

**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING OF COUNCIL
Council Chambers, Municipal Office
Tuesday, February 18, 2020 7:00 PM**

Page

1. CALL TO ORDER	
2. O CANADA	
3. APPROVAL OF AGENDA	
a) Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
4. DECLARATION OF PECUNIARY INTEREST	
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5. APPROVAL OF MINUTES	
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x.	Resolution - Review of Regulations on Consumer Packaging on Single Use Wipes (PEC County)	142 - 143
xi.	Resolution - Letter of Support for Bill 156 (Wellington North)	144
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8. UNFINISHED BUSINESS

- a) [Unfinished Business Listing - February 18, 2020](#) 147 - 148

9. CLOSED SESSION

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

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

- (e) litigation or potential litigation
-LPAT appeal

10. CONFIRMING BY-LAW

- a) [Confirming By-law 08-2020](#) 149

11. ADJOURNMENT



DECLARATION OF PECUNIARY INTEREST

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

Signature

MINUTES

THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD IN THE EVENING AT THE TOWNSHIP OFFICE, LANCASTER ON FEBRUARY 3RD, 2020

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

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

1. CALL TO ORDER

Resolution No. 23-2020

Moved by Deputy Warden
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council Meeting of the Township of South Glengarry now be opened.

CARRIED

2. O CANADA

3. APPROVAL OF AGENDA

Resolution No. 24-2020

Moved by Councillor Lang
Seconded by Councillor Jaworski

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

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

a) Declaration of Pecuniary Interest Form - None

5. APPROVAL OF MINUTES

a) Previous Meeting Minutes

Resolution No. 25-2020

Moved by Councillor Jaworski
Seconded by Deputy Warden

BE IT RESOLVED THAT the Minutes of the Regular Meeting of the Council of the Township of South Glengarry held on January 13, 2020 be adopted as circulated.

CARRIED

b) Special Meeting Minutes January 17 2020

Resolution No. 26-2020

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT the Minutes of the Special Meeting of the Council of the Township of South Glengarry held on January 17, 2020, including the Closed Session Minutes be adopted as circulated.

CARRIED

- c) Special Meeting Minutes January 24 2020

Resolution No. 27-2020

Moved by Deputy Warden
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Minutes of the Regular Meeting of the Council of the Township of South Glengarry held on January 24, 2020, including the Closed Session Minutes, be adopted as circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

- a) Glen Walter 2020 Canada Day Fireworks

Chris Bourgon & Rizwan Mustafa provided details on fundraising efforts by the Glen Walter community and requested a \$4000 donation for Canada Day fireworks being held on June 27th, 2020.

- b) Habitat for Humanity

Leigh Taggart and Breckyn Caers detailed their work in the community and requested that the Township of South Glengarry consider donating a serviced lot for a future building project.

- c) McIntosh Perry Bridge Inspection Report

Chris Dougherty and Christine Shillinglaw updated Council on the condition of South Glengarry's existing structures and provided an overview of maintenance and inspections required this year.

7. NEW BUSINESS

- a) Staff Reports

- i) Proposal to Convene A Standing Committee on Recreation

Resolution No. 28-2020

Moved by Councillor McDonell
Seconded by Deputy Warden

BE IT RESOLVED THAT Staff Report 07-2020 be received and that the Council of the Township of South Glengarry directs administration to convene a Standing Committee on Recreation with the terms of reference to be approved by Council at a future Council meeting.

CARRIED

- (1) Recreation Facility Rates

POSTPONED

- b) Other Business

- i) Support for Bill 156 - Security from Trespass and Protecting Food Safety Act

Resolution No. 29-2020

Moved by Councillor McDonell
Seconded by Councillor Lang

WHEREAS the Township of South Glengarry has a strong agricultural tradition and continues to play an important role in Ontario's agri-food sector.

AND WHEREAS the Township of South Glengarry recognizes the importance of the safety of those working in the agri-food sector and the need to protect the safety of our food chain.

AND WHEREAS in December 2019, the Ontario government introduced legislation in Bill 156 – Security from Trespass and Protecting Food Safety Act, 2019 which will ensure farm businesses have a legal standing to protect their farm, family and employees, livestock, crops and ultimately the entire food supply.

AND WHEREAS the Council of the Township of South Glengarry appreciates the effort being made by the Ontario government to protect those working in the agri-food sector.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry strongly supports Bill 156 and urges all members of the Legislative Assembly of Ontario to pass this legislation to protect all Ontario farm families and food processors.

AND FURTHER that this motion be forwarded to the Honourable Doug Ford, premier of Ontario, the Honourable Ernie Hardman, Minister of Agriculture, Food and Rural Affairs and all Ontario municipalities for their consideration.

CARRIED

Resolution No. 30-2020

Moved by Councillor Jaworski
Seconded by Deputy Warden

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

CARRIED

- c) Committee Reports
 - i) Cornwall Regional Airport Commission Minutes - December 4, 2019

- d) For Information Only
 - i) MPAC 2019 Year-End Assessment Report for the 2020 Tax Year
 - ii) Resolution - Support Conservation Authorities Collingwood Enter Text
 - iii) Resolution - Support Conservation Authorities Municipality of Dutton Dunwich
 - iv) Resolution - Springwater joint and several liability - Town of Amherstburg
 - v) Resolution - Conservation Authorities Quinte West
 - vi) Resolution - Safety on Family Farms support of Twp of Warwick resolution Twp of South Frontenac
 - vii) OPP Municipal Policing Bureau News Bulletin
 - viii)MNP 2019 Audit Service Plan

8. UNFINISHED BUSINESS

- a) Unfinished Business - February 3 2020

9. CLOSED SESSION

Resolution No. 31-2020

Moved by Councillor Lang
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry convene to Closed Session at 8:58pm to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001:

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

- (b) personal matters about an identifiable individual
- (c) a proposed or pending acquisition or disposition of land
 - Private Docks
- (d) labour relations or employee negotiations
 - Union Grievance

CARRIED

Resolution No. 32-2020

Moved by Deputy Warden
Seconded by Councillor Jaworski

THAT Council now rise and reconvene at 10:29pm without reporting.

CARRIED

Resolution No. 33-2020

Moved by Deputy Warden
Seconded by Councillor Jaworski

BE IT RESOLVED THAT solicitor Alan Whyte be directed to carry out all the actions as specified in the Closed Session Minutes.
CARRIED

10. CONFIRMING BY-LAW

Resolution No. 34-2020

Moved by Councillor Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT By-law No.06-2020 to adopt, confirm and ratify matters dealt with by resolution, be read a first, second and third time, signed, sealed and passed in Open Council.
CARRIED

11. ADJOURNMENT

Resolution No. 35-2020

Moved by Councillor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 10:38pm.
CARRIED

Mayor

Clerk



STAFF REPORT

S.R. No. 09-2020

PREPARED BY: L. McDonald, GM of Corporate Services
PREPARED FOR: Council of the Township of South Glengarry
COUNCIL DATE: February 18, 2020
SUBJECT: Council - Per Diem for Council Members

BACKGROUND:

1. On October 21, 2019 an information report came to Council regarding the Council Per Diem and that discussion led to a staff report.
2. On November 18, 2019 a staff report came to Council and the following adjustments were made for 2020:

	2019	2020	Yearly
Activities under 2 hours	\$60.00	\$61.14	Adjust by CPI
Activities for ½ a day	\$100.00	\$101.90	
Activities for a whole day	\$175.00	\$178.32	

3. Subsequent comments requested clarification on what is applicable. These comments were warranted as the policy can be vague.

Applicable	Not Applicable
<ul style="list-style-type: none"> • Conferences • Education & Training • Professional Development • Special Meetings 	<ul style="list-style-type: none"> • Council Meetings • Budget Meetings • Meetings with Residents • Committee of Adjustment • Land Use Planning Committee • Recreation Committee

ANALYSIS:

4. The present policy lacked clarification on Special Meetings (interviews, special items, procurement workshops, etc.).



5. If Council wishes to be reimbursed for committee meetings the policy can be updated to reflect that.
6. Historically, committee meetings have been considered part of business and thus compensated within your bi-weekly Council remuneration.

IMPACT ON 2020 BUDGET:

7. Marginal, estimate at \$1,000 to \$6,000.

ALIGNMENT WITH STRATEGIC PLAN:

8. Nil

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 09-2020 be received and that the Council of the Township of South Glengarry approve the Per Diem for Council Members policy as amended.

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Recommended to Council for
Consideration by:
CAO – TIM MILLS

Township of South Glengarry				POLICY	
Policy and Procedural Manual			Page Number:	1 of 1	
Policy Number:	95-14 (as amended)		Review Frequency:	Every 5 Years	
Approved By:	COUNCIL		Date Approved:	September 8, 2014	
			Revision Date:	November 18, 2019 <u>February 18, 2020</u>	
Subject:	Per Diem for Council Members				

The Mayor and Members of Council will be compensated for representing the business interests of the Township of South Glengarry. These activities shall be compensated for upon submission and approval of an of an expense claim upon completion of the activities.

In addition, to enhance the effectiveness of their Council positions, there are conferences/ workshops / seminars /professional development sessions that members of Council may wish to attend.

Following attendance at a conference or workshop / seminar / professional development session, the attending member of Council is to provide a report to Council ~~with regard to~~~~regarding~~ the event(s) or co-author such a report with other attendees of the same event(s).

Commented [LM1]: Should we remove this – it doesn't occur.

An annual budget will be established for attendance at such conferences/workshops/seminar/professional development sessions with an allotment being provided to the Mayor and Members of Council.

<u>Applicable</u>	<u>Not Applicable</u>
<ul style="list-style-type: none"> • <u>Conferences</u> • <u>Education & Training</u> • <u>Professional Development</u> • <u>Special Meetings</u> 	<ul style="list-style-type: none"> • <u>Council Meetings</u> • <u>Budget Meetings</u> • <u>Meetings with Residents</u> • <u>Committee of Adjustment</u> • <u>Land Use Planning Committee</u> • <u>Recreation Committee</u>

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The per diem rates that are eligible for claim shall be as follows for the time incurred for the approved activities:

- a) Activities under 2 hours -
\$61.1460.00

b) Activities for ½ a day -

~~\$101.90~~100.00

c) Activities for a whole day - ~~\$175.00~~178.32

The per diem rates paid to members of Council shall ~~be reviewed every 5 (five) years~~increase by the Consumer Price Index annually.

The effective date of this policy will be September 8, 2014

- Revised November 18, 2019
- Revised February 18, 2020



STAFF REPORT

S.R. No. 10-2020

PREPARED BY: L. McDonald, GM Corporate Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Review - Conferences and Training Re-imbursement of Expenses Policy

BACKGROUND:

1. On October 21, 2019 an information report came to Council regarding the Conferences and Training Re-imbursement of Expenses Policy for Council Members and Staff and that discussion led to a staff report.
2. On November 18, 2020 a staff report came to Council and the following adjustments were made for 2020:
 - When travelling by car the Township will now use the Canada Revenue Agency Rate*
(* the rate that corresponds with 'under 5,000 km' of driving)
 - When travelling by train, reimbursement may now be based on business fare

ANALYSIS:

3. The reason for the change of kilometrage rate was transparency. It is a fixed rate by an upper level of government.
4. The reason for the change to provide reimbursement for business fare was to encourage train travel over car travel based on:
 - The train is less costly to the Township vs. car (mileage reimbursement and parking)
 - The train is more convenient (can work on the train)
 - The train is safer (car vs. train accidents per km travelled)
 - The train is better for the environment
 - The train provides a meal (which would otherwise have to be reimbursed)



IMPACT ON 2020 BUDGET:

5. When booked in advance \$400 - \$1,000 per year

ALIGNMENT WITH STRATEGIC PLAN:


6. Nil

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 10-2020 be received and that the Council of the Township of South Glengarry approved the Conferences and Training Re-imbursement of Expenses Policy for Council Members and Staff policy as amended.

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Recommended to Council for
Consideration by:
CAO – TIM MILLS

South Glengarry				POLICY	
Policy and Procedural Manual			Page Number:	1 of 3	
Policy Number:	90-14		Review Frequency:	Every 5 Years	
Approved By:	Bryan Brown - CAO		Date Approved:	August 11, 2014	
			Revision Date:	November 18, 2019	
Subject:	Conference and Training Re-imbursement of Expenses Policy for Council Members and Staff				

LEGISLATIVE AUTHORITY

The Municipal Act, S.O. 2001, c.25, s.283 (2) despite any Act, a municipality may only pay the expenses of the members of its council of the municipality and of the officers and employees of the municipality if the expenses are of those persons in their capacity as members, officers or employees and if,

- (a) the expenses are actually incurred; or
- (b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred.

POLICY STATEMENT

The policy establishes re-imbursement processes that will ensure efficient and effective re-imbursement of conference and training for council members and staff in an open, fair, and accountable environment.

APPLICATION

This conference and training re-imbursement of expenses policy for council members and staff applies to all conferences and training by all departments of the Township of South Glengarry.

CONFERENCE AND TRAINING RE-IMBURSEMENT GOAL

The Township of South Glengarry does not presently have a formal policy that establishes the parameters regarding the reimbursement of expenses made by staff and Members of Council when they are involved in conducting business on behalf of the

Township. Historically the Township has had a past practice in this regard, whereby members of staff and Council have been provided with an allowance of \$1,250 per conference or workshop attended. The allowance is intended to provide monies to offset the cost of food, accommodations, tips, parking, etc. while attending the conference or workshops. Registration for such events is paid directly by the Township.

In a review of this practice and policies that other municipalities use to address the matter of reimbursing expenses made by members of staff and Council, it became apparent that the Township requires a formal policy on this matter in order to ensure fairness, transparency and consistency in this practice.

GENERAL CONDITIONS

The policy set out herein shall apply to the extent that budgets are available to cover anticipated expenses. Should annual budgets for conference/conventions, seminars/workshops/training courses, or meetings and other similar events be exhausted or insufficient to meet expenses, then Council's authorization for over-expenditure shall be required before attendance at an event and a claim for the reimbursement of expenses related to that event will be considered.

Members of Council and staff shall be entitled to reimbursement for reasonable costs associated with the conduct of business of the Township as set out below;

1. Conference or course registration fees
2. Personal meals
3. Gratuities
4. Accommodation
5. Travel
6. Parking
7. Incidental or out-of-pocket expenses subject to the following parameters;
 - a) Expenses for personal meals ~~on a daily basis~~daily are not to exceed \$15 for breakfast, \$20 for lunch and \$40 for supper. Any meal related expenses that are claimed in excess of the allowances must be accompanied by a receipt or the allowance maximum for that meal will be reimbursed. Should any meals be provided as part of the registration to a conference or workshop, no allowance for reimbursement will be provided for that meal.
 - b) Accommodations' shall be reimbursed typically for a standard single room. If accommodations are secured with family and friends, staff and Council are entitled to claim \$50/per night.
 - c) When travelling by car, travel expenses shall be based on the current Canada Revenue Agency (first \$5,000 km) rate, adjusted annually, by Council, and be based on the return travel distance from Lancaster to the location of the event. Council members cannot claim for mileage within the

Township. However, Council will be provided with an annual stipend for such travel as determined by Council during the Budget process.

- d) When travelling by bus, ~~train~~ or plane, reimbursement shall be based on economy fare. Transfer and costs for taxis shall be eligible when using this form of travel.

#) When travelling by train, reimbursement may be based on business fare to encourage travel by train.

- e) Reimbursement for travel expense shall be based on the most economical and practical option for travelling to and from the event. Unless exceptional circumstances exist, charges for use of a personal vehicle for long distance travel shall not exceed the equivalent cost of economy airfare plus airport parking and transfers.
- f) Spouses/companions may accompany members of Council to events and functions but costs for the spouse or companion shall not be eligible for reimbursement.

⚙️ Receipts required for registration fees, meals in excess of daily amount of \$15 for breakfast, \$20 for lunch and \$40 for supper, accommodations (except when staying with family or friends), parking and taxis etc...



STAFF REPORT

S.R. No. 11-2020

PREPARED BY: L. McDonald, GM Corporate Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Review - High Water Consumption Policy

BACKGROUND:

1. From time to time, situations arise where atypically large amounts of water are 'consumed' by a dwelling on our municipal water services.
2. When the meter is in question, it is checked to make sure it is functioning. In almost all cases, the meter is working correctly.
3. Since the water passed through the meter, it is confirmed that the issue is within the walls of the dwelling (i.e. owners' responsibility).
4. Typical issues are: leaking toilets, hoses left running, water powered sump pumps (against our by-laws).
5. The current policy (attached) allows administration to write-off 75% of the sewer component of the bill if it is determined that the water did not flow back into the sewer mains.
 - The reason for this is that if it is returned to our system, it must be treated. An example would be a hose left on: treated water goes through the hose, but it likely drained into the ground (not the sewer system).
6. The current policy does not allow administration to write-off the water component of the bill.
7. Administration has allowed for zero interest and payment terms to spread the burden over a longer period.
8. It is expected that the owner remains current with subsequent bills.



9. Recently a water user has spoken to Council in protest of an abnormally high bill caused by a plumbing issue and Council has asked administration to review the policy.
10. Three to four water users have had similarly high bills over the last 5 years and paid under the terms of our current policy.

ANALYSIS:

11. Administration contacted SD&G municipalities and Cornwall.

North Dundas:

- Offer payment arrangements over 6-12 months
- Must keep current with proceeding bills
- Can write a letter to Council, if they can prove it didn't go through the sewer and the sewer component would be written off

South Dundas:

- Offer interest free payment for one year
- No option to write off

South Stormont:

- One-time relief
- Consumption must exceed 5 times (500%) of average
- Requests made to finance department no later than 60 days after receipt of bill
- Reasonable efforts (including hiring a plumber) to locate the leak and initiate repairs must occur within 14 calendar days of initial notification
- Plumbing must meet all government regulations
- Non-qualified properties: multi-unit, vacant, industrial, commercial, or institutional, water for outdoor uses (pools, hot tubs, hoses, irrigation, neglect)
- Water lost due to theft, vandalism, or construction damage
- Limited to 50% of the difference between average consumption and high-water consumption
- Limited to two (2) billing periods
- Capped at \$1,000 per claim
- Not include costs associated to the failure or repair

North Glengarry:

- Requests through Public Works Manager (PWM)



- PWM makes recommendation to a Committee
- \$100 non-refundable appeal fee
- One-time relief only
- The committee may waive all or part of the invoice save for historical usage

No Write-Off	Sewer Write-Off	Conditional Write-Off
South Dundas	South Glengarry	South Stormont
	North Dundas	North Glengarry

12. Cornwall’s water policy is non-comparable because they have a fixed rate for residential properties (pay by fixture).

13. Additional research highlighted Kawartha Lakes recent change to their policy which included:

- Relief for obvious or hidden leaks resulting in high consumption beyond the control of the property owner
 - i. Not included: leaking plumbing fixtures, water softeners, water-powered sump pumps)
- High consumption means two times the normal consumption from the same period the previous year
- There is a cap of \$1,500
- Written notice must occur within 30 days of bill date
- Maximum period to consider is one billing cycle

14. The current policy has served users well in the past, Corporate Services recommends maintaining the current policy.

15. Councils options include:

- Option A – maintain current policy
- Option B – update to a no write-off policy
- Option C – update to a conditional write-off policy

IMPACT ON 2020 BUDGET:

16. This does not affect taxation because it is in water (user pay)

17. Regarding the water budget and given the fact that this happens approximately once a year and half:

- Current policy - Variable



- No-write off policy - \$0
- Conditional Write-off - \$1,000 (South Stormont) or potential unlimited exposure (North Glengarry with no limit to write off)

ALIGNMENT WITH STRATEGIC PLAN:

18.N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 11-2020 be received and that The Council of South Glengarry direct administration to proceed with Option _____

A) Maintain Current policy

B) No write-off policy

C) Adopt a Conditional Write-off policy (terms to be approved by Council at a future meeting)

in regards to our High-Water Consumption Policy.

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

Recommended to Council for
Consideration by:
CAO – TIM MILLS

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 13-10
FOR THE YEAR 2010**

BEING A BY-LAW TO ALLOW FOR THE ADJUSTMENT OF ABNORMALLY HIGH WATER/SEWER INVOICES IN THE TOWNSHIP OF SOUTH GLENGARRY.

WHEREAS Section 11 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws respecting matters within certain spheres of jurisdiction including public utilities;

AND WHEREAS the Council of the Corporation of the Township of South Glengarry deems it advisable to put in place a procedure to allow for the adjustment of abnormally high water/sewer invoices;

AND WHEREAS By-Law No. 39-09, being a by-law to set water and sewer rates, was enacted on October 26, 2009;

THEREFORE the Council of the Corporation of the Township of South Glengarry enacts as follows:

1. By-Law No. 39-09 is hereby amended by adding a new schedule titled "Schedule F to By-Law No. 39-09 – Procedure to allow for the adjustment of abnormally high water/sewer invoices".

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 8th DAY OF MARCH, 2010.

MAYOR:



CLERK



Schedule "F" to By-Law 39-09

Procedure to allow for the adjustment of abnormally high water/sewer invoices

1. Average Invoices:
 - 1.1. A water & sewer semi-annual Invoice shall be considered to be abnormally high if the total of the invoice equals 100% more than the overall average of semi-annual invoices for the previous two (2) years.
 - 1.2. A water & sewer bi-monthly invoice shall be considered to be abnormally high if the total of the invoice equals 100% more than the overall average of bi-monthly invoices for the previous two (2) years.
 - 1.3. During the transition period from semi-annual billing to bi-monthly billing, a combination of the two above calculations shall be required.
2. The sewer component of a water & sewer invoice is calculated at a rate of 75% of the water component. Invoices who qualify shall be adjusted by reducing the sewer component of the invoice by 75%. The water component of the invoice shall not be reduced unless the result of the water meter test shows that the subject meter is defective.
3. The owner or tenant will arrange for the removal of the current (old) meter and replacement by a meter to be supplied by the Township. The current (old) meter will be returned to the Township Office for testing by the Township. Testing of the meter is optional and shall be performed only if no explanation can be found for the overly high reading.
4. This procedure will be implemented only if the recipient of the invoice submits a written request for an adjustment and signs the affidavit provided to initiate this procedure as per Annex 1 attached hereto.
5. The owner or tenant shall declare that he has no knowledge or information that would explain the reason for this abnormally high water reading.
6. The recipient of the invoice will agree to pay, upon signature of the required affidavit, an amount equal to the overall average semi-annual invoice or average bi-monthly invoice. The remaining balance, of the adjusted invoice, shall be paid-off in equal monthly payments over a two year period or less time if agreed to. In any case, the minimum monthly payment shall be \$100. The regulated rate of interest for Township water arrears shall apply to outstanding balances. All future invoices shall be paid on or before due date. The failure to make any of the up-front payment, monthly payments or the payment of future regular invoices by due date will nullify this agreement and all outstanding balances shall become due and payable.
7. The sale of the property relating to the invoice shall immediately void this agreement and all balances owing at that point shall become due and payable.
8. This adjusting procedure shall be available only once in a lifetime for an owner or tenant at any location.

Appendix 1 to Schedule "F" of by-law No. 39-09

Affidavit to initiate the procedure to allow for the adjustment of abnormally high water/sewer invoices

I, _____ hereby request an adjustment to my water & sewer invoice dated _____ Account No. _____.

Furthermore, I hereby declare and agree to the following:

1. I consider the above invoice to be abnormally high and I have no information or knowledge that would explain this high invoice.
2. I agree that, at my cost, I will arrange for the removal of the old meter and for the installation of a new meter. The old meter shall be returned to the Township Office.
3. I agree to pay, upon signature of the required affidavit, an amount equal to the overall average semi-annual invoice or average bi-monthly invoice. The remaining balance of the adjusted invoice shall be paid-off in equal monthly payments over a two year period or less time if agreed to. In any case, the minimum monthly payment shall be \$100. I understand that the regulated rate of interest for Township water arrears will apply to outstanding balances. I also agree that all future invoices must be paid on or before due date. I also understand that the failure to make any of the up-front payment, monthly payments or the payment of future regular invoices by due date will nullify this agreement and all outstanding balances at that point shall become due and payable.
4. I agree that, upon the sale of the property to which this affidavit applies, this agreement shall become null and void and all outstanding balances at the time of the sale will be paid in full.
5. I also acknowledge the fact that this provision to adjust a water/sewer invoice will be available to me only once in a lifetime at any location.

Dated this ____ day of _____, 20____

Owner/Tenant

Witness



STAFF REPORT

S.R. No. 12-2020

PREPARED BY: L. McDonald, GM of Corporate Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Filion Drain - Resolution Citing Drainage Act

BACKGROUND:

1. Staff Report 03-2020 was received and Council supported awarding RFP 11-2019 to McIntosh Perry.
2. Administration would like to amend that resolution to cite the Drainage Act (Section 78) per the Engineers suggestion based on the Drain Improvement Procedure (attached).

Current:

BE IT RESOLVED THAT Staff Report 03-2020 be received and that RFP 11-2019 be awarded to McIntosh Perry and furthermore that the Mayor and Clerk be authorized to sign any relevant documents.

Revised:

BE IT RESOLVED THAT Staff Report 12-2020 be received and that the Council of South Glengarry appoints McIntosh Perry Consulting Engineers Ltd. under Section 78 of the Drainage Act, R.S.O. 1990, Chapter D. 17 to update the Filion Drain Engineer's Report as per the scope of work outlined in RFP No. 11-2019.

ANALYSIS:

3. This is a paperwork/formality exercise and ensures that the Townships is following the specific wording and checklist for the Drainage Act process.
4. It minimizes the risk of someone coming back later and saying a step was missed and the updates aren't valid.



IMPACT ON 2020 BUDGET:

5. Nil

ALIGNMENT WITH STRATEGIC PLAN:

6. N/A

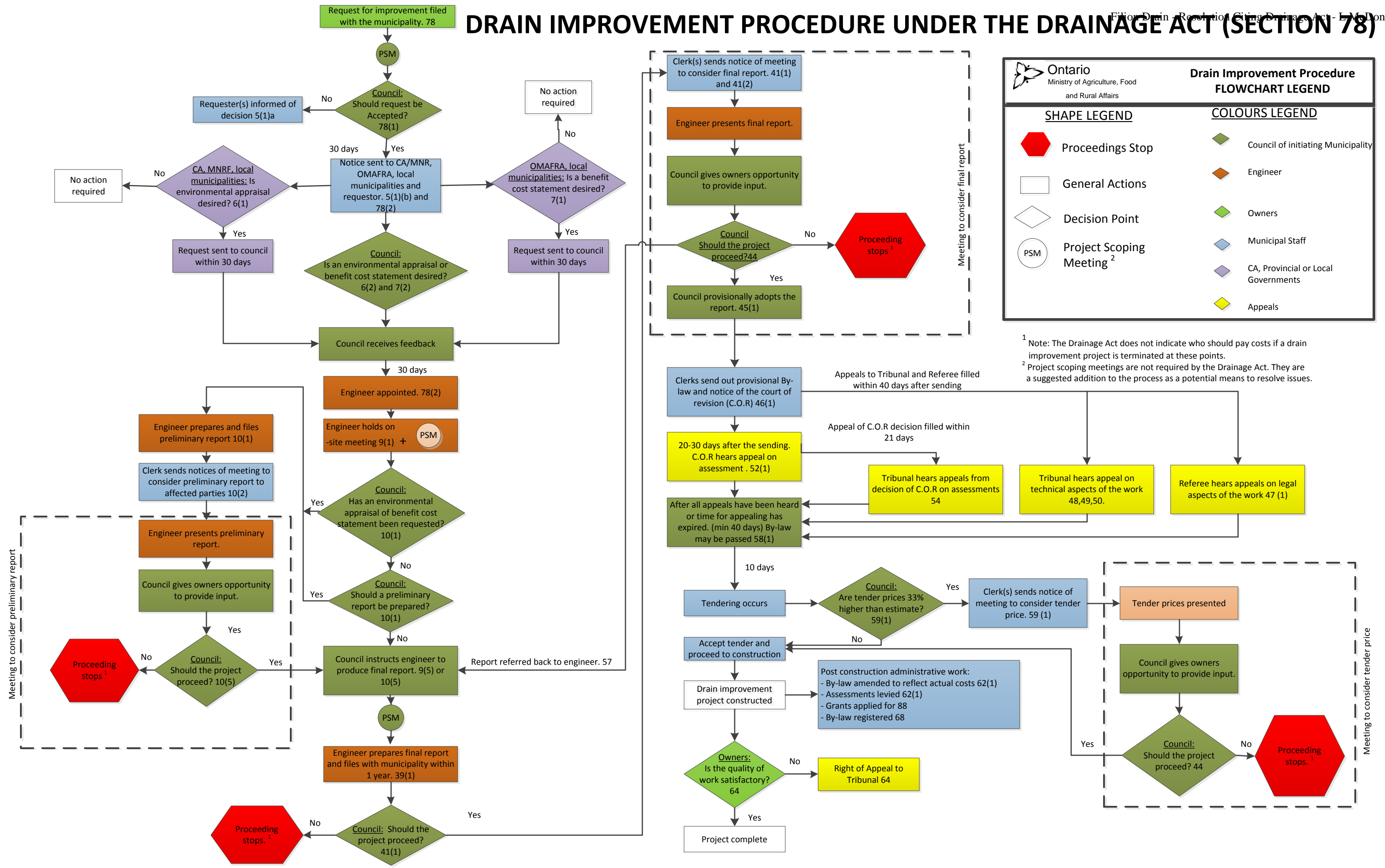
RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 12-2020 be received and that the Council of South Glengarry appoints McIntosh Perry Consulting Engineers Ltd. under Section 78 of the Drainage Act, R.S.O. 1990, Chapter D. 17 to update the Filion Drain Engineer's Report as per the scope of work outlined in RFP No. 11-2019.

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

Recommended to Council for
Consideration by:
CAO – TIM MILLS

DRAIN IMPROVEMENT PROCEDURE UNDER THE DRAINAGE ACT (SECTION 78)



Ontario
Ministry of Agriculture, Food and Rural Affairs

Drain Improvement Procedure FLOWCHART LEGEND

SHAPE LEGEND

- Red Hexagon: Proceedings Stop
- White Rectangle: General Actions
- White Diamond: Decision Point
- Circle with PSM: Project Scoping Meeting²

COLOURS LEGEND

- Green Diamond: Council of initiating Municipality
- Orange Diamond: Engineer
- Light Green Diamond: Owners
- Blue Diamond: Municipal Staff
- Purple Diamond: CA, Provincial or Local Governments
- Yellow Diamond: Appeals

¹ Note: The Drainage Act does not indicate who should pay costs if a drain improvement project is terminated at these points.
² Project scoping meetings are not required by the Drainage Act. They are a suggested addition to the process as a potential means to resolve issues.



STAFF REPORT

S.R. 13-2020

PREPARED BY: S. Killoran, Director of Water/Wastewater

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Water and Sewage Plant Annual Reports

BACKGROUND:

1. Under the Safe Drinking Water Act, 2002, Ontario Regulation 170/03, the Ministry of the Environment requires that a written report for our Water Plants and Sewage Plants be completed annually.
2. Section 11 of the Safe Drinking Water Act requires Owners and Operators to be responsible for ensuring their drinking water systems:
 - Provide water that meets all prescribed drinking water quality standards;
 - Operate in accordance with the act and its regulations, and are kept in a fit state of repair;
 - Are appropriately staffed and supervised by qualified persons;
 - Comply with all sampling, testing and monitoring requirements; and,
 - Meet all reporting requirements
3. The Annual Reports provide the information on the systems operated by the Township to verify and ensure that Council has met their obligations under the act.

ANALYSIS:

4. Appended are the six (6) reports showing compliance/non-compliance for the Glen Walter, Lancaster and Redwood Estates Water Treatment Plants for 2019 and the Glen Walter, Lancaster and Green Valley Sewage Treatment Plants for 2019.
5. The reports contain detailed information on the plants and the reports are being provided to Council for your review at this time.



6. Questions on the reports should be directed to Administration in the next two weeks so that we can prepare a Staff Report to approve the reports for the March 2nd Council Meeting.

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

Goal 4: Improve quality of life in our community

RECOMMENDATION:

BE IT RESOLVED THAT BE IT RESOLVED THAT Staff Report 13-2020 be received and that the Council of the Township of South Glengarry receive the 2019 Annual Reports for the Redwood Estates, Lancaster and Glen Walter Water Treatment Plants and the Lancaster, Green Valley and Glen Walter Sewage Treatment Plants and furthermore, that a Staff Report to approve the reports be prepared for the March 2, 2020 Council Meeting.

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

Recommended to Council for
Consideration by:
CAO – TIM MILLS



**GLEN WALTER WATER TREATMENT
Annual Report 2019**

(as per O. Reg. 170/03 – Section 11)

and

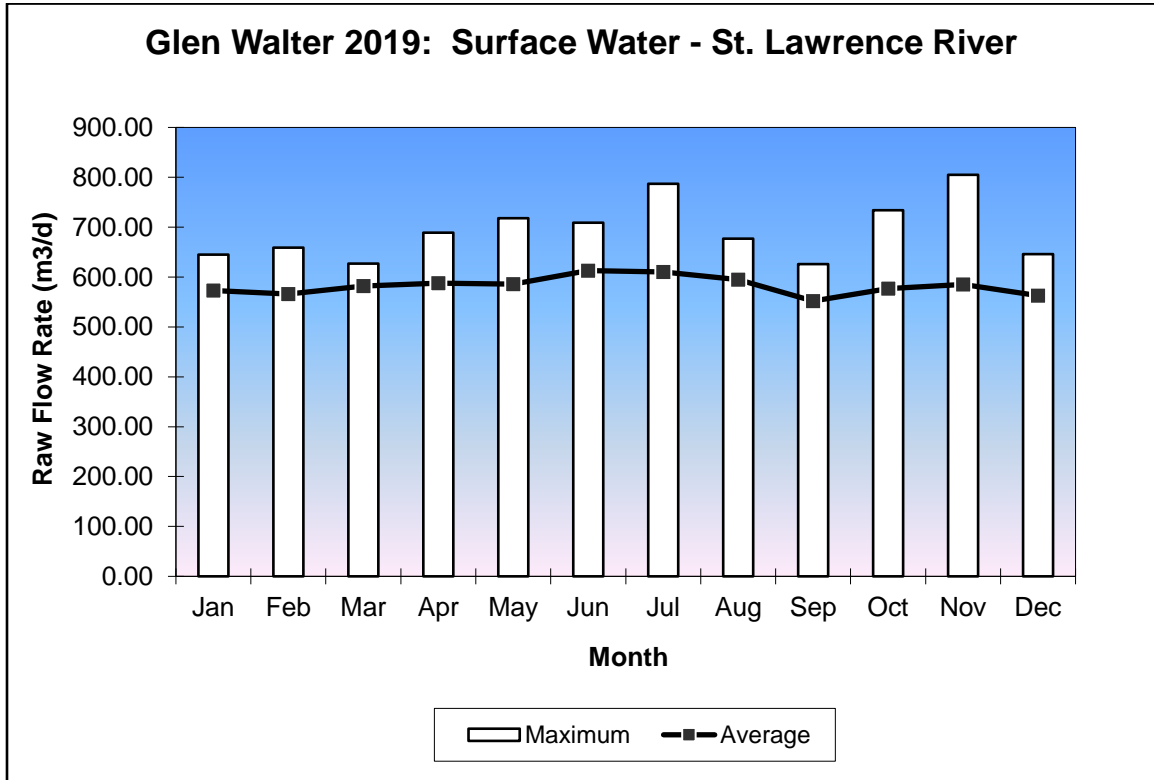
2019 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

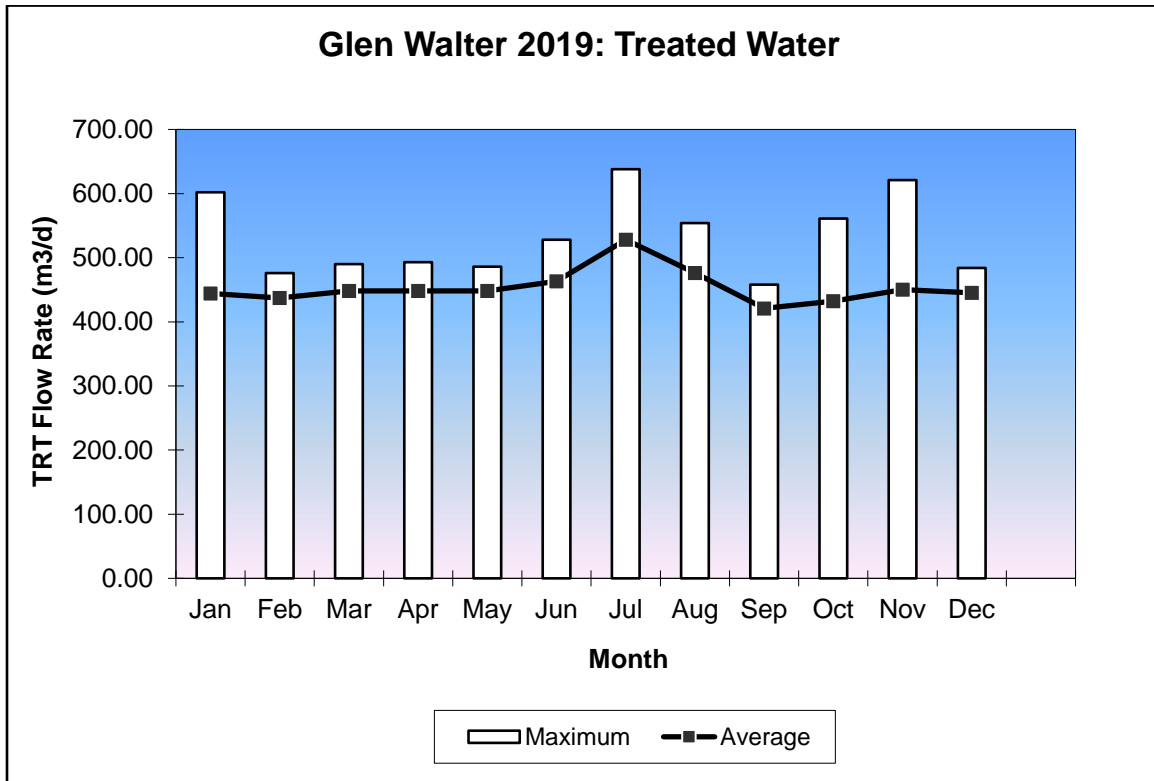
**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 18, 2020

Comparison of Daily Average and Maximum Raw Daily Flows for 2019



Comparison of Daily Average and Maximum Treated Daily Flows for 2019



The Corporation of the Township of South Glengarry Glen Walter Water Treatment Plant 2019 Annual Performance Report

Overview

The Township Of South Glengarry Glen Walter Water Treatment Plant is located approximately two kilometers east of Cornwall along County Road 2. The water plant is a surface water treatment facility serving the community of Glen Walter. The water treatment plant has a rated capacity of 995 cubic meters of water per day for a design population of 1,080 people.

The Township Of South Glengarry utilizes the following accredited laboratory to ensure safe and potable water to meet or exceed Ministry standards. Caduceon Laboratory Ottawa. We are also a participant in the Ministry Drinking Water Surveillance Program.

The Township Of South Glengarry Operators are all certified under the Ministry of Environment regulation 128/04 for Utility Operators Licensing Program.

The Township Of South Glengarry water system uses sodium hypochlorite chlorine for disinfection and Aluminum Sulphate for a coagulant.

Equipment

Raw water is consumed through a 300 millimeter intake pipe and intake crib approximately 390 meters off shore into the St. Lawrence River at a depth of approximately 12 meters. The water plant consist of two low lift pumps rated at 11.52 litres per second, one flocculation tank, two rapid sand filters, two carbon contactors, three compartment clear well reservoir and two high lift pumps rated at 16.44 litres per second together with all associated piping, electrical and mechanical equipment, control and alarm systems all housed in a common building.

Process

Raw water is pumped from the low lift pumping chamber, which is pre-chlorinated. A liquid coagulant is introduced into an in line flash mixer, then flows under pressure into a flocculation tank. When the coagulation flocculation process is complete the water flows through rapid sand filters in parallel, then through the carbon contactor series, which removes any taste and odour in the drinking water. Chlorine is added after the carbon contactors for post disinfection. The chlorinated (potable) water enters the three compartment storage reservoir, which is pumped to the distribution via high lift pumps. To ensure safe and potable water sampling and testing is completed on a regular basis.

Upgrades

Topped up filter media for filter 1 and filter 2 (Anthracite).

Operational Issues

No operational issues for the year 2019

Reporting

A written report is prepared annually. This report is available for viewing at the Township Of South Glengarry Municipal office, 6 Oak Street Lancaster or at the Glen Walter Water Treatment Plant located at 18352 County Road 2 in Glen Walter. A copy of the report is also available on the Townships web site. A copy of the report is available free of charge to any resident requesting a copy. For more information on your Municipal water supply contact the Township Of South Glengarry Water/Wastewater Department at 613-931-3036 or fax 613-931-3340.

Ontario Drinking Water License #185-102

The Township of South Glengarry Water Treatment Department operated the Glen Walter Water Treatment Plant for the year 2019 and met all terms of the Ontario Drinking Water System Regulation 170/03, under the Safe Drinking Water Act. The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all of its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

A total of 212,787m³ of raw water had been treated for the year 2019 with a monthly average of 583m³ per day and a maximum flow of 805m³/day for the year. Maximum flow is equivalent to 81% plant capacity.

The Glen Walter Water Treatment Plant uses sodium hypochlorite for disinfection. A total of 620kg of sodium hypochlorite had been utilized for the year at an average dosage rate of 2.9mg/litre.

The Glen Walter Water Treatment Plant also uses aluminum sulphate as a coagulant in the treatment process. A total of 3.4m³ of aluminum sulphate was used.

Attached is the data spread sheet, which identifies flows, laboratory results, number of samples taken and chemical use on a monthly basis.

Municipality: Township of South Glengarry
 Project: Glen Walter W.T.P
 DWS # 210001861

Annual Report Data
 2019

Water Source: St. Lawrence River
 Design Capacity: 0.995 x 1000 m3/D

Description: Pressure Filter System - Carbon Contactors - Alum Coagulation - Sodium Hypochlorite Disinfection

	Raw Water Flow			Treated Water Flow			Chemical Usage		Treated Water							Distribution Water							
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Alum Total m3 Used	Free Cl2 Residual mg/L			Average Turbidity NTU	Average Colour TCU	Average Aluminum mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Free Cl2 Residual mg/L			THM ug/L	Lead ug/L	Lead ug/L	
								Min.	Max.	Avg.							Min.	Max.	Avg.				
January	17.769	0.573	0.645	13.775	0.444	0.602	36.06	297.810	1.26	1.45	1.36	0.13	0	0.031	0.3	0.1	0.88	1.13	1.02	38.9			
February	15.864	0.566	0.659	12.247	0.437	0.476	32.04	263.760	1.09	1.32	1.22	0.13	0	0.027			0.86	1.07	0.97				
March	18.042	0.582	0.627	13.909	0.448	0.490	39.38	295.080	1.03	1.25	1.15	0.13	0	0.031			0.82	1.02	0.92				
April	17.643	0.588	0.689	13.452	0.448	0.493	45.11	292.020	0.97	1.34	1.22	0.09	0	0.048	0.4	0.1	0.75	0.98	0.86	25			
May	18.175	0.586	0.718	13.904	0.448	0.486	49.33	284.400	1.23	2.05	1.36	0.13	0	0.019			0.90	1.23	1.03				
June	18.417	0.613	0.709	13.912	0.463	0.528	70.33	283.800	0.81	1.40	1.27	0.12	0	0.078			0.86	1.04	0.95				
July	18.914	0.610	0.787	16.375	0.528	0.638	46.10	281.340	0.88	1.53	1.32	0.14	0	0.073	0.4	0.1	0.75	0.98	0.86	25			
August	18.471	0.595	0.677	14.767	0.476	0.554	67.41	281.100	0.93	1.65	1.32	0.12	0	0.102			0.81	1.16	1.02				
September	16.560	0.552	0.626	12.637	0.421	0.458	68.23	260.520	1.20	1.72	1.47	0.11	0	0.090			0.92	1.34	1.12				
October	17.913	0.577	0.734	13.402	0.432	0.561	66.38	306.240	1.22	1.49	1.34	0.10	0	0.047	0.1	0.2	0.90	1.04	0.99	59.0			
November	17.559	0.585	0.805	13.528	0.450	0.621	53.45	277.200	0.42	1.45	1.24	0.13	0	0.035			0.82	1.06	0.97				
December	17.460	0.563	0.646	13.798	0.445	0.484	46.58	268.200	0.48	1.57	1.43	0.13	0	0.021			1.04	1.28	1.22				
Total	212.787			165.706			620.4	3391.47															
Average	17.732	0.583	0.6935	13.809	0.453	0.533	51.700	282.623	0.96	1.52	1.31	0.12	0.00	0.050	0.3	0.125	0.86	1.11	0.99	36.975	#DIV/0!	#DIV/0!	
Criteria						0.995			0.2				5	0.1	10	1	0.05			100	10	10	
Maximum						0.638			0.48				0				0.75			36.975			
Compliance						Yes			Yes				Yes	Yes	Yes	Yes	Yes			Yes	-	-	

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)		
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe	
January	5	0	8	1.80	2	28	8.40	5	5	0	5	0	5	0	15	15	0	15	0	15	0	
February	4	0	3	0.75	6	10	8.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
March	4	1	6	3.25	8	16	12.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
April	5	0	3	1.40	2	14	5.60	5	5	0	5	0	5	0	15	15	0	15	0	15	0	
May	4	1	6	3.25	4	24	13.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
June	4	0	0	0.00	2	10	4.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
July	5	1	4	2.60	6	20	13.20	5	5	0	5	0	5	0	15	15	0	15	0	15	0	
August	4	0	4	1.75	2	14	9.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
September	5	0	8	2.80	2	14	6.00	5	5	0	5	0	5	0	15	15	0	15	0	15	0	
October	4	0	0	0.00	2	2	2.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
November	4	0	7	2.00	2	18	10.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0	
December	5	0	12	3.80	2	38	19.20	5	5	0	5	0	5	0	15	15	0	15	0	15	0	
Total	53							53							159							

GLEN WALTER WATER TREATMENT PLANT						
INORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
ANTIMONY	Jan-07-19	0.0001	0.006	mg/L	No	2
ARSENIC	Jan-07-19	0.0003	0.025	mg/L	No	1
BARIUM	Jan-07-19	0.015	1	mg/L	No	2
BORON	Jan-07-19	0.018	5	mg/L	No	0
CADMIUM	Jan-07-19	0.000015	0.005	mg/L	No	0
CHROMIUM	Jan-07-19	0.002	0.05	mg/L	No	4
LEAD	Year 2017	0.24	10	ug/L	No	2
MERCURY	Jan-07-19	0.00002	0.001	mg/L	No	2
SELENIUM	Jan-07-19	0.001	0.01	mg/L	No	10
SODIUM	Aug-8-17	19.2	200	mg/L	No	10
URANIUM	Jan-07-19	0.00022	0.02	mg/L	No	1
FLUORIDE	Aug-8-17	0.1	1.5	mg/L	No	7
NITRITE	Year 2019	0.1	1	mg/L	No	10
NITRATE	Year 2019	0.3	10	mg/L	No	3
Eastern Ontario Health Unit MAC						
Sodium	Aug-8-17	19.2	20	mg/L	No	96

GLEN WALTER WATER TREATMENT PLANT						
ORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
ALACHLOR	Jan-07-19	0.3	5	ug/L	No	6
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-07-19	0.5	5	ug/L	No	10
AZINPHOS-METHYL	Jan-07-19	1	20	ug/L	No	5
BENZO(A)PYRENE	Jan-07-19	0.005	0.01	ug/L	No	50
BENZENE	Jan-07-19	0.5	5	ug/L	No	10
BROMOXYNIL	Jan-07-19	0.3	5	ug/L	No	6
CARBON TETRACHLORIDE	Jan-07-19	0.2	5	ug/L	No	4
CARBARYL	Jan-07-19	3	90	ug/L	No	3
CARBOFURAN	Jan-07-19	1	90	ug/L	No	1
CHLORPYRIFOS	Jan-07-19	0.5	90	ug/L	No	1
1,2-DICHLOROBENZENE	Jan-07-19	0.1	200	ug/L	No	0
1,4-DICHLOROBENZENE	Jan-07-19	0.2	5	ug/L	No	4
1,2-DICHLOROETHANE	Jan-07-19	0.1	5	ug/L	No	2
1,1-DICHOETHENE	Jan-07-19	0.1	1.4	ug/L	No	7
DICHLOROMETHANE	Jan-07-19	0.3	50	ug/L	No	1
DIAZINON	Jan-07-19	1	20	ug/L	No	5
DICAMBA	Jan-07-19	5	120	ug/L	No	4
2-4 DICHLOROPHENOL	Jan-07-19	0.1	900	ug/L	No	0
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-07-19	5	100	ug/L	No	5
DICLOFOP-METHYL	Jan-07-19	0.5	9	ug/L	No	6
DIMETHOATE	Jan-07-19	1	20	ug/L	No	5
DIQUAT	Jan-07-19	5	70	ug/L	No	7
DIURON	Jan-07-19	5	150	ug/L	No	3
GLYPHOSATE	Jan-07-19	25	280	ug/L	No	9
MONOCHLOROBENZENE	Jan-07-19	0.2	80	ug/L	No	0
MALATHION	Jan-07-19	5	190	ug/L	No	3
METOLACHLOR	Jan-07-19	3	50	ug/L	No	6
METRIBUZIN	Jan-07-19	3	80	ug/L	No	4
PARAQUAT	Jan-07-19	1	10	ug/L	No	10
PENTACHLOROPHENOL	Jan-07-19	0.1	60	ug/L	No	0
PHORATE	Jan-07-19	0.3	2	ug/L	No	15
PICLORAM	Jan-07-19	5	190	ug/L	No	3
POLYCHLORINATED BIPHENYLS(PCB)	Jan-07-19	0.05	3	ug/L	No	2
PROMETRYNE	Jan-07-19	0.1	1	ug/L	No	10
SIMAZINE	Jan-07-19	0.5	10	ug/L	No	5
TETRACHLOROETHYLENE	Jan-07-19	0.2	30	ug/L	No	1
TRICHLOROETHYLENE	Jan-07-19	0.1	5	ug/L	No	2
TERBUFOS	Jan-07-19	0.3	1	ug/L	No	30
2,3,4,6-TETRACHOLOPHENOL	Jan-07-19	0.1	5	ug/L	No	2
TRIALATE	Jan-07-19	10	230	ug/L	No	4
2,4,6-TRICHLOROPHENOL	Jan-07-19	0.1	5	ug/L	No	2
TRIFLURALIN	Jan-07-19	0.5	45	ug/L	No	1
Vinyl Chloride	Jan-07-19	0.2	2	ug/L	No	10
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2019	41.2	100	ug/L	No	41
MCPA	Year 2019	10	100	ug/L	No	10
HAA	Year 2019	13.7	80	ug/L	No	17



**GLEN WALTER SEWAGE TREATMENT
Annual Report
2019**

**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 18, 2020

**The Corporation of the Township of South Glengarry
Glen Walter Water Pollution Control Plant
(Sewage Plant)
2019 Annual Performance Report**

In accordance with the Amended Certificate of Approval, Number 3-0464-84-889, Notice 3 issue date March 23, 2015, the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2019; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

Capacity of Works	787 m ³ /day (average daily flow)
Service Area	Purcell subdivision, South Glengarry
Service Population	approximately 775
Effluent Receiver	St. Lawrence River
Major Process	Secondary aeration treatment facility complete with a phosphorus removal system; ultra violet disinfection

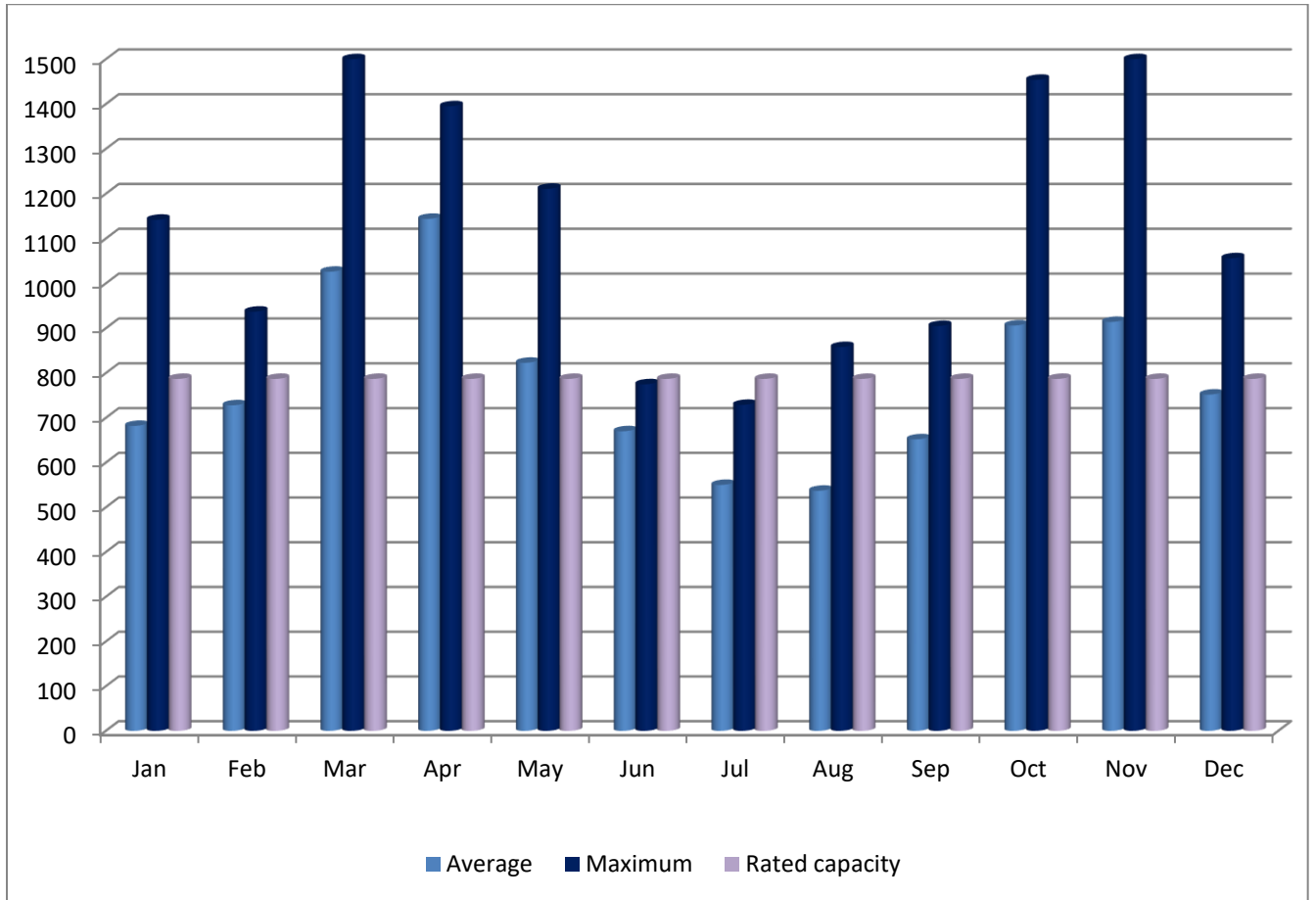
The Glen Walter WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 3-0464-84-889, original, Notice #1 and Notice #2 and Notice #3 documents, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions, and, the report captures these terms and conditions in the following sections.

Rated Capacity

For the purposes of the ECA and the terms and conditions specified, the following definition applies: “*Rated Capacity*” means the *Average Daily Flow* for which the *Works* are approved to handle.

The rated capacity of the Glen Walter WPCP is 787 cubic meters per day (m³/day); that is raw influent (flow) into the plant for treatment. During the reporting year 2019, the Glen Walter WPCP exceeded the rated capacity of 787 m³/day one hundred and thirty-three days (133) days.

**Monthly Average and Maximum Daily Flows for 2019
(Rated capacity 787 m³/day)**



EFFLUENT OBJECTIVES

The owner and/or operating authority shall use *best efforts* to design, construct and operate the *Works* with the objective that the concentrations and loadings of the materials named below (Table 1) as effluent parameters are not exceeded in the effluent from the *Works*.

Effluent *Best Efforts* Limits as per ECA, condition 3 (1) – Table 1

Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)	Average Loading Objective (kilograms per day unless otherwise indicated)
Column 1	Column 2	Column 3
<i>CBOD₅</i>	15	9.38
Total Suspended Solids	15	9.38
Total Phosphorus	0.5	0.31
Total Ammonia Nitrogen:		
Summer - 14° C (May 1 to September 30)	2.0	1.25
Winter- 4° C (October 1 – April 30)	4.0	2.50
<i>E. Coli</i>	100 organisms per 100 millilitres	-

EFFLUENT LIMITS

The *Owner* shall operate and maintain the *Works* such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters are not exceeded in the effluent from the *Works*.

Effluent Limits as per C of A, conditions 4 (1) – Table 2

Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)	Average Loading Objective (kilograms per day unless otherwise indicated)
Column 1	Column 2	Column 3
<i>CBOD₅</i>	25	15.63
Total Suspended Solids	25	15.63
Total Phosphorus	0.86	0.54
Total Ammonia Nitrogen:		
Summer - 14° C (May 1 to September 30)	4.0	2.5
Winter- 4° C (October 1 – April 30)	8.0	5.0
<i>E. Coli</i>	200 organisms per	

	100 millilitres	-
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MONITORING AND RECORDING

The *Owner* shall, upon commencement of operation of the *Works*, carry out the following the monitoring program.

Effluent Monitoring - (samples to be collected at the outlet of the disinfection facilities or at the outfall sewer as close as possible at the treatment plant)

Effluent Monitoring

Parameters	Sample Type	Frequency
<i>CBOD₅</i>	24-hr composite	Weekly
Total Suspended Solids	24-hr composite	Weekly
Total Phosphorus	24-hr composite	Weekly
Total Ammonia Nitrogen	24-hr composite	Weekly
<i>E. Coli</i>	Grab	Weekly

LABORATORY

Caduceon Environmental laboratories is contracted to conduct the required analytical tests of the influent (raw) and effluent samples, as per the ECA.

2019 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	3.13	25	2.44	15.63
Total Suspended Solids	5.33	25	4.06	15.63
Total Phosphorus	0.16	0.86	0.13	0.54
Total Ammonia Nitrogen:				
Summer - 14° C (May 1 to September 30)	0.25	4.0	0.10	2.5
Winter- 4° C (October 1 – April 30)	0.22	8.0	0.15	5.0
<i>E. Coli</i> (monthly geometric mean density)	2.2	200 organisms per 100 millilitres	-	-

In the reporting year 2019, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded in the effluent from the *Works*; in compliance with the ECA requirements for the effluent limits parameters.

In addition, *best efforts* were achieved with the objective that the concentrations and loadings of the materials named above in (Table 1) as effluent parameters were not exceeded in the effluent from the *Works*

INVENTORY

Chemical	Annual Status	Units
Alum	10.4	Cubic meters

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations in accordance with the preventative maintenance program (report on file at plant). The activities are highlighted as follows:

MONTHLY

- Checked operations and performance of sewage pumps.
- Flushed Alum feed line

Treatment Plant:

- Changed oil on blower #1 and #2
- Cleaned air diffusers in digester

Pump Stations:

- Greased check valves at SPS #2

QUARTERLY

N/A

SEMI-ANNUALLY

- Changed filters on blower #1 and #2.
- Greased comminutor and clarifier drive.
- Cleaned alum sensors

ANNUALLY

- Annual calibration of monitoring equipment
- Annual calibration of flow meters

OPERATIONAL ISSUES

The facility met all operational requirements for the fiscal year January 01 – December 31, 2019.

BIOSOLID (SLUDGE) SUMMARY

The Glen Walter WPCP has a program in place for the removal of biosolids transferred from the *Works*; volume totaling 365 m³ for the fiscal year 2019. Joseph Romeo René Goulet (Certificate of Approval Hauler # A 920463) is contracted and hauled/transported 365 m³ to the Lancaster Lagoons for disposal.

The *Works* maintains haulage records for biosolids transferred from the Glen Walter WPCP; available upon request.

COMPLAINTS

No complaints were lodged in the fiscal year January 01 – December 31, 2019.

BY-PASS REPORT(S)

By-passing occurrences: (8) March 15, 2019 – March 22, 2019 – April 19, 2019 – May 10, 2019 – October 1, 2019 – October 17, 2019 – October 27, 2019 – October 31, 2019

REPORTS

Appendix A – Annual Performance (2019)

Caduceon Environmental Laboratories Analytical Reports (on-file at plant)

Glen Walter Daily/Monthly Report Summary – (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

APPENDIX – A –
Glen Walter Annual Performance Report
2019

Municipality: Township of South Glengarry
Project: Glen Walter W.P.C.P

Annual Report Data
2019

Water Course: St. Lawrence River
Design Capacity: 0.787 x 1000 m3/D

Description: 3 Sewage Pumping Stations - 1 Extended Aeration Plant - UV Effluent Disinfection

	Influent Flow			Effluent Flow	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Ammonium	Waste Loadings				Alum	Effluent Flow	
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Total X 1000 m3/D	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L		Removal Percent	Average Effluent mg/L	BOD Kg/D	TSS Kg/D			TP Kg/D
January	21.161	0.682	1.142	21.161	40	4.00	90.00	90	7.60	91.56	2.01	0.16	92.04	0.43	2.73	5.18	0.11	0.29	0.893	0.682	
February	20.394	0.728	0.937	30.394	88	3.25	96.31	55	8.25	85.00	1.93	0.21	89.12	0.37	2.37	6.01	0.15	0.27	0.749	0.728	
March	31.821	1.026	1.624	31.821	80	3.00	96.25	120	5.25	95.63	2.74	0.16	94.16	0.06	3.08	5.39	0.16	0.06	0.763	1.026	
April	34.330	1.144	1.395	34.330	25	3.00	88.00	65	6.00	90.77	1.49	0.13	91.28	0.21	3.43	6.86	0.15	0.24	0.756	1.144	
May	25.517	0.823	1.211	25.517	69	3.25	95.29	105	4.75	95.48	2.99	0.08	97.32	0.13	2.67	3.91	0.07	0.11	0.763	0.823	
June	20.096	0.670	0.775	20.096	73	3.00	95.89	70	5.00	92.86	2.52	0.08	96.83	0.1	2.01	3.35	0.05	0.07	0.734	0.67	
July	17.047	0.550	0.729	17.047	91	3.00	96.70	160	3.00	98.13	4.24	0.13	96.93	0.22	1.65	1.65	0.07	0.12	0.755	0.550	
August	16.648	0.537	0.858	16.648	172	3.00	98.26	142	10.75	92.43	5.57	0.19	96.59	0.34	1.61	5.77	0.10	0.18	0.691	0.537	
September	19.566	0.652	0.905	19.566	56	3.00	94.64	85	4.40	94.82	2.32	0.26	88.79	0.3	1.96	2.87	0.17	0.20	0.713	0.652	
October	28.078	0.906	1.454	28.078	92	3.00	96.74	125	3.00	97.60	2.55	0.26	89.80	0.2	2.72	2.72	0.24	0.18	0.531	0.906	
November	27.427	0.914	1.764	27.427	57	3.00	94.74	125	3.00	97.60	2.29	0.20	91.27	0.11	2.74	2.74	0.18	0.10	0.632	0.914	
December	23.315	0.752	1.056	23.315	49	3.00	93.88	105	3.00	97.14	2.91	0.09	96.91	0.15	2.26	2.26	0.07	0.11	0.670	0.752	
Total	285.4			295.4										2.62	29.22	48.71	1.52	1.93	8.650	9.38	
Average		0.782		24.62	74.33	3.13	94.72	103.92	5.33	94.08	2.80	0.16	93.42	0.22	2.44	4.06	0.13	0.16	0.721	0.78	
Criteria		0.787				25			25			0.86	4	15.63	15.63	0.54	S 2.5				
																					W 5.0
Maximum Compliance		1.144				4			10.75			0.26		0.43	3.43	6.86	0.24	0.29	Yes	Yes	

	Effluent E-Coli		
	Min	Max	Geo. Mean
January	2	2	2.0
February	2	2	2.0
March	2	8	4.0
April	2	4	2.8
May	2	2	2.0
June	0	2	0.0
July	2	2	2.0
August	2	2	2.0
September	2	2	2.0
October	2	2	2.0
November	2	6	3.5
December	2	2	2.0

Average	1.833333333	3	2.2
Criteria		200	

Maximum Compliance	8
	Yes



**GREEN VALLEY SEWAGE TREATMENT
Annual Report
2019**

**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 18, 2019

**The Corporation of the Township of South Glengarry
Green Valley Sewage Treatment
(Sewage Plant)
2019 Annual Performance Report**

In accordance with the Certificate of Approval, Number 3-2012-88-896, Issue date August 1, 1989 the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2019; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

Capacity of Works	300 m ³ /day (average daily flow)
Service Area	Hamlet of Green Valley
Service Population	Approximately 475
Effluent Receiver	Beaudette River
Major Process	Twin cell waste stabilization pond, with annual alum dosing for phosphorus and solids removal.

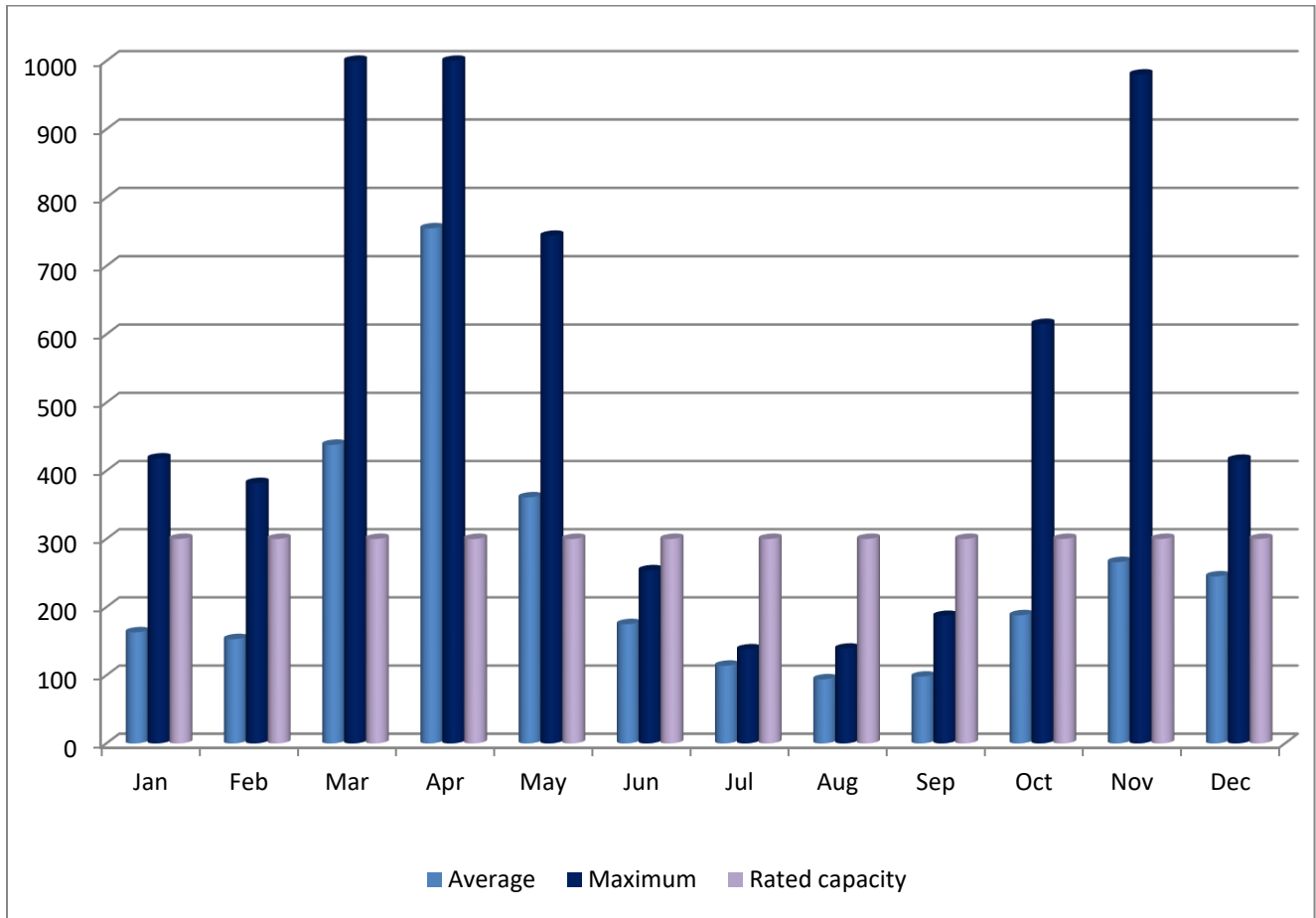
The Green Valley WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 3-2012-88-896, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions, and, the report captures these terms and conditions in the following sections.

Rated Capacity

For the purposes of the ECA and the terms and conditions specified, the following definition applies: “*Rated Capacity*” means the *Average Daily Flow* for which the *Works* are approved to handle.

The rated capacity of the Green Valley WPCP is 300 cubic meters per day (m³/day); that is raw influent (flow) into the lagoon for treatment. During the reporting year 2019.

Monthly Average and Maximum Daily Flows for 2019
(Rated capacity 300 m³/day)



EFFLUENT LIMITS

The *Owner* shall operate and maintain the *Works* such that the concentrations and waste loadings of the materials named in Table 1 as effluent parameters are not exceeded in the effluent from the *Works*.

Effluent Limits as per C of A, conditions 10 (1) Table 1

Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)	Average Loading Objective (kilograms per day unless otherwise indicated)
Column 1	Column 2	Column 3
<i>CBOD₅</i>	30	214.3
Total Suspended Solids	30	214.3
Total Phosphorus	1.0	7.1

MONITORING AND RECORDING

The *Owner* shall, upon commencement of operation of the *Works*, carry out the following the monitoring program.

Effluent Monitoring - (samples to be collected at the outlet of the disinfection facilities or at the outfall sewer as close as possible at the treatment plant)

Effluent Monitoring

Parameters	Sample Type	Frequency
<i>CBOD₅</i>	Grab	Every 0.5 meters
Total Suspended Solids	Grab	Every 0.5 meters
Total Phosphorus	Grab	Every 0.5 meters

LABORATORY

Caduceon Environmental laboratories is contracted to conduct the required analytical tests of the influent (raw) and effluent samples, as per the ECA.

2019 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
CBOD ₅	4.00	30	12.62	214.3
Total Suspended Solids	13.00	30	41	214.3
Total Phosphorus	0.17	1.0	0.54	7.1

In the reporting year 2019, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded in the effluent from the *Works*; in compliance with the ECA requirements for the effluent limits parameters.

In addition, *best efforts* were achieved with the objective that the concentrations and loadings of the materials named above in (Table 1) as effluent parameters were not exceeded in the effluent from the *Works*

INVENTORY

Chemical	Annual Status	Units
Alum	14	Cubic meters

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations in accordance with the preventative maintenance program (report on file at plant). The activities are highlighted as follows:

MONTHLY

- Checked operations and performance of sewage pumps.

Pump Stations:

- Re-grease grey-line unit probes in sewage pump stations

QUARTERLY

- N/A

SEMI-ANNUALLY

- N/A

ANNUALLY

- Annual calibration of monitoring equipment
- Annual calibration of flow meters

OPERATIONAL ISSUES

- The facility did meet all operational requirements for the fiscal year January 01 – December 31, 2019.

COMPLAINTS

- No complaints were lodged in the fiscal year January 01 – December 31, 2019.

BY-PASS REPORT(S)

- By-passed (4) March 16, 2019 – April 15, 2019 – April 20, 2019 – October 31, 2019

GREEN VALLEY WASTEWATER TREATMENT LAGOON PERFORMANCE 2019

On May 2nd, 2019 the Township of South Glengarry Wastewater Department dosed the twin celled lagoon system with 14,000 litres of Alum for phosphorus removal. Each cell is equipped with a level marker which read 1.8 meters, that is equal to approximately 108,000 cubic meters of raw sewage.

On May 6th, 2019 at approximately 2:25pm, the lagoon discharge commenced, and the first set of samples were collected. The flow was set at approximately 6,800 cubic meters per day. On May 24th, 2019 the discharge was terminated as per C of A 3-2012-88-896 which states: the sewage works shall be operated on an annual discharge basis with the effluent discharge commencing not earlier than March 15th or terminating not later than May 25th of each year. A total of 97,784 cubic meters have been recorded on the Manta Ray Level Velocity Logger.

Attached you will find the laboratory results of samples collected for the lagoon discharge period. (See Appendix. A)

REPORTS

Appendix A – Green Valley Sewage Annual Performance Report 2019 (Attached)

Caduceon Environmental Laboratories Analytical Reports - (on-file at plant)

Green Valley Daily/Monthly Report Summary - (on-file at plant)

Green Valley Bypass Incident – (on-file at plant)

APPENDIX – A –
Green Valley Lagoons
Sewage Annual Performance Report
2019

Municipality: Township of South Glengarry
 Project: Green Valley Lagoons

**Annual Report Data
2019**

Water Course: Beaudette River
 Design Capacity: 0.300 x 1000 m3/D

Description: 2 Sewage Pumping Stations - 2 Faculative Cells - Annual Discharge

	Influent Flow			Effluent	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus		Waste Loadings			Alum	
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Flow - Total X 1000 m3/D	Average Influent mg/L	Average Effluent mg/L		Average Influent mg/L	Average Effluent mg/L		Average Influent mg/L	Average Effluent mg/L		BOD Kg/D	TSS Kg/D	TP Kg/D	m3 Used
January	5.053	0.163	0.418	0	280	0		570	0		4.83	0		0.00	0.00	0.00	0
February	4.286	0.153	0.382	0	362	0		620	0		3.39	0		0.00	0.00	0.00	0
March	13.587	0.438	1.151	0	127	0		170	0		4.59	0		0.00	0.00	0.00	0
April	22.663	0.755	1.237	0	40	0		85	0		0.78	0		0.00	0.00	0.00	0
May	11.209	0.361	0.744	97.784	37	4		46	13		1.71	0.17		12.62	41.00	0.54	14
June	5.445	0.175	0.254	0	108	0		175	0		3.54	0		0.00	0.00	0.00	0
July	3.550	0.114	0.138	0	173	0		200	0		6.38	0		0.00	0.00	0.00	0
August	2.927	0.094	0.139	0	121	0		75	0		4.54	0		0.00	0.00	0.00	0
September	2.961	0.098	0.187	0	60	0		40	0		3.63	0		0.00	0.00	0.00	0
October	5.847	0.188	0.615	0	170	0		160	0		5.4	0		0.00	0.00	0.00	0
November	7.986	0.266	0.980	0	82	0		170	0		2.05	0		0.00	0.00	0.00	0
December	7.603	0.245	0.416	0	104	0		150	0		3.1	0		0.00	0.00	0.00	0
Total	93.117			97.784										12.62	41.00	0.54	0
Average	7.75975	0.254	0.555	8.149	138.67	4		205.08	13		3.66	0.17		12.62	41	0.54	0
Criteria		0.3							25					214.3	214.3	7.1	
Maximum		0.755				4			13			0.17		12.62	41	0.54	
Compliance	No					Yes			Yes		Yes		Yes	Yes	Yes		

	Influent				Effluent	Sample Date:	Effluent									
	BOD Average mg/L	TKN Average mg/L	TP Average mg/L	NH3 Average mg/L	Average Flow X1000 m3/D		BOD mg/L	TSS mg/L	TP mg/L	NH3 mg/L	pH	TKN mg/L	NO2 mg/L	NO3 mg/L	E. Coli cfu/100ml	T. Coli cfu/100ml
January	280	36.20	4.83	12.20	0.000	06-May-19		30	0.29	3.26	8.27	7	0.1	0.4	13000	500
February	362	27.80	3.39	16.70	0.000	13-May-19	5	3	0.14	1.44	7.95	3.5	0.1	0.5	200	400
March	127	39.90	4.59	20.00	0.000	21-May-19	4	16	0.15	1.62	8.17	3.4	0.1	0.1	26	80
April	40	5.90	0.78	1.87	0.000	24-May-19	3	3	0.08	1.8	8.09	3.3	0.1	0.2		
May	37	12.40	1.71	9.39	3.154											
June	108	27.10	3.54	12.40	0.000											
July	173	53.60	6.38	30.60	0.000											
August	121	41.60	4.54	32.30	0.000											
September	60	36.70	3.63	29.90	0.000											
October	170	52.10	5.40	37.30	0.000											
November	82	16.50	2.05	7.64	0.000											
December	104	23.60	3.10	1.01	0.000											
Average	138.67	31.12	3.66	17.61	0.000		4.00	13.00	0.17	2.03	8.12	4.30	0.10	0.30	4408.667	326.6667



**LANCASTER SEWAGE TREATMENT
Annual Report
2019**

**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 18, 2020

**The Corporation of the Township of South Glengarry
Lancaster Sewage Treatment
(Sewage Plant)
2019 Annual Performance Report**

In accordance with the Certificate of Approval, Number 8124-4L9KB9, Issue date July 17, 2000 the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2019; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

Capacity of Works	1,490 m ³ /day (average daily flow)
Service Area	Village of Lancaster & South Lancaster
Service Population	Approximately 775
Effluent Receiver	Lake St. Francis
Major Process	Facultative Lagoon treatment facility complete with a phosphorus removal system

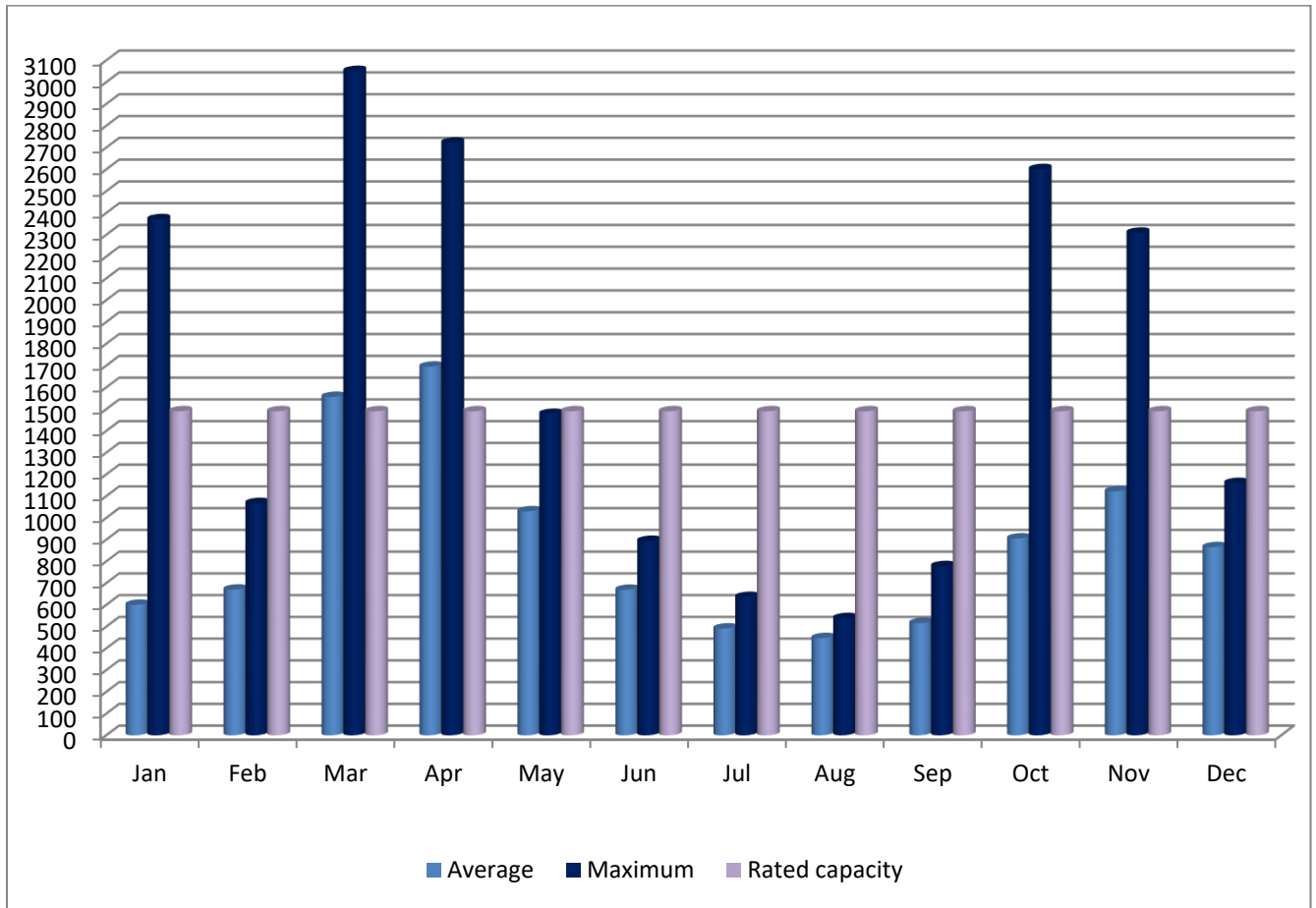
The Lancaster WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA]) Number 8124-4L9KB9*, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions, and, the report captures these terms and conditions in the following sections.

Rated Capacity

For the purposes of the ECA and the terms and conditions specified, the following definition applies: “*Rated Capacity*” means the *Average Daily Flow* for which the *Works* are approved to handle.

The rated capacity of the Lancaster WPCP is 1,490 cubic meters per day (m³/day); that is raw influent (flow) into the lagoon for treatment. During the reporting year 2019.

Monthly Average and Maximum Daily Flows for 2019
(Rated capacity 1,490 m³/day)



EFFLUENT OBJECTIVES

The owner and/or operating authority shall use *best efforts* to design, construct and operate the *Works* with the objective that the concentrations and loadings of the materials named below (Table 1) as effluent parameters are not exceeded in the effluent from the *Works*.

Effluent Best Efforts Limits as per ECA, condition 3.1 Table 1

Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)	Average Loading Objective (kilograms per day unless otherwise indicated)
Column 1	Column 2	Column 3
<i>CBOD₅</i>	25	37.3
Total Suspended Solids	30	44.7
Total Phosphorus		
Summer – June 1 to November 30	0.4	0.60
Winter – December 1 to May 31	0.8	1.2
Total Ammonia Nitrogen:		
Summer – June 1 to November 30	11	16.4
Winter- December 1 to May 31	18	26.8
<i>E. Coli – May 1 to September 31</i>		-

EFFLUENT LIMITS

The *Owner* shall operate and maintain the *Works* such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters are not exceeded in the effluent from the *Works*.

Effluent Limits as per C of A, conditions 1.4 Table 2

Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)	Average Loading Objective (kilograms per day unless otherwise indicated)
Column 1	Column 2	Column 3
<i>CBOD₅</i>	30	44.7
Total Suspended Solids	40	59.6
Total Phosphorus		
Summer – June 1 to November 30	0.5	0.75
Winter – December 1 to May 31	1.0	1.5
Total Ammonia Nitrogen:		
Summer – June 1 to November 30	13	19.4
Winter- December 1 to May 31	20	30.0
<i>E. Coli – May 1 to September 31</i>		-

MONITORING AND RECORDING

The *Owner* shall, upon commencement of operation of the *Works*, carry out the following the monitoring program.

Effluent Monitoring - (samples to be collected at the outlet of the disinfection facilities or at the outfall sewer as close as possible at the treatment plant)

Effluent Monitoring

Parameters	Sample Type	Frequency
<i>CBOD₅</i>	24-hr composite	Bi-monthly
Total Suspended Solids	24-hr composite	Bi-monthly
Total Phosphorus	24-hr composite	Weekly
Total Ammonia Nitrogen	24-hr composite	Weekly
<i>E. Coli</i>	Grab	Weekly

LABORATORY

Caduceon Environmental laboratories is contracted to conduct the required analytical tests of the influent (raw) and effluent samples, as per the ECA.

2019 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	4.03	30	3.81	44.7
Total Suspended Solids	5.23	40	5.42	59.6
Total Phosphorus				
Summer – June 1 to November 30	0.07	0.5	0.05	0.75
Winter – December 1 to May 31	0.19	1.0	0.2	1.5
Total Ammonia Nitrogen:				
Summer – June 1 to November 30	2.84	13	2.02	19.4
Winter- December 1 to May 31	7.32	20	7.5	30.0
<i>E. Coli</i>	55.18		-	-

In the reporting year 2019, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded

in the effluent from the *Works*; in compliance with the ECA requirements for the effluent limits parameters.

In addition, *best efforts* were achieved with the objective that the concentrations and loadings of the materials named above in (Table 1) as effluent parameters were not exceeded in the effluent from the *Works*

INVENTORY

Chemical	Annual Status	Units
Alum	56.7	Cubic meters

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations in accordance with the preventative maintenance program (report on file at plant). The activities are highlighted as follows:

MONTHLY

- Checked operations and performance of sewage pumps.

Treatment Plant:

- Changed oil on blower #1, #2 and #3

Pump Stations:

- Pumps tested

QUARTERLY

- N/A

SEMI-ANNUALLY

- Cleaned filters on blower #1, #2 and #3.

ANNUALLY

- Annual calibration of monitoring equipment
- Annual calibration of flow meters

OPERATIONAL ISSUES

No operational issues noted within the 2019 fiscal year

BIOSOLID (SLUDGE) SUMMARY

The Glen Walter WPCP has a program in place for the removal of biosolids transferred from the Glen Walter W.P.C.P *Works to the Lancaster lagoons*; volume totaling 365 m³ for the fiscal year 2019. Joseph Romeo René Goulet (Certificate of Approval Hauler # A 920463) is contracted and hauled/transported 365 m³ to the Lancaster Lagoons for disposal.

The *Works* maintains haulage records for biosolids transferred from the Glen Walter WPCP to the Lancaster Lagoons; available upon request.

COMPLAINTS

Back -Up complaint Spring of 2019 -Military Road

BY-PASS REPORT(S)

No By-passes in 2019

REPORTS

Appendix A – Lancaster Sewage Annual Performance Report 2019 (Attached)

Caduceon Environmental Laboratories Analytical Reports - (on-file at plant)

Lancaster Daily/Monthly Report Summary - (on-file at plant)

Lancaster Bypass Incident Report – (on-file at plant)

**APPENDIX – A –
Lancaster Lagoons
2019**

**Municipality: Township of South Glengarry
Project: Lancaster Lagoons**

**Annual Report Data
2019**

**Water Course: Lake St. Francis
Design Capacity: 1.490 x 1000 m3/D**

Description: 2 Sewage Pumping Stations - 1 Aeration Cell - Facultative Treatment - Continuous Discharge

	Influent Flow			Effluent Flow - Total X 1000 m3/D	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Ammonium Average Effluent mg/L	Waste Loadings				Alum m3 Used	Effluent Flow Average m3/D
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent		BOD Kg/D	TSS Kg/D	TP Kg/D	N-NH3 Kg/D		
January	23.249	0.600	2.371	22.420	108.40	5.40	95.02	128.00	8.20	93.59	3.5	0.11	96.86	8.14	3.90	5.93	0.08	5.89	4.869	0.723
February	20.776	0.670	1.068	32.317	87.75	5.25	94.02	100.75	6.50	93.55	2.77	0.15	94.58	11.83	6.06	7.50	0.17	13.65	4.200	1.154
March	48.239	1.556	3.051	33.516	62.25	6.25	89.96	47.00	7.25	84.57	1.24	0.19	84.68	12.53	6.76	7.84	0.21	13.54	4.553	1.081
April	50.867	1.695	2.722	72.350	101.00	4.20	95.84	169.00	8.80	94.79	1.12	0.17	84.82	6.83	10.13	21.22	0.41	16.47	4.745	2.411
May	31.956	1.030	1.478	40.190	41.50	3.50	91.57	33.00	4.50	86.36	2.09	0.06	97.13	1.82	4.54	5.83	0.08	2.36	5.650	1.296
June	20.751	0.669	0.894	21.858	80.25	3.00	96.26	101.25	3.03	97.01	2.59	0.07	97.30	0.17	2.18	2.21	0.05	0.12	4.820	0.728
July	15.236	0.491	0.636	8.321	98.40	3.20	96.75	98.00	4.00	95.92	4.24	0.16	96.23	1.51	0.86	1.07	0.04	0.40	4.428	0.268
August	13.883	0.447	0.539	5.738	152.50	3.00	98.03	154.50	3.75	97.57	4.93	0.13	97.36	6.5	0.46	0.58	0.02	1.00	4.777	0.154
September	16.014	0.516	0.778	23.928	129.00	3.00	97.67	101.00	6.00	94.06	3.57	0.11	96.92	8.62	2.39	4.78	0.09	6.87	4.450	0.797
October	28.060	0.905	2.601	20.506	91.25	5.50	93.97	65.00	4.25	93.46	4.99	0.09	98.20	7.76	3.64	2.81	0.06	5.13	4.810	0.661
November	34.789	1.122	2.309	32.133	53.50	3.00	94.39	63.50	3.50	94.49	1.8	0.08	95.56	6.29	3.21	3.75	0.09	6.74	4.680	1.071
December	26.815	0.865	1.160	13.949	51.40	3.00	94.16	87.60	3.00	96.58	2.11	0.05	97.63	8.84	1.55	1.55	0.03	4.56	4.747	0.516
Total	330.635			327.226											45.67	65.06	1.32	76.73	56.729	10.860
Average	27.553	0.881	1.634	27.269	88.10	4.03	94.80	95.72	5.23	93.50	2.91	0.11	94.77	6.74	3.81	5.42	0.11	6.39		
Criteria		1.49				30			40			S 0.5		S 13	44.7	59.6	S 0.75	S 19.4		
												W 1.0		W 20			W 1.5	W 30		
Maximum		1.695				6.25			8.8			0.19		12.53			0.41	16.47		
Compliance		No				Yes			Yes			Yes		Yes			Yes	Yes		



**LANCASTER WATER TREATMENT
Annual Report 2019**

(as per O. Reg. 170/03 – Section 11)

and

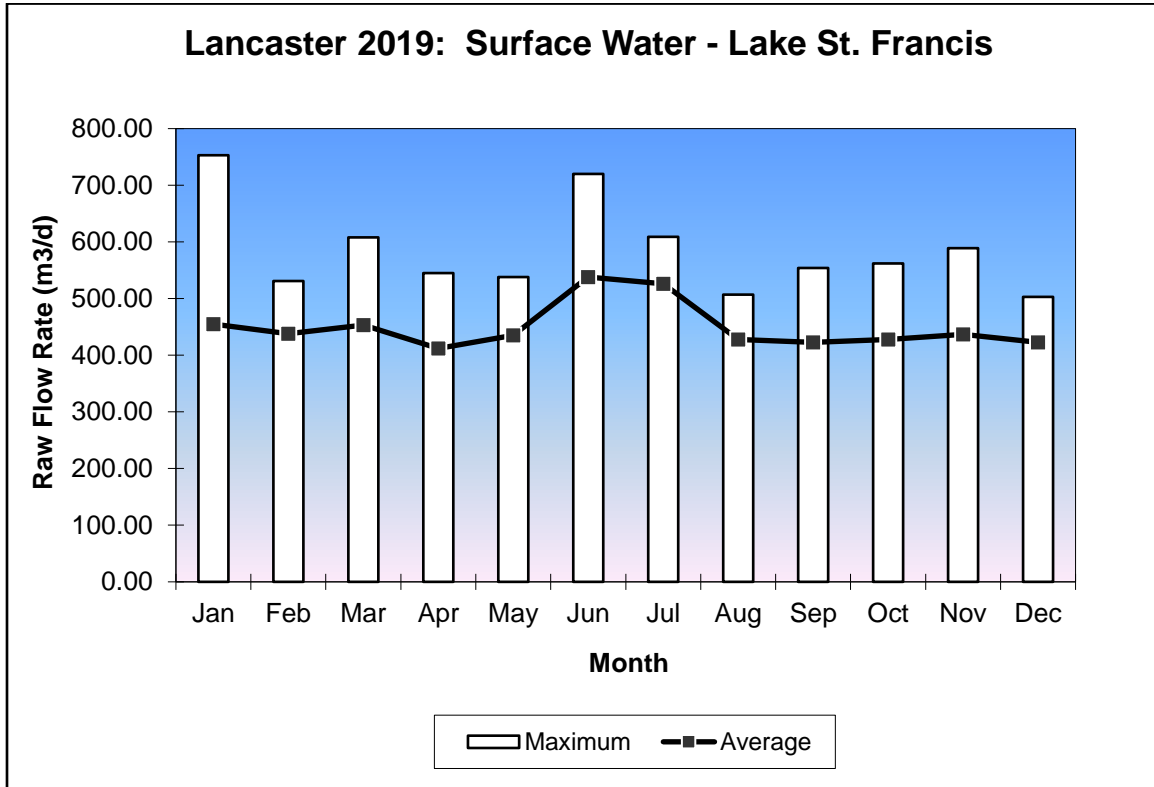
2019 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

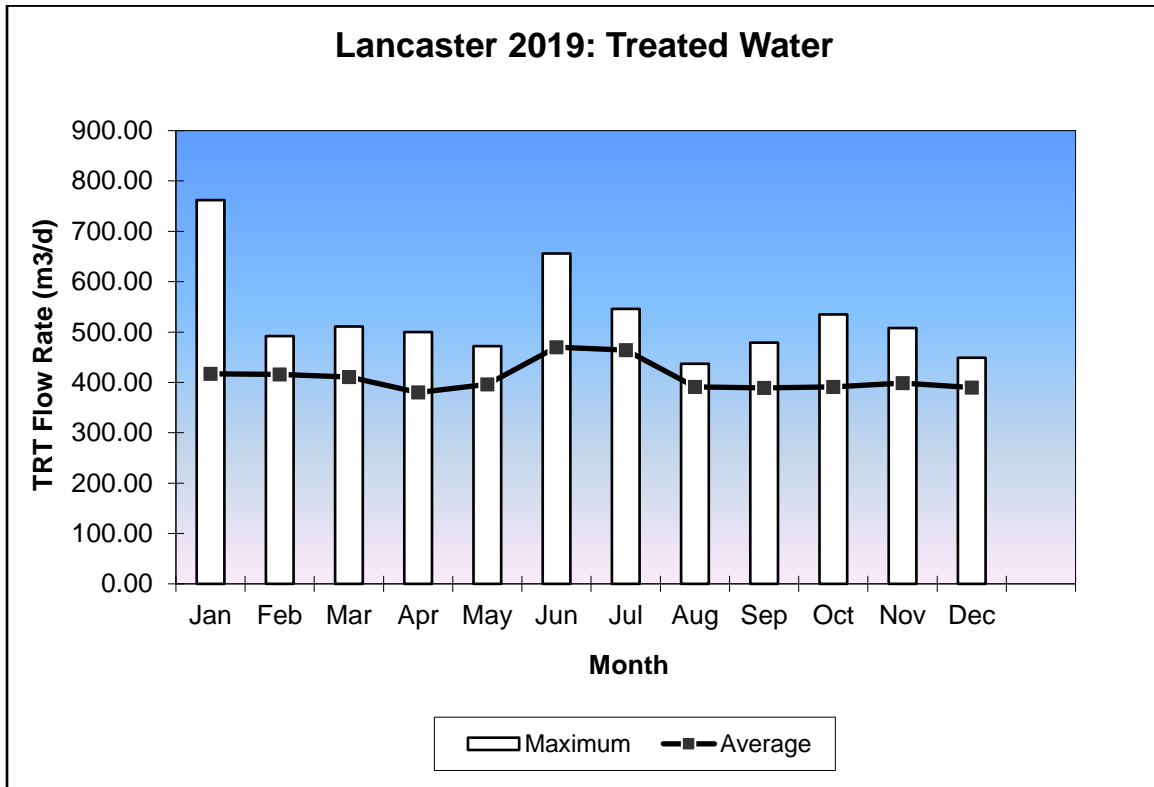
**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 18, 2020

Comparison of Daily Average and Maximum Raw Daily Flows for 2019



Comparison of Daily Average and Maximum Treated Daily Flows for 2019



The Corporation of the Township of South Glengarry Lancaster Water Treatment Plant 2019 Annual Performance Report

OVERVIEW

The Township Of South Glengarry, Lancaster Water Treatment Plant is located at 20523 Old Montreal Road in South Lancaster. The water treatment plant is a surface water treatment facility serving the village of Lancaster and the Hamlet of South Lancaster. The water plant has a rated capacity of 1,440 cubic meters of water per day for a design population of 1,218 people.

The Township Of South Glengarry utilizes the following accredited laboratory to ensure safe and potable water to meet or exceed Ministry standards. Caduceon Laboratory Ottawa.

The Township Of South Glengarry operators are all certified under the Ministry of the Environment regulation 128/04 for utility Operator Licensing Program.

The Township Of South Glengarry water system uses Sodium Hypochlorite for disinfection and Aluminum Sulphate for a coagulant.

EQUIPMENT

Raw water is consumed through a 450 millimeter intake pipe and wooden intake crib off the shore of Lake St. Francis at a depth of approximately 12 meters. The plant consist of three low lift pumps rated at 8.33 liters per second one dual media anthracite sand gravity filter, one gravity granular activated carbon filter, three high lift pumps two rated at 15.9 liters per second and the third at 6.3 liters per second and two backwash pumps together with all associated piping, electrical equipment, controls and alarm systems all housed in a common building.

PROCESS

Raw water is pumped from the low lift chamber, which is pre chlorinated. A liquid coagulant is introduced into an in line flash mixer, and then flows to two set of coagulant/flocculators; clarifiers and filters each rated at 720 cubic meters per day. The filtered water is then post chlorinated before it enters the twin celled reservoir. The treated (potable) water is then pumped to the distribution system and also feeds an elevated storage tank located on North Beech Street.

UPGRADES

New metal roof installed early 2019

REPORTING

A written report is prepared annually. This report is available for view at the Township Of South Glengarry Municipal office located at 6 Oak Street, Lancaster or the Township of South Glengarry Water Department located at 18352 County Road 2 in Glen Walter. A copy of the report is also available on the Townships web site. A copy of the report is also available free of charge to any resident requesting a copy. For more information, contact the Township Of South Glengarry Water/Wastewater Department at 613-931-3036 or fax 613-931-3340.

Ontario Drinking Water License #185-101

The Township of South Glengarry Water Treatment Department operated the Lancaster Water Treatment Plant for the year of 2019 and met all terms of the Ontario Drinking Water System Regulation 170/03, under the Safe Drinking Water Act. The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all its customers, meet or exceed the requirements of all legislation and regulations applicable to the drinking water and maintain and continually improve its quality management system.

A total of 164,307m³ of raw water had been treated for the year 2019 with a monthly average of 450m³ per day and a maximum flow of 753m³ /day for the year. Maximum flow is equivalent to 52% of plant capacity.

The Lancaster Water Treatment Plant uses sodium hypochlorite for disinfection. A total of 710kg of sodium hypochlorite has been utilized for the year at an average dosage rate of 4.32mg/litre.

The Lancaster Water Treatment Plant also uses aluminum sulphate as a coagulant in the treatment process. A total of 3.36m³ of aluminum sulphate had been used.

Attached is the data spread sheet, which identifies flows, laboratory results, number of samples collected and chemical use on a monthly basis.

Municipality: Township of South Glengarry
 Project: Lancaster W.T.P
 DWS # 260006867

Annual Report Data
 2019

Water Source: Lake St. Francis
 Design Capacity: 1.440 x 1000 m3/D

Description: Conventional Treatment - Chemically Assisted Filtration (Alum) - Sodium Hypochlorite Disinfection

	Raw Water Flow			Treated Water Flow			Chemical Usage		Treated Water							Distribution Water							
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Alum Total m3 Used	Free Cl2 Residual mg/L			Average Turbidity NTU	Average Colour TCU	Average Aluminum mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Free Cl2 Residual mg/L			THM ug/L	Lead ug/L	Lead ug/L	
									Min.	Max.	Avg.						Min.	Max.	Avg.				
January	14.110	0.455	0.753	12.930	0.417	0.762	57.02	0.257	0.84	2.47	1.55	0.11	0	0.050	0.2	0.1	0.85	1.78	1.34	44			
February	12.285	0.438	0.531	11.650	0.416	0.492	52.71	0.258	1.50	2.59	1.86	0.090	0	0.070			1.31	2.20	1.70				
March	14.043	0.453	0.608	12.761	0.411	0.511	53.83	0.317	1.16	2.42	1.61	0.100	0	0.050			0.82	2.22	1.41				
April	12.366	0.412	0.545	11.429	0.380	0.500	40.92	0.221	0.75	2.41	1.60	0.090	0	0.040	0.3	0.1	0.07	1.60	1.35	20			
May	13.486	0.435	0.538	12.293	0.396	0.472	57.87	0.274	1.30	2.59	1.91	0.09	0	0.130			1.28	2.00	1.65				
June	16.158	0.538	0.720	14.103	0.470	0.656	71.91	0.330	1.37	2.05	1.65	0.1	0	0.070			1.30	1.76	1.45				
July	16.320	0.526	0.609	14.402	0.464	0.546	71.74	0.325	1.18	1.93	1.56	0.080	0	0.110	0.3	0.1	1.07	1.62	1.34	51.0			
August	13.294	0.428	0.507	12.149	0.391	0.437	71.83	0.237	1.26	1.92	1.56	0.09	0	0.170			1.18	1.58	1.34				
September	12.709	0.423	0.554	11.699	0.389	0.479	64.38	0.304	1.57	2.07	1.81	0.080	0	0.131			1.38	1.90	1.61				
October	13.280	0.428	0.562	12.137	0.391	0.535	62.92	0.295	0.80	1.98	1.69	0.080	0	0.090	0.1	0.2	1.24	1.75	1.53	51			
November	13.137	0.437	0.589	11.991	0.399	0.508	55.18	0.275	0.93	2.28	1.51	0.110	0	0.040			1.02	1.80	1.34				
December	13.119	0.423	0.503	12.118	0.390	0.449	50.51	0.270	0.50	3.41	1.78	0.110	0	0.040			0.54	2.00	1.51				
Total	164.307			149.662			710.82	3.363															
Average	13.69225	0.450	0.585	12.472	0.410	0.529	59.24	0.280	1.10	2.34	1.67	0.09	0	0.083	0.2	0.125	1.01	1.85	1.46	41.5	#DIV/O!	#DIV/O!	
Criteria			1.440						0.2					5	0.1	10	1	0.05		100	10	10	
Maximum			0.753						0.5					0			0.54						
Compliance			Yes						Yes					Yes	Yes	Yes	Yes	Yes		Yes	-	-	

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
		January	5	0	5	1.20	2		18	8.40	5	0	5	0		5	0	15	15	0	15
February	4	0	4	1.00	2	28	9.50	4	0	4	0	4	0	12	12	0	12	0	12	0	
March	4	1	3	2.50	4	14	9.00	4	0	4	0	4	0	12	12	0	12	0	12	0	
April	5	0	11	3.20	2	12	11.20	5	0	5	0	5	0	15	15	0	15	0	15	0	
May	4	0	0	0.00	2	8	3.50	4	0	4	0	4	0	12	12	0	12	0	12	0	
June	4	0	1	0.25	2	10	4.50	4	0	4	0	4	0	12	12	0	12	0	12	0	
July	5	2	10	4.00	0	1	0.20	5	0	5	0	5	0	15	15	0	15	0	15	0	
August	4	0	0	0.00	2	4	2.50	4	0	4	0	4	0	12	12	0	12	0	12	0	
September	5	0	0	0.00	2	14	5.20	5	0	5	0	5	0	15	15	0	15	0	15	0	
October	4	0	4	2.25	2	28	12.00	4	0	4	0	4	0	12	12	0	12	0	12	0	
November	4	0	4	1.50	2	20	12.50	4	0	4	0	4	0	12	12	0	12	0	12	0	
December	5	0	1	0.60	2	6	4.40	5	0	5	0	5	0	15	15	0	15	0	15	0	
Total	53							53						159							

LANCASTER WATER TREATMENT PLANT

INORGANIC PARAMETERS

PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
ANTIMONY	Jan-7-19	0.0001	0.006	mg/L	No	2
ARSENIC	Jan-7-19	0.0003	0.025	mg/L	No	1
BARIUM	Jan-7-19	0.018	1	mg/L	No	2
BORON	Jan-7-19	0.018	5	mg/L	No	0
CADMIUM	Jan-7-19	0.000015	0.005	mg/L	No	0
CHROMIUM	Jan-7-19	0.002	0.05	mg/L	No	4
LEAD	Year 2017	0.04	10	ug/L	No	0
MERCURY	Jan-7-19	0.00002	0.001	mg/L	No	2
SELENIUM	Jan-7-19	0.001	0.01	mg/L	No	10
SODIUM	Aug-8-17	17.8	200	mg/L	No	9
URANIUM	Jan-7-19	0.00024	0.02	mg/L	No	1
FLUORIDE	Aug-8-17	0.1	1.5	mg/L	No	7
NITRITE	Year 2019	0.1	1	mg/L	No	10
NITRATE	Year 2019	0.2	10	mg/L	No	2
Eastern Ontario Health Unit MAC						
Sodium	Aug-8-17	17.8	20	mg/L	No	89

LANCASTER WATER TREATMENT PLANT						
ORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
ALACHLOR	Jan-7-19	0.3	5	ug/L	No	6
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-7-19	0.5	5	ug/L	No	10
AZINPHOS-METHYL	Jan-7-19	1	20	ug/L	No	5
BENZO(A)PYRENE	Jan-7-19	0.005	0.01	ug/L	No	50
BENZENE	Jan-7-19	0.5	5	ug/L	No	10
BROMOXYNIL	Jan-7-19	0.3	5	ug/L	No	6
CARBON TETRACHLORIDE	Jan-7-19	0.2	5	ug/L	No	4
CARBARYL	Jan-7-19	3	90	ug/L	No	3
CARBOFURAN	Jan-7-19	1	90	ug/L	No	1
CHLORPYRIFOS	Jan-7-19	0.5	90	ug/L	No	1
1,2-DICHLOROBENZENE	Jan-7-19	0.1	200	ug/L	No	0
1,4-DICHLOROBENZENE	Jan-7-19	0.2	5	ug/L	No	4
1,2-DICHLOROETHANE	Jan-7-19	0.1	5	ug/L	No	2
1,1-DICHOETHENE	Jan-7-19	0.1	1.4	ug/L	No	7
DICHLOROMETHANE	Jan-7-19	0.3	50	ug/L	No	1
DIAZINON	Jan-7-19	1	20	ug/L	No	5
DICAMBA	Jan-7-19	5	120	ug/L	No	4
2-4 DICHLOROPHENOL	Jan-7-19	0.1	900	ug/L	No	0
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-7-19	5	100	ug/L	No	5
DICLOFOP-METHYL	Jan-7-19	0.5	9	ug/L	No	6
DIMETHOATE	Jan-7-19	1	20	ug/L	No	5
DIQUAT	Jan-7-19	5	70	ug/L	No	7
DIURON	Jan-7-19	5	150	ug/L	No	3
GLYPHOSATE	Jan-7-19	25	280	ug/L	No	9
MONOCHLOROBENZENE	Jan-7-19	0.2	80	ug/L	No	0
MALATHION	Jan-7-19	5	190	ug/L	No	3
METOLACHLOR	Jan-7-19	3	50	ug/L	No	6
METRIBUZIN	Jan-7-19	3	80	ug/L	No	4
PARAQUAT	Jan-7-19	1	10	ug/L	No	10
PENTACHLOROPHENOL	Jan-7-19	0.1	60	ug/L	No	0
PHORATE	Jan-7-19	0.3	2	ug/L	No	15
PICLORAM	Jan-7-19	5	190	ug/L	No	3
POLYCHLORINATED BIPHENYLS(PCB)	Jan-7-19	0.05	3	ug/L	No	2
PROMETRYNE	Jan-7-19	0.1	1	ug/L	No	10
SIMAZINE	Jan-7-19	0.5	10	ug/L	No	5
TETRACHLOROETHYLENE	Jan-7-19	0.2	30	ug/L	No	1
TRICHLOROETHYLENE	Jan-7-19	0.1	5	ug/L	No	2
TERBUFOS	Jan-7-19	0.3	1	ug/L	No	30
2,3,4,6-TRICHLOROPHENOL	Jan-7-19	0.1	5	ug/L	No	2
TRIALATE	Jan-7-19	10	230	ug/L	No	4
2,4,6-TRICHLOROPHENOL	Jan-7-19	0.1	5	ug/L	No	2
Vinyl Chloride	Jan-7-19	0.2	2	ug/L	No	10
TRIFLURALIN	Jan-7-19	0.5	45	ug/L	No	1
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2019	41.6	100	ug/L	No	42
MCPA	Year 2019	10	100	ug/L	No	10
HAA	Year 2019	22.2	80	ug/L	No	28



**REDWOOD WATER TREATMENT
Annual Report 2019**

(as per O. Reg. 170/03 – Section 11)

and

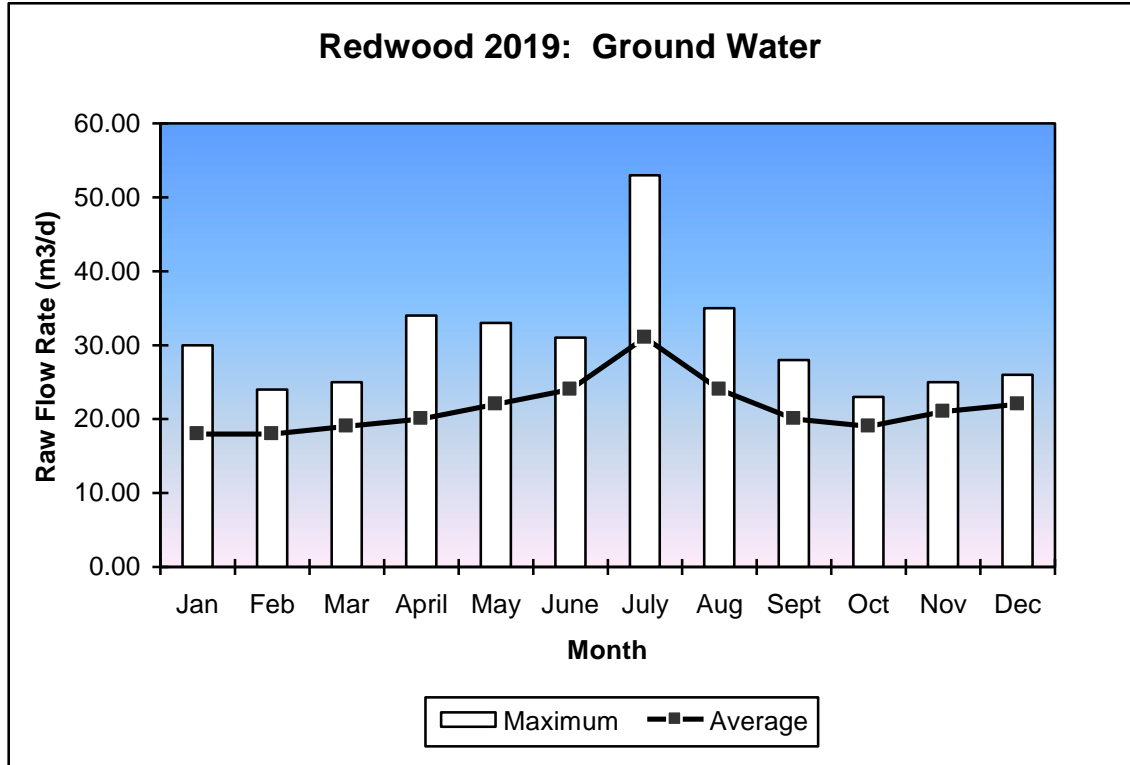
2019 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

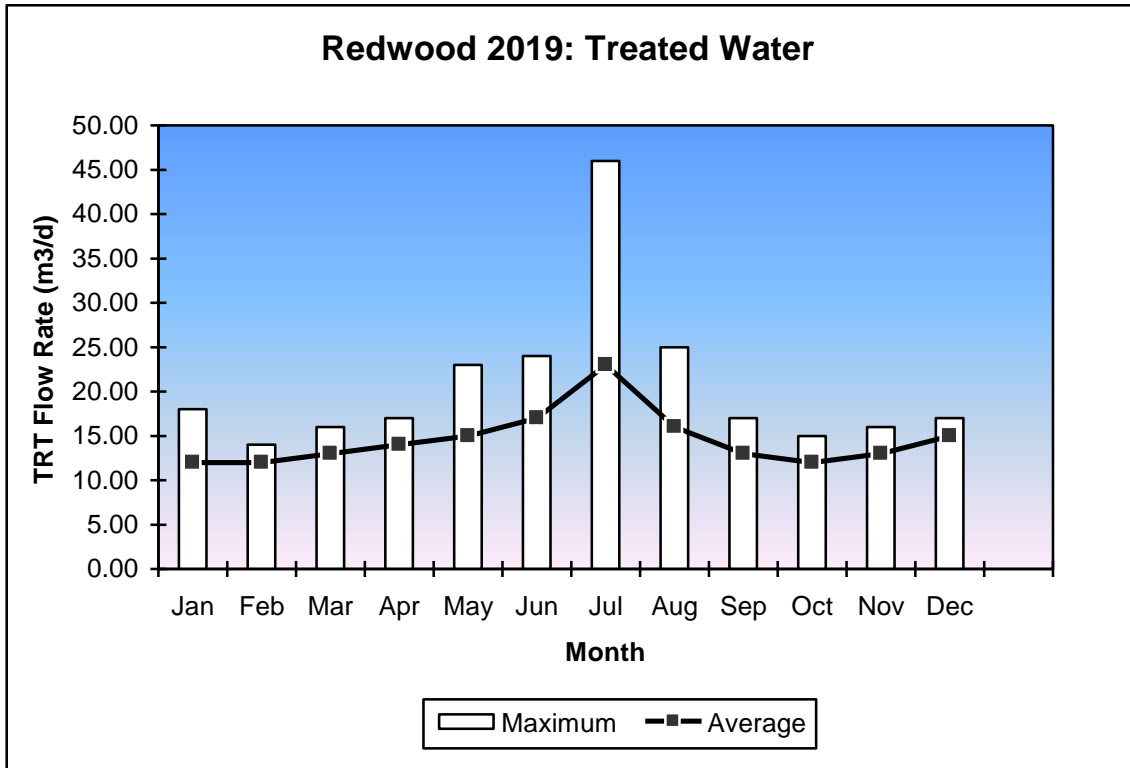
**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 18, 2020

Comparison of Daily Average and Maximum Raw Daily Flows for 2019



Comparison of Daily Average and Maximum Treated Daily Flows for 2019



**The Corporation of the Township of South Glengarry
Redwood Estates Water Treatment Plant
2019 Annual Performance Report**

OVERVIEW

The Township Of South Glengarry, Redwood Estates Water Treatment Facility is located approximately 5 kilometers east of the Village of Lancaster. The water treatment plant is a ground water system serving the Redwood Estates subdivision. The water treatment plant has a rated capacity of 151 cubic meters per day for a design population of 140 people.

The Township Of South Glengarry utilizes the following accredited laboratories to ensure safe and potable water to meet or exceed Ministry standards. Caduceon Laboratory Ottawa.

The Township Of South Glengarry operators are all certified under the Ministry of the Environment regulation 128/04 for utility operators Licensing Program.

The Township Of South Glengarry, Redwood water system uses Sodium Hypochlorite for disinfection.

EQUIPMENT

Raw water is drawn from a single well located within the pump house with a submersible pump capable of delivering 118 liters per minute. The water treatment plant consist of two Manganese greensand pressure filters, two hydro pneumatic tanks, two high lift pumps, one booster and one backwash pump. All pumps have a rated capacity of 303 liters per minute together with all associated piping, electrical equipment, controls and alarm systems all housed in a common building.

PROCESS

Raw water is drawn from the single well where Sodium Hypochlorite is introduced, and flash mixed for disinfection. Following the disinfection period water then flows through the Greensand filters removing all other impurities. Water then flows to a 25 cubic meter underground storage reservoir to be pumped to the distribution system.

UPGRADES

No Upgrades

REPORTING

A written report is prepared annually. This report is available for view at the Township Of South Glengarry Municipal office at 6 Oak Street, Lancaster or the Township Of South Glengarry Water/Wastewater Department located at 18352 County Road 2, Glen Walter. A copy of the report is also available on the Townships web site. A copy of the report is also available free of charge to any resident requesting a copy. For more information contact the Township Of South Glengarry Water/Wastewater Department at 613-931-3036 or fax 613-931-3340.

Ontario Drinking Water License# 185-103

The Township of South Glengarry Water Treatment Department operated the Redwood Estates Water Treatment Plant for the year 2019 and met all terms of the Ontario Drinking Water System Regulation 170/03. The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all of its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

A total of 8,008 cubic meters of water had been treated for the year 2019 with a monthly average of 22m³ per day and a maximum flow of 53m³ /day for the year. Maximum flow is equivalent to 35% of the plant capacity.

The Redwood Estates Water Treatment Plant uses Sodium Hypochlorite for disinfection. A total of 57.88 kg of chlorine had been utilized for the year at an average of 7.23mg/liter.

Attached is the data spread sheet, which identifies flows, laboratory results, number of samples taken and chemical use on a monthly basis.

Municipality: Township of South Glengarry
 Project: Redwood Estates W.T.P
 DWS # 250002311

Annual Report Data
 2019

Water Source: Ground Water (GUDI)
 Design Capacity: 0.151 x 1000 m3/D

Description: Greensand Pressure Filtration - Sodium Hypochlorite Disinfection

	Raw Water Flow			Treated Water Flow			Chemical Cl2 Total Kg Used	Treated Water								Distribution Water				Backwash Water Flow								
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Free Cl2 Residual mg/L Min. Max. Avg.			Average Turbidity NTU	Average Colour TCU	Sodium mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Iron mg/L NO2 mg/L	Free Cl2 Residual mg/L Min. Max. Avg.			THM ug/L	Lead ug/L	CBOD5 mg/L	TSS mg/L	Iron mg/L NO2	Mn mg/L			
January	0.585	0.018	0.030	0.394	0.012	0.018	3.96	1.15	1.92	1.49	0.13	0			0.1	0.1	0.001	1.17	1.79	1.44	38.4			3	6	0.808	0.145	
February	0.508	0.018	0.024	0.339	0.012	0.014	3.49	0.90	2.49	1.48	0.11	0						1.05	2.12	1.40								
March	0.603	0.019	0.025	0.416	0.013	0.016	3.91	0.95	1.77	1.36	0.18	0						1.07	1.71	1.31								
April	0.618	0.020	0.034	0.439	0.014	0.017	4.74	0.75	2.07	1.51	0.15	0		0.1	0.1	0.015	0.86	1.83	1.44	18			3	3	0.076	0.004		
May	0.682	0.022	0.033	0.490	0.015	0.023	5.07	0.95	2.28	1.58	0.18	0						1.33	1.59	1.48								
June	0.722	0.024	0.031	0.538	0.017	0.024	5.19	0.60	1.97	1.45	0.39	0						0.74	1.87	1.43								
July	0.964	0.031	0.053	0.729	0.023	0.046	6.96	1.00	1.97	1.53	0.20	0		0.1	0.1	0.009	1.12	1.74	1.49	16			3	10	0.355	0.050		
August	0.749	0.024	0.035	0.525	0.016	0.025	5.32	1.10	1.51	1.29	0.21	0						1.13	1.41	1.27								
September	0.621	0.020	0.028	0.407	0.013	0.017	4.93	1.10	2.03	1.50	0.22	0						1.27	1.81	1.51								
October	0.618	0.019	0.023	0.402	0.012	0.015	4.58	0.32	1.97	1.30	0.17	0		0.1	0.1	0.020	1.03	1.54	1.27	56			3	4	0.692	0.097		
November	0.633	0.021	0.025	0.398	0.013	0.016	4.98	0.54	2.03	1.55	0.17	0						0.41	1.66	1.43								
December	0.705	0.022	0.026	0.468	0.015	0.017	4.75	1.05	2.17	1.56	0.18	0						1.16	1.78	1.52								
Total	8.008			5.545			57.88																					
Average	0.667	0.022	0.031	0.462	0.015	0.021	4.823	0.87	2.015	1.47	0.19	0		0.1	0.1	0.011	1.03	1.74	1.42	32.100			3	5.8	0.4828	0.074		
Criteria			0.151					0.2				5	20	10	1		0.05			100	10							
Maximum			0.053					0.32				0		0.1	0.1		0.41			56								
Compliance			Yes					Yes				Yes	-	Yes	Yes		Yes			Yes	-							

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	1	0	0	0	2	2	2	0	0	0	0	0	0	5	5	0	5	0	5	0	
February	1	0	0	0	2	2	2	0	0	0	0	0	0	4	4	0	4	0	4	0	
March	1	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0	
April	1	0	0	0	2	2	2	0	0	0	0	0	0	5	5	0	5	0	5	0	
May	1	0	0	0	2	2	2	0	0	0	0	0	0	4	4	0	4	0	4	0	
June	1	0	0	0	2	2	2	0	0	0	0	0	0	4	4	0	4	0	4	0	
July	1	0	0	0	2	2	2	0	0	0	0	0	0	5	5	0	5	0	5	0	
August	1	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0	
September	1	0	0	0	2	2	2	0	0	0	0	0	0	5	5	0	5	0	5	0	
October	1	0	0	0	2	2	2	0	0	0	0	0	0	4	4	0	4	0	4	0	
November	1	0	0	0	2	2	2	0	0	0	0	0	0	4	4	0	4	0	4	0	
December	1	0	0	0	0	2	2	0	0	0	0	0	0	5	5	0	5	0	5	0	
Total	12							0						53							

REDWOOD WATER TREATMENT PLANT						
INORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
<i>Antimony</i>	Jan-8-18	0.0001	0.006	mg/L	No	2
<i>Arsenic</i>	Jan-8-18	0.0008	0.025	mg/L	No	3
<i>Barium</i>	Jan-8-18	0.175	1	mg/L	No	18
<i>Boron</i>	Jan-8-18	0.19	5	mg/L	No	4
<i>Cadmium</i>	Jan-8-18	0.00002	0.005	mg/L	No	0
<i>Chromium</i>	Jan-8-18	0.002	0.05	mg/L	No	4
<i>Lead</i>	Year 2014	0.945	10	ug/L	No	9
<i>Mercury</i>	Jan-8-18	0.00002	0.001	mg/L	No	2
<i>Selenium</i>	Jan-8-18	0.001	0.01	mg/L	No	10
<i>Sodium</i>	Jan-26-16	95.1	200	mg/L	No	48
<i>Uranium</i>	Jan-8-18	0.00006	0.02	mg/L	No	0
<i>Fluoride</i>	Jan-26-16	0.2	1.5	mg/L	No	13
<i>Nitrite</i>	Year 2019	0.1	1	mg/L	No	10
<i>Nitrate</i>	Year 2019	0.1	10	mg/L	No	1
Eastern Ontario Health Unit MAC						
Sodium	Jan-26-16	95.1	20	mg/L	Yes	476

REDWOOD WATER TREATMENT PLANT						
ORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
Benzene	Jan-8-18	0.5	5	µg/L	No	10
Carbon Tetrachloride	Jan-8-18	0.2	5	µg/L	No	4
Dichlorobenzene, 1,2-	Jan-8-18	0.1	200	µg/L	No	0
Dichlorobenzene, 1,4-	Jan-8-18	0.2	5	µg/L	No	4
Dichloroethane, 1,2-	Jan-8-18	0.1	5	µg/L	No	2
Dichloroethene, 1,1-	Jan-8-18	0.1	14	µg/L	No	1
Dichloromethane (Methylene Chloride)	Jan-8-18	0.3	5	µg/L	No	6
Monochlorobenzene (Chlorobenzene)	Jan-8-18	0.02	80	µg/L	No	0
Tetrachloroethylene	Jan-8-18	0.2	30	µg/L	No	1
Trichloroethylene	Jan-8-18	0.1	5	µg/L	No	2
Vinyl Chloride	Jan-8-18	0.2	2	µg/L	No	10
Alachlor	Jan-8-18	0.3	5	µg/L	No	6
Atrazine + Metabolites	Jan-8-18	0.5	5	µg/L	No	10
Azinphos-methyl	Jan-8-18	1	20	µg/L	No	5
Benzo (a) pyrene	Jan-8-18	0.005	0.01	µg/L	No	50
Bromoxynil	Jan-8-18	0.3	5	µg/L	No	6
Carbaryl	Jan-8-18	3	90	µg/L	No	3
Carbofuran	Jan-8-18	1	90	µg/L	No	1
Chlorpyrifos	Jan-8-18	0.5	90	µg/L	No	1
Diazinon	Jan-8-18	1	20	µg/L	No	5
Dicamba	Jan-8-18	5	120	µg/L	No	4
Dichlorophenol,2,4-	Jan-8-18	0.1	900	µg/L	No	0
Dichlorophenoxy acetic acid,2,4- (2,4-D)	Jan-8-18	5	100	µg/L	No	5
Diclofop-methyl	Jan-8-18	0.5	9	µg/L	No	6
Dimethoate	Jan-8-18	1	20	µg/L	No	5
Diquat	Jan-8-18	5	70	µg/L	No	7
Diuron	Jan-8-18	5	150	µg/L	No	3
Glyphosate	Jan-8-18	25	280	µg/L	No	9
Malathion	Jan-8-18	5	190	µg/L	No	3
Metolachlor	Jan-8-18	3	50	µg/L	No	6
Metribuzin	Jan-8-18	3	80	µg/L	No	4
Paraquat	Jan-8-18	1	10	µg/L	No	10
Pentachlorophenol	Jan-8-18	0.1	60	µg/L	No	0
Phorate	Jan-8-18	0.3	2	µg/L	No	15
Picloram	Jan-8-18	5	190	µg/L	No	3
Poly-Chlorinated Biphenyls (PCBs)	Jan-8-18	0.05	3	µg/L	No	2
Prometryne	Jan-8-18	0.1	1	µg/L	No	10
Simazine	Jan-8-18	0.5	10	µg/L	No	5
Terbufos	Jan-8-18	0.3	1	µg/L	No	30
Tetrachlorophenol,2,3,4,6-	Jan-8-18	0.1	100	µg/L	No	0
Triallate	Jan-8-18	10	230	µg/L	No	4
Trichlorophenol, 2,4,6-	Jan-8-18	0.1	5	µg/L	No	2
Trifluralin	Jan-8-18	0.5	45	µg/L	No	1
THM (NOTE:Show Latest Annual Average)	Year 2019	32.1	100	ug/L	No	32
MCPA	Year 2019	10	100	ug/L	No	10
HAA	Year 2019	4.6	80	ug/L	No	0



STAFF REPORT

S.R. No. 14-2020

PREPARED BY: Ewen MacDonald – General Manager Infrastructure

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Smithfield Park Building Tender 13-2019

BACKGROUND:

1. A tender for the construction of a new 720 ft² +/- park building for assembly use including associated architectural, structural, mechanical and electrical works was issued on December 9th, 2019.
2. The occupancy load for this building would be 39 persons.
3. The Smithfield Park project was originally tendered in 2019 inclusive of the Civil/Site Work. The submissions received for this tender call were all higher than the budget for the project and in an effort to reduce the costs the Civil work was separated from the building and the requirement for a Performance Bond was removed.
4. The tender closed on January 23rd, 2020.
5. Four submissions were received as follows:

Contractor	Total Tendered Amount Plus HST	Tender Amount without Provisional Items & Contingency Plus HST
Bradford M. Hubbard Construction Inc.	\$233,440	\$212,450
Grant Marion Construction Ltd.	\$240,100	\$221,400
CMG Innovation Co. Ltd.	\$266,692	\$229,000
John Gordon Construction Inc.	\$300,330	\$260,452
Engineers Estimate	\$284,661	\$242,061



ANALYSIS:

6. The tender submissions were reviewed for accuracy and completeness and the Engineers have recommended that the tender be awarded to the low bidder. A copy of their letter is appended to this report. A letter from the Engineer to provide insight and explanation on the costs is also appended to this report.
7. The Tender included a \$10,000 Contingency and Provisional Items for in floor heating for both the concrete slab on the interior of the Building and in floor heating for the exterior concrete walkway.
8. The tender price for the project from August 2019 was \$386,322. The total price for the project inclusive of the low bid for the Civil work would be \$374,069.
9. The Contractors provided examples of similar projects that they have completed and the costs for this building are consistent with the bid for the Smithfield Park Building.
10. Administration has contacted the low and second low bidder to ask if there were any concerns with the design and if the bid prices represent competitive costs for the construction of an Assembly Building.
11. Both contractors responded and advised that the design meets the standards for an Assembly Building and that their submissions were reflective of the market value for the construction of this building.
12. There are specific requirements for an Assembly Building that would differ significantly from a Residential Construction Standard. These would include, but not be limited to, the following items:
 - a. Higher Load Bearing Requirements for the Roof
 - b. Accessibility Standards for Barrier-Free Access (This would include the washroom and the doors)
 - c. Higher Grade Materials to Provide for Durability and Life Cycle Considerations.
13. The low bidder also provided a list of items that could be considered to reduce the overall cost of the building:
 - a. Changing from the specified Canoxel siding to a board and batten vinyl style siding- Cost savings = \$3000.00
 - b. Changing from truss core panels as specified on exterior walls to standard ½" drywall- Cost savings = \$3000.00



- c. Changing from truss core panels as specified on interior walls to standard ½” drywall- Cost savings=\$2000.00
 - d. Changing from specified Vic West metal roof to an asphalt shingle system- Cost savings=\$5000.00
 - e. Changing from truss core panels on ceiling to standard ½” drywall-Cost savings=\$2750.00
 - f. Eliminating rubber flooring. Is it an essential component? Maybe rubber runners instead. Cost savings=\$3000.00
14. The noted savings in cost to implement the changes suggested by the Contractor would be \$18,750.00.
15. Administration would not support these changes as they would have a negative impact on the functionality and durability of the building and would reduce the life cycle for these components.
16. Administration has also reviewed the existing infrastructure in the Village of Lancaster to get a sense of the current activities occurring in Township-owned facilities. The Legion was expanded in recent years and there was an investment in this facility of over \$300,000. The expansion of the facility was to renovate the existing building and expand the building to provide space for Community functions and events. In 2019, there were 152 non-Legion events that were hosted or supported by the Legion.
17. The Lan-Char Centre is also owned by the Township and this facility is leased to the Carefor Health and Community Services Organization. Carefor offers activities and services to seniors and is open Monday to Friday from 8:00 to 4:00. Their calendar of weekly events is appended to this report.
18. The outdoor multi-purpose slab, change shack and mechanical room have been completed and there would be other options that could be considered to accommodate events or functions in the park that could not be hosted at the Legion. For example, an event tent and porta potties could be set up for Canada Day.

IMPACT ON 2020 BUDGET:

19. The 2020 Budget for the Smithfield Park Building Project is \$320,000. The cost to complete the project as per the tender submissions would be \$374,069 inclusive of the Contingency and the Provisional Items.
20. The cost to complete the project exclusive of the Contingency and Provisional Items would be \$338,479.



21. The cost to complete the project inclusive of the changes suggested by the low bidder would be \$319,729.
22. The budget would need to be increased to proceed with the project or funds would need to be allocated from reserves to make up the short fall depending on which option Council would wish to proceed with.

RECOMMENDATION:

BE IT RESOLVED THAT Council Proceed with Option A or Option B

Option A

That Tender 13-2019 be awarded to Bradford M. Hubbard Construction Inc as per their submission of \$233,440.00 and that the Mayor and Clerk be Authorized to sign any relevant documents.

Option B

That Council not award Tender 13-2019.

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

Recommended to Council for
Consideration by:
CAO – TIM MILLS



Township of South Glengarry
 6 Oak Street
 Box 220
 Lancaster, On.
 K0C 1N0

January 27th, 2020

Attn: Ewen MacDonald
 General Manager Infrastructure Services

Subject: **Smithfield Park – Building Contract**
Township of South Glengarry, Tender 13-2019
Tender Evaluation

Dear Mr. MacDonald,

We have reviewed the tenders submitted for the above noted project. The official tender results are as follows (excluding HST) including provisional items:

Tenderer	Total Tendered Amount
1. Bradford M. Hubbard Construction	\$233,440.00 (\$212,450.00 w/o prov. Item or contingency)
2. Grant Marion Construction	\$240,100.00
3. CMG Innovation	\$266,692.50
4. John Gordon Construction	\$300,330.00

The tender submitted by Bradford M. Hubbard Construction Inc. was the low tender, and after review of the tender submission, we find the tender submission to be complete. It is noted that addendum No. 2 was not acknowledged by the contractor, however, we have contacted the low bidder and they have confirmed this does not alter their submitted bid. The low tender is in line with the consultant's 2018 Class 'D' estimate considering only the building component of the estimate. Recall the original tender included both the site servicing and building work as a single tender.

We find the tender submittal to be competitively priced and reflective of the scope of work. It is our recommendation that the Township proceed with the contract. The cost for the provisional items (in-floor heating) appears competitively priced. However, due to budget constraints it may be preferable not to include the provisional items.

We trust this letter meets your requirements. Please do not hesitate to contact EVB should you have any questions.

Yours Truly,



A handwritten signature in black ink that reads 'Greg Esdale'. The signature is written in a cursive style with a large, looping 'G' and 'E'.

Greg Esdale, P.Eng.
Structural Engineer

Lancaster's Activities Calendar- February 2020

Monday	Tuesday	Wednesday	Thursday	Friday
03 Bingo 1:00-3:00	MOW 04 Therabands 9:00-10:00 Family Physio 11:00-12:00 Euchre 1:00-2:30	05 <u>Lancaster Diners</u> See Menu Calendar BINGO	06 Footcare Therabands 9:00-10:00 Family Physio 11:00-12:00 Craft Thursdays 1:00-3:00	07 MOW Yoga 9:00-10:00 Day Away 10:30-3:30
10 Wellness 8:30-1:00 Bingo 1:00-3:00	MOW 11 Footcare Therabands 9:00-10:00 Family Physio 11:00-12:00 Euchre 1:00-2:30	12 <u>Lancaster Diners</u> See Menu Calendar BINGO	13 Footcare Therabands 9:00-10:00 Family Physio 11:00-12:00 Craft Thursdays 1:00-3:00	14 MOW Yoga 9:00-10:00 Day Away 10:30-3:30
17 	MOW 18 Therabands 9:00-10:00 Family Physio 11:00-12:00 Euchre 1:00-2:30	19 <u>Martintown Diners</u> See Menu Calendar	20 Therabands 9:00-10:00 Family Physio 11:00-12:00 Craft Thursdays 1:00-3:00	21 MOW Yoga 9:00-10:00 Day Away 10:30-3:30
24 Wellness 8:30-1:00 Bingo 1:00-3:00	MOW 25 Footcare Therabands 9:00-10:00 Family Physio 11:00-12:00 Euchre 1:00-2:30	26 <u>Lancaster Diners</u> See Menu Calendar BINGO	27 Footcare Therabands 9:00-10:00 Family Physio 11:00-12:00 Craft Thursdays 1:00-3:00	28 MOW Yoga 9:00-10:00 Day Away 10:30-3:30

Happy Valentine's Day





Township of South Glengarry
 6 Oak Street
 Box 220
 Lancaster, On.
 K0C 1N0

February 11th, 2020

Attn: Ewen MacDonald
 General Manager Infrastructure Services

Subject: **Smithfield Park – Building
 Township of South Glengarry, Tender 13-2019
 Construction Costs**

Dear Mr. MacDonald,

Following the results of the tender submittal for Smithfield Park, at your request we provide the following commentary with regard to the contractor pricing.

The low bid submitted was \$212,450.00 (w/o provisional items and excluding the contingency). The building area is approximately 743 ft² equating to a building cost of \$286.00 per sq. ft. It is our belief that these results are within the range of anticipated pricing for a Municipal building bid through the public tender process. Commentary on the results are presented as follows:

- Including the original tender (building and services combined) and the recent building tender (building and services separate), five separate General Contractors have bid on the project with costs ranging from approximately \$212,450 to \$300,000. All five contractors are well established local contractors providing an acceptable quantity of bids on the project.
- Statistics indicate construction costs in surrounding cities (Montreal and Toronto) have been experiencing significant annual construction cost increases in recent years (in the order of 10-12% annually). These same numbers are starting to creep into the smaller surrounding areas including Eastern Ontario.
- In general, the demographic of skilled sub-trade workers is declining and with the thriving economy, the workload and demand for the contractors has been quite high, contributing to overall higher costs.
- Material costs are on the rise impacted by the US\$, transportation costs and inflation costs.
- With smaller projects the impact of the above factors can be greater as the profit margins on the smaller projects are less with the same number of trades involved and the same elements of construction management required as with a larger project. Contractors tend to provide slightly higher pricing where the projects are smaller to cover the lower profit margins. It is expected a similar designed building with a larger footprint area would tender at a slightly lower per square foot cost.
- The recent demand and costs for local mechanical and electrical sub-trade services in particular is quite high based on information from General Contractors.
- Although the sample size for local, recently constructed and publicly tendered similar building projects is small, we can provide three examples from surrounding cities/municipalities:



- A similar 700 ft² building with a low bid tender cost of approximately \$280 per ft² (slab on grade wood framed construction).
- An 1100 ft² washroom building that was tendered with a low bid construction cost of just over \$400 per sq. ft. (slab on grade steel and masonry construction).
- A 2400 ft² municipal washroom/office building with a low bid tender cost of approximately \$265 per ft² (slab on grade wood framed construction).

Based on the above comments and findings, it is our opinion that the submitted contractor pricing is in line with the current trend and anticipated costs for a commercial building. We trust this letter meets your requirements. Please do not hesitate to contact EVB should you have any questions.

Yours Truly,

A handwritten signature in black ink that reads 'Greg Esdale'. The signature is written in a cursive, flowing style.

Greg Esdale, P.Eng.
Structural Engineer



STAFF REPORT

S.R. No. 15-2020

PREPARED BY: Ewen MacDonald – General Manager Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Smithfield Park Servicing Tender #14-2019

BACKGROUND:

1. The Township issued a Tender for the Civil/Site Work at Smithfield Park on December 16th, 2019.
2. The Scope of the Work for the project included the following:

Provide new sanitary and water servicing to future park building including asphalt and granular road and driveway reinstatement.
3. The Detailed Schedule of items included in the Tender is appended to this report.
4. The Schedule of Items and Prices includes a \$15,000.00 Contingency.
5. The Tender closed on January 23rd, 2020.
6. There were 6 Submissions as follows:

Contractor	Total Tendered Amount Plus HST
Malyon Excavation	\$141,029.00
Gaucher Excavation	\$167,410.37
David Brown Construction	\$176,249.65
Cornwall Gravel	\$187,416.00
WH McSweyn	\$190,900.00
Bray Construction	\$227,571.20



ANALYSIS:

7. The Submissions have been reviewed by the Engineer for completeness and accuracy and the Engineer is recommending that the project be awarded to the low bidder. A copy of their letter is appended to this report.
8. Administration has reviewed the schedule of items and prices and the unit costs are competitive and reflective of market prices for the project.
9. The Township would not have the equipment or the resources to complete this project in house. The Water/Wastewater staff are certified in the area of water/wastewater treatment and typically we contract out any physical work on the distribution systems.

IMPACT ON 2020 BUDGET:

10. The 2020 Budget for the Smithfield Park Building Project is \$320,000. The cost to complete the project as per the tender submissions would be \$374,069 inclusive of the Contingency and the Provisional Items.
11. The cost to complete the project exclusive of the Contingency and Provisional Items would be \$338,479.
12. The cost to complete the project inclusive of the changes suggested by the low bidder would be \$319,729.
13. The budget would need to be increased to proceed with the project or funds would need to be allocated from reserves to make up the short fall depending on which option Council would wish to proceed with.

RECOMMENDATION:

BE IT RESOLVED THAT BE IT RESOLVED THAT Council Proceed with Option A or Option B

Option A

That Tender 14-2019 be awarded to Malyon Excavation as per their submission of \$141,029.00 and that the Mayor and Clerk be Authorized to sign any relevant documents.



Option B

That Council not award Tender 14-2019.

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

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



Township of South Glengarry
 6 Oak Street
 Box 220
 Lancaster, On.
 K0C 1N0

January 27th, 2020

Attn: Ewen MacDonald
 General Manager Infrastructure Services

Subject: **Smithfield Park – Servicing Contract**
Township of South Glengarry, Tender 14-2019
Tender Evaluation

Dear Mr. MacDonald,

We have reviewed the tenders submitted for the above noted project. The official tender results are as follows (excluding HST) including provisional items:

Tenderer	Total Tendered Amount
1. Malyon Excavation Ltd.	\$141,029.00
2. Gaucher Excavation Ltd.	\$167,410.37
3. David Brown Construction Ltd.	\$176,249.65
4. Cornwall Gravel Company Ltd.	\$187,416.00
5. WH McSweyn Inc.	\$190,900.00
6. Louis W. Bray Construction Ltd.	\$227,571.20

We have noted an error in the tender submitted by Gaucher Excavation Ltd. as the tender submitted was exclusive of Addendum No.1 and the revised form of tender; this resulted in no change to the order of the tendered prices however can support grounds of disqualification as required. The tender submitted by Malyon Excavation Ltd. was the low tender, and after review of the tender submission, we find the tender submission to be complete. The low tender is within the expected degree of proximity to the consultant's 2018 Class 'D' estimate considering only the servicing component of the estimate. Recall the original tender included both the site servicing and building work as a single tender.

We find the tender submittal to be competitively priced and reflective of the scope of work. It is our recommendation that the Township proceed with the contract.

We trust this letter meets your requirements. Please do not hesitate to contact EVB should you have any questions. Once we receive your approval to proceed, we will notify Malyon Excavation Ltd. on your behalf and we will prepare the contract documents for execution.



Yours Truly,

A handwritten signature in blue ink that reads 'Kevin MacCulloch'.

Kevin MacCulloch, P.Eng.
Municipal Engineer

kevin.macculloch@evbengineering.com



Smithfield Park Building - Servicing Contract
Tender Evaluation

27-Jan-20

ITEM #	ITEM DESCRIPTION	UNIT	QTY	Malyon Excavation Ltd.		Gaucher Excavation Ltd.		David Brown Construction Ltd.		Cornwall Gravel Co. Ltd.		W.H. MacSweyn Inc.		Louis W. Bray Construction Ltd.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	Asphalt Milling	SM	30	\$58.00	\$1,740.00	\$80.00	\$2,400.00	\$52.50	\$1,575.00	\$25.00	\$750.00	\$53.00	\$1,590.00	\$50.00	\$1,500.00
2	Removal of Existing Asphalt Driveways and Roadway	SM	430	\$8.00	\$3,440.00	\$5.59	\$2,403.70	\$11.00	\$4,730.00	\$5.00	\$2,150.00	\$5.00	\$2,150.00	\$5.00	\$2,150.00
3	Removal of Existing Granular Driveways and Roadway	SM	120	\$8.00	\$960.00	\$10.00	\$1,200.00	\$8.00	\$960.00	\$16.00	\$1,920.00	\$10.00	\$1,200.00	\$6.00	\$720.00
4	Removal of Existing Concrete Curb	LM	11	\$20.00	\$220.00	\$50.00	\$550.00	\$50.00	\$550.00	\$25.00	\$275.00	\$15.00	\$165.00	\$30.00	\$330.00
5	Removal of Existing Concrete Sidewalk	SM	6	\$20.00	\$120.00	\$52.50	\$315.00	\$50.00	\$300.00	\$25.00	\$150.00	\$25.00	\$150.00	\$40.00	\$240.00
6	Connection to Existing Sanitary Manhole	LS	1	\$5,800.00	\$5,800.00	\$2,500.00	\$2,500.00	\$8,082.00	\$8,082.00	\$9,500.00	\$9,500.00	\$1,825.00	\$1,825.00	\$2,500.00	\$2,500.00
7	New 150mmØ Sanitary Lateral c/w cleanout	LM	25	\$190.00	\$4,750.00	\$341.72	\$8,543.00	\$302.00	\$7,550.00	\$295.00	\$7,375.00	\$375.00	\$9,375.00	\$495.00	\$12,375.00
8	New 200mmØ Sanitary Sewer	LM	94	\$195.00	\$18,330.00	\$290.62	\$27,318.28	\$391.00	\$36,754.00	\$415.00	\$39,010.00	\$350.00	\$32,900.00	\$500.00	\$47,000.00
9	New 1200mmØ Sanitary Manholes	VM	6.1	\$2,400.00	\$14,640.00	\$2,482.36	\$15,142.40	\$2,614.00	\$15,945.40	\$2,700.00	\$16,470.00	\$2,820.00	\$17,202.00	\$3,000.00	\$18,300.00
10	Connection to Existing Watermain	LS	1	\$6,850.00	\$6,850.00	\$3,500.00	\$3,500.00	\$2,640.00	\$2,640.00	\$9,500.00	\$9,500.00	\$10,925.00	\$10,925.00	\$6,351.20	\$6,351.20
11	New 100mmØ watermain c/w appurtenances	LM	26	\$164.00	\$4,264.00	\$256.75	\$6,675.50	\$347.00	\$9,022.00	\$290.00	\$7,540.00	\$435.00	\$11,310.00	\$525.00	\$13,650.00
12	New 150mmØ watermain c/w appurtenances	LM	92	\$172.00	\$15,824.00	\$274.97	\$25,297.24	\$355.00	\$32,660.00	\$278.00	\$25,576.00	\$375.00	\$34,500.00	\$550.00	\$50,600.00
13	Granular 'B'	T	310	\$19.00	\$5,890.00	\$24.08	\$7,464.80	\$15.25	\$4,727.50	\$19.00	\$5,890.00	\$17.00	\$5,270.00	\$28.00	\$8,680.00
14	Granular 'A'	T	155	\$19.20	\$2,976.00	\$27.39	\$4,245.45	\$16.25	\$2,518.75	\$28.00	\$4,340.00	\$20.00	\$3,100.00	\$30.00	\$4,650.00
15	HL-8 Asphalt	T	15	\$360.00	\$5,400.00	\$278.50	\$4,177.50	\$318.00	\$4,770.00	\$287.00	\$4,305.00	\$317.00	\$4,755.00	\$302.00	\$4,530.00
16	HL-4 Asphalt (PROVISIONAL)	T	40	\$165.00	\$6,600.00	\$278.50	\$11,140.00	\$229.00	\$9,160.00	\$198.00	\$7,920.00	\$218.00	\$8,720.00	\$218.00	\$8,720.00
17	HL-3 Asphalt	T	10	\$360.00	\$3,600.00	\$278.50	\$2,785.00	\$479.00	\$4,790.00	\$312.00	\$3,120.00	\$348.00	\$3,480.00	\$332.00	\$3,320.00
18	New Asphalt Driveways	SM	18	\$90.00	\$1,620.00	\$77.36	\$1,392.48	\$105.00	\$1,890.00	\$140.00	\$2,520.00	\$117.00	\$2,106.00	\$90.00	\$1,620.00
19	New Granular Driveways	SM	110	\$19.00	\$2,090.00	\$13.50	\$1,485.00	\$10.00	\$1,100.00	\$22.00	\$2,420.00	\$18.00	\$1,980.00	\$10.00	\$1,100.00
20	Concrete Barrier Curb and Gutter	LM	11	\$155.00	\$1,705.00	\$125.00	\$1,375.00	\$200.00	\$2,200.00	\$275.00	\$3,025.00	\$175.00	\$1,925.00	\$360.00	\$3,960.00
21	Concrete Sidewalk	SM	6	\$160.00	\$960.00	\$150.00	\$900.00	\$200.00	\$1,200.00	\$435.00	\$2,610.00	\$275.00	\$1,650.00	\$400.00	\$2,400.00
22	Topsoil and Sod	SM	375	\$18.00	\$6,750.00	\$20.27	\$7,601.25	\$15.00	\$5,625.00	\$18.00	\$6,750.00	\$14.00	\$5,250.00	\$15.00	\$5,625.00
23	Lump Sum for Other Requirements	LS	1	\$8,300.00	\$8,300.00	\$14,000.00	\$14,000.00	\$500.00	\$500.00	\$6,500.00	\$6,500.00	\$12,372.00	\$12,372.00	\$9,250.00	\$9,250.00
24	Sub-Excavation of Unsuitable Material (PROVISIONAL)	CM	200	\$16.00	\$3,200.00	\$0.00	\$0.00	\$10.00	\$2,000.00	\$14.00	\$2,800.00	\$10.00	\$2,000.00	\$15.00	\$3,000.00
25	Contingency Allowance	LS	1	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total Tendered Amount:					\$141,029.00		\$167,411.60		\$176,249.65		\$187,416.00		\$190,900.00		\$227,571.20

Difference Compared to Low Tender (\$)
 Difference Compared to Low Tender (%)

n/a	\$26,382.60	\$35,220.65	\$46,387.00	\$49,871.00	\$86,542.20
n/a	18.7%	25.0%	32.9%	35.4%	61.4%

Township of South Glengarry
Smithfield Park Building – Servicing Contract

Form of Tender
Page 2 of 10
Tender #: 14-2019

2.1 Schedule of Items and Prices

Item	Description	Unit	Tender Quantity	Unit Price	Tender Amount
1	Asphalt Milling	SM	30		
2	Removal of Existing Asphalt Driveways and Roadway	SM	430		
3	Removal of Existing Granular Driveways and Roadway	SM	120		
4	Removal of Existing Concrete Curb	LM	11		
5	Removal of Existing Concrete Sidewalk	SM	6		
6	Connection to Existing Sanitary Manhole	LS	1		
7	New 150mmØ Sanitary Lateral c/w cleanout	LM	25		
8	New 200mmØ Sanitary Sewer	LM	94		
9	New 1200mmØ Sanitary Manholes	VM	6.10		
10	Connection to Existing Watermain	LS	1		
11	New 100mmØ watermain c/w appurtenances	LM	26		
12	New 150mmØ watermain c/w appurtenances	LM	92		
13	Granular 'B'	T	310		
14	Granular 'A'	T	155		
15	HL-8 Asphalt	T	15		
16	HL-4 Asphalt (PROVISIONAL)	T	40		
17	HL-3 Asphalt	T	10		
18	New Asphalt Driveways	SM	18		
19	New Granular Driveways	SM	110		
20	Concrete Barrier Curb and Gutter	LM	11		
21	Concrete Sidewalk	SM	6		
22	Topsoil and Sod	SM	375		
23	Lump Sum for Other Requirements	LS	1		
24	Contingency Allowance	LS	1	\$15,000	\$15,000
TOTAL TENDERED AMOUNT (Excl. HST)					\$

2.2 DECLARATION OF TENDERER

The Tenderer declares that:

- a. No person, partnership or corporation other than the Tenderer has any interest in this Tender or in the proposed Contract for which this Tender is made and that this Tender is made without any connection, knowledge, comparison of figures or arrangements with any other person, partnership or corporation submitting a Tender for the same work and is in all respects made without collusion or fraud.



STAFF REPORT

S.R. 16-2020

PREPARED BY: M. Bingley, Economic Development and Tourism Coordinator
PREPARED FOR: Council of the Township of South Glengarry
COUNCIL DATE: February 18, 2020
SUBJECT: Letter - Petition Regarding Broadband Infrastructure

BACKGROUND:

1. The Eastern Ontario Wardens' Caucus (EOWC) has requested that all EOWC members and local municipalities forward the attached petition letter to the Minister of Innovation, Science and Economic Development Canada concerning Telecom Order CRTC 2019-288.
2. The petition letter requests that the Government of Canada ensures continued private sector investment in broadband infrastructure. Further information can be found on the Government of Canada website at the following link:
<https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11569.html>

ANALYSIS:

3. The goal of this petition letter is to find an approach that ensures continued private sector investment in broadband infrastructure that will result in access to improved broadband networks which will ultimately benefit the residents of South Glengarry. (See draft letter attached)

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity



RECOMMENDATION:

BE IT RESOLVED THAT BE IT RESOLVED THAT Staff Report 16-20 be received and that the Council of the Township of South Glengarry directs the Mayor to execute a letter to petition Innovation, Science and Economic Development Canada to ensure continued private sector investment in broadband infrastructure.

Recommended to Council for
Consideration by:
CAO – TIM MILLS



Township of South Glengarry
6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0
T: (613) 347-1166 | F: (613) 347-3411
www.southglengarry.com

February 19, 2020

Director General
Telecommunications and Internet Policy Branch
Innovation, Science and Economic Development Canada
235 Queen Street, 10th Floor
Ottawa, Ontario K1A 0H5
Filed electronically: ic.telecomsubmission-soumissiontelecom.ic@canada.ca

Re: *Canada Gazette*, Part I, December 14, 2019, Volume 153, Number 10: Notice No. TIPB-002-2019 — Petitions to the Governor in Council concerning Telecom Order CRTC 2019-288

On behalf of the Township of South Glengarry, I am writing today regarding the above noted matter.

Improving access to high speed internet services for the residents and businesses of our communities continues to be one of our highest priorities. We know that better connectivity is the foundational tool for growing our local and regional economies. With the assistance of the Eastern Ontario Wardens' Caucus (EOWC), the Eastern Ontario Mayors' Caucus (EOMC) and the Eastern Ontario Regional Network (EORN) along with EORN's private sector partners, significant strides have been made to better connect our residents and businesses.

Our communities should have the same kind of access to improved public services, employment, health care and educational opportunities provided by improved broadband networks as our urban neighbours. We also recognize that in rural and difficult to serve areas it will continue to be necessary for private sector and government investments to be made for physical and other infrastructure in order to meet our connectivity needs going forward.

While we are not privy to details of submissions being made relative to the Notice No. TIPB-002-2019, we strongly encourage the Government of Canada to take the concerns of all the relevant parties into consideration and find an approach that ensures continued private sector investment in broadband infrastructure.



Township of South Glengarry
6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0
T: (613) 347-1166 | F: (613) 347-3411
www.southglengarry.com

Yours truly,

Frank Prevost, Mayor
Township of South Glengarry

CC:

The Hon. Navdeep Bains, PC, MP, Minister of Innovation, Science and Economic
Development

ised.minister-ministre.isde@canada.ca

MP Eric Duncan

MPP Jim McDonell



STAFF REPORT

S.R. No. 17-2020

PREPARED BY: M. Bingley, Economic Development and Tourism
Coordinator

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 18, 2020

SUBJECT: Rural Economic Funding Development

BACKGROUND:

1. Rural Economic Development (RED) Funding provides cost-share funding to support activities that create strong rural communities in Ontario. Under the Strategic Infrastructure Stream, up to 30% of eligible project costs to a maximum of \$250,000 may qualify. Rehabilitation of cultural, heritage and tourism attractions are included in this stream and are meant to include minor capital projects.
2. Township administration reviewed existing projects that are included in the budget for 2020. Administration identified the Glengarry Nor'Westers and Loyalist museum as a cultural, heritage and tourism attraction that could qualify for RED funding.

ANALYSIS:

3. The Glengarry Nor'Westers and Loyalist museum has a 2020 budget of \$25,000 for Capital Improvements and a \$20,000 dedication to the Museum Reserve.
4. The replacement of the doors was planned for 2020 as a capital improvement project. The cost to replace the three main entrance doors with a barrier free entrance has been quoted between \$35,000 -\$45,000
5. The museum has also identified a need to install new wood soffit and fascia, new eavestrough and snow guard to replace rotted material at an estimated cost of \$22,000. This project has not been approved as part of 2020 budget but may be worth consideration given the potential for 30% funding.
6. Administration recommends supporting an application that includes both projects but notes that the successful application may require Council to approve an increase to the 2020 funds dedicated to the museum or a transfer from the museum reserve fund. If Council limits the application to only the doors project,



no change would be necessary and the Township could reallocate the savings to a different project or reserve. Financial commitment is part of the eligibility criteria for this funding.

IMPACT ON 2020 BUDGET:

7. An application for both projects would require a small increase to the museum budget but could realize long term savings for the Township.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability.

Goal 4: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 17-2020 be received and that Council supports the application for Rural Economic Development Funding for rehabilitation projects at the Glengarry Nor'Westers and Loyalist museum.

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

Recommended to Council for
Consideration by:
CAO – TIM MILLS



STAFF REPORT

S.R. No. 18-2020

PREPARED BY: K. MacDonald, Deputy Clerk
PREPARED FOR: Council of the Township of South Glengarry
COUNCIL DATE: February 18, 2020
SUBJECT: Sale of Surplus Land - Lancaster Heights

BACKGROUND:

1. Council has previously declared a number of lots in Lancaster Heights as surplus to the needs of the Township and has established prices for the respective lots.
2. The Township has received offers to purchase two lots described as Pt Lt 5 Con 9 Lancaster Pts 11 & 12 14R3037, South Glengarry and Pt Lt 5 Con 9 Lancaster Pt 23 14R3037, South Glengarry.
3. The lots are located on Parkhill Circle in Lancaster Heights.

ANALYSIS:

4. In order to finalize the sale of the lots, Council must pass a by-law authorizing the sale pursuant to Section 6.1.2.5 of the Sale and Purchase of Property By-law (By-law 11-18).

IMPACT ON 2020 BUDGET:

5. The sale of the properties will result in an income of approximately \$45,000.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 18-2020 be received and that By-law 07-2020, being a by-law to approve the sale of two lots described Pt Lt 5 Con 9 Lancaster Pts 11 & 12 14R3037, South Glengarry and Pt Lt 5 Con 9 Lancaster Pt 23 14R3037, South



Glengarry be read a first, second and third time, passed signed and sealed in open Council this 18th day of February, 2020 and furthermore that the Mayor and Clerk be authorized to sign all related documents.

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

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

SG-J-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 7-2020
FOR THE YEAR 2020**

BEING A BY-LAW TO AUTHORIZE THE SALE OF SURPLUS LANDS IN ACCORDANCE WITH THE TERMS OF BY-LAW 11-18, BEING THE SALE AND PURCHASE OF PROPERTY BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF SOUTHGLENGARRY.

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 By-law 7-95 passed by the Council of the Corporation of the Township of Lancaster (predecessor to the Corporation of the Township of South Glengarry) declared PT LT 5 CON 9 LANCASTER PTS 11 & 12 and PT 23 14R3037, SOUTH GLENGARRY as surplus.

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

1. **THAT** the lands described as PT LT 5 CON 9 LANCASTER PTS 11 & 12 14R3037, SOUTH GLENGARRY be sold and transferred to Claude Turmel pursuant to the Agreement of Purchase and Sale.
2. **THAT** the lands described as PT LT 5 CON 9 LANCASTER PT 23 14R3037, SOUTH GLENGARRY be sold and transferred to Michel Therrien and France Medaino pursuant to the Agreement of Purchase and Sale.
3. **THAT** the Mayor and Deputy Clerk be authorized to execute such documents as may be necessary therefore, and to attach the Corporate seal thereto.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 18TH DAY OF FEBRUARY, 2020.

MAYOR: _____ DEPUTY-CLERK: _____

MINUTES

A budget meeting of the Council of the Corporation of the United Counties of Stormont, Dundas and Glengarry was held in Council Chambers at 9:00 a.m., December 11, 2019 with Councillor Prevost chairing the meeting.

Present: Councillors: Armstrong, Byvelds, Fraser, Gardner, Landry, McGillis
Prevost, Smith, Warden, Wert, Williams
CAO: Simpson
Clerk: Thomson
Treasurer: Russell

Call Meeting to Order by Resolution

Resolution No. B-2019-01

Moved by Councillor Armstrong

Seconded by Councillor Fraser

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

CARRIED

Resolution No. B-2019-02

Moved by Councillor Landry

Seconded by Councillor Wert

THAT Council recess the budget meeting until December 16, 2019 at approximately 1:00 p.m.

CARRIED

Council reconvened the budget meeting on December 16, 2019 at 10:45 a.m. with Warden Prevost in the Chair.

Present: Warden Prevost
Councillors: Armstrong, Byvelds, Fraser, Gardner, Landry,
MacDonald, McGillis, Smith, Warden, Wert, Williams
CAO: Simpson
Clerk: Thomson
Treasurer: Russell

Resolution No. B-2019-03

Moved by Councillor MacDonald

Seconded by Councillor Warden

THAT the budget meeting of the Council of the United Counties of Stormont, Dundas and Glengarry be hereby reconvened.

CARRIED

Resolution No. B-2019-04

Moved by Councillor Warden

Seconded by Councillor MacDonald

THAT Council suspend the budget meeting until January 27, 2020.

CARRIED

Council reconvened the budget meeting on January 27, 2020 at 10:30 a.m. with Warden Prevost in the Chair.

Present: Warden Prevost

Councillors: Armstrong, Fraser, Gardner, Landry,
McGillis, Smith, Warden, Wert, Williams

CAO: Simpson

Clerk: Thomson

Treasurer: Russell

Resolution No. B-2020-01

Moved by Councillor Fraser

Seconded by Councillor Armstrong

THAT the budget meeting be hereby reconvened.

CARRIED

Resolution No. B-2020-02

Moved by Councillor Fraser

Seconded by Councillor Wert

THAT Council approve Option 4, as outlined in the Budget Options Report, dated January 27, 2020, as the Funding Option to provide financial support to the Maxville Manor and Dundas Manor;

AND THAT an agreement between the parties be completed prior to any disbursements of the funds.

CARRIED

Resolution No. B-2020-03

Moved by Councillor Smith

Seconded by Councillor Armstrong

THAT Council adjourn the budget meeting.

Warden

Clerk

MINUTES

A meeting of the Council of the Corporation of the United Counties of Stormont, Dundas and Glengarry was held in Council Chambers at 9:00 a.m., January 27, 2020 with Warden Prevost in the Chair.

Present: Warden: Prevost

Councillors: Armstrong, Fraser, Gardner, Landry, McGillis
Smith, Warden, Wert, Williams

CAO: Simpson

Clerk: Thomson

1. Call Meeting to Order by Resolution

Resolution No. 2020-01

Moved by Councillor Smith

Seconded by Councillor Landry

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. 2020-02

Moved by Councillor Landry

Seconded by Councillor Wert

THAT Council approve the agenda.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

Resolution No. 2020-03

Moved by Councillor Armstrong

Seconded by Councillor Fraser

THAT the minutes of the meetings held December 13 and December 16, 2019, of the Council of the United Counties of Stormont, Dundas and Glengarry, be adopted as circulated.

CARRIED

5. Delegations

Harold Kleywegt, Keystone Bridge Management, presented the 2019 Biennial Bridge Inspections.

James Blanchette, Community Mobilization Officer, presented information on the RN position for the Mobile Crisis Response Team.

6. Action Requests

- a) Corporate Services
- b) Financial Services
- c) Transportation and Planning
- d) Planning
- e) Court Services
- f) County Library
- g) IT Services

7. Tenders and Quotations

8. By-laws

Resolution No. 2020-04

Moved by Councillor Gardner

Seconded by Councillor Williams

THAT By-law No. 5223, being a By-law to authorize the execution of a Lease Agreement between The United Counties of Stormont, Dundas and Glengarry and the Riverside Snowmobile Club, be read and passed in Open Council, signed and sealed.

CARRIED

9. Consent Agenda

Resolution No. 2020-05

Moved by Councillor Fraser

Seconded by Councillor Wert

THAT all items listed under the Consent Agenda section of the Agenda be approved as recommended.

CARRIED

10. Boards and Committees

Various members provided updates on recent Committee meetings.

11. Key Information

A report outlining the Warden's Designates for 2020 was presented for information purposes. Information was also provided on the status of projects presently underway by the Transportation and Planning Department. The Director of Library Services provided information on the READ for 15 SDG challenge in support of Family Literacy Day.

12. Motions and Notices of Motions

13. Petitions

14. Miscellaneous Business

15. Unfinished Business Summary

16. Closed Session

17. Ratification By-law

Resolution No. 2020-06

Moved by Councillor Gardner

Seconded by Councillor Smith

THAT By-law No. 5224, 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. 2020-07

Moved by Councillor Wert

Seconded by Councillor Williams

THAT Council adjourn to the call of the chair.

CARRIED

Warden

Clerk

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



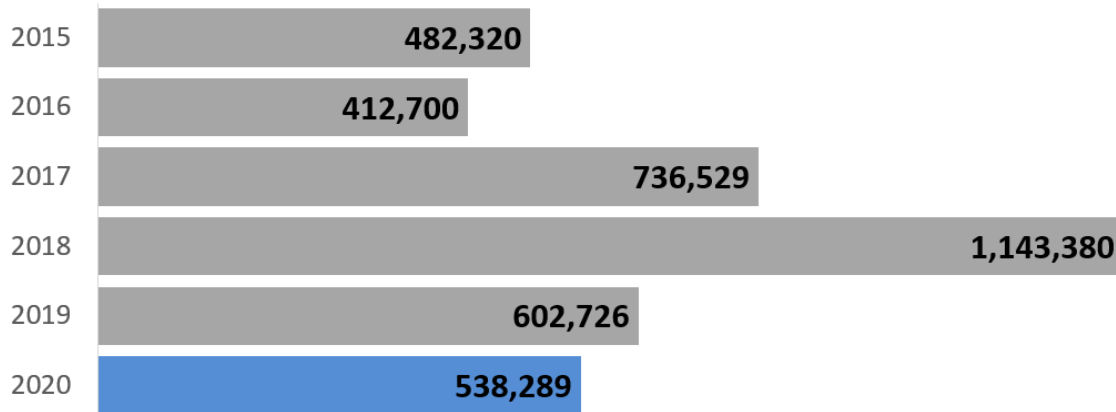
MEETING DATE: February 18, 2020

SUBJECT: Statement of Revenues and Expenses

PREPARED BY: L. McDonald, GM Corporate Services

The following information is provided for January – Township Expenditures

January - Township Expenditures

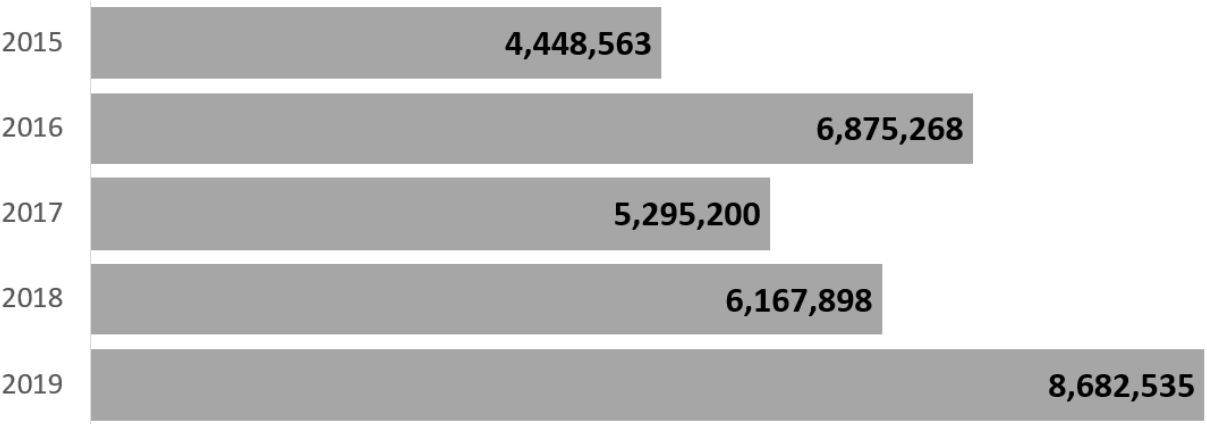


Date ☰ ✕

Jan	Feb	Mar	Apr	May	Jun	▲
Jul	Aug	Sep	Oct	Nov	Dec	▼

Please note that in any given month, in any given year, expenses can vary significantly (i.e. a fire truck purchased in January will have a large impact on these charts).

4th Quarter - Township Expenditures



Date						☰	✖
Jan	Feb	Mar	Apr	May	Jun	^	
Jul	Aug	Sep	Oct	Nov	Dec	v	

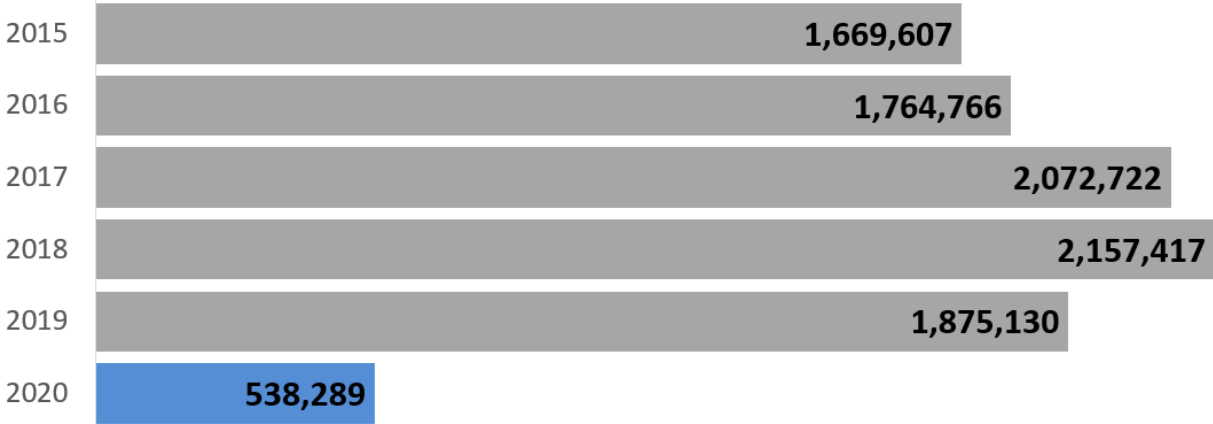
In November 2019, we had \$3.5 million dollars of reserve transfers (unspent capital projects). Otherwise, with year end still not commenced in earnest, December will continue to incur expenses. From an Accounts Payable perspective, 2019 will be closed in late February to mid-March.



Typically, there are over \$1 million dollars of invoices payable for the previous year after December 31, 2020 (i.e. in other words, a significant amount of 2019 expenses are paid well into 2020).

When considering that the Township's budget timing is changing (having it earlier in the year), it means there will be a larger forecasting requirement on administration.

Below is a quarter by quarter graphical review of our expenses for 2019.

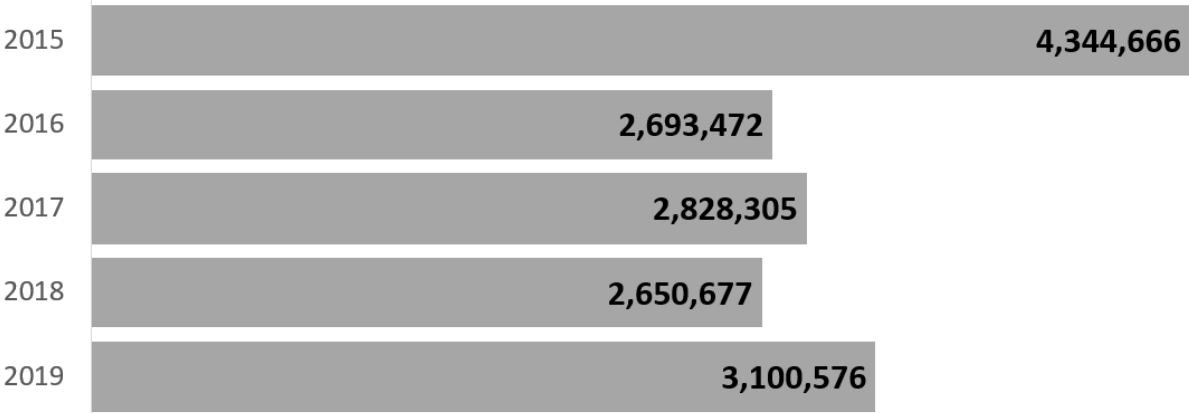
1st Quarter - Township Expenditures





Date  

Jan	Feb	Mar	Apr	May	Jun	^
Jul	Aug	Sep	Oct	Nov	Dec	v

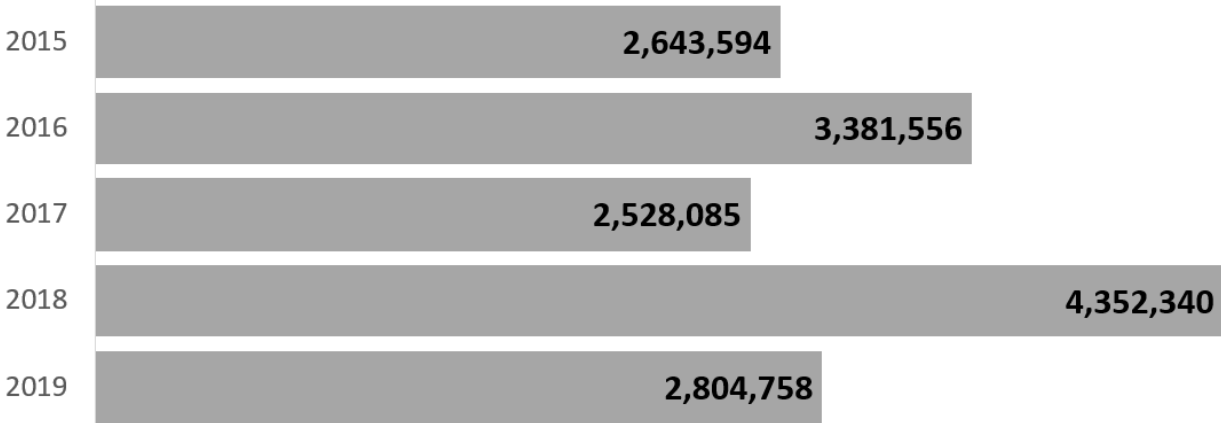
2nd Quarter - Township Expenditures



Date  

Jan	Feb	Mar	Apr	May	Jun	^
Jul	Aug	Sep	Oct	Nov	Dec	v

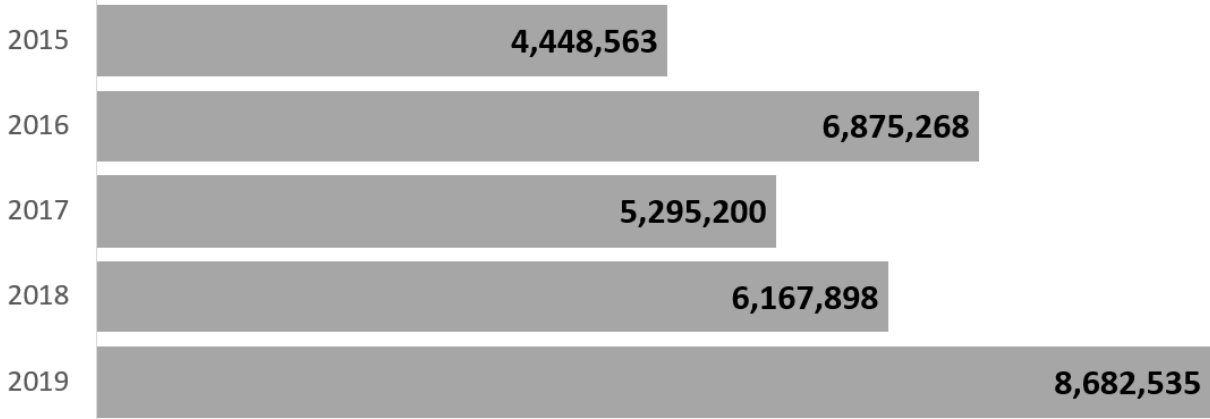
3rd Quarter - Township Expenditures



Date [Menu] [Filter]

Jan	Feb	Mar	Apr	May	Jun	^
Jul	Aug	Sep	Oct	Nov	Dec	v

4th Quarter - Township Expenditures



Date [Menu] [Filter]

Jan	Feb	Mar	Apr	May	Jun	^
Jul	Aug	Sep	Oct	Nov	Dec	v

At this point, 2019 appears a bit higher but sizeable reserve transfers for deferred projects has also inflated expenses . Year end will be concluded in May 2020.

Financial Statement



For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Revenues								
Revenues								
Taxation - Residential & Farm	(19,482,822.00)	(19,482,576.85)	(20,171,681.00)	(20,171,692.48)	(11.48)	0.00	0.00	0.00
Taxation - Commercial	(2,062,893.00)	(2,062,892.79)	(2,112,791.00)	(2,112,913.31)	(122.31)	0.00	0.00	0.00
Taxation - Industrial	(1,878,168.00)	(1,878,413.44)	(1,906,703.00)	(1,906,703.29)	(0.29)	0.00	0.00	0.00
Taxation - Other Charges - Street Ligh	(220,000.00)	(225,477.18)	(223,000.00)	(219,017.28)	3,982.72	(223,000.00)	0.00	223,000.00
Taxation - Other Charges - Tile Draina	(37,500.00)	(27,160.00)	(32,500.00)	(19,605.74)	12,894.26	(32,500.00)	0.00	32,500.00
Taxation - Other Charges - Green Valle	(85,000.00)	(93,060.00)	(95,000.00)	(106,920.00)	(11,920.00)	(105,000.00)	0.00	105,000.00
Taxation - Other Charges - Kennedy Wat	(32,000.00)	(33,671.30)	(34,000.00)	(35,639.83)	(1,639.83)	(35,000.00)	0.00	35,000.00
Taxation - Other Charges - Nesel & Dry	(4,976.00)	(4,975.70)	(4,975.00)	(4,975.70)	(0.70)	(4,975.00)	0.00	4,975.00
Taxation - Supplementary - Residential	0.00	(91,301.17)	(35,000.00)	(126,734.91)	(91,734.91)	(35,000.00)	0.00	35,000.00
Taxation - Supplementary - Commercial	0.00	(14,390.69)	0.00	(64,771.00)	(64,771.00)	0.00	0.00	0.00
Taxation - Supplementary - Industrial	0.00	(590.36)	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - Administration	(535,950.00)	(645,944.78)	(541,141.00)	(810,707.67)	(269,566.67)	(498,200.00)	(46,900.62)	451,299.38
Fees & User Charges - Building Dept	(249,700.00)	(250,103.59)	(229,700.00)	(254,674.98)	(24,974.98)	(226,700.00)	(4,859.59)	221,840.41
Fees & User Charges - Prop. Stnd & Byl	(18,500.00)	(14,241.88)	(19,100.00)	(8,570.00)	10,530.00	(17,100.00)	(2,125.00)	14,975.00
Fees & User Charges - Fire Dept	(10,000.00)	(19,958.78)	(12,500.00)	(9,414.24)	3,085.76	(8,000.00)	(120.00)	7,880.00
Fees & User Charges - Roads Dept	(15,000.00)	(28,507.12)	(20,000.00)	(3,075.00)	16,925.00	(15,000.00)	(17,562.47)	(2,562.47)
Fees & User Charges - Waste Disposal	(15,200.00)	(17,228.83)	(15,300.00)	(17,049.33)	(1,749.33)	(15,300.00)	0.00	15,300.00
Fees & User Charges - Beaverbrook Site	(40,000.00)	(48,202.00)	(40,000.00)	(63,280.00)	(23,280.00)	(45,000.00)	(4,110.00)	40,890.00
Fees & User Charges - North Lancaster	(32,150.00)	(41,850.72)	(37,500.00)	(35,478.92)	2,021.08	(37,500.00)	0.00	37,500.00
Fees & User Charges - Glen Walter Syst	(396,000.00)	(561,444.32)	(506,500.00)	(590,670.32)	(84,170.32)	(536,500.00)	(334.23)	536,165.77
Fees & User Charges - Lancaster System	(543,500.00)	(657,359.85)	(663,500.00)	(799,481.43)	(135,981.43)	(758,500.00)	(672.62)	757,827.38
Fees & User Charges - Medical Centre	(33,000.00)	(33,840.16)	(33,000.00)	(32,475.21)	524.79	(33,000.00)	(2,533.00)	30,467.00
Fees & User Charges - Ambulance Bay	(16,800.00)	(16,800.00)	(16,800.00)	(18,200.00)	(1,400.00)	(16,800.00)	(1,400.00)	15,400.00
Fees & User Charges - Recreation	(1,000.00)	(784.00)	(1,000.00)	(1,065.08)	(65.08)	(500.00)	0.00	500.00
Fees & User Charges - Recreation Progr	(46,500.00)	(50,790.62)	(44,000.00)	(48,526.30)	(4,526.30)	(44,000.00)	5.00	44,005.00
Fees & User Charges - Char-Lan Rec. Ce	(213,000.00)	(210,089.21)	(215,000.00)	(209,976.74)	5,023.26	(214,000.00)	(45,420.26)	168,579.74
Fees & User Charges - Martintown Comm.	(9,200.00)	(6,105.99)	(6,200.00)	(8,966.50)	(2,766.50)	(6,200.00)	(450.00)	5,750.00
Fees & User Charges - Ball Fields	(2,950.00)	(5,092.77)	(3,000.00)	(1,986.58)	1,013.42	(3,000.00)	0.00	3,000.00
Misc Revenue - Peanut Line	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - Planning Dept	(30,000.00)	(46,590.48)	(34,000.00)	(35,650.00)	(1,650.00)	(33,000.00)	(1,150.00)	31,850.00
Fees & User Charges - Economic Develop	(10,000.00)	(4,420.00)	(8,000.00)	(64,078.12)	(56,078.12)	(58,000.00)	0.00	58,000.00
Fees & User Charges - Tile Drainage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenue from Other Municipalities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments in Lieu	(144,660.00)	(159,825.87)	(145,150.00)	(148,997.06)	(3,847.06)	(145,150.00)	0.00	145,150.00
Ontario Grants	(1,891,562.00)	(1,562,557.77)	(1,494,000.00)	(2,106,068.71)	(612,068.71)	(1,503,352.00)	0.00	1,503,352.00
Canada Grants	(10,000.00)	(60,011.83)	(15,400.00)	(48,246.50)	(32,846.50)	(15,500.00)	0.00	15,500.00
Transfers from Reserves	(1,755,000.00)	(2,431,236.13)	(2,347,181.00)	(1,604,911.71)	742,269.29	(4,972,000.00)	0.00	4,972,000.00
Gains on Sale of Assets - PSAB	0.00	(16,410.43)	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	(29,823,031.00)	(30,803,906.61)	(31,063,622.00)	(31,690,523.94)	(626,901.94)	(9,637,777.00)	(127,632.79)	9,510,144.21

Expenses

Expenses



Financial Statement

For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
General Government - Legislative	148,500.00	153,371.13	167,500.00	188,710.50	21,210.50	168,000.00	4,403.12	(163,596.88)
General Government - Administration	1,163,650.00	1,690,877.82	1,360,400.00	1,647,168.86	286,768.86	1,362,600.00	123,331.87	(1,239,268.13)
General Government - Legion	42,500.00	51,159.26	27,800.00	21,429.61	(6,370.39)	27,900.00	559.53	(27,340.47)
General Government - Celtic Music Hall	6,000.00	11,917.09	6,000.00	5,611.00	(389.00)	6,500.00	155.61	(6,344.39)
General Government - Lancaster Library	26,100.00	16,006.50	13,600.00	16,280.86	2,680.86	13,600.00	0.00	(13,600.00)
General Government - Special Projects	66,000.00	40,031.86	14,500.00	15,400.00	900.00	14,000.00	0.00	(14,000.00)
General Government - Grants to Others	41,750.00	39,271.13	52,000.00	34,208.37	(17,791.63)	57,500.00	0.00	(57,500.00)
Glengarry County Archives	21,000.00	21,925.94	21,000.00	93,830.27	72,830.27	56,000.00	94.83	(55,905.17)
Tax Write Off - Residential & Farm	45,000.00	119,192.57	45,000.00	122,618.12	77,618.12	45,000.00	0.00	(45,000.00)
Tax Write Off - Commercial	15,000.00	40,341.66	15,000.00	30,224.73	15,224.73	15,000.00	0.00	(15,000.00)
Tax Write Off - Industrial	2,000.00	0.00	2,000.00	114.97	(1,885.03)	2,000.00	0.00	(2,000.00)
Building Inspection Dept	455,700.00	467,422.21	511,950.00	431,006.55	(80,943.45)	454,850.00	25,680.59	(429,169.41)
Raisin Region Conservation Authority	116,000.00	115,883.62	123,000.00	122,025.09	(974.91)	130,000.00	0.00	(130,000.00)
Property Standards & By-Law Enforcemen	109,100.00	23,254.80	107,830.00	33,128.06	(74,701.94)	115,900.00	323.29	(115,576.71)
Line Fence Act Expenses	0.00	0.00	0.00	100.12	100.12	250.00	0.00	(250.00)
Emergency Management Co-ordinator	16,450.00	13,159.68	17,550.00	11,875.54	(5,674.46)	17,860.00	0.00	(17,860.00)
Fire - Administration	1,652,250.00	1,596,219.36	1,472,300.00	1,424,884.60	(47,415.40)	1,984,700.00	35,212.44	(1,949,487.56)
Fire - Stn 1 - Glen Walter	110,500.00	100,992.24	85,800.00	59,779.85	(26,020.15)	74,300.00	625.32	(73,674.68)
Fire - Stn 2 - Martintown	107,500.00	93,761.79	69,500.00	51,098.82	(18,401.18)	68,000.00	1,407.34	(66,592.66)
Fire - Stn 3 - Williamstown	76,000.00	67,953.80	61,500.00	48,828.35	(12,671.65)	61,000.00	560.70	(60,439.30)
Fire - Stn 4 - Lancaster	85,000.00	66,367.58	71,500.00	63,199.92	(8,300.08)	66,000.00	0.00	(66,000.00)
Fire - Stn 5 - North Lancaster	70,000.00	87,949.76	67,500.00	49,578.75	(17,921.25)	63,000.00	358.37	(62,641.63)
Fire - Training Facilities	0.00	0.00	1,000.00	0.00	(1,000.00)	5,000.00	0.00	(5,000.00)
2018 (1) Spartan Pumper	0.00	0.00	4,750.00	7,311.88	2,561.88	3,500.00	0.00	(3,500.00)
1997 (2) GMC Pumper	0.00	0.00	4,750.00	5,032.27	282.27	7,500.00	0.00	(7,500.00)
1997 (3) GMC Pumper	0.00	0.00	4,750.00	3,861.72	(888.28)	4,500.00	0.00	(4,500.00)
1996 (4) Freightliner Pumper	0.00	0.00	4,750.00	6,653.84	1,903.84	4,500.00	0.00	(4,500.00)
2001 (5) GMC Pumper	0.00	0.00	5,250.00	5,995.86	745.86	4,500.00	0.00	(4,500.00)
1997 (1) GMC Tanker	0.00	0.00	4,250.00	1,460.11	(2,789.89)	4,500.00	0.00	(4,500.00)
2015 (2) Int. Tanker	0.00	0.00	4,250.00	1,820.59	(2,429.41)	3,000.00	0.00	(3,000.00)
1996 (3) GMC Tanker	0.00	0.00	4,250.00	1,434.94	(2,815.06)	4,500.00	0.00	(4,500.00)
2017 (4) Int. Tanker	0.00	0.00	4,250.00	1,709.35	(2,540.65)	3,000.00	0.00	(3,000.00)
2016 (5) Int. Tanker	0.00	0.00	4,250.00	3,912.58	(337.42)	3,000.00	0.00	(3,000.00)
1993 (1) Int. Rescue	0.00	0.00	4,750.00	581.40	(4,168.60)	4,500.00	0.00	(4,500.00)
2000 (2) Ford Ambulance	0.00	0.00	4,750.00	1,213.86	(3,536.14)	4,500.00	0.00	(4,500.00)
2014 (4) Spartan Rescue	0.00	0.00	5,750.00	3,495.51	(2,254.49)	4,500.00	0.00	(4,500.00)
2000 (5) Ford Ambulance	0.00	0.00	4,750.00	255.72	(4,494.28)	4,500.00	0.00	(4,500.00)
2014 (Chief) GMC Pickup	0.00	0.00	7,100.00	10,461.49	3,361.49	6,500.00	75.22	(6,424.78)
Auxiliary Vehicles (3)	0.00	0.00	1,000.00	1,715.63	715.63	4,000.00	0.00	(4,000.00)
Street Lights	133,000.00	225,477.18	138,000.00	128,513.85	(9,486.15)	223,000.00	365.57	(222,634.43)
Airport	13,000.00	12,192.16	17,220.00	21,709.52	4,489.52	24,200.00	0.00	(24,200.00)
Roads - Administration	927,000.00	732,701.26	928,000.00	1,635,412.41	707,412.41	845,000.00	67,288.54	(777,711.46)
Roads - Buildings & Yards	703,000.00	793,373.78	1,610,000.00	1,590,537.12	(19,462.88)	1,460,000.00	11,439.58	(1,448,560.42)
Roads - Patrol	35,000.00	32,000.28	30,000.00	51,864.03	21,864.03	45,000.00	8,167.49	(36,832.51)
Roadside Maintenance - Mowing	130,000.00	146,978.53	154,000.00	178,222.41	24,222.41	140,000.00	74.49	(139,925.51)

Financial Statement



For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Roadside Maintenance - Ditching & Drainage	57,000.00	38,297.96	50,000.00	121,932.91	71,932.91	75,000.00	0.00	(75,000.00)
Roadside Maintenance - Brushing	85,000.00	74,978.55	90,000.00	118,370.86	28,370.86	105,000.00	119.66	(104,880.34)
Roadside Maintenance - Debris & Litter	35,000.00	28,891.99	30,000.00	21,402.44	(8,597.56)	30,000.00	3,658.62	(26,341.38)
Roads - Culverts Maintenance & Replace	116,000.00	104,325.71	108,000.00	164,174.33	56,174.33	115,000.00	0.00	(115,000.00)
Roads - Hardtop Patching	70,000.00	62,974.44	100,000.00	126,555.18	26,555.18	105,000.00	74.49	(104,925.51)
Roads - Hardtop Sweeping	20,000.00	20,372.55	20,000.00	22,554.08	2,554.08	22,000.00	0.00	(22,000.00)
Roads - Hardtop Shouldering	40,000.00	44,747.86	48,000.00	32,855.71	(15,144.29)	53,000.00	0.00	(53,000.00)
Roads - Hardtop Crack Sealing	20,000.00	21,222.17	0.00	0.00	0.00	20,000.00	0.00	(20,000.00)
Roads - Hardtop Line Painting	20,000.00	14,608.83	20,000.00	16,680.51	(3,319.49)	20,000.00	0.00	(20,000.00)
Roads - Sidewalk Maintenance	10,000.00	653.30	10,000.00	2,019.94	(7,980.06)	10,000.00	0.00	(10,000.00)
Roads - Loosetop Grading	125,000.00	126,004.28	130,000.00	136,731.59	6,731.59	130,000.00	1,485.79	(128,514.21)
Roads - Loosetop Dust Control	180,000.00	149,446.50	150,000.00	161,425.54	11,425.54	165,000.00	0.00	(165,000.00)
Roads - Loosetop Resurfacing	475,000.00	456,947.66	440,000.00	459,567.97	19,567.97	395,000.00	0.00	(395,000.00)
Roads - Signs & Safety Devices	43,000.00	23,490.71	45,000.00	55,075.16	10,075.16	40,000.00	99.32	(39,900.68)
Roads - Guiderails	42,000.00	0.00	23,500.00	22,896.02	(603.98)	25,000.00	0.00	(25,000.00)
Roads - Railway Crossings	30,000.00	26,885.76	30,000.00	27,343.91	(2,656.09)	30,000.00	0.00	(30,000.00)
Rds & Rec Community Services	1,500.00	189.84	1,500.00	2,339.85	839.85	1,500.00	0.00	(1,500.00)
Roads - Miscellaneous	13,000.00	69,758.52	12,000.00	28,596.99	16,596.99	16,000.00	495.31	(15,504.69)
Roads - Winter Control - Plowing & Sanding	650,000.00	843,160.80	765,000.00	1,114,192.68	349,192.68	820,000.00	134,017.60	(685,982.40)
Roads - Winter Control - Ice Blading	23,000.00	20,324.07	22,000.00	13,207.62	(8,792.38)	22,000.00	551.40	(21,448.60)
Roads - Sidewalks - Snow Removal	48,500.00	59,428.80	58,000.00	56,307.11	(1,692.89)	56,000.00	16,348.47	(39,651.53)
Roads - Winter Control - Flood Control	5,000.00	8,667.43	10,000.00	19,542.74	9,542.74	15,000.00	0.00	(15,000.00)
Roads - Maple Road	0.00	0.00	0.00	0.00	0.00	195,000.00	0.00	(195,000.00)
Cedar Grove Road	0.00	0.00	0.00	0.00	0.00	250,000.00	0.00	(250,000.00)
67th Ave/2nd Line Road	0.00	0.00	0.00	0.00	0.00	27,000.00	0.00	(27,000.00)
Repository of Past Roads Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Conc 3 Bridge	575,000.00	616,351.30	0.00	152.64	152.64	0.00	0.00	0.00
Beaupre Rd (2.56km) 2x Surf Treat & Pa	0.00	86,602.71	135,000.00	138,512.45	3,512.45	0.00	0.00	0.00
3rd Line Rd Bridg (SN 30001) - Evaluat	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2nd Line Bridge (SN 33043) - Design	0.00	0.00	35,000.00	23,066.98	(11,933.02)	0.00	0.00	0.00
Loyalist Road - Surface Treat (2.75km)	127,500.00	157,424.57	0.00	0.00	0.00	0.00	0.00	0.00
St. Mary's Street	100,000.00	4,249.75	0.00	0.00	0.00	26,500.00	0.00	(26,500.00)
Street Rd. - 2xSurface Treat (5.79km)	477,000.00	390,100.82	0.00	0.00	0.00	0.00	0.00	0.00
Nine Mile Rd - 2xSurface Treat (X.XXkm)	617,000.00	748,366.22	0.00	71,082.42	71,082.42	0.00	0.00	0.00
William Street (0.68km) - Reconstructi	0.00	0.00	25,000.00	20,907.29	(4,092.71)	1,300,000.00	0.00	(1,300,000.00)
Purcell Road (0.70km) - Pad & Overlay	0.00	0.00	75,000.00	82,686.08	7,686.08	0.00	0.00	0.00
Kraft Road (0.40km) - Pulverize & Pave	0.00	0.00	50,000.00	11,986.38	(38,013.62)	0.00	0.00	0.00
Cashion Rd - Bridge (SN0011)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Frog Hollow (3.72km) 2xSurf Treat & Pa	0.00	0.00	155,000.00	165,787.19	10,787.19	0.00	0.00	0.00
Roads - Equipment Purchases & Reserves	505,000.00	478,850.76	265,000.00	262,814.86	(2,185.14)	480,000.00	0.00	(480,000.00)
Water Reserve Upgrades - Boundary Rd	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roads - Miscellaneous Construction	55,000.00	25,532.58	25,000.00	77,739.54	52,739.54	10,000.00	0.00	(10,000.00)
Rd Eq. Maint. - 10 Cat Grader	38,500.00	95,513.73	49,000.00	76,558.41	27,558.41	52,000.00	248.63	(51,751.37)
Rd Eq. Maint. - 94 Champion Grader	30,500.00	29,797.36	30,500.00	8,674.40	(21,825.60)	16,500.00	0.00	(16,500.00)
Rd Eq. Maint. - 09 1T Dodge (NL)	24,000.00	12,331.08	21,000.00	4,710.97	(16,289.03)	19,000.00	0.00	(19,000.00)



Financial Statement

For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Rd Eqp. Maint. - 02 FL- 4 Ton (Patch)	22,500.00	30,924.27	23,500.00	18,151.89	(5,348.11)	23,500.00	540.77	(22,959.23)
Rec Eqp. Maint. - 06 GMC 1 Ton (Will)	14,000.00	17,151.60	14,000.00	5,954.27	(8,045.73)	14,000.00	269.66	(13,730.34)
Rd Eqp. Maint.- 17 JD Tractor (Lease)	29,500.00	42,185.29	27,500.00	43,286.29	15,786.29	27,500.00	0.00	(27,500.00)
Rd Eqp. Maint. - 93 - 955 Tractr (Rec)	2,100.00	3,087.52	3,200.00	1,895.27	(1,304.73)	0.00	0.00	0.00
Rd Eqp. Maint. - 16 Inter Tandem	18,000.00	27,286.21	18,000.00	10,965.83	(7,034.17)	16,000.00	480.11	(15,519.89)
Rd Eqp. Maint. - Truck (Rec)	35,000.00	51,963.87	35,000.00	33,110.03	(1,889.97)	27,000.00	(1,068.64)	(28,068.64)
Rd Eqp. Maint. - 13 Mack Tndm (R Blade	34,000.00	37,686.85	34,000.00	15,131.47	(18,868.53)	32,000.00	399.30	(31,600.70)
Rd Eqp. Maint. - 08 Ford Tndm (Shoulde	38,000.00	61,584.35	41,000.00	33,123.45	(7,876.55)	30,000.00	2,256.05	(27,743.95)
Rd Eqp. Maint. - 99 Volvo Tndm (Should	40,000.00	33,693.20	39,000.00	28,197.60	(10,802.40)	36,000.00	1,261.58	(34,738.42)
Rd Eqp. Maint. - 04 Inter Tndm (R Blad	41,000.00	40,817.61	31,000.00	16,342.43	(14,657.57)	29,000.00	1,775.23	(27,224.77)
Rd Eqp. Maint. - 11 Inter Tandem	26,000.00	37,533.95	26,000.00	33,577.95	7,577.95	28,000.00	1,933.67	(26,066.33)
Rd Eqp. Maint. - 10 Inter Tndm (H20 Tn	35,000.00	53,108.35	41,000.00	39,476.67	(1,523.33)	40,000.00	1,618.73	(38,381.27)
Rd Eqp. Maint. - 12 Chev 1T (Rec)	8,000.00	10,723.09	8,000.00	1,996.00	(6,004.00)	10,500.00	0.00	(10,500.00)
Rd Eqp. Maint. - 19 Chev Slvrado (Rds)	0.00	0.00	0.00	7,553.03	7,553.03	10,000.00	0.00	(10,000.00)
Rd Eqp. Maint. - 08 GMC PU (Lead Hand)	11,000.00	11,864.15	16,000.00	13,070.85	(2,929.15)	16,000.00	0.00	(16,000.00)
Rd Eqp. Maint. - 2009 GMC PU (Rd Mngr)	16,500.00	14,446.82	17,500.00	13,318.36	(4,181.64)	15,500.00	62.13	(15,437.87)
Rd Eqp. Maint. - 2010 Chev Slvrado (Re	15,500.00	11,476.23	17,500.00	11,592.53	(5,907.47)	16,500.00	718.43	(15,781.57)
Rd Eqp. Maint. - 2003 Cat Backhoe	23,000.00	36,333.85	29,500.00	12,263.82	(17,236.18)	29,000.00	223.47	(28,776.53)
Rd Eqp. Maint. - 2013 Silverado	5,700.00	1,484.15	1,700.00	1,605.59	(94.41)	3,200.00	0.00	(3,200.00)
Dump Eqp. Maint. - Compactor (Lndfill)	0.00	0.00	0.00	611.95	611.95	6,000.00	0.00	(6,000.00)
Rd Eqp. Maint. - 2018 Inter Tandem	0.00	731.31	21,000.00	17,393.82	(3,606.18)	19,000.00	131.07	(18,868.93)
Rds Equip. Maint. - 2016 Tractless	21,000.00	26,765.39	22,500.00	22,519.51	19.51	29,500.00	446.94	(29,053.06)
Rds Equip. Maint. - Misc. Equipment Re	70,000.00	58,160.20	66,500.00	61,533.96	(4,966.04)	57,000.00	1,577.28	(55,422.72)
Rds Equip. Rental - Cat Grader #1 2010	(75,000.00)	(81,177.00)	(80,000.00)	(78,813.00)	1,187.00	(80,000.00)	(1,770.00)	78,230.00
Rds Equip. Rental - Champ Grader 1994	(50,000.00)	(37,764.00)	(40,000.00)	(28,776.00)	11,224.00	(30,000.00)	0.00	30,000.00
Rds Equip. Rental - Dodge 1 Ton 2009	(35,000.00)	(29,430.00)	(30,000.00)	(28,282.50)	1,717.50	(30,000.00)	(675.00)	29,325.00
Rds Equip. Rental - Freightliner 4 Ton	(40,000.00)	(23,315.00)	(30,000.00)	(40,310.00)	(10,310.00)	(30,000.00)	(7,525.00)	22,475.00
Rds Equip. Rental - New Holland Tracto	(35,000.00)	(31,290.00)	(30,000.00)	(44,730.00)	(14,730.00)	(35,000.00)	(1,860.00)	33,140.00
Rds Equip. Rental - 955 Tractor 1993	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rds Equip. Rental - Inter. Single Axle	(30,000.00)	(40,053.00)	(40,000.00)	(45,567.00)	(5,567.00)	(40,000.00)	(12,030.00)	27,970.00
Rds Equip. Rental - Inter Tandem 2002	(40,000.00)	(43,383.00)	(45,000.00)	(32,817.00)	12,183.00	(30,000.00)	(8,700.00)	21,300.00
Rds Equip. Rental - Inter Tandem 1994	(40,000.00)	(30,843.00)	(35,000.00)	(29,727.00)	5,273.00	(35,000.00)	(9,660.00)	25,340.00
Rds Equip. Rental - Ford Tandem 2008	(30,000.00)	(31,272.00)	(30,000.00)	(31,878.00)	(1,878.00)	(30,000.00)	(6,840.00)	23,160.00
Rds Equip. Rental - Volvo Tandem 1999	(26,500.00)	(33,405.00)	(30,000.00)	(34,395.00)	(4,395.00)	(30,000.00)	(8,490.00)	21,510.00
Rds Equip. Rental - Inter Tandem 2004	(15,000.00)	(24,780.00)	(20,000.00)	(34,440.00)	(14,440.00)	(25,000.00)	(9,270.00)	15,730.00
Rds Equip. Rental - Inter Tandem 2012	(25,000.00)	(36,462.00)	(35,000.00)	(31,998.00)	3,002.00	(30,000.00)	(8,310.00)	21,690.00
Rds Equip. Rental - Inter Tandem 2010	(55,000.00)	(47,693.75)	(50,000.00)	(43,176.25)	6,823.75	(50,000.00)	(13,552.50)	36,447.50
Rds Equip. Rental - Cat Backhoe 2003	(25,000.00)	(33,294.00)	(25,000.00)	(39,906.00)	(14,906.00)	(30,000.00)	0.00	30,000.00
Rds Equip. Rental - Tractless Tractor	(60,000.00)	(71,379.00)	(60,000.00)	(75,771.00)	(15,771.00)	(60,000.00)	(11,010.00)	48,990.00
Garbage Collection	450,000.00	487,534.12	490,000.00	499,960.35	9,960.35	490,000.00	0.00	(490,000.00)
Garbage Disposal - Landfill Sites Gene	178,800.00	185,946.49	181,800.00	194,978.46	13,178.46	178,800.00	1,624.36	(177,175.64)
Beaverbrook Landfill Site	141,500.00	161,147.57	129,500.00	152,557.89	23,057.89	132,000.00	1,221.12	(130,778.88)
North Lancaster Landfill Site	138,000.00	133,672.11	138,000.00	143,851.76	5,851.76	135,000.00	0.00	(135,000.00)
Recycling	340,500.00	306,353.21	310,000.00	312,363.96	2,363.96	495,000.00	0.00	(495,000.00)
County Rd 27 Landfill Site	2,000.00	7,927.11	2,500.00	0.00	(2,500.00)	2,500.00	0.00	(2,500.00)

Financial Statement



For Period Ending 31-Dec-2020

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Environmental Cleanups	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Ponds -M & R	1,000.00	3,322.47	3,000.00	0.00	(3,000.00)	3,000.00	0.00	(3,000.00)
Fire Protection Ponds - Dry Con	2,500.00	10,309.91	8,000.00	11,349.47	3,349.47	15,000.00	0.00	(15,000.00)
Water/Sewer Plants Sharable Operations	0.00	0.00	0.00	352,814.77	352,814.77	0.00	23,532.67	23,532.67
Glen Walter Water/Sewers	396,000.00	561,444.32	1,248,781.00	326,015.79	(922,765.21)	1,400,500.00	4,786.40	(1,395,713.60)
Lancaster/South Lancaster Water/Sewers	543,500.00	661,541.95	663,500.00	216,199.76	(447,300.24)	758,500.00	8,392.77	(750,107.23)
Green Valley Sewers	85,000.00	93,060.00	95,000.00	28,275.37	(66,724.63)	105,000.00	1,174.04	(103,825.96)
Kennedy Redwood Subdivision Water	32,000.00	33,671.30	34,000.00	27,149.10	(6,850.90)	35,000.00	1,403.69	(33,596.31)
Regional Water Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lan-Char Medical Centre	60,800.00	54,290.83	51,500.00	49,646.19	(1,853.81)	46,000.00	13.22	(45,986.78)
Ambulance Lancaster Base	0.00	0.00	16,800.00	16,800.00	0.00	16,800.00	0.00	(16,800.00)
Recreation - Administration - General	316,600.00	301,023.73	390,190.00	398,275.16	8,085.16	493,500.00	48,053.39	(445,446.61)
Recreation Administration - Management	40,000.00	39,747.31	40,000.00	41,439.54	1,439.54	0.00	420.49	420.49
Recreation Levy to Others	0.00	0.00	0.00	50,000.00	50,000.00	50,000.00	50,000.00	0.00
Recreation Programs	64,200.00	43,639.08	68,100.00	55,480.17	(12,619.83)	67,100.00	23.03	(67,076.97)
Char-Lan Community Centre	474,490.00	550,079.64	738,100.00	780,397.02	42,297.02	919,400.00	29,238.34	(890,161.66)
Martintown Community Centre	71,100.00	87,373.51	46,100.00	47,145.75	1,045.75	83,200.00	2,617.06	(80,582.94)
Green Valley Community Centre	16,500.00	22,364.11	16,500.00	10,510.91	(5,989.09)	20,800.00	87.48	(20,712.52)
North Lancaster Optimist Comm. Centre	11,000.00	22,136.22	10,000.00	10,574.21	574.21	11,000.00	13.00	(10,987.00)
Nor'westers Museum	76,000.00	71,867.27	46,000.00	92,845.70	46,845.70	108,000.00	26.00	(107,974.00)
Parks Maintenance - General Admin	78,000.00	79,659.77	68,000.00	69,223.08	1,223.08	83,000.00	77.22	(82,922.78)
Danaher Park	8,900.00	8,589.47	9,000.00	8,263.77	(736.23)	9,000.00	461.82	(8,538.18)
North Lancaster Park	10,500.00	14,008.75	10,500.00	9,716.87	(783.13)	10,500.00	0.00	(10,500.00)
Smithfield Park	20,000.00	79,441.39	261,000.00	241,912.02	(19,087.98)	324,000.00	0.00	(324,000.00)
Empy Poirier Park	4,600.00	3,484.71	4,500.00	3,304.59	(1,195.41)	4,500.00	0.00	(4,500.00)
Martintown Community Park	39,000.00	39,090.06	5,000.00	9,781.04	4,781.04	4,500.00	96.71	(4,403.29)
Paul Rozon Park	127,000.00	125,608.96	26,000.00	36,275.23	10,275.23	31,000.00	945.87	(30,054.13)
Glen Walter Park	21,000.00	19,844.76	21,000.00	19,238.22	(1,761.78)	20,000.00	0.00	(20,000.00)
Charlottenburgh Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
South Lancaster Wharf	10,000.00	6,905.03	8,000.00	6,523.43	(1,476.57)	8,000.00	0.00	(8,000.00)
Peanut Line Trail	20,500.00	13,186.42	29,500.00	42,307.10	12,807.10	104,000.00	441.84	(103,558.16)
Cairnview Park	15,000.00	3,275.15	10,000.00	0.00	(10,000.00)	10,000.00	0.00	(10,000.00)
Planning & Zoning	261,800.00	154,691.91	322,300.00	253,510.69	(68,789.31)	236,700.00	9,977.84	(226,722.16)
Economic Development	169,050.00	126,565.35	288,350.00	214,123.71	(74,226.29)	333,900.00	1,044.68	(332,855.32)
Municipal Drains	45,000.00	60,056.56	61,000.00	60,149.98	(850.02)	77,000.00	0.00	(77,000.00)
Tile Drainage	40,000.00	28,640.96	32,500.00	45,220.65	12,720.65	32,500.00	2,459.21	(30,040.79)
United Counties Levy	10,366,357.00	10,345,658.48	10,680,696.00	10,693,070.23	12,374.23	0.00	0.00	0.00
School Board Levy - Upper Canada Distr	2,358,518.00	2,351,453.11	2,387,072.00	2,390,163.22	3,091.22	0.00	0.00	0.00
School Board Levy - Ecole Pub. Est Ont	257,598.00	257,024.05	236,953.00	238,465.46	1,512.46	0.00	0.00	0.00
School Board Levy - Catholic Bd. East	726,028.00	726,111.17	740,990.00	745,269.61	4,279.61	0.00	0.00	0.00
School Board Levy - Ecole Catholique E	910,400.00	908,409.18	886,940.00	893,559.08	6,619.08	0.00	0.00	0.00
Change in Capital Assets - PSAB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenses	29,830,441.00	30,803,906.61	31,063,622.00	31,423,526.91	359,904.91	19,068,560.00	538,288.72	(18,530,271.28)

Financial Statement

For Period Ending 31-Dec-2020



	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2019 BUDGET V. ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL
					OVER/(UNDER)			OVER/(UNDER)
General Fund								
Total General Fund	7,410.00	0.00	0.00	(266,997.03)	(266,997.03)	9,430,783.00	410,655.93	(9,020,127.07)

Organization Name:
Address:

Williamstown Santa Claus Parade Committee

Contact Name:
Telephone:

Punam Munro

Title:
E-Mail:

Committee Member

Brief Description of Organization:

We are a small group of volunteers who work with the Williamstown Fire Department and community members to organize a Santa Claus Parade

Board or Committee Members (if applicable / if > 6, 6 is acceptable):

Elsy Sloan : Punam Munro :
Margie McDonell :

Alignment to Township Goals:

- Improve quality of life in our community
- Promote the Active Living Charter
- Develop and implement a series of beautification plans for the hamlets/villages
- Other (briefly demonstrate community and organizational benefit):

The entire community including church groups, schools, businesses, sports teams, various clubs participate with enthusiasm

Purpose of Application (why you are requesting funds):

Insurance, permits, new banner, treat bags, advertising, hot dogs, miscellaneous expenses

Duration and Type of Request (annual, event, etc. and cash, gifts-in-kind, etc.):

Annual event

Total Amount Requested:

\$ 750

Applicants Declaration:

I confirm that the information contained in this application and accompanying documents is true, accurate, and complete. I acknowledge that if this application is approved I will provide a Summary Report and required background information confirming that the funding was used per the as stated above.

Signature: Punam Munro
Name: Punam Munro

Title: Committee Member

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: February 18, 2020

SUBJECT: South Glengarry Recreation Committee Terms of Reference

PREPARED BY: R. Ladouceur, Director of Recreation & Facilities



Please find attached the revised Terms of Reference for the proposed South Glengarry Recreation Committee. The Terms of Reference includes actively engaging the community through the development of partnerships with community organizations, schools, and business. To act as an advocate for recreation organizations within the Township South Glengarry. The committee will schedule their meetings on the 3rd Monday of every month and rotate the location between different community centres in South Glengarry.

An advertisement calling for Committee Member Applications will be placed in the Glengarry News and posted on our website and social media pages. Applications will be accepted until March 13th, 2020. Following the review and the selection of Committee members (including the appointment of Council members), a By-law to establish the Committee and accept the Terms of Reference will be brought to Council for approval.

Schedule A:

Parks and Recreation Committee

1. MANDATE

1.1 To advise Council and make recommendations on the development of recreation in the Township of South Glengarry.

1.2 To be a liaison between the community and the Township of South Glengarry regarding development of recreation in the community.

1.3 To assist with the preparation and implementation of the Recreation Asset Assessment and Program/Services Review.

2. RESPONSIBILITIES

2.1 Address and make recommendations to Council regarding short-term and long-term planning for the recreation needs of South Glengarry, including programming.

2.2 In conjunction with Staff Resources, identify program funding sources.

2.3 Advise on volunteer development including recruitment, recognition and support of those involved in the delivery of recreation opportunities and programs.

2.4 Promote public relations with all sectors of the community, including: development of partnerships within and outside of the community and coordinate such efforts in order to avoid overlap or duplication.

2.5 Assist with fundraising for new infrastructure and all other Township owned recreational facilities, either by undertaking fundraising efforts itself, creating a fundraising sub-committee, or by enlisting and working with a community group to spearhead such fundraising.

Dear Mayor Prevost and Council,

RE: Bill 156, *Security from Trespass and Protecting Food Safety Act*

The **Glengarry Federation of Agriculture** represents the voice of agriculture in the local community, and advocates on behalf of our farm family members. Along with our Commodity partners in **Glengarry** and the Ontario Federation of Agriculture, the **Glengarry Federation of Agriculture** is committed to a sustainable and profitable future for farm families.

Ontario farms have increasingly come under threat of unwanted trespassers and activists who are illegally entering property, barns and buildings, seizing private property and threatening the health and safety of the farm, employees, livestock and crops.

On December 2nd, 2019, the provincial government introduced Bill 156, *Security from Trespass and Protecting Food Safety Act, 2019*. The bill is intended to protect Ontario farm animals, farms, farmers and their families, and the safety of the entire food supply by addressing the ongoing threat of unwanted trespassing and from unauthorized interactions with farm animals. The risks of these actions include exposing farm animals to stress and potential diseases, as well as the introducing contaminants into the food supply.

The **Glengarry Federation of Agriculture** appreciates the support from the provincial government for taking a strong stance to protect our farms and food safety, and introducing more significant consequences for illegal trespassing activities.

The **Glengarry Federation of Agriculture** is calling on all municipal councils in the province to reassure their citizens that the safety of Ontario farm animals, farmers and farm families, and the safety of the entire food system matters. We respectfully ask that your council show your support for Bill 156 by sending the following letter (see below) to Ontario's Minister of Agriculture, Food and Rural Affairs, the Honourable Ernie Hardeman.

If you have already indicated to Minister Hardeman your support for Bill 156, we thank you for your initiative!

Thank you for showing your support for stronger legislation to protect Ontario farms, animals, and food from intruders.

Sincerely,

Glengarry Federation of Agriculture
February 6, 2020.

Sample letter to Minister Hardeman:

Hon. Ernie Hardeman
Minister of Agriculture, Food & Rural Affairs
77 Grenville Street, 11th Floor
Toronto, Ontario M5S 1B3

Via Email: minister.omafra@ontario.ca

Dear Minister Hardeman,

Ontario farms have come under increasing threat from trespassers and activists who illegally enter property, barns and buildings, causing significant disruptions to the entire agri-food sector. These activists are trespassing under false pretenses to gain entry on to farm properties. They have seized private property and threatened the health and safety of Ontario farms, employees, livestock and crops. These individuals and organizations are causing health and safety concerns and undue stress to Ontario farmers, their families, and their businesses. Once peaceful protests have escalated to trespassing, invading, barn break-ins and harassment. These incidents distress farmers, their families and employees, and threaten the health of livestock and crops when activists breach biosecurity protocols, ultimately putting the entire food system at risk.

We strongly support the new proposed legislation, *Bill 156: Security from Trespass and Protecting Food Safety Act*. This new legislation is an important way to keep our farm and food supply safe for all Ontarians. Bill 156 provides a balanced approach to protecting farms while recognizing a citizen's right to protest. This new legislation will ensure farm businesses have a legal standing to protect their farm, family and employees, livestock, crops and ultimately the entire food system. *Bill 156: Security from Trespass and Protecting Food Safety Act* is good news for Ontario's agri-food industry.

Thank you for this important new legislation. Protection of our Ontario should be the highest priority.

Sincerely,

Copy: Glengarry Federation of Agriculture
Langmuir.farms@sympatico.ca

THE BISHOP'S HOUSE

ST RAPHAEL'S ONTARIO

Info@ bishopshouse.ca
Facebook - The Bishop's House

Dear Ms. MacDonald,

January 30, 2020

Please convey our heartfelt thanks to Council for their donation of \$4,000.00 towards the installation of a new well for the historic Bishop's House in St. Raphael's.

Thanks to our successful fundraising, the House now benefits from a new roof, interior preparatory work, a restored veranda, a new well, the demolition of several unsympathetic additions on the rear, and extensive landscaping. Masonry, window repair, and planning for interior mechanical systems are upcoming priorities.

The Bishop's House was built in 1808 as the home of Rev. Alexander Macdonell (1762-1840), parish priest of St. Raphael's and later first bishop of Ontario. Symmetrical Second Empire-style wings were added in 1924 when the building housed the renowned school, Iona Academy. The Bishop's House is part of the St. Raphael's Ruins National Historical Site and is also designated under the Ontario Heritage Act.

Glengarry Fencibles Trust is a Glengarry-based volunteer not-for-profit registered Charity established to preserve and rehabilitate the historic Bishop's House in St. Raphael's, Ontario.

Glengarry Fencibles Trust, 4739 Frog Hollow Road, Green Valley ON K0C 1L0

THE BISHOP'S HOUSE

Gala Dinner April 13, 2019

Williamstown's Tartan Room was the lovely venue, and Glengarry's archivist, Allan J. MacDonald was the guest speaker. He regaled the audience with his humorous memories of Iona, then ended with a tribute to the Sisters of Holy Cross. They indeed inspired many — like romantic grads, Lloyd and Marie (Keon) Barbara who kindly sent us \$10,000; while an anonymous benefactor matched the night's live-auction total.



The veranda makes a stately return

The ceiling is tongue-and-groove pine, the mouldings replicate the originals on the upper balcony, and the railings are again substantial enough to support Shakespearean performers.

Built to accommodate significant numbers, the 43-foot structure required custom-cut wood and hours of skilled carpentry by workers from Ranald MacDonald Construction, under the guidance of Rayside-Labossière architect, Jean-Christophe G. Fortier, and structural engineer Vladi Kovich of Glen Walter.



Two of the veranda's final elements are being installed now: natural stone, cut to cover the newly-poured cement steps, and eavestroughs in the same aged-copper green that Montreal architect R. Gariépy used in 1924 for metal details. Special thanks to painter Neil McGregor for his concerted efforts to ensure all the wood is now protected before winter. The veranda will be available for musical performances next summer.

Now the focus turns to masonry restoration, window repair, and planning for plumbing and mechanical systems.

Contact 613 931-2022 or see www.bishopshouse.ca for more information.



The Demolition Project



Before, from northwest



After, from the north

Last April, five “unsympathetic” additions were removed from the back of the 1808 house. The largest (40 feet long) was a two-storey, cement-block kitchen wing built in the 1930s (you can see it had replaced a much older section); then two aluminum-sided extensions added to it in the 1980s; and finally, a lean-to and dilapidated deck. Months before the demolition began, all the existing electrical panels were replaced, and the 200-amp service reinstalled in a new space within the 1808 basement. Finally, the walls were detached by hand, so the shovel (above left) could begin safely. Now the site has significantly more green space, and the house, significantly more interior light.

**Help this landmark
become a Glengarry
Cultural & Conference
Centre**

**Much has changed since the
Fencibles took over in 2016**



View today from driveway to the Ruins

From: [Valerie Trommels](#)
To: [Kaylyn MacDonald](#)
Subject: Cloth diaper subsidy
Date: February-04-20 5:48:17 PM

Good day Ms MacDonald,

I hope that you are doing well and would be able to assist. Yesterday I talked to Lachlan and he explained that I needed to reach out to you in order to bring this item for council.

I would like to inquire on having a subsidy for cloth diapering. I have a 7 month old little girl and we have been using cloth since she was 8 weeks old. After she was born, we were throwing a **small garbage bag per day** in our landfill, and worst was to know that disposable diapers take over **200 million years** to decompose. After a friend told me about cloth diapering, we decided to invest in our future, and spent the small fortune (over 600\$) on cloth diapers.

A lot of municipalities are encouraging cloth diapering by offering a subsidy. The subsidy will greatly help offset some of the cost, but also prevent bags and bags of waste in our landfill. I hope that the township of South Glengarry will support and encourage other municipalities to do the same.

Kindest regards,

Valerie Trommels

2020-01-31

Dear Town Council and Ewen MacDonald,

I am writing this letter in regards to the volleyball court and children's playground at the Smithfield Park located in the village of Lancaster. Before you read my proposal, I would first like to thank the township for the new sand that was provided for the volleyball court this summer, our pickup volleyball league really appreciated it.

For several years now, many locals and myself, ranging from the ages of 9 - 55+ have been using the volleyball court every summer in the evenings. Our pickup volleyball league meets once a week from late May till late September. Our league is composed of an array of local citizens ranging from volunteer firefighters, teachers, farmers, children, township employees, nurses, small business owners, and more. To accommodate everyone's schedules, our games start at 7:30 pm and sometimes run until 9:00 pm. Unfortunately, since there is no court lighting our playing time gets shorter with the change of the season.

Since the township is potentially investing in a new hockey rink and splash pad to the park, we were hoping that a lighting system could be installed for both the volleyball court and the children's playground. The lighting system would not only extend our playing time but encourage more use of our local park and discourage potential vandalism of the children's playground.

Upon request, I have 74 signatures of local citizens in favour of this petition. If you require any more signatures, or information, please feel free to contact me at (613) -

Thank you for your time. I look forward to hearing your response.

Sincerely,

Melissa Mader-Tardif OCT

Melissa Mader-Tardif OCT

February 11, 2020

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

Re: Resolution to Support Role of Conservation Authorities

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on February 10, 2020 passed the following resolution:

Whereas the Lower Thames Valley Conservation Authority and the St. Clair Region Conservation Authority and other Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years, and

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

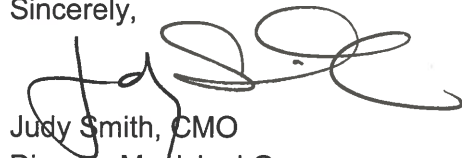
Whereas Conservation Authorities will be important partners in concrete and cost-effective initiatives to address the climate change,

Therefore be it Resolved: That the Municipality of Chatham-Kent supports the important role Conservation Authorities provide to local communities in delivering watershed management programs.

And that the Municipality of Chatham-Kent circulate that support to municipalities, conservation authorities and the Minister of Environment, Conservation and Parks in Ontario.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C Ontario Municipalities, LTVCA, SCRCA



From the Office of the Clerk
The Corporation of the County of Prince Edward
332 Picton Main Street, Picton, ON K0K 2T0
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February 10, 2020

Please be advised that during the regular meeting of Council on February 4, 2020 the following motion was carried;

RESOLUTION NO. 2020-057

DATE: February 4, 2020

MOVED BY: Councillor Nieman

SECONDED BY: Councillor Margetson

Council's support for lobbying the Federal Government to review the regulations related to consumer packaging on single-use wipes

WHEREAS many municipalities in Ontario have endorsed a similar resolution urging the Federal Government to review the regulations related to consumer packaging on single-use wipes to remove the word flushable;

AND WHEREAS single-use wipes are a \$6-billion industry and growing, and are now being advertised as the clean alternative to toilet paper and are safe to flush;

AND WHEREAS there is no one standard for what the word “flushable” means;

AND WHEREAS single-use wipes may in fact not be safe to flush as they are buoyant; are not biodegradable; and, are unable to break down into small pieces quickly;

AND WHEREAS single-use wipes may accumulate in the sewer system and eventually clog the sanitary sewer system costing municipalities hundreds of millions of dollars in additional repairs and maintenance costs each year to municipal sewer systems across the country;

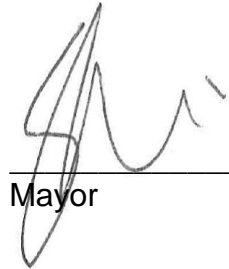
AND WHEREAS there is a lack of public awareness of the impact caused by non-flushable wipes being flushed down toilets and consumer education and outreach could play a large part in reducing the impact;



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THEREFORE BE IT RESOLVED

1. **THAT** the Corporation of the County of Prince Edward requests that the Federal Government to review regulations related to consumer packaging on single-use wipes to remove the word flushable;
2. **AND THAT** this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs and Housing; and the Association of Municipalities of Ontario.



Mayor





519.848.3620
1.866.848.3620 FAX 519.848.3228

Plan to
Simply Explore.
www.simplyexplore.ca

February 10, 2020

Hon. Ernie Hardeman
Minister of Agriculture, Food & Rural Affairs
77 Grenville Street, 11th Floor
Toronto, Ontario M5S 1B3

Via Email: minister.omafra@ontario.ca

Dear Minister Hardeman,

Ontario farms have come under increasing threat from trespassers and activists who illegally enter property, barns and buildings, causing significant disruptions to the entire agri-food sector. These activists are trespassing under false pretenses to gain entry on to farm properties. They have seized private property and threatened the health and safety of Ontario farms, employees, livestock and crops. These individuals and organizations are causing health and safety concerns and undue stress to Ontario farmers, their families, and their businesses. Once peaceful protests have escalated to trespassing, invading, barn break-ins and harassment. These incidents distress farmers, their families and employees, and threaten the health of livestock and crops when activists breach biosecurity protocols, ultimately putting the entire food system at risk.

We strongly support the new proposed legislation, *Bill 156: Security from Trespass and Protecting Food Safety Act*. This new legislation is an important way to keep our farm and food supply safe for all Ontarians. Bill 156 provides a balanced approach to protecting farms while recognizing a citizen's right to protest. This new legislation will ensure farm businesses have a legal standing to protect their farm, family and employees, livestock, crops and ultimately the entire food system. *Bill 156: Security from Trespass and Protecting Food Safety Act* is good news for Ontario's agri-food industry.

Thank you for this important new legislation. Protection of our Ontario Agriculture should be the highest priority.

Sincerely,

Dan Yake
Acting Mayor

cc: Wellington Federation of Agriculture (via email)



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February 10, 2020

Please be advised that during the regular meeting of Council on February 4, 2020 the following motion was carried;

RESOLUTION NO. 2020-058

DATE: February 4, 2020

MOVED BY: Councillor Prinzen

SECONDED BY: Councillor Bailey

Council's support for Bill 156, Security from Trespass and Protecting Food Safety Act (enforcement for safety on family farms)

WHEREAS the Township of Warwick, and many other municipalities have passed resolutions of support for Bill 156, Security from Trespass and Protecting Food Safety Act;

AND WHEREAS agriculture is the second largest industry in Ontario, contributing \$13.7 billion annually to Ontario's GDP and is essential for putting food on the tables of millions of people here and around the world;

AND WHEREAS in recent months there has been a steady increase in harassment of farmers and livestock transporters by activists opposed to animal agriculture and the consumption of animals;

AND WHEREAS maintaining proper biosecurity is essential to ensure the health and well-being of the animals cared for on these agricultural operations;

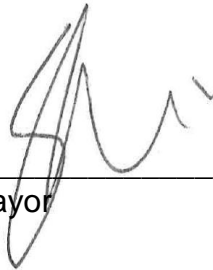
AND WHEREAS the recent attacks on farmers homes and businesses have resulted in no criminal charges laid, leaving farmers feeling unprotected by the Ontario legal system and afraid for the welfare of themselves, their families, their employees and the animals they care for;



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NOW THEREFORE BE IT RESOLVED

1. **THAT** the Council for the Corporation of The County of Prince Edward requests that Hon. Doug Downey work with MPP's and agricultural leaders to find a way forward to ensure stronger enforcement of existing laws - or new legislation - to ensure the safety of Ontario's farm families, employees and animals;
2. **AND THAT** this resolution be circulated to Hon. Doug Downey, Attorney General of Ontario; Hon. Doug Ford, Premier of Ontario; Hon. Sylvia Jones, Solicitor General and Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs; AMO; and ROMA.



Mayor



UNFINISHED BUSINESS REPORT
Presented to Council February 18th, 2020

INFRASTRUCTURE SERVICES					
No.	Item	Date Added	Expected Completion	Status	Update
1.	Docks on Township Property	JAN 2016	2020	Ongoing	Meeting with residents scheduled for Tuesday, March 3rd
2.	Fire Protection Ponds	MAY 2016	Spring 2020	Ongoing	No update
3.	Municipal Servicing from City of Cornwall	MAY 2016	Spring 2020	Ongoing	Township to present a report to an upcoming City of Cornwall council meeting
4.	Private Roads (development of document)	FEB 2017	Spring 2020	Ongoing	No update
5.	Williamstown Garage & Fire Hall	MAY 2018	2020	Ongoing	Funding approved in budget. Reviewing reports and location for garage. SDG reviewing EVB report and will be providing comments. Tender documents to be ready for spring.
6.	LED Streetlights (Glen Walter)	MAR 2019	Fall 2019	Ongoing	Meeting with Cornwall Electric on February 20 to review LED Street Light Project
7.	Review of Waste Management program	Dec 2019			Landfill/Environment Committee to review tender documents in spring. SDG County Waste Management Strategy RFP to be issued in early March.
8.	Hamlet Signage Policy	JUNE 2019	DEC 2019	Ongoing	Waiting on templates.

9.	Flood Plain Mapping Project	NOV 2019	MAR 2020	Ongoing	On track for completion. Third party review being started by RRCA
10.	Review of Water Rates	APR 2019	FALL 2019	Ongoing	No update
11.	Water Bill Design	AUG 2019	DEC 2019	On Hold	No update
12.	Strategic Plan – Action Plans	JUNE 2019	FALL 2019	March 2020	Council to receive quarterly update in March
13.	Civic Signage Project	JUNE 2019	Spring 2020	Ongoing	Civic Address By-Law being updated by administration

SG-M-20

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 8-2020
FOR THE YEAR 2020**

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

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

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

THEREFORE the Council of the Corporation of the Township of South Glengarry enacts as follows:

1. **THAT** the action of the Council at its regular meeting of February 18, 2020 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of South Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND
SEALED IN OPEN COUNCIL THIS 18th DAY OF FEBRUARY 2020.***

MAYOR:

CLERK: