoe (2019). These changes are part of an ongoing set of revisions to implement the Ontario Government’s “More Homes, More Choice Housing Supply Action Plan”.

The PPS can be viewed at the ERO posting (#019-6813) at the following link:  
<https://ero.ontario.ca/notice/019-6813>

The posting remains open until June 6, 2023 for comment, which is a 60-day commenting period. Indications are that the Province is looking to implement a final version of the PPS in the fall of 2023.

Planning authorities will not be required to update their OPs immediately. The 'Approach to Implementation' states that the new policies will be implemented at the time of the next Official Plan (OP) review, and through any planning decisions made following the in-effect date (which is still to be determined). Bill 97 may come into effect sooner.

### Bill 97

The Bill proposes amendments to 7 different Provincial Acts including the Building Code Act, Development Charges Act, Municipal Act and Planning Act which are most notable from a municipal government perspective. The Planning Act changes are summarized as follows:

1. Area of Employment: Re-defining employment areas to specifically exclude commercial and institutional uses in favour of strictly including manufacturing, warehousing and uses related to the movement of goods as well as any accessory or related uses. Requiring that if a municipality wishes to protect uses currently located in Employment Areas that do not fit the new definition it will need to amend its OP to specifically allow the use to continue.
2. Transitional Matters: Bill 97 gives the Minister authority to make regulations about when new policy – presumably the PPS would have an effect on planning applications in progress. Traditionally such a date is known well in advance and the intake of applications tends to slow prior to the effective date and the transition to new rules takes place with relatively few active files. Applications that are unfolding at the time the effective date is known will need to be re-evaluated to some degree.
3. Refunding application fees for zoning bylaw amendments and site plan control applications is further amended in the Planning Act (from Bill 109 in 2022). The refunding will now apply to applications received after July 1, 2023. There is also a proposal to exempt certain municipalities from this requirement but it is unclear which municipalities will be prescribed.
4. Orders by the Minister under Section 47 of the Planning Act (MZO) will be given expanded power to disregard policy statements. In addition, powers

will include the ability to impose agreements on developers and municipalities when a Provincial Land Development Facilitator (a new role that came into being in 2020) is engaged in the process. An MZO cannot be appealed. The Facilitator helps resolve planning and development issues either as an impartial mediator or negotiator on behalf of the Province.

5. Additional Residential Units – references to a “parcel of urban residential land” have been replaced by a “parcel of land” so as to permit a second residential unit (for a total of 3 units per lot – primary and two accessory units) on parcels in and out of urban or serviced areas. In other words, a third unit would be permitted on lots that permit residential uses in villages, hamlets and on farms.
6. Site Plan Control would be reinstated for developments of 10 residential units or less that are within 120m of a shoreline or 300m of a rail line. Site Plan Control Bylaws need to be updated for each lower tier to reflect changes made by Bill 23 and Bill 97.
7. Clarification is provided by the Bill regarding parking spaces for additional residential units, more specifically that municipalities could not require more than one parking space per unit as introduced in Bill 23. It is now clear that the restriction on municipalities does not apply to the primary dwelling, only the additional residential units.

### Proposed Provincial Planning Statement

The PPS was last updated in 2020 following intensive consultation and in 2014 prior to that. While many areas of the PPS are proposed to remain, there is a considerable amount of change. Not all sections of the new policy directions have been released yet for comment as the Natural Heritage Policies are still under review. The policies as they are proposed to date are summarized here:

1. Lot Creation in the Agricultural Area – Residential lot creation has traditionally been discouraged or prohibited except for surplus farm dwelling severances. It is now proposed to be expanded in a significant way. The new PPS would allow up to three residential lots to be created by Section 4.3.3 from farm lots existing on January 1, 2023 provided that:
  - a. Agriculture is the principal use of the existing lot
  - b. The residential uses are compatible with and not hinder surrounding agricultural operations
  - c. The new lots are:
    - i. Not in specialty crop areas - there aren't currently any specialty crop areas in Perth County.

- ii. Comply with Minimum Separation Distances – this offers protection for existing livestock operations and additional residences will introduce new restrictions for locating new livestock operations.
- iii. Are limited to the minimum size needed to accommodate the use including water and septic – by putting additional private wells and septic systems in proximity to each other the minimum lot size will need to be larger as determined by the site specific soil and groundwater circumstances.
- iv. Has access to a public road – this will require that new non-farm residential lots front roadways. This will have the effect of pushing livestock operations further back into farm lots. Locating new livestock housing back from roads is more expensive for farmers to put in laneways, hydro service, water services etc. and reduces the efficient use of agricultural land.
- v. Is adjacent to existing non-ag land uses or is primarily on lower priority agricultural lands –the Canadian Soil Classification System places all Perth County Soils in Class 1 2 or 3. Further research could be done to further analyze soil types in Perth County to identify any lower priority ag lands (Class 4 through 7).

There is a discussion in the planning community as to whether the policy allows three new lots or a total of three lots including the retained farm parcel. This remains uncertain at this time.

The proposed policy raises the question of will municipalities be able to adequately evaluate the potential impact of non-farm residential development on agricultural operations? And if they do will today's context be enough to prevent hindering future agricultural operations? Generally speaking more people without an agricultural background who moving to the countryside will increase conflict related to normal farm practices (odour, dust, pesticide use, flies, farm equipment, etc). This will make it ever more challenging for farmers to conduct their normal farm practices on a day to day basis.

The second important question is 'what adjacent non-farm uses' are being considered and what exactly will the County require to demonstrate 'lower priority ag lands' in order to satisfy the 5<sup>th</sup> criteria?

The new PPS does not allow municipalities to put provisions in their OP or zoning bylaws that are more restrictive than Section 4.3.3.1 listed above, but perhaps some control can be sought through the interpretation of

‘adjacent non-farm uses’ and ‘lower priority ag lands’ in the context of Perth County’s highly productive farmland.

Perth County has been developing a growth plan for the New OP that accommodates the projected population growth for the next 25 years as directed by the 2020 PPS. The Watson and Associates Land Needs Assessment presented to Council on April 6, 2023 calculates that there will be demand for 290 new households per year for the next 25 years and that 238 hectares is needed in addition to our current inventory to accommodate that growth on public water and sanitary servicing.

Presumably demand for 290 households a year (as forecast by the 2023 Watson and Associate calculations) will largely be accommodated in the settlement areas but there will be interest in severing residential lots from farms and it is quite hard to estimate the impact of that in hectares or in the number of potential lots. It is an approximation, but assuming 1 hectare per new lot it is far less efficient land use than in serviced areas and comes with the addition of serious consequences for livestock farming and farming in general for Perth County farm operations.

Some other municipalities are simply taking the number of farm parcels and multiplying by 3 to get some scope on the issue. In Perth County that would be 8,080 farm parcels, with three new lots each being 24,240 lots at 1 ha each so the equivalent number of hectares. More realistically you would have to remove the lots that are smaller than 2 ha to begin with and consider the MDS calculations for all the existing livestock operations in order to have clarity about the long-term potential impact of the lot creation policies proposed by the new PPS in the County. What is easier to envision is that in each concession block there is probably 2 or 3 farm lots that could potentially meet the MDS criteria for new lot creation. Putting three new dwellings, plus any additional dwelling units on each new lot effectively sterilizes the block from having any new livestock operations and introduces upwards of 9 new lots and potential for 27 new dwelling units in that block at a maximum density of only 3 units per hectare if the soils are proven to be capable of dealing with the effluent from weeping beds, otherwise the units per hectare is further decreased.

2. Comprehensive Review and Settlement Boundary Expansions – The draft 2023PPS removes reference to a Comprehensive Review and instead allows for settlement boundary expansions, employment land conversions and the removal of Prime Agricultural Lands through an OP Amendment at any time. The Comprehensive Review has been a PPS requirement since 2005. The tests to be applied at the time of an OP Amendment are not as stringent as they were, but would still require consideration of adequate

servicing, phased progression of urban development, and impacts on agriculture including minimum distance separation through an Agricultural Impact Assessment.

These changes allow greater flexibility to manage settlement areas and consider changes in a more streamlined process. It requires greater intention and care from the municipalities to continue to focus the majority of growth to fully serviced areas while giving some flexibility for villages and hamlets.

3. Growth projections and land needs assessment remain critical tools for managing and planning for growth. The new PPS intends that municipalities continue to plan for and provide sufficient land to accommodate growth for at least 25-years instead of “up to” 25 years. Intensification targets would no longer be required while density targets are needed. County staff will need to consider revisions to the draft New OP in this regard and re-evaluate minimum density targets to include in the growth management policies.
4. References to affordability have been removed and replaced with ‘housing options’ which is a direction to incorporate a greater variety of dwelling types as well as variety in ownership and rental models. It is implied that greater ‘housing options’ is a suitable means to address affordability.
5. Employment Areas are being more strictly preserved for core industrial uses and prohibiting any mixing of commercial, recreational or institutional uses. Language continues to be present to ensure Planning Authorities are giving compatibility between employment uses and sensitive land uses adequate due diligence. While the policies are not specific about how employment areas should be updated it offers that at least a 25-year land supply is needed and planning for employment areas may go beyond this timeline. In addition, the conversion of employment lands for other uses would become easier without the requirement for a comprehensive review. The new PPS provides tests related to minimizing impacts on employment uses, adequate infrastructure and servicing for the proposed use and an identified need for the removal of the land over that of the need for the employment use.
6. The Natural Heritage (Natural Environment) policies and related definitions are still under consideration by the government and there are no indications what changes might be proposed or when they will be available for comment.

**Proposed Comments regarding Bill 97 (Helping Homebuyers, Protecting Tenants Act, 2023) and Draft Provincial Planning Statement, April 6, 2023 to be sent to the Province:**

Bill 97

1. Perth County is finalizing a draft new Official Plan (OP) prior to public engagement scheduled for later this year. The new OP provides many necessary updates in policy to accommodate growth, improve housing options and protect the agricultural, aggregate and natural environment resources. Much effort and many resources have been put into development of an OP that meets the needs of our community and thoughtfully plans for growth. The additional MZO powers proposed to be afforded to the Minister lack transparency and do not give sufficient certainty to the municipality or the public.

**Perth County requests that the new additional MZO powers be removed to ensure municipal planning authorities have the tools needed to right size the settlement areas, effectively plan for infrastructure, and protect our agricultural land base.**

2. Additional Residential Units on farms is an opportunity for affordable housing and for farm families to accommodate multiple generations on the farm within a minimum size footprint. **Perth County supports this direction.**

Proposed Provincial Planning Statement

1. Perth County is actively planning the accommodation of projected population growth and housing demand with clear intention to direct for that growth into settlement areas. Settlement areas are where complete communities are provided for the greatest amount of people and the most efficient use of land can be achieved. It is of utmost importance to Perth County to preserve highly productive farmland for food production and protect the limited natural heritage and aggregate resources found here.

The proposed Agricultural lot creation policies allowing the creation of three lots from a farm parcel undermines the growth management efforts of Perth County and Lower Tier Municipalities to be efficient with land consumption and maximizing investments in infrastructure.

Perth County is 90% Prime Agricultural Lands and has a diverse, robust agriculture industry which is necessary for the production of safe food and in providing food security locally and beyond. Agriculture in Perth County is an economic pillar both in primary agriculture and indirectly in services,

inputs, transportation, and business supports. The proposed non-farm residential lot creation policies introduce a serious threat to the continued success of our highly productive agricultural area.

**Perth County requests the new policies which allow for the creation non-farm residential lots be removed.**

2. Perth County Council supports the removal of the strict Comprehensive Review requirement in the 2020 PPS. Perth County Council also supports the requirements for agricultural impact assessments and efficient use of municipal infrastructure for settlement area boundary expansions.
3. The removal of the definition of affordable with respect to housing from the PPS allows municipalities flexibility to accommodate affordable housing definitions that may be aligned with funding and incentive opportunities available to developers. The removal of affordability targets and reference to housing and homelessness plans from the PPS makes the province's expectations for the planning authority related to affordable/attainable housing unclear.

**Perth County Council requests clarity regarding the planning authority's roles and responsibilities for the provision of affordable housing options in our communities.**

4. Perth County has 11% Natural Heritage cover on a total land area basis and is a largely agricultural community. The Natural Heritage System is incredibly important to the health of the landscape, water systems and in the prevention of soil erosion. The Natural Heritage Policies in the PPS are a significant tool which informs the County's ability to adequately evaluate development proposals and prevent adverse effect on the existing Natural Heritage System.

The County of Perth is currently engaged in an extensive consultation with landowners related to Natural Heritage Systems mapping and is also reviewing policy regarding Natural Heritage in a draft of a New OP for the County. **Perth County requests timely action by the province to share proposed Natural Heritage Policies.**

#### **Others Consulted:**

County Planning Directors Group, Western Ontario Wardens Caucus Planning Working Group, Dr. Wayne Caldwell

#### **Connection to Strategic Plan:**

Goal 1 – Growth & Economic Development

Goal 2 – Regionalization & Service Effectiveness

## Goal 4 – Community Development & Planning

### **Reviewed By:**

Lori Wolfe, CAO



*United Counties of*  
**Stormont, Dundas & Glengarry**

**RESOLUTION**

**MOVED BY Councillor Williams**

**RESOLUTION NO 2023- 98**

**SECONDED BY Councillor Lang**

**DATE May 15, 2023**

WHEREAS the goal of increasing housing supply and reducing barriers in planning processes as set out in the recent legislative, regulatory and policy changes, including new provisions from Bill 23, More Homes Built Faster Act, 2022 is welcomed; and

WHEREAS the proposed PPS (sections 2.6 and 4.3) would dramatically remove municipal power and renders aspects of the County's Official Plan, and other official plans throughout Ontario inoperative, terminating some local planning autonomy, and directly interfering with municipalities' ability to meet local variation and unique community needs; and

WHEREAS the proposed PPS changes that would allow proliferation of lots with protection restricted to specialty crop areas only diminishes the purpose, uses, and integrity of rural and agricultural lands, thereby removing protection and restricting future uses of those lands; and

WHEREAS the proposed PPS changes encourage sprawl and rural roadway strip development, rather than more fiscally and environmentally sustainable practices like intensification in established settlement areas; and

WHEREAS the province has announced changes will be proposed to natural heritage (section 4.1) that have yet to be published.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the United Counties of Stormont, Dundas, and Glengarry urges the province to:

- pause proposed changes to the PPS, particularly regarding natural heritage (section 4.1) and agricultural lands (sections 2.6 and 4.3)
- reinvest trust in the local planning authority of all 444 municipalities, recognizing that each Ontario municipality has unique landscapes, different housing needs and differing visions for local planning matters

AND THAT our fellow municipalities be urged to voice their concerns regarding the proposed undermining of local planning authority;

AND FURTHER THAT a copy of this resolution be sent to all 444 municipalities, The Hon. Doug Ford, Premier of Ontario, The Hon. Steve Clark, Minister of Municipal Affairs

and Housing; The Hon. Lisa Thompson, Ministry of Agriculture, Food and Rural Affairs, The Hon. David Piccini, Minister of Environment, Conservation and Parks, Stormont-Dundas-South Glengarry MPP Nolan Quinn, Glengarry-Prescott-Russell MPP Stéphane Sarrazin , the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, the Federation of Canadian Municipalities, and the Eastern Ontario Wardens Caucus.

☒ CARRIED

☐ DEFEATED

☐ DEFERRED



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WARDEN

Municipal Council of the County of Oxford  
Council Meeting - Oxford County

Date: Wednesday, June 14, 2023

Moved By: Bernia Wheaton

Seconded By: Phil Schaefer

Whereas, all Ontarians deserve and expect a safe and respectful workplace;

Whereas, municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

Whereas, several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

Whereas, these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

Whereas, municipal Codes of Conduct are helpful tools to set expectations of council member behaviour;

Whereas, municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

Now, therefore be it resolved that the County of Oxford supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

Also be it resolved that the legislation encompass the Association of Municipalities of Ontario's recommendations for:

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office.

And further that this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Ministry of Municipal Affairs and Housing; the Honourable Ernie Hardeman, Oxford MPP; Charmaine Williams, Associate Minister of Women's Social and Economic Opportunity; the Association of Municipalities of Ontario; and all Ontario Municipalities.

DISPOSITION: Motion Carried

*Chloe Senior*

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW NUMBER 47-2023  
FOR THE YEAR 2023**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of July 4, 2023 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 4<sup>TH</sup> DAY OF JULY 2023.***

**MAYOR:** \_\_\_\_\_ **CLERK:** \_\_\_\_\_