

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

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

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
5. APPROVAL OF MINUTES	
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10.	ITEMS FOR CONSIDERATION	
10.a.	Infrastructure Projects Update - November 2022 (S. McDonald)	59
10.b.	Service Line Warranties of Canada - Contract Expiration (S. McDonald)	62
11.	CLOSED SESSION	
	A meeting or part of a meeting may be closed to the public if the	
	subject matter being considered is,	
	 (c) a proposed or pending acquisition or disposition of land by the municipality or local board.	
	 (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;	
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**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES**

**October 17, 2022, 7:00 p.m.
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown**

PRESENT: Mayor Lyle Warden, Deputy Mayor Stephanie Jaworski,
Councillor Martin Lang, Councillor Sam McDonell and
Councillor Rebecca Luck.

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

1. CALL TO ORDER

Resolution No. 332-2022

Moved by Deputy Mayor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the October 17, 2022 Council Meeting of the
Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

3.1 Councillor Luck - By-law for Assumption of Works – Place St. Laurent
Phase 5 – Yacht Boulevard (S. McDonald)

Councillor Luck works for EVB Engineering

4. APPROVAL OF AGENDA

Move Item 8.c -Appointment of Treasurer and Signing Authority moved to PRESENTATIONS AND DELEGATIONS.

Resolution No. 333-2022

Moved by Councillor McDonell

Seconded by Councillor Luck

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

CARRIED

5. APPROVAL OF MINUTES

5.1 Previous Meeting Minutes - October 3, 2022

Resolution No. 334-2022

Moved by Councillor Luck

Seconded by Councillor Lang

BE IT RESOLVED THAT the October 3, 2022 Council Minutes be adopted as circulated .

CARRIED

6. PRESENTATIONS AND DELEGATIONS

6.1 Auditor Presentation - 2021 Draft Financial Statement (Ian Murphy, MNP)

Suday Jain presented Financial Statement Overview with Ian Murphy from MNP LLP.

7. ACTION REQUESTS

7.1 Peanut Line Reserve (T. Mills)

Resolution No. 335-2022

Moved by Councillor Lang

Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT Staff Report 164-2022 be received and that the Council of the Township of South Glengarry approves an additional transfer of \$130,000 from the General Reserves for Tender 25-2022 for a total transfer of \$230,000 for Tender 25-2022.

CARRIED

7.2 Parks and Recreation Master Plan (S. Servage)

Resolution No. 336-2022

Moved by Deputy Mayor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 165-2022 be received and that the Council of the Township of South Glengarry hereby adopt the Parks and Recreation Master Plan prepared by Mahak, Kelly and Associates.

CARRIED

7.3 2021 OSIM Report for Road Structures (S. McDonald)

Resolution No. 337-2022

Moved by Councillor McDonell

Seconded by Councillor Luck

BE IT RESOLVED THAT the Staff Report 166-2022 be received and that the Council of the Township of South Glengarry receive the 2021 Ontario Structural Inspection Manual Report prepared by McIntosh Perry Consulting Engineers Ltd..

CARRIED

7.4 Update to Asset Management Plan: 10-Year Capital Bridge Plan (S. McDonald)

Resolution No. 338-2022

Moved by Councillor Luck

Seconded by Councillor Lang

BE IT RESOLVED THAT the Staff Report 167-2022 be received and that the Council of the Township of South Glengarry accept and amend the Asset Management Plan's 10-Year Capital Bridge Plan as presented.

CARRIED

8. BY-LAWS

- 8.1 By-law to Transfer Lands - Lucien Lefebvre Subdivision (S. McDonald)

Resolution No. 339-2022

Moved by Councillor Lang

Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT Staff Report 168-2022 be received and that By-law 70-2022 being a by-law to transfer Blocks 'F' and 'G' of the Plan of Subdivision of Part of Lot 38, Con. 8 (Township of Lancaster, County of Glengarry) to the abutting landowners in accordance with the Subdividers Agreement, be read a first, second and third time, passed, signed and sealed in Open Council this 17th day of October 2022.

CARRIED

- 8.2 By-law for Assumption of Works – Place St. Laurent Phase 5 – Yacht Boulevard (S. McDonald)

Councillor Luck declared a conflict on this item. (Councillor Luck works for EVB Engineering)

Resolution No. 340-2022

Moved by Deputy Mayor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 169-2022 be received and that By-law 71-2022, being a by-law to assume a portion of Yacht Boulevard as shown on Registered Plan 14M-15 (PIN 671280411) as a public highway be adopted.

CARRIED

- 8.3 Appointment of Treasurer and Signing Authority (K. Campeau)

Resolution No. 341-2022

Moved by Councillor McDonell

Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 170-2022 be received and that By-law 72-2022, being a by-law to appoint Suday Jain as Treasurer for the Corporation of the Township of South Glengarry be read a first, second

and third time, passed, signed and sealed in open council this 17th day of October 2022;

AND FURTHERMORE that the Council of the Township of South Glengarry authorizes that all cheques of the Corporation drawn on its accounts may be signed by Mayor Lyle Warden, CAO Tim Mills, Treasurer Suday Jain and Deputy Treasurer Kaylyn MacDonald and that they also be authorized to sign all other documents required in this matter.

CARRIED

9. CONSENT AGENDA

Resolution No. 342-2022

Moved by Councillor Luck

Seconded by Councillor Lang

BE IT RESOLVED that the Council of the Township of South Glengarry accept the consent agenda.

CARRIED

- 9.1 Departmental Update - Corporate Services (September 2022)
- 9.2 Departmental Update - Infrastructure Services (September 2022)
- 9.3 Departmental Update - Finance (September 2022)
- 9.4 Departmental Update - Parks, Recreation and Culture Department (September 2022)
- 9.5 Departmental Update - Fire Services (September 2022)
- 9.6 Departmental Update - Planning, Building & Enforcement (September 2022)
- 9.7 Committee of Adjustment Minutes - September 6, 2022
- 9.8 Committee of Adjustment Minutes - October 3, 2022
- 10. ITEMS FOR CONSIDERATION
- 11. CLOSED SESSION

Resolution No. 343-2022

Moved by Councillor Lang
Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT Council convene to Closed Session at 8:05 PM to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001

CARRIED

Resolution No. 344-2022

Moved by Councillor Lang
Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT Council convene to Closed Session at 8:05 pm to discuss the following item under Section 239 (2) of the Municipal Act:

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

(b) personal matters about an identifiable individual

Specifically: identifiable individual

CARRIED

Resolution No. 345-2022

Moved by Deputy Mayor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT Council rise and reconvene at 8:55 pm into open session without reporting.

CARRIED

12. CONFIRMING BY-LAW

12.1 Confirming By-law 73-2022

Resolution No. 345-2022

Moved by Councillor McDonell
Seconded by Councillor Luck

BE IT RESOLVED THAT By-law 73-2022, being a by-law to adopt, confirm and ratify matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 17th day of October 2022.

CARRIED

13. ADJOURNMENT

Resolution No. 346-2022

Moved by Councillor Luck
Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 8:55 pm.

CARRIED

Mayor

Clerk



STAFF REPORT

S.R. No. 171-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: November 7, 2022

SUBJECT: Extinguish Summerstown Wharf as a CBSA Designated Reporting Site

BACKGROUND:

1. On Thursday September 28, 2022, Administration became aware that the Summerstown Wharf located in Summerstown is a Canadian Border Services Agency (CBSA) Designated Reporting Site.
2. What this means is, any international traveller can arrive at the Summerstown Wharf and can use this as a Telephone Reporting Centre (TRC) and provide their declaration to the CBSA. Please see the link to the CBSA Summerstown Wharf: <https://www.cbsa-asfc.gc.ca/do-rb/offices-bureaux/145-eng.html>
3. Recently, CBSA Officers have been performing audits of CBSA Designated Reporting Sites in our region which included the Summerstown Wharf.
4. Following communication with a CBSA Officer, Administration learned the following:

Reporting Statistics at the Summerstown Wharf

2018 – 1 vessel with 2 passengers
2019 – 0
2020 – 0
2021 – 0
2022 – 1 vessel with 4 passengers

As you can see above, this site is not a very active reporting site.

5. The recent audit completed revealed some significant deficiencies at this reporting site such as: lighting, lack of a facility for interviews, no telephone or cell phone access, signage revealing reporting requirements, contact information, hours of operation etc.
6. Administration noted that there is no parking for CBSA employees, there is inadequate space for a facility as well as inadequate utilities and infrastructure.

7. The link below includes the requirements, please reference sections 63 and 64: [Memorandum D2-5-12 - Telephone Reporting for General Aviation and Private Boats \(cbsa-asfc.gc.ca\)](https://www.cbsa-asfc.gc.ca) or see a detailed list provided to us from CBSA that outlines the requirements and conditions that must be met:

- Provision of a functional and easily accessible telephone, which can include a cellular telephone/telecommunication solution;
- Clear signage identifying the marina as a CBSA TRS/M (provided and paid for by the CBSA). Signage specifications are influenced by the size and space availability at the site and are as follows:
 - Clearly visible TRC number in close proximity to the phone;
 - Cross-Border Currency Reporting sign (post or surface mounted);
 - Firearms sign (post or surface mounted);
 - “You must stop and report sign”.
- Provision of a clear sign listing hours of service (provided and paid for by the owner/operator) if the marina has limited hours of service;
- Provision of unrestricted marina access to the CBSA verification teams to conduct monitoring and verification functions;
- Provision of sufficient lighting and secure docks that ensure the safety of officers and boaters; and
- Provision of a private room/area for the purpose of examinations if requested by an officer.

* The owner/operator must agree to the above requirements in order to obtain and maintain the marina’s designation status or surrender the designation if those standards are not met. If any of the above requirements are no longer met or if there is a change in ownership, the marina owner/operator must immediately advise the CBSA of the change.

8. The Township of South Glengarry has two options:

- A. Continue to remain as a CBSA Designated Reporting Site and invest in the required upgrades to meet the requirements of the CBSA. Some of the requirements will need to be negotiated due to lack of space etc.
- B. Request the designation of the Summerstown Wharf be extinguished.

ANALYSIS:

9. Following a review of the requirements that must be met and knowing the constraints of the wharf and the limited land that we own, as well as the cost implications, Administration recommends that the Township requests this designated site to be extinguished.
10. Both the General Manager of Infrastructure Services and the General Manager of Recreation, Parks and Culture were consulted and agree with this recommendation.

11. The CBSA confirmed that there are several nearby approved CBSA designated sites that will accommodate the international travellers; three of which are in South Glengarry. These sites are located at:

- Roger's Marina
- Grays Creek Marina Centre
- Raison River
- Cornwall Marina 200

IMPACT ON 2022 BUDGET:

12. There will be no impact to the current or future budgets should Council agree to request the Summerstown Wharf site designation be extinguished.

13. Should Council wish to continue to have this wharf as a designated site, the exact impact on the current budget and the future budget is unknown at this time but it anticipated to be significant.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Strengthen the effectiveness and efficiency of our organization

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 171-2022 be received and that the Council of the Township of South Glengarry direct Administration to file a request with the Canadian Border Services Agency to extinguish the Summerstown Wharf designated reporting site.

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



STAFF REPORT

S.R. No. 172-2021

PREPARED BY: Tim Mills
Chief Administrative Officer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: November 7, 2022

SUBJECT: Design and Upgrade of Streetlight Network Award

BACKGROUND:

1. In 2017, the Township converted the Ontario Hydro Area streetlights to LED lights. The Cornwall Electric Area streetlights were left as conventional lighting.
2. On [August 2, 2022](#), Township Council authorized entering into an agreement with Cornwall Street Railway Light and Power Company Limited (Cornwall Electric) for the purchase of streetlight fixture, with the intent that the fixtures would be converted to LED following purchase.
3. The Township has received and reviewed three (3) proposals for the conversion of approximately 376 HPS existing street light fixtures to LED lights in the Cornwall Electric Area.
 - a. Black and McDonald, \$273,420
 - b. EARTH Corporation, \$220,198
 - c. REALTERM Energy, \$162,078
4. The proposals are for a turn-key project that would be completed in 2023.
5. The conversion of the existing lights to LED would be like for like with no plans to install new poles to upgrade our lighting.

ANALYSIS:

6. All submissions were checked for accuracy and all three were found to be in compliance with the procurement requirements.
7. The submissions were reviewed by staff and scored on the criteria set out in the RFP and presented in the table below.

Evaluation Criteria	
Proponent Qualifications	30%
Proposal (Approach)	30%
Price	40%

8. Prices submitted were lump sum and with the ~\$60,000 difference between the lowest bid and second lowest bid, Administration asked follow-up questions to determine if they were able to meet the Township's insurance requirements and the estimated allocation of the lump sum bid towards planning / design, design / installation, and commissioning.
9. Administration recommends that the Township awards the RFP to REALTERM Energy.
10. Streetlights are paid for as a separate charge on the tax bill to the property owners that benefit from the street lighting. This payment structure is like a Local Improvement Charge.

IMPACT ON 2022 BUDGET:

11. There are two options to fund the project:
 - a. Finance the project internally from the Township's General Reserve Fund.
 - b. Budget for the project as a 2023 Capital Project and fund the project through taxation.
12. Administration recommends that the project be financed from the Township General Reserve Fund and that the Reserve Fund would be replenished using the annual savings until the capital investment is paid off (2 to 3 years). The net impact on the ratepayers would be zero as the projected savings would pay for the LED Conversion Project.
13. Once the energy savings has reimbursed the Township's Reserve Fund the savings could/should then be directed to a Capital Reserve Fund for future Capital needs and also to provide lower street lighting costs to the ratepayers.

ALIGNMENT WITH STRATEGIC PLAN:

- Goal 2: Invest in infrastructure and its sustainability
- Goal 4: Improve the quality of life in our community

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 172-2022 be received and that Council award RFP 26-2022 for Design and Upgrade of Streetlight Network Award to REALTERM Energy, \$162,078 and furthermore, that the Mayor and Clerk be authorized to sign all relevant documents.

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



STAFF REPORT

S.R. No. 173-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: November 7, 2022

SUBJECT: Road Widening Dedications – Public Highways

BACKGROUND:

1. On occasion severance applications are subject to a condition that requires road widening to be deeded to the Township for the severed and retained portions of the subject property.
2. The purpose of road widening through the severance process is to ensure that all of our municipal road allowances, where possible, are 66 feet or 20 metres in width.
3. The following severance applications were approved, resulting in road widenings being deeded to the Township:
 - 4745 1ST LINE RD (pre-dates severance numbering, PIN 67142-0165)
 - 18803 COUNTY RD 18 (Severance B-30-22)
4. Many times, lawyers reveal that road widening bylaws have not been approved by Council or have not been registered at the Ontario registry. Therefore, it requires the municipality to address this and register a by-law so that the land is part of the open public road.

ANALYSIS:

5. The road widenings listed above must be dedicated as open public highways by by-law.
6. The attached by-law dedicates the following parcels as an opened public highway:
 - Part Lot 30, Concession 6, Part 1 & 6, Reference Plan 14R5737 (PIN 67142-0165)
 - Part Lot 33, Concession 1, Part 1 & 2, Reference Plan 14R6661 (PIN 67118-0230)

IMPACT ON 2022 BUDGET:

N/A

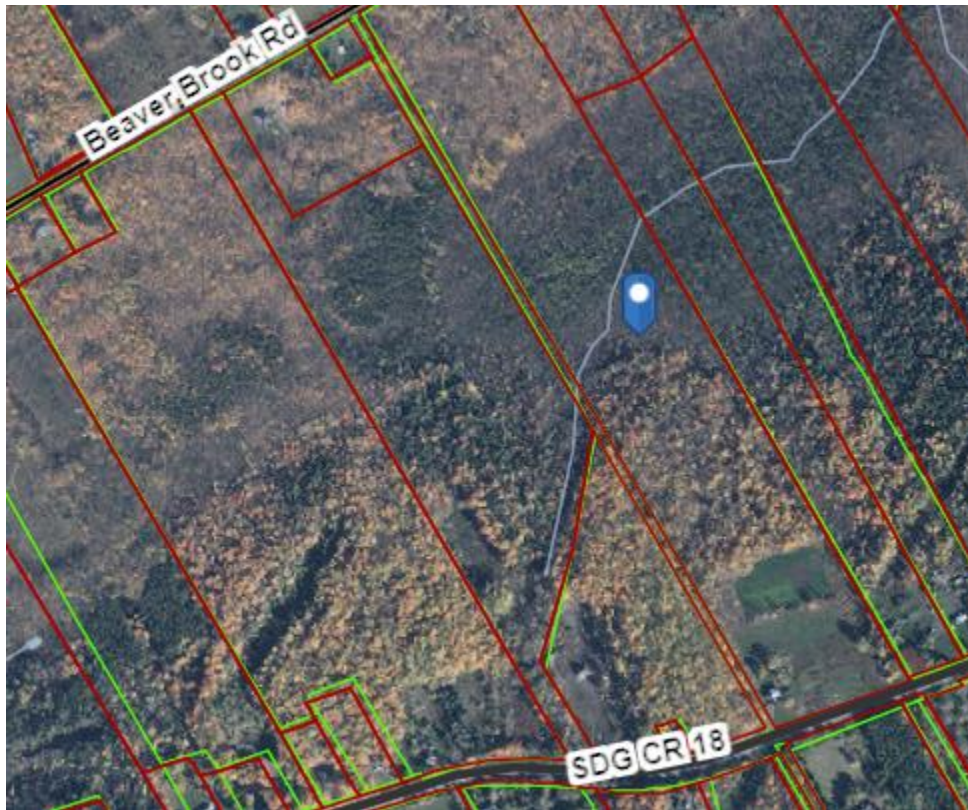
ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 173-2022 be received and that By-law 74-2022, being a by-law to accept certain lands as road allowances within the Township and to dedicate same to the public use as public highway be read a first, second and third time, passed, signed and sealed in open council this 7th day of November 2022

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



**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 74-2022
FOR THE YEAR 2022**

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

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

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

AND WHEREAS the *Municipal Act*, 2001, c. 25 S. 27(1) provides that a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway.

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

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

***READ A FIRST, SECOND, AND THIRD TIME, PASSED, SIGNED, AND
SEALED IN OPEN COUNCIL THIS 7th DAY OF NOVEMBER 2022.***

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

Schedule “A” to By-law 74-2022

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

Lot #	Concession	Part(s)	Reference Plan	PIN #
PT LT 30	6	1 & 6	14R5737	67142-0165
PT LT 33	1	1 & 2	14R6661	67118-0230



STAFF REPORT

S.R. No. 174-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: November 7, 2022

SUBJECT: To Constitute and Appoint a Committee of Adjustment

BACKGROUND:

1. Section 44 (1) of the Ontario *Planning Act*, Chapter P.13, R.S.O as amended states “the council of the municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable”
2. Section 44(3) of the Ontario *Planning Act*, Chapter P.13, R.S.O as amended states “The members of the committee who are not members of a municipal council shall hold office for the term of the council that appointed them and the members of the committee who are members of a municipal council shall be appointed annually”.
3. Section 44 of *The Planning Act*, Chapter P.13, s.44 (4) R.S.O. 1990, as amended, permits Councils of a Municipality to appoint a member (s) of Council annually to sit on the Committee of Adjustment Committee.
4. The Committee of Adjustment is empowered by by-law to grant minor variances from the Township’s zoning by-law in respect of the land, building or structure, or use thereof providing in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained as per section 45 (1) of the Ontario *Planning Act*.

ANALYSIS:

5. For the years of 2019, 2020, 2021 and a majority of 2022 until the end of the term of Council, the Committee of Adjustment was comprised of all 5 members of Council. On November 14, 2022, the Council elect will be inaugurated.
6. The attached by-law hereby appoints all members of the newly Council to the Committee of Adjustment for the remainder of year 2022 and for the entire year of 2023 as per the Ontario Planning Act. This by-law will come into effect on November 15, 2022.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 174-2022 be received and By-law 75-2022, being a by-law to constitute and appoint all members of Council to the Committee of Adjustment for the Township of South Glengarry for the remainder of the year 2022 and for the year of 2023, be read a first, second and third time, passed, signed and sealed in open council this 7th day of November, 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 75-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO CONSTITUTE AND APPOINT A COMMITTEE
OF ADJUSTMENT FOR THE REMAINDER OF THE YEAR OF 2022
AND FOR THE YEAR OF 2023***

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

AND WHEREAS pursuant to Section 44(1) of the *Planning Act, R.S.O. 1990, c. P. 13*, as amended (the Planning Act), the council of a municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable;

AND WHEREAS pursuant to Section 44(3) of the Planning Act, the members of the committee who are members of a municipal council shall be appointed annually;

AND WHEREAS pursuant to Section 45(1) of the Planning Act, the committee of adjustment, upon the application of the owner of any land, building or structure affected by any by-law that is passed under Section 34 or 38, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law, in respect of the land, building or structure or the use thereof, as in its opinion is desirable for the appropriate development of use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained;

AND WHEREAS pursuant to Section 45(3) of the Planning Act, the Council may by by-law empower the committee of adjustment to grant minor variances from the provisions of any by-law of the municipality that implements an official plan, or from such by-laws of the municipality as are specified and that implement an official plan;

AND WHEREAS the Council of the Corporation of the Township of South Glengarry deems it expedient to constitute and appoint a Committee of Adjustment for the remainder of the year of 2022 and for the year of 2023.

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

1. THAT the Committee of Adjustment for the Corporation of the Township of South Glengarry is hereby constituted and the following persons, all of whom are members of Council, are hereby appointed

as its members for the remainder of the year of 2022 and for the year of 2023:

- (i) Mayor Lachlan McDonald
- (ii) Deputy Mayor Martin Lang
- (iii) Councillor Stephanie Jaworski
- (iv) Councillor Sam McDonell
- (v) Councillor Trevor Bougie

- 2. THAT the Committee of Adjustment shall be hereby empowered with the authority to grant minor variances from the provisions of any by-law of the municipality that implements an official plan.
- 3. THAT the Clerk of the Township of South Glengarry is hereby appointed as the Secretary-Treasurer of the Committee of Adjustment. The Clerk may delegate to the General Manager of Planning, Building and Enforcement of the Township all or a portion of the duties of Secretary-Treasurer of the Committee of Adjustment.
- 4. THAT By-Law 104-2021 shall hereby be repealed.
- 5. THAT this by-law shall come into force and effect on November 15, 2022.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 7TH DAY OF NOVEMBER, 2022

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

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: November 7, 2022

SUBJECT: 2022 Election Communications Summary

PREPARED BY: Kelli Campeau, GM Corporate Services Clerk

The 2022 municipal election took place on Monday, October 24th, with advanced voting taking place October 19th – 23rd.

The following is a summary of the communications initiatives implemented to inform voters and encourage increased voter turnout for the 2022 municipal election.

Print Communications

- SDG Joint Newspaper Advertisement Initiative
 - The Clerks of the 6 lower-tier municipalities in SDG collaborated on a joint advertising initiative which resulted in greater print advertising coverage for the Township for a lower cost than if we were to have advertised on our own.
 - Through this initiative, South Glengarry was represented in the Standard Freeholder, Glengarry News and Seaway News with the following ads:
 - Candidate Information Night
 - Notice of Nominations for Office
 - Notice of Preliminary List of Electors
 - Notice of Election
 - Call for Compliance Audit Committee Members
- Glengarry News Advertisements
 - Voter Help Centre Ad – October 19th, 2022
 - SG Breaks 50 Ad – September 28th, 2022
- Glengarry News Weekly Column
 - A 5-week series of articles printed in the Glengarry News prepared by the Clerk with information about the election.
- Tax Bill Insert
 - A one-page Voter Information flyer was sent out in the final tax bill in July.
- Voter Information Pamphlet

- Voter Information Pamphlet was prepared and distributed at the Williamstown Fair, as well as displayed at the reception desk at Town Hall from August to October.
- Spring/Summer Community Guide
 - One full page of the Spring/Summer Community Guide dedicated to election and voter information.

Electronic Communications

- Facebook/social media posts
 - Information was provided via social media weekly from August to October and daily throughout the election period.
 - An update was posted every day of the advanced voting with the participation rate.
- Facebook Live videos
 - The Clerk provided a daily video update via Facebook Live, which included a tour of the Voter Help Centre, information about where to go if a Voter Letter was not received
 - Livestream of results announcement
- Elections Website
 - A website dedicated to the municipal election (www.southglengarryvotes.com) launched in April.
 - An election button was added to the corporate website for quick access to the election information.
- Corporate Website – Alert Banner
 - From September 27th to October 24th there was an alert banner on the Township's website advising residents what to do if they had not yet received a voter letter.

In-person/Miscellaneous Initiatives

- SDG Candidate Information Session
- Williamstown Fair Booth – Voter Registration
- SGbreaks50 voter turnout campaign
- Information posted to various Township signs (ie. fire halls, Legion, Glen Walter sign)

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: November 7, 2022

SUBJECT: Household Hazardous Waste Day 2022

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

The Township held another successful household hazardous waste day on Saturday September 24, 2022, in partnership with Drain-All Ltd. The household hazardous waste day was attended by **approximately 300 residents**.



Thank You for a Great Day!

The Hazardous and Special Products Regulation (O. Reg. 449/21) under the Resource Recovery and Circular Economy Act, 2016 designates automotive materials (oil filters, oil containers and antifreeze), solvents, paints and coatings, pesticides, fertilizers, mercury-containing devices (barometers, thermometers and thermostats) and pressurized containers (non-refillable pressurized containers, refillable pressurized containers, refillable propane containers), under Ontario's individual producer responsibility (IPR) regulatory framework.

IPR makes producers accountable for their products and packaging once consumers are finished with them; sets mandatory and enforceable requirements for resource recovery; and gives producers choices for resource recovery services in a competitive market.

As of October 1, 2021, following the wind up of the Municipal Hazardous or Special Waste (MHSW) Program operated by Stewardship Ontario on September 30, 2021, HSP producers are individually accountable and financially responsible for requirements set out under the HSP Regulation.

An unofficial summary of the HHW collected is provided in the table below. The disposal cost to the Township is estimated at \$35,000. However, it is anticipated that many of these costs will be recovered through IPR (tbd).

Type of Hazardous Waste	Quantity
Batteries	750 kg
Paint	10,300 L
Fluorescent Tubes	210 kg
Propane	1,600 L
Oil	3,000 L
Empty Plastic Containers	350 kg
Sharps	20 kg
Oil Filters	200 kg
Fire Extinguishers	100 L
Corrosive Liquids	700 L
Aerosols	900 L
Oxidizing Solids	400 kg
Medicine	200 kg
Glycol	410 L
Nitrates	200 kg
Flammable Liquid	4,000 L
Gasoline	410 L
Pesticide	600 L

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: November 7, 2022

SUBJECT: Martintown and District Horticultural Society –
Bench Donation - Letter

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

The Martintown and District Horticultural Society donated park benches and chairs to the Township for Kenneth Barton Sr. Memorial Park. The outdoor furniture was installed at the park by the Parks, Recreation and Culture department this past summer.

Anchors have been put in place to help in the prevention of theft and vandalism. The Township appreciates this donation in order to enhance the usage of the park.

The letter from the Martintown and District Horticultural Society is attached for acceptance.



October 3, 2022

Township of South Glengarry
6 Oak Street, P.O. Box 220,
Lancaster, ON K0C 1N0

Attention: Sherry-Lynn Servage

Dear Sherry-Lynn,

I am writing today as a follow up regarding the benches and chairs that were purchased by the Martintown and District Horticultural Society in 2020. The chairs and benches were stored by the Township and in August of this year they were placed throughout the Ken Barton Park. The Martintown and District Horticultural Society purchased the benches and chairs with a \$4,000.00 grant that we applied for in November 2020 and received April 29, 2021.

It was never our intent to own the benches and chairs. We fully intended that they be gifted back to the Township of South Glengarry. Please accept this letter confirming our intent to donate these benches and chairs to the Township of South Glengarry to make the Ken Barton Park behind the Martintown Community Centre a more enjoyable space for both the residents of Martintown and for those passing through.

I will enclose a copy of the two receipts from Emard Lumber so that the value of these benches can be properly accounted for on your books. One receipt was for the benches and chairs for a total of \$3,993.42 and the second was for \$28.25 for, out of town delivery

If you need any further, clarification please feel free to contact me.

Susan Hanz
Treasurer

Joanne Mazur-Lefebvre
Secretary

Martintown and District Horticultural Society • P.O. Box 144 • Martintown, Ontario • K0C 1S0

Emard Bros. Lumber

Emard Bros. Lumber Co LTD
840 10th Street East
Cornwall (Ontario)
K6H 7S2

Phone (613) 932-5660

Fax (613) 932-5441
office@emardlumber.ca
emardlumber.ca

Sold to

MARTINTOWN & DISTRICT
HORTICULTURAL SOCIETY
MARTINTOWN, ON, ON
K0C 1S0 870-3840

Ship to

MARTINTOWN & DISTRICT
HORTICULTURAL SOCIETY
MARTINTOWN, ON, ON
K0C 1S0 870-3840

Date		
02/26/2021 10:14:08 AM	Invoice Order	6013883
Salesperson	Cathy D	Page 1
Customer	310680	
Reference		
Purchaser		

Item	Description	Quantity	U/M	Unit price	Amount
B01	GARDEN BENCH SLATE GREY	4.000	EA	465.000	1860.00 H
C03	ADIRONDACK UPRIGHT RED 01	2.000	EA	279.000	558.00 H
C03	ADIRONDACK UPRIGHT KIWI GREEN (17)	2.000	EA	279.000	558.00 H
C03	ADIRONDACK UPRIGHT BLUE (03) NEEDING MAY 1 WILL CALL FOR ASSEMBLY ONE WEEK BEFORE NEEDING THEM 613-870-3840 (SUSAN)	2.000	EA	279.000	558.00 H
PAYMENT METHOD					
MASTERCARD #*****6099 **** APPROVED 00793J		3993.42			
Change		0.00			

I agree to pay a 2 % monthly late fees on every past due account. Any purchased merchandise remains the property of the retailer until it is paid in full.

Any claim should be done within 30 days of the purchase and must be accompanied by the original receipt. Returned special orders are subject to acceptance by the store and to returning fees

(R101623791)	Sub total	3534.00
	H.S.T. 13%	459.42
	Total	3993.42
	Deposit / Payment	3993.42
	Balance due	0.00

Signature : _____

Thank you for visiting our store!

We look forward to serve you soon!



6013883

Customer

EMARD BROS LUMBER CO LTD
 840 10TH STREET EAST
 CORNWALL, ONTARIO
 K6H 7S2 613-932-5660
 NO:
 HST NO:

Sold To

MARTINTOWN & DISTRICT
 HORTICULTURAL SOCIETY

MARTINTOWN, ON
 K0C 1S0
 870-3840

Ship To

HORTICULTURAL SOCIETY

MARTINTOWN, ON

Date	Warehouse	CORNWALL
10/05/21	Invoice	5085022
12:51:28	Order	
Clerk	238	Page 1
Customer	310680	
Reference		
Purchaser	PURCHASER	

Whr	Item	Description	Quantity	SKU	Unit Price	Amount
	G004036	DEL'Y OUTSKIRTS				25.00
<p>May 26/21 # 246 payable to Susan Hanz</p>						
<p>INTOWN DELIVERY \$15. OUTSKIRTS \$25. NOT RESPONSIBLE FOR DRIVEWAYS RECEIPT REQUIRED FOR REFUND</p>						

PURCHASER AGREES TO RESPECT THE FOLLOWING TERMS AND CONDITIONS OF PURCHASE: On credit approval, this invoice is due within the established terms. All past due accounts are subject to interest based on the date of the invoices and the mentioned conditions. Goods are owned by the dealer until final payment. The buyer shall be responsible of all the administration fees and other collection fees, if applicable.

Sub-total	25.00
HST: 13 %	3.25
Total	28.25

ROAD :

PURCHASER AGREES TO RESPECT THESE TERMS AND CONDITION OF PURCHASE.

MASTERCARD

Environment Committee (Virtual)

August 23, 2022

5:00 – 6:00 p.m.

Minutes

5:00 PM

Attendance

Stephanie Jaworski, Chair
Angie Parker
Colleen Bissonnette
Mike Madden

Regrets

Aodin McDonell

Resource Members

Sarah McDonald, GM of infrastructure
Jennifer Hawn Brown, WSP
Crystal Lebrun, Deputy Clerk

1. Welcome

- The Chair opened the meeting at 5:12 and welcomed committee members and anyone watching online

2. Approval of Agenda

Moved to approve the agenda as amended.

It was:

MOVED BY: M. Madden

SECONDED BY: C. Bissonnette

CARRIED

3. Approval of Minutes

Moved to approve the March 1, 2022 minutes as presented and the June 17, 2022 minutes as amended.

It was:

MOVED BY: C. Bissonnette

SECONDED BY: A. Parker

CARRIED

4. Presentation

- Waste Composition Study Results (S. McDonald)

5. Items for Consideration

a. **2012 Waste Recycling Strategy**

Review Backyard Composters (free or subsidised)

- M. Madden would like to see backyard composters made available for residents. Include public education on compostable material. Public education on how to optimize recycling (space). Clear to public what can they use on their own. Capitalize on partnerships who can provide education to public.

Public Space Recycling

- Suggestion to dual garbage / recycling bins in public buildings
- Suggestion to policy requiring dual bins when in-kind services involve recycling collection

Bail Wrap

- Administration to continue to follow results of Bruce County pilot project on Ag Wrap: <https://cleanfarms.ca/recycling-baler-twine-bale-wrap-silage-bags-and-bunker-covers-in-bruce-county/>

Leaf and Yard Waste Collection

- Suggestion to encourage composting

Review of Appendix C – Promotion and Education Plan

- 2023 Recycling Calendar - <https://pub-southglengarry.escribemeetings.com/filestream.ashx?DocumentId=3927>

Recommendations from Committee to Council

- S. Jaworski will prepare a letter to council, circulate it for the committee to review

b. **Input Request - 2022 Collection Schedule**

- Deferred to next meeting

c. **Communications Update - Recycle Coach**

- Recycle Coach being implemented by Corporate Services

d. Volunteer Request for Hazardous Waste Day – September 24, 2022

6. Other Business

- Road Ecological Passes, wildlife crossings during capital planning

7. Next Meeting – October 4th 5PM

8. Adjournment 7:00PM

It was:

MOVED BY: M. Madden

SECONDED BY: A. Parker

CARRIED

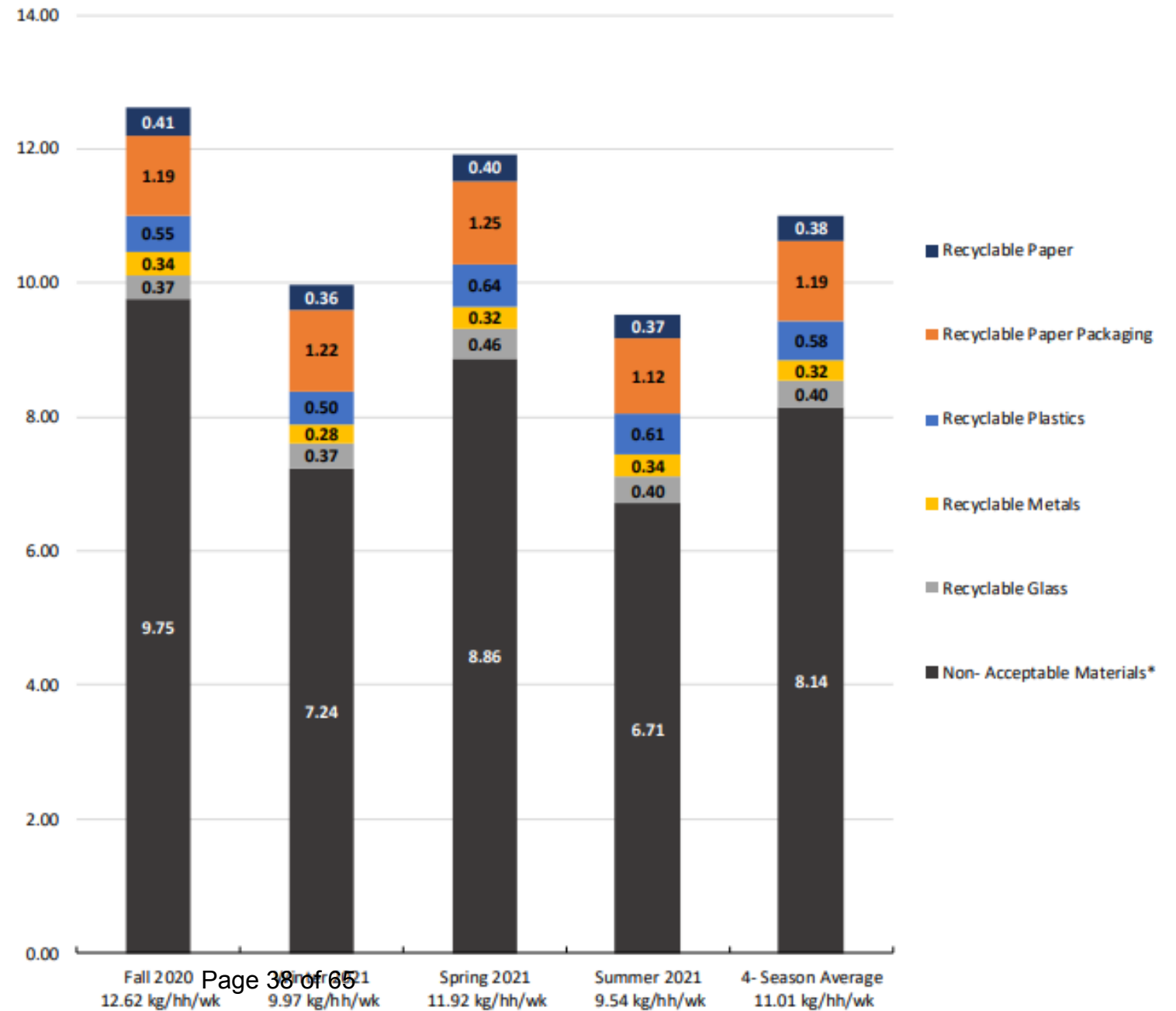


Residential Waste Composition Study

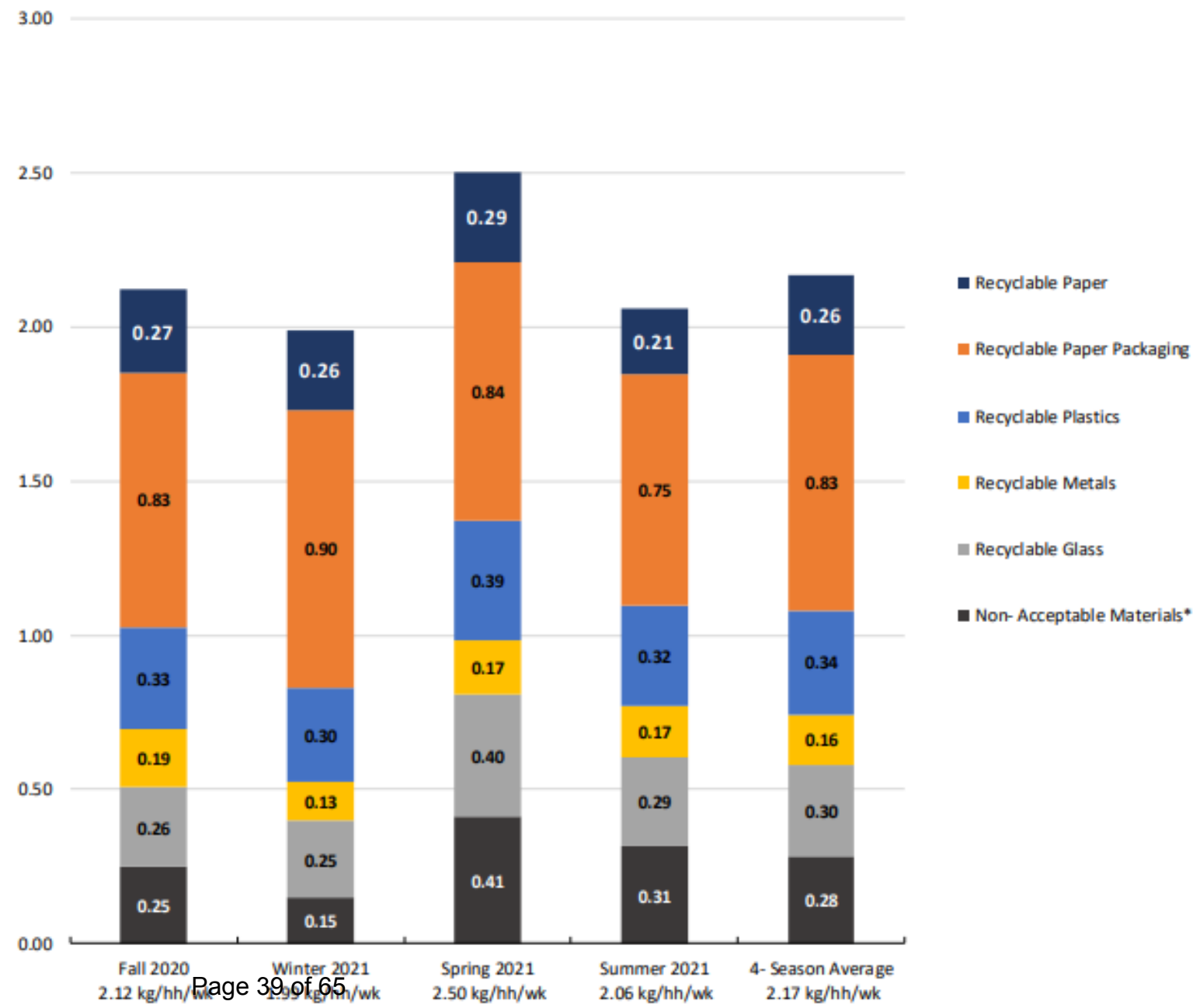
Comparison to other Rural Collection Areas

South Glengarry Data

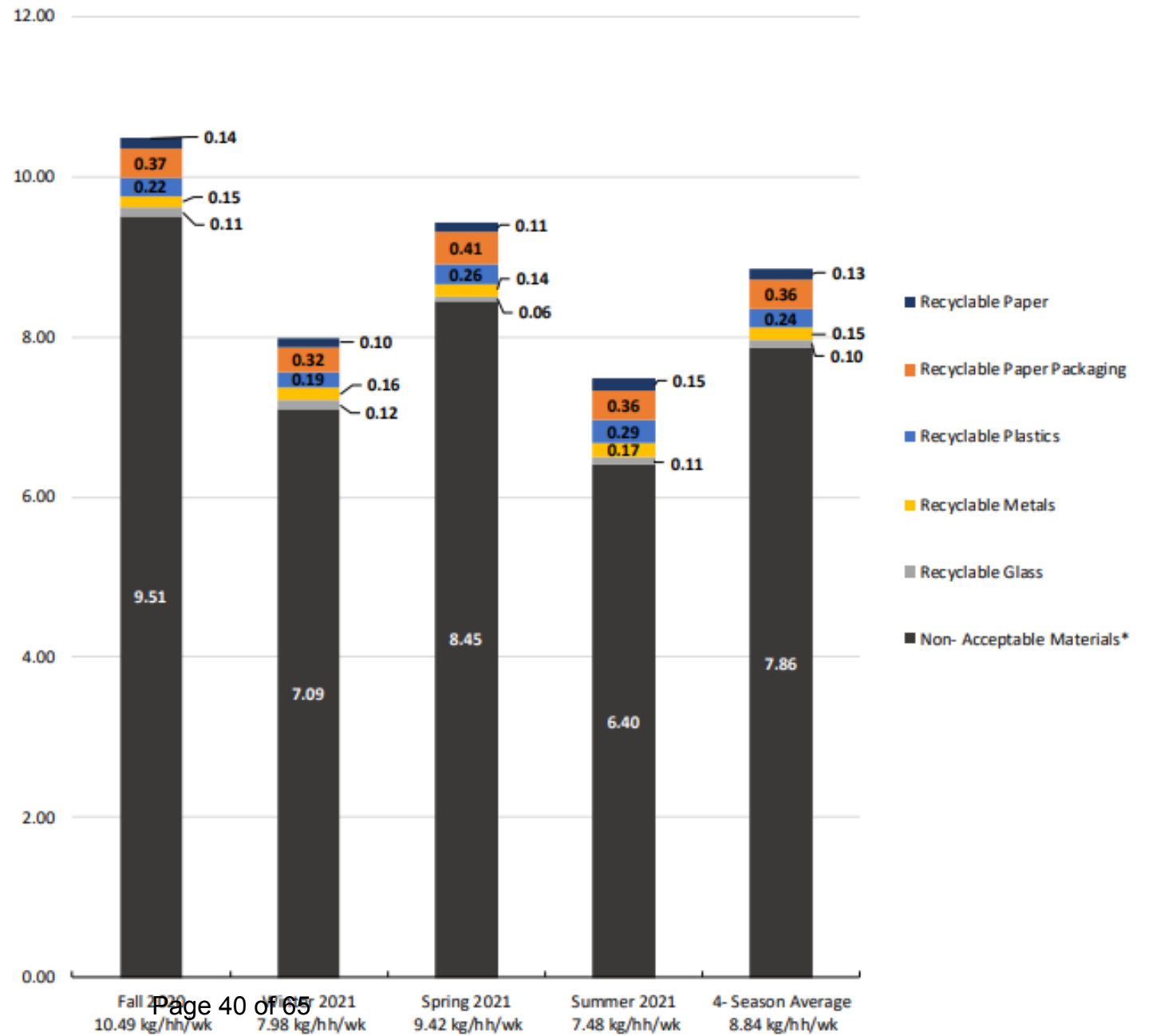
Garbage & Recycling Stream Combined (kg/hh/wk)



Recycling Stream (kg/hh/wk)



Garbage Stream (kg/hh/wk)



Naming Convention

Each municipality is considered a rural collection area. The naming convention below is used to shorten these names.

S A 5

South or North

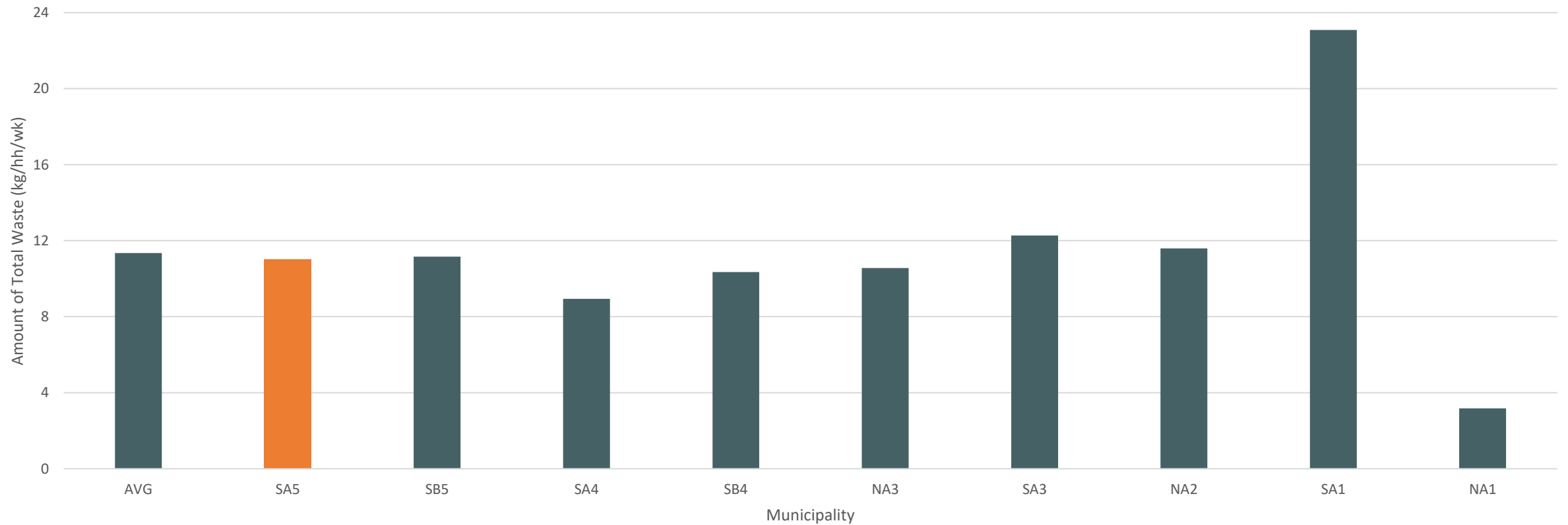
Distinguishing
Letter

Year of report
(Year 5)

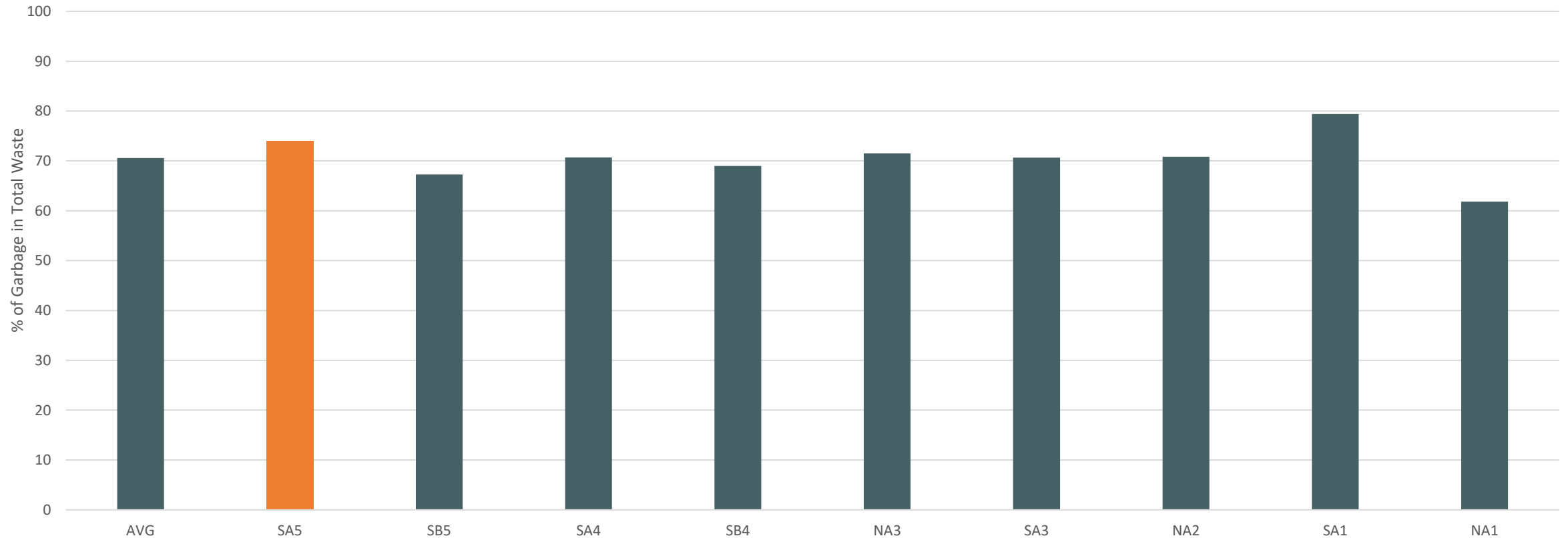
Summary of Rural Collection Areas

Please keep in mind that reporting spanned five-years. This, along with the differing waste collection systems and populations, impact the comparison

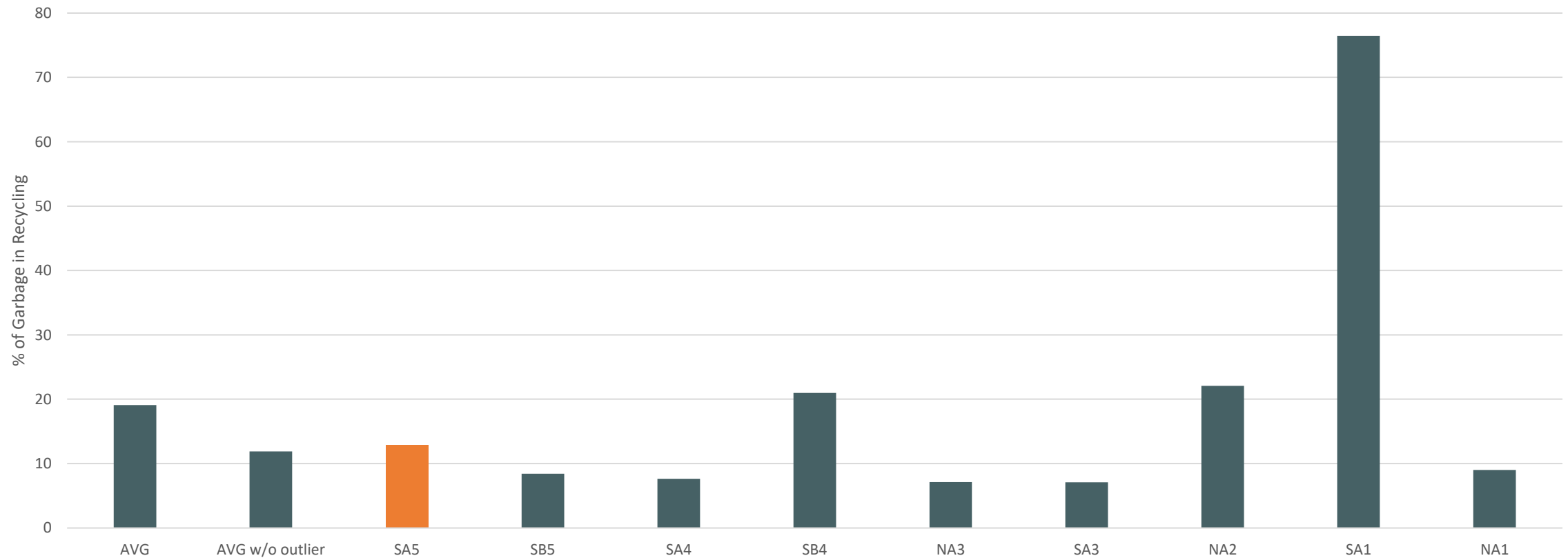
Amount of Total Waste



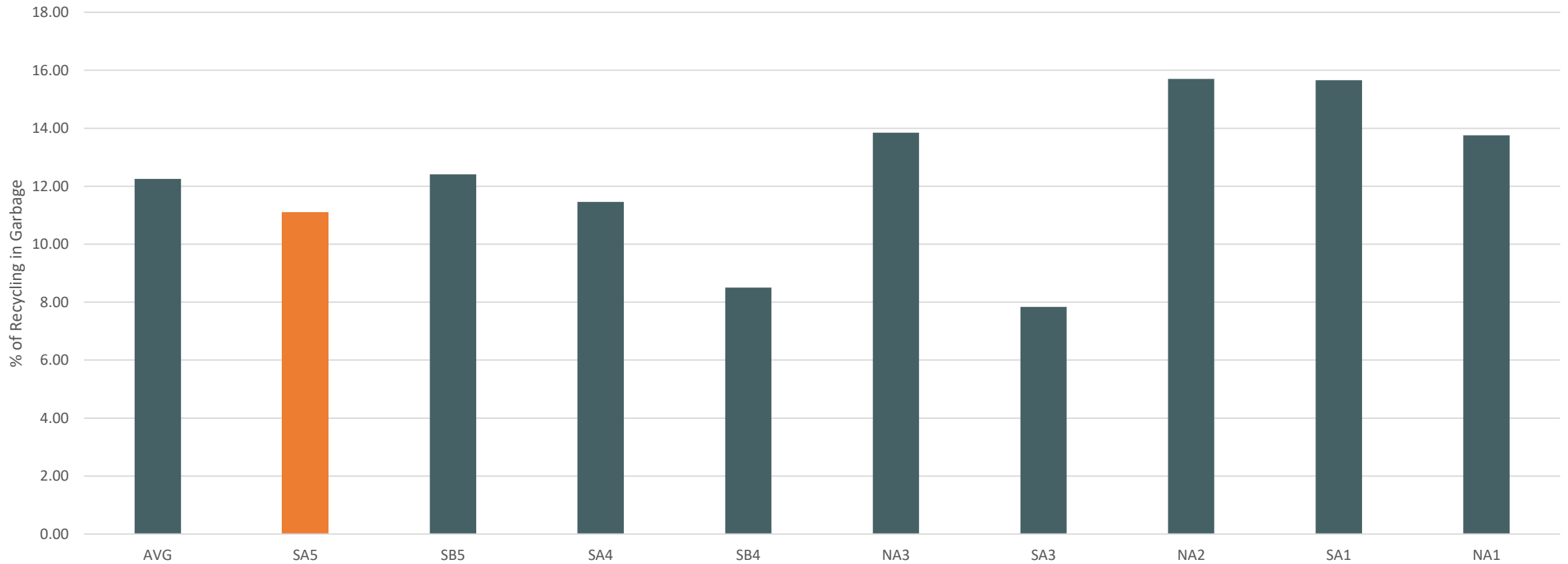
% of Garbage in Total Waste



% of Garbage in Recycling



% of Recycling in Garbage



Data Summary

Amount of Total Waste

- Below the average
- 5th highest amount of 9

% of Garbage in Total Waste

- Above the average
- 2nd highest percentage of 9

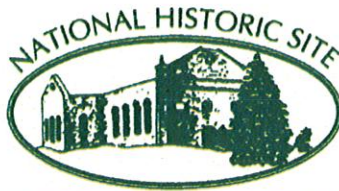
% of Garbage in Recycling

- Below total average, above average excluding outlier
- 4th highest percentage of 9

% of Recycling in Garbage

- Below the average
- 7th highest percentage of 9





**FRIENDS OF THE RUINS
ST. RAPHAELS INC.**
Box 190, Williamstown, Ontario
K0C 2J0
www.saintraphaelsruins.com



October 16, 2022

Dear Friends of St. Raphaels Ruins:

This year, The Friends of the Ruins St. Raphaels Inc., held our 26th Annual Msgr. DB MacDougald Memorial Tartan Golf Tournament on Thursday July 28, 2022 at The Glengarry Golf Club.

The ongoing Mission of the board of directors is to provide:

- fiscally responsible maintenance, stabilization and management of the St. Raphaels Ruins,
- enhancement of the site for the safety and comfort of visitors
- leadership in fundraising activities that will ensure the perpetuity of the Ruins
- coordinate the delivery of artistic & cultural attractions during the summer
- coordinate and recognize volunteer efforts to enhance the stature of the Ruins as a significant National, local, and as well as historical and cultural site.

Over the past 26 years the board has been successful at raising over \$1,600,000 to restore and maintain this beautiful National Historic site here in Glengarry County. We would like to thank you for your gift donation at this years' Tartan Golf tournament. We are very pleased to report that we raised over \$12,000 to assist with the \$60,000 restoration project completed at the Ruins this year.

Your generous support of this event is greatly appreciated.

Yours Truly

Ed Allinott
Treasurer (613-525-9961)

Bernie MacCulloch
Tournament Chairman (613-528-4470)



234-2022-4624

October 25, 2022

Good afternoon,

On October 25, 2022, our government released [More Homes Built Faster: Ontario's Housing Supply Action Plan 2022-2023](#) that proposes bold and transformative action to get 1.5 million homes built over the next 10 years.

Details about the range of measures in our plan can be found in the [news release here](#).

The More Homes Built Faster Plan proposes policies and tools that reflect recommendations from the [Housing Affordability Task Force Report](#) and builds on [More Homes, More Choice](#) and the [More Homes for Everyone Plan](#). Our plan also draws on many elements from AMO's 2022 A Blueprint for Action: An Integrated Approach to Address the Ontario Housing Crisis and ROMA's 2022 Task Force Report on Attainable Housing and Purpose-Built Rentals. These changes are providing a solid foundation to address Ontario's housing supply crisis over the long term and will be supplemented by continued action in the future.

Our government has also introduced the More Homes Built Faster Act, 2022, and is seeking feedback on the changes proposed under the legislation and associated regulations. Additionally, various housing and land use policy reviews – including a housing-focused policy review of A Place to Grow and the Provincial Policy Statement, with a theme of supporting rural and northern housing – are being undertaken to identify and remove barriers to getting more homes built. These and other related consultations can be found through the [Environmental Registry of Ontario and the Ontario Regulatory Registry](#).

We encourage you share this information with senior staff in the municipality and to inform the newly elected head of council and council members. Our government is building a strong foundation for action that will continue to ensure Ontario is a prosperous and growing province – and the best place in the world to call home. We look forward to continued collaboration with our municipal partners to get more homes built faster.

Sincerely,

A blue ink signature of Steve Clark.

Steve Clark
Minister

- c. The Honourable Michael Parsa, Associate Minister of Housing
Kate Manson-Smith, Deputy Minister
Ryan Amato, Chief of Staff, Minister's Office
Joshua Paul, Assistant Deputy Minister, Housing Division
Municipal Chief Administrative Officers



OACFP

ONTARIO ASSOCIATION OF CEMETERY
AND FUNERAL PROFESSIONALS

November 1, 2022

RE: (Bereavement Authority of Ontario pushing management of orphaned cemeteries to municipalities.)

Hello,

We are reaching out because we are aware of municipalities' challenges in managing cemeteries and navigating constant regulatory changes.

The Bereavement Authority of Ontario has been instructed by the Auditor General to ensure that all cemeteries in the province are actively managed and are regulatory compliant. This compliance push by the BAO is resulting in municipalities having to assume management of orphaned cemeteries.

The Ontario Association of Cemeteries and Funeral Professionals (OACFP) consists of municipalities and firms from every part of the bereavement sector. The OACFP started in 1913 as an association of like-minded cemetery professionals and was created as a vehicle for Ontario's cemetery operators to exchange ideas and information to achieve the highest professional operations standards.

Additionally, The Ontario Association of Cemeteries and Funeral Professionals (OACFP) has a dedicated committee to help municipal and small cemeteries. The Municipal and Small Cemetery Working Group was established in 2015 to form a network of support for that segment of our membership.

Here is an example of what our members say:

As the Superintendent of the largest municipal cemetery portfolio in Ontario, we have found membership in the OACFP to be of immense value and benefit. The resources and current information provided on issues from COVID-19 to regulatory issues involving cemetery operations have been incredibly useful to our municipality. But, more importantly, the OACFP provides a great support network of other cemetery operators who are always willing to support and help other cemeterians in the association and across the province. Thank you OACFP for all you do to support our municipal operations.

John Perrotta, Superintendent, Cemeteries,
City of Hamilton

Education is the backbone and focal point of the OACFP. Our Cemetery Sales Representative Course is the only course approved by the BAO and is now a requirement to obtain a license for cemetery sales representatives. We endeavour to organize as many educational programs as possible throughout the province each year. The following is a small sample of what you can expect...Webinars, Cemetery Operations and Administration Training, Crematorium Operators Program, Monument Conservation and Safety Training.

The annual fee for a regular member of the OACFP is \$180.00 plus \$1.35 per burial and/or cremation performed within the cemeteries managed by the municipality. For example, a municipality whose cemeteries perform 100 burials per year would pay \$180.00 + (100 X \$1.35) for an annual total of \$315.00.



OACFP

ONTARIO ASSOCIATION OF CEMETERY
AND FUNERAL PROFESSIONALS

A regular membership would entitle all employees of the municipality who have the administration or operation of cemeteries in their portfolio to participate, free of charge, in our 6 free webinars. There are no other fees unless you choose to participate in our annual conference or participate in one of our special training programs that might be of interest to you and your municipality.

Visit our website www.OACFP.com for more information and make an informed decision on the value and benefits of membership.

We are here to help.

OACFP

October 18, 2022

Hon. Doug Ford, Premier
The Office of the Premier
Legislative Building Rm 281
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford,

RE: Transition of Ontario's Blue Box to Full Producer Responsibility

The Ontario Waste Management Association (OWMA) is the voice of the waste management sector in Ontario. We represent over 240 private and public sector organizations across the province who manage over 85% of the province's waste and over 90% of recycling collection and processing. We are a strong supporter of your government's decision to transition Ontario's Blue Box to full producer responsibility. We are however concerned about persistent lobbying on this file.

The recent acquisition of the systems, intellectual property, and operations of the Resource Recovery Alliance, formerly known as the Canadian Stewardship Services Alliance, by the dominant producer responsibility organization (with over 70% market share) has renewed advocacy to amend the regulation to restrict competition and allow only one monopoly producer organization to have complete control over the residential recycling market. While this approach may appeal to a select few producers, it was largely rejected by recyclers, municipal governments, and the majority of producers who do not have access to the levers of power in the single organization.

The Ontario government has rightly favoured a model that embodies a functioning, open marketplace where competition lowers costs, increase quality and service, and drives innovation, leading to better end-of-life management of products and packaging. The OWMA remains an ardent supporter of a competitive model, where producers have flexibility and the freedom of choice on which producer responsibility organization they decide to work with, and where no entity is provided complete control over a market.

Any regulatory change this close to transition (i.e., July 1, 2023) also raises concerns about whether the transition can occur on time and if there will be gaps in recycling service to residents. Producers should be focused on ensuring recycling service agreements are in place with municipalities and other service providers, rather than trying to continually change fundamental components of the Act. We urge the government to remain steadfast in its approach.

While issues do exist with some of the current recycling regulations due to low recycling targets and a lack of enforcement and compliance tools for the regulator, the competitive approach for PROs has proven successful. Producers have been able to comply with the regulations by

retaining a producer responsibility organization that can help them meet their various business objectives.

We also request the government to pass the Administrative Penalties Regulation proposed under the *Resource Recovery and Circular Economy Act, 2016* as soon as possible.

This will also help to ensure a smooth transition. Administrative penalties are a cost-effective tool to hold polluters accountable, so there is less burden on the courts and taxpayers. They are used successfully by similar organizations like the Technical Standards and Safety Authority.

The lack of movement on this draft regulation is impacting the ability of the regulator to ensure compliance with the other recycling regulations (e.g., non-compliant producers, failure to meet performance and accessibility targets). Based on data provided by Resource Productivity and Recovery Authority (RPRA), there is a currently a backlog of over 2,000 cases of potential non-compliance and almost 200 known instances of non-compliance.

The inability of RPRA to do its job properly is having a direct impact on Ontario businesses that are managing these materials based on the government's laws and facing hardships as some producers are not complying. This issue will only grow with the transition of the Blue Box, if the government does not pass the draft administrative penalties regulation. Passing it ensures a level playing field where lawful producers are not required to subsidize those that willfully ignore the rules. It will also stabilize markets for Ontario recyclers.

We look forward to your response on the above issues. If you have any questions, please reach out at your earliest convenience.

Sincerely,



Peter Hargreave
Interim CEO
Ontario Waste Management Association
E: phargreave@owma.org
P: 416-674-1542

Cc: Hon. David Piccini, Minister of Environment, Conservation and Parks



MEMORANDUM

To: Township of South Glengarry Council, CAO, and Clerk
From: Lisa Van De Ligt, Team Lead, Communications and Stewardship
Date: October 31, 2022
Subject: RRCA Board of Directors meeting highlights (October 20, 2022)

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).

October 20, 2022 RRCA Board of Directors Meeting Highlights:

- Approved minutes from the September 15, 2022 Board of Directors meetings can be found at <http://www.rrca.on.ca/page.php?id=15>.
- Board approved the RRCA's 2023 Fee Policy and Fee Schedules.
- Board approved the construction of a new camping cabin at Charlottenburgh Park.
- Board discussed the RRCA's 60th anniversary celebration and recognition to take place in 2023.
- There is currently a vacancy on the Raisin-South Nation Source Protection Committee. Eligible candidates interested in representing the public's interest at large are invited to submit their application by November 7th, 2022. More information on the Drinking Water Source Protection Program and vacancy application process can be found at <https://yourdrinkingwater.ca/>.

Next RRCA Board meeting date: November 17, 2022

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: November 7, 2022

SUBJECT: 2022 Building Permit Activity as of September 30, 2022

PREPARED BY: Chris Raabe, Director of Development & Chief Building Official

This report is intended to provide an update regarding permit activity for the third quarter of 2022.

The table below shows issued permits from January 1st to September 30th for the current year and a comparison to the previous 3 years for the same period.

For Period Ending March 31 Construction Class	Issued Permits			
	2019	2020	2021	2022
Institutional	3	5	0	3
Commercial	12	6	4	9
Agricultural	12	12	10	10
Residential				
New Dwelling	26	27	41	38
Addition/Renovation	55	32	36	23
Accessory Buildings & Other	29	32	38	48
Water/ Sewer	N/A	N/A	11	12
Wood Stove	2	1	0	1
Demolition	11	19	9	9
On-site Sewage Systems	30	47	66	45
Tents	13	3	9	10
Swimming Pool	18	24	23	29
TOTAL	211	208	247	237
Total Construction Value	\$16,118,962.14	\$17,517,789.00	\$29,166,487.77	\$36,827,465.73
Total Permit Fees	\$195,890.40	\$194,640.17	\$413,916.55	\$438,597.00

INFORMATION REPORT

REPORT TO: Council of the Township of South
Glengarry



MEETING DATE: November 7, 2022

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PREPARED BY: Chris Raabe, Director of Development &
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Total Permit Fees	\$195,890.40	\$194,640.17	\$413,916.55	\$438,597.00

October 28, 2022

Mayor Lyle Warden
Township of South Glengarry
PO Box 220
6 Oak Street
Lancaster, ON K0C 1N0
Tel: 613 347-1166

Dear Mayor Warden,

As this term of Council comes to a close, the Environment Committee would like to thank all of Council for the opportunity to serve the Township. It has been a very productive term with respect to waste diversion and recycling initiatives, and we wanted to leave Council with a brief overview of the highlights of this term and provide some recommendations for the future.

Our Committee was very active. We met 18 times during the term. Some highlights were:

- We proposed updates to the Committee's mandate which were accepted by Council
- We toured the Cornwall Material Recycling Facility and both of South Glengarry's Landfills
- We received presentations from the City of Cornwall Waste Management Division, Food Cyclor and DFA on the SDG Regional Waste Management Initiative.

We welcomed the opportunity to provide feedback and recommendations to council with respect to waste diversion. We are very encouraged by the multiple recommendations from South Glengarry's 2012 Waste Recycling Strategy report that were implemented during this term, including:

- Engaging with neighbouring municipalities to determine where synergies exist through the SDG Regional Waste Management Initiative
- Increased Promotion and Education relating to waste diversion: Waste Wednesday Social Media campaign, Annual Pitch-In Community Waste Pick-up, Launch of Recycle Coach App
- Providing at home Composting Options: FoodCycler Pilot
- Improved procurement & Contract Management: Synchronizing of the Recycling and Waste Pick-up Tenders
- Weekly Blue Box Collection
- Phase-in of bag limits for garbage

At our August 23, 2022, meeting, the Committee reviewed the 2012 Waste Reduction Strategy for a final time during our term. From this review, we wanted to provide some recommendations for consideration for the future, including:

- Training of Key Staff
 - Continued support of Waste Management and Diversion training for key staff
- Providing Free/Subsidized Backyard Composters
 - Pursue the re-implementation of a subsidized backyard composter program, including an education component such hands-on training or workshops in the community

- Promotion and Education (P&E) Plan
 - Continued public education on acceptable containers for waste and recycling, e.g. clear bags acceptable for recycling
 - Continue raising awareness that residents can bring recycling to SG landfills or Cornwall MRF
 - Share information on County Adopt-a-Road waste program
- Enhancing the Township's Public Space Waste Diversion and Recycling Program
 - Improve waste/recycling bins (e.g., always side-by-side) in public spaces and capitalize on using them as an educational opportunity
 - Work with South Glengarry event organizers, particularly where township provides in-kind services, to encourage waste reduction strategies such as:
 - Sponsorship of water filling stations to reduce plastic bottle waste
 - Consider purchase/provision of waste/recycling containers that could be loaned to events to augment their diversion efforts
- Bale Wrap Recycling
 - Continue to engage the Ag committee on opportunities to reduce sending this as waste to landfills, including sharing of Bruce County Pilot results when available
- Curbside Yard Waste Collection Program
 - Ensure that residents understand this is currently going to landfill
 - Investigate implementation of segregated yard waste and other organics for more sustainable diversion

Once again, we would like to thank Council for the opportunity to provide feedback and recommendations with respect to waste diversion over these past 4 years. We also would like to thank Township staff for their ongoing support of the committee's work.

We look forward to South Glengarry's continued success in moving these issues forward.

Best regards,



Stephanie Jaworski

Chair, South Glengarry Environment Committee

Members: Colleen Bissonette, Aodin MacDonell, Michael Madden and Angela Parker

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: November 7, 2022

SUBJECT: Infrastructure Projects Update (Nov 2022)

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

New August 2022: Infrastructure Services maintains a public listing of all active planning, design, and construction work: https://www.southglengarry.com/en/living-here/infrastructure-and-construction-projects.aspx?_mid=152367

Construction Project Status - to October 29, 2022

2022 Construction Project	Status
Second Line Road Bridge Rehabilitation <i>GIP Paving</i>	Complete
Glen Donald Road Culvert Rehabilitation <i>Dalcon Constructors</i>	Underway - Anticipated Completion of Nov 18, 2022
Glen Roy Road Culver Rehabilitation (north CR25) <i>Dalcon Constructors</i>	Underway - Anticipated Completion of Nov 11, 2022
Glen Roy Road Culver Rehabilitation (north CR25) <i>Dalcon Constructors</i>	Underway - Anticipated Completion of Dec 2, 2022
First Line Road Culvert Rehabilitation <i>Dalcon Constructors</i>	Underway - Anticipated Completion of Nov 18, 2022
Roys Road Culvert Rehabilitation <i>Dalcon Constructors</i>	Underway - Anticipated Completion of Dec 2, 2022
First Line Road Culvert Replacement <i>Fidelity</i>	Underway Anticipated Completion of Nov 13, 2022
Concession 4 Surface Treatment <i>Miller Paving</i>	Complete
Hamlet Paving <i>AL Blair Asphalt</i>	Deficiencies outstanding
Celtic Lane Pulverizing	Complete

2022 Construction Project	Status
<i>AL Blair Asphalt</i>	
Cemetery Road and North Branch Road, Pulverizing and Base Improvements <i>Miller Paving / In-house</i>	Complete

Planning / Design Project Status - to October 29, 2022

2022 Planning / Design Project	Status
Bundled Bridges Design <i>McIntosh Perry</i>	Complete / Tendered
1 st Line Road Culvert Design <i>Morrison Hershfield</i>	Complete / Tendered
Glen Walter Water / Wastewater Plant Expansions - Environmental Assessment <i>EVb Engineering</i>	Underway PIC #1, Phase 1 & 2 Complete
Glen Walter Water Tower Design <i>Ainley Group</i>	Underway (pre-design)

Engineering Project Status – to October 29, 2022

2022 Engineering Project	Status
Asset Management Plan <i>EVb Engineering</i>	Underway – Lancaster Water Model Complete – AMP Report
Active Transportation Plan <i>TBD</i>	Waiting for Funding Agreement
McNairn Drain Engineer's Report <i>McIntosh Perry</i>	Complete
Filion Drain Engineer's Report <i>McIntosh Perry</i>	Underway
Beaver Brook Landfill – 2022 Monitoring, Topography, Annual Report <i>WSP</i>	Underway – Report due March 2023
North Lancaster Landfill – 2022 Monitoring, Annual Report <i>WSP</i>	Underway – Report due March 2023
Summerstown Landfill – 2022 Monitoring	Complete

Studies Project Status – to October 29, 2022

2022 Studies Project	Status
Structural Inspection (Municipal Drain / Wharfs) <i>Morrison Hershfield</i>	Complete
Geotechnical Investigations <i>Ainley Group</i>	Complete
Tyotown Road Retaining Wall – Options Analysis <i>EVb Engineering</i>	Underway
OSIM – Annual Structures <i>McIntosh Perry</i>	Underway

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: November 7, 2022

SUBJECT: Service Line Warranties of Canada – Contract Expiration

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

1. Service Line Warranties of Canada (SLWC) is a Canadian service provider offering insurance coverage of *private* water and sewer service connections.
2. The limits of the Township's responsibility for private service connections is defined through [By-law 49-2016](#), illustrated in the accompanying figure, and described as follows:

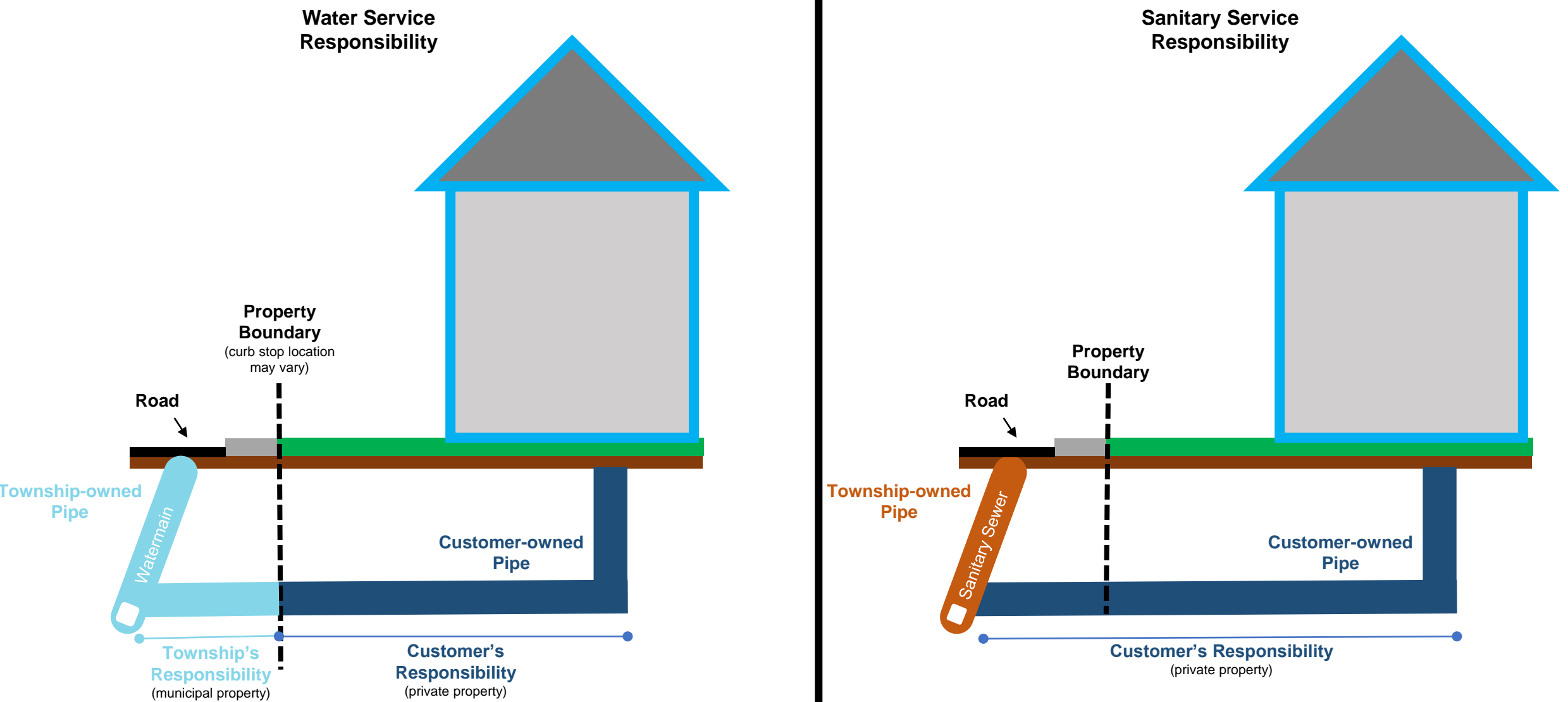
Water Service

- a. Township is responsible from the watermain to the curb stop
- b. Customer is responsible from the curb stop to the building, including all piping inside the building (*note, all water meters are municipally owned*)

Sanitary Service

- a. Township's responsibility ends with the sanitary sewer
 - b. Customer is responsible from the sanitary sewer to the building, including all piping inside the building
3. The Township of South Glengarry was in a marketing partnership with SLWC for a three-year term with a one-year optional extension. [As approved by Council](#), the three-year term began June 18, 2018. The optional one-year term auto-renewed on June 18, 2021.
 4. Since 2018, SLWC has completed two (2) mailing campaigns. During the COVID-19 pandemic throughout 2020 and much of 2021, SLWC did not perform any campaigns for any municipalities. SLWC usually performs three campaigns which include two letters each, an initial letter and reminder per year.
 5. Service Line Warranty has achieved the following results since 2018:

- a. 22 homes covered for an emergency home repair
 - b. 41 contracts
 - c. 19 water lateral policies
 - d. 18 sewer lateral policies
 - e. 4 in-home plumbing policies
6. As part of the partnership, South Glengarry received a royalty of five percent per year based on the revenue from resident's enrollment. So far, the royalty payments have included:
 - a. Year One, 2018 – 2019: \$2.07
 - b. Year Two, 2019 – 2020: \$119.38
 - c. Year Three, 2020 – 2021: \$184.96
 - d. Year Four, 2021 – 2022: TBD
7. The coverage provided by SLWC can be obtained by residents through home insurance brokers.
8. SLWC has confirmed that residents that are currently enrolled would still receive the coverage and would not be terminated.
9. **Administration recommends not entering / renewing the marketing agreement with Service Line Warranties of Canada** and is seeking the opinion of Council on this direction.



**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 76-2022
FOR THE YEAR 2022**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of November 7, 2022 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of South Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND
SEALED IN OPEN COUNCIL THIS 7th DAY OF NOVEMBER 2022.***

MAYOR: _____ **CLERK:** _____