

**TOWNSHIP OF SOUTH GLENGARRY  
REGULAR MEETING OF COUNCIL  
Council Chambers, Municipal Office  
Monday, October 5, 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**
  - a) [Declaration of Pecuniary Interest Form](#) 4
- 5. APPROVAL OF MINUTES**
  - a) [Previous Meeting Minutes – September 21, 2020](#) 5 - 9
- 6. PRESENTATIONS AND DELEGATIONS**
  - a) [Route Optimization Study - KPMG \(Bruce Peever, Jamie Cameron and Hassan Jan\)](#) 10 - 65
- 7. NEW BUSINESS**
  - a) **Staff Reports**
    - i. [Williamstown Crosswalk](#) 66 - 67
    - ii. [Municipal Signage Policy](#) 68 - 77
  - b) **Other Business**
    - i. [Notice of Motion Support for Municipality of Tweed's Resolution](#) 78 - 80

[on Cannabis Production](#)

**c) Committee Reports**

- i. [RRCA September 17, 2020 Board of Director's Meeting Highlights](#) 81

**d) For Information Only**

- i. [Resolution - AODA Website Compliance Extension Request \(Town of Amherstburg\)](#) 82 - 83
- ii. [Resolution - COVID-19 Funding for Capital Purchases \(Eastern Ontario Warden's Caucus\)](#) 84
- iii. [Resolution - Request for Amendments to Bill 108 re. The Ontario Heritage Act \(Town of Amherstburg\)](#) 85 - 86
- iv. [Resolution - Requesting Changes to the Municipal Election \(Township of Wollaston\)](#) 87 - 88
- v. [Resolution - Safe Restart Funding \(SDG\)](#) 89 - 90
- vi. [Notice - 2019 Earnings Sharing and Disposition of Deferral & Variance Account Balances \(Enbridge Gas\)](#) 91 - 92
- vii. [Letter- Update to Members \(Community School Alliance\)](#) 93
- viii. [Letter - Regarding Parkland Dedication, Development Charges and the Community Benefits Charges Authority \(MMAH\)](#) 94 - 95
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- x. [Notice of Decisions for Consents](#) 100 - 121
- xi. [Consent Application B-74-20](#) 122 - 125

**8. UNFINISHED BUSINESS**

- a) [Unfinished Business Listing - October 5, 2020](#) 126 - 128

**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, including matters before administrative tribunals, affecting the municipality or local board;

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Staff Report 143-2020 – Richmond Rd Fire Protection Pond (E. MacDonald, D. Robertson, L. McDonald)

Staff Report 144-2020 – Midway Rd Fire Protection Pond (E. MacDonald, D. Robertson, L. McDonald)

Staff Report 145-2020 - OP Appeal (J. Haley)

## **10. CONFIRMING BY-LAW**

- a) [Confirming By-law - 62-2020](#)

129

## **11. ADJOURNMENT**



**DECLARATION OF PECUNIARY INTEREST**

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

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**Signature**

## MINUTES

THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD IN THE EVENING AT TARTAN HALL, WILLIAMSTOWN ON SEPTEMBER 21, 2020

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

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

1. CALL TO ORDER

**Resolution No. 286-2020**

Moved by Councillor Jaworski  
Seconded by Deputy Warden

BE IT RESOLVED THAT the Council Meeting of the Township of South Glengarry now be opened at 7:14pm.

CARRIED

2. O CANADA

3. APPROVAL OF AGENDA

**Resolution No. 287-2020**

Moved by Councillor Lang  
Seconded by Councillor McDonell

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

Moved to Other Business:

7. d) i. Letter – Thank you (Williamstown Fair)

7. d) ii. Letter – Request for Sponsorship of Commercial Storefront (Roy and Cher Rescue Farm)

7. d) iii. Resolution – Cannabis Production (Municipality of Tweed)

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

- a) Declaration of Pecuniary Interest Form I, Frank Prevost, declare a pecuniary interest on Agenda Item(s) for the meeting of September 21, 2020: Zoning By-Law Amendment for Corn-Creek Holding Inc, a agent my real estate office that I own sold the property to Corn-Creek Holdings Inc.

5. APPROVAL OF MINUTES

- a) Previous Meeting Minutes - September 8, 2020

**Resolution No. 288-2020**

Moved by Councillor McDonell  
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 September 8, 2020, including the Closed Session Minutes, be adopted as amended.

CARRIED

- b) Public Meeting Minutes - September 8, 2020

**Resolution No. 289-2020**

Moved by Councillor Lang  
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Minutes of the Public Meeting of the Council of the Township of South Glengarry held on September 8, 2020 be

adopted as circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

7. NEW BUSINESS

a) Staff Reports

i) Transfer - Charlottenburgh Park Reserve and RRCA

**Resolution No. 290-2020**

Moved by Councillor Jaworski

Seconded by Deputy Warden

BE IT RESOLVED THAT Staff Report 133-2020 be received and that the Council of the Corporation of the Township of South Glengarry approve the transfer from the Charlottenburgh Park Reserves of \$25,000 to the Raisin Region Conservation Authority.

CARRIED

ii) Martintown Cenotaph Committee Future Care and Maintenance Request

**Resolution No. 291-2020**

Moved by Councillor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 134-2020 be received and that the Council of the Corporation of the Township of South Glengarry confirm that the Township will assume responsibility for the care and maintenance of the Martintown Cenotaph upon the disbandment of the Martintown Cenotaph Committee.

CARRIED

iii) Municipal Draft Signage Policy

**Resolution No. 292-2020**

Moved by Councillor Lang

Seconded by Deputy Warden

BE IT RESOLVED THAT Staff Report 135-2020 be received and that the Council of the Township of South Glengarry accepts the draft municipal signage policy and By-Law 57-2020, being a by-law to approve a signage policy for the Township of South Glengarry, be read a first, and second time this 21st day of September, 2020.

CARRIED

iv) Matar Temporary Use Zoning By-Law Amendment

**Resolution No. 293-2020**

Moved by Councillor McDonell

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 136-2020 be received and that the Council refuse by-law 58-2020, being by-law to amend by-law 38-09, the comprehensive Zoning By-Law for the Township of South Glengarry for the property legally described as Lot 8, Registered Plan No. 14M-5 also known as 6547 Sapphire Drive, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry to permit the placement of a 40-foot shipping container in the rear yard of the subject property. The Council of the Township of South Glengarry confirms that they considered all oral submissions pertaining to this proposed amendment.

CARRIED

v) Corn-Creek Holdings Inc. Zoning By-Law Amendment

**Resolution No. 294-2020**

Moved by Councillor Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 137-2020 be received and by-law 59-2020 being a by-law to amend by-law 38-09, the comprehensive Zoning By-Law for the Township of South Glengarry and for the property legally described as Part of Lot 12, Registered Plan No. 101, being Part 1 on Reference Plan 14R 6380 located on Glen Walter Park Road, in the

geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry to rezone the subject property from Residential Two (R2) to Residential Three- Exception Four (R3-4) to permit the construction of a residential fourplex and to reduce the front yard setback from 6 meters to 4.23 meters, to reduce the exterior side yard setback from 6 meters to 5 meters, to reduce the landscaped buffer strip on the north west side of the subject property from 3 meters to 0.61 meters and to reduce the driveway or lane width from 6 meters to 3.66 meters be read a first, second and third time, passed, signed and sealed this 21st day of September, 2020. The Council of the Township of South Glengarry confirms that no public comments were received on this application therefore there was no effect on the decision.  
CARRIED

- vi) Surplus Lands Glen Walter Waterfront Part 5 on 14R6524

**Resolution No. 295-2020**

Moved by Councillor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 138-2020 be received and that the Council of the Township of South Glengarry approve the sale of Part of Lot 9, Concession 1, Indian Lands, being Part 5 on 14R-6524, Part of PIN 67129-0643, to Reg & Marilyn Young as per the offer received and that By-law 60-2020 be read a first, second and third time, passed, signed and sealed in Open Council this 21st day of September 2020; and furthermore, that the Mayor and Clerk be authorized to sign any relevant documents.  
CARRIED

- vii) Landfill Compactor

**Resolution No. 296-2020**

Moved by Councillor Jaworski

Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry receive Staff Report 139-2020 and that Council approves the purchase of the Caterpillar 816F Landfill Compactor from Marcel Equipment at a cost of \$265,000.00 less the Trade in Allowance for the existing Compactor of \$45,000.00; and furthermore, that the Mayor & Clerk be authorized to sign any relevant documents.  
CARRIED

- viii) Bray Street Pumping Station Upgrades Water Wastewater Extension Procurement 20-2020

**Resolution No. 297-2020**

Moved by Deputy Warden

Seconded by Councillor Lang

BE IT RESOLVED THAT Council receive Staff Report 140-2020 and that Procurement 20-2020 for the Upgrades to the Bray Street Pumping Station and the Extension of the Water & Wastewater Mains be awarded to Malyon Excavation Ltd. as per their submission of \$1,633,054.57 Plus HST; and furthermore that Council direct Administration to borrow the funds for this project from Infrastructure Ontario with the term and conditions to be determined at a future meeting; and furthermore that the Mayor & Clerk be authorized to sign any relevant documents  
CARRIED

- b) Other Business

- i) Notice of Motion - Support for Emancipation Day

**Resolution No. 298-2020**

Moved by Councillor Jaworski

Seconded by Councillor Lang

WHEREAS the Township of South Glengarry received a resolution from the municipality of Chatham-Kent attached hereto in support of MP Majid

Jowhari’s private member’s bill M36 calling for the federal government to designate August 1<sup>st</sup> Emancipation Day;  
NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry supports the resolution and directs the Clerk to forward a letter of support for this motion to the Right Honourable Prime Minister of Canada; MP Majid Jowhari and MP Eric Duncan.  
CARRIED

- ii) Notice of Motion - Support County of Renfrew’s Motion  
**Resolution No. 299-2020** Moved by Councillor Jaworski  
Seconded by Deputy Warden

BE IT RESOLVED THAT the Council of the Township of South Glengarry supports the County of Renfrew’s motion attached hereto calling for the government of Ontario and Canada to fast track review of current and previous infrastructure grant applications and directs the Clerk to forward a letter of support for this motion to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of Infrastructure, MP Eric Duncan and MPP Jim McDonell.  
CARRIED

- Resolution No. 300-2020** Moved by Councillor Jaworski  
Seconded by Councillor McDonell

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

- c) Committee Reports
  - i) May 27, 2020 Airport Commission Minutes
- d) For Information Only

- 8. UNFINISHED BUSINESS
  - a) Unfinished Business Listing - September 21, 2020

- 9. CLOSED SESSION  
**Resolution No. 301-2020** Moved by Councillor Lang  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry convene to Closed Session at 8:27pm 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,
    - (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- CARRIED

- Resolution No. 302-2020** Moved by Councillor McDonell  
Seconded by Deputy Warden

THAT Council now rise and reconvene without reporting at 8:59pm.  
CARRIED

- 10. CONFIRMING BY-LAW  
**Resolution No. 303-2020** Moved by Councillor Jaworski  
Seconded by Councillor McDonell

BE IT RESOLVED THAT By-law No. 61-2020 to adopt, confirm and ratify matters dealt with by resolution, be read a first, second and third time, passed, signed and sealed in Open Council this 21st day of September, 2020.

CARRIED

11. ADJOURNMENT

**Resolution No. 304-2020**

Moved by Deputy Warden

Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 9:00pm.

CARRIED

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



# The Township of South Glengarry

Route Optimization Study

Draft Final Report

September 29, 2020



Township of South Glengarry  
Disclaimer

This report is subject to the terms and conditions in our engagement letter dated June 23<sup>rd</sup>, 2020. This report is intended solely to assist the Township of South Glengarry ("South Glengarry" or, the "Township") with a route optimization study. The comments and observations in our report are not intended, nor should they be interpreted, to be legal advice or legal opinion. This report is based on information and documentation that was made available to KPMG at the date of this report. KPMG has not audited nor otherwise attempted to independently verify the information provided unless otherwise indicated.

We had access to information up to September 28<sup>th</sup>, 2020 in order to arrive at our observations but, should additional documentation or other information become available which impacts upon the observations reached in our report, we will reserve the right, if we consider it necessary, to amend our report accordingly. This report and the observations expressed herein are valid only in the context of the whole report. Selected observations should not be examined outside of the context of the report in its entirety.

Our observations and full report are confidential and are intended for the use of the Township. Our review was limited to the procedures conducted. The scope of our engagement was, by design, limited and therefore the observations should be considered in the context of the procedures performed. In this capacity, we are not acting as external auditors nor value for money auditors and, accordingly, our work does not constitute an audit, examination, value for money, attestation, or specified procedures engagement in the nature of that conducted by external auditors on financial statements or other information and does not result in the expression of an opinion.

Pursuant to the terms of our engagement, it is understood and agreed that all decisions in connection with the implementation of advice and recommendations as provided by KPMG during the course of this engagement shall be the responsibility of, and made by, the Township. KPMG has not and will not perform management functions or make management decisions for the Township.

KPMG has no present or contemplated interest in the Township. Accordingly, we believe we are independent of the Township and are acting objectively.

This report is not intended for general use, circulation or publication and any use of KPMG's report for any purpose other than circulation within the Township without KPMG's prior written permission in each specific instance is prohibited. KPMG assumes no responsibility or liability for any costs, damages, losses, liability or expenses incurred by anyone as a result of the circulation, reproduction or use of or reliance upon KPMG's reports, contrary to this paragraph.

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# Project Overview

**Township of South Glengarry  
Route Optimization Study  
Final Report**

# Introduction and Context

## Introduction

This draft final report was prepared to present observations and evidence to form a potential case for change arising from research, analysis and consultation with staff from the Township of South Glengarry (the “Township” or “South Glengarry”). This report will provide the foundation for possible opportunities to improve the overall efficiency of the Township’s current winter road maintenance service delivery model.

## Setting the Stage

The Township of South Glengarry is a Rural Township with a population of 13,150 and 5,300 residential homes, encompassing an area of 605 Square Kilometres. The Township of South Glengarry is one of six lower tier municipalities within the United Counties of Stormont, Dundas, & Glengarry.

The Township continues to balance access to services and financial realities, with the goal of providing the best possible value to the public. However, the current fiscal reality of municipal government in Ontario means the Township is facing two distinct pressures that impacts the delivery of services: capacity limitations and the threat of Provincial funding reductions as part of a larger cost reduction and modernization initiative. As with all municipalities, the Township of South Glengarry seeks to balance stakeholder expectations and the financial constraints of the Township and its residents in the delivery of municipal services. According to 2019 Strategic Plan, the Township is committed to excellence in the efficient delivery of municipal services in a fiscally responsible manner that maximizes the quality of life for its unique community and residents.

Currently, the Township provides a level of service to citizens which exceeds the Provincial Minimum Maintenance Standards (MMS)<sup>1</sup>.

### Notes:

1 – O. Reg. 239/02

# Introduction and Context

## Project Objectives

The Township will be constructing a new Public Works Facility on Airport Road which provides an opportunity to review the delivery of winter road maintenance services. The current winter maintenance operations are deployed from 2 Public Works facilities. The Williamstown location houses trucks that service 7 routes while the North Lancaster location serves 3 routes for a combined total of 390 centre line kilometers.

The Township has engaged KPMG to complete a Route Optimization Study in order to effectively move resources through a transportation network without redundancy and duplication of effort, and realize operational efficiencies. The Study included analysis and discussion on the following:

- High-level review of existing patrol and plow route service levels, including material loads and driving times
- High-level review of current workload and supporting staffing, equipment, and materials
- A model of existing patrol and plow routes and service level expectations
- Recommendations to optimize winter plow routes to realize efficiencies
- Upload of winter routes onto the OGRA Winter Web App

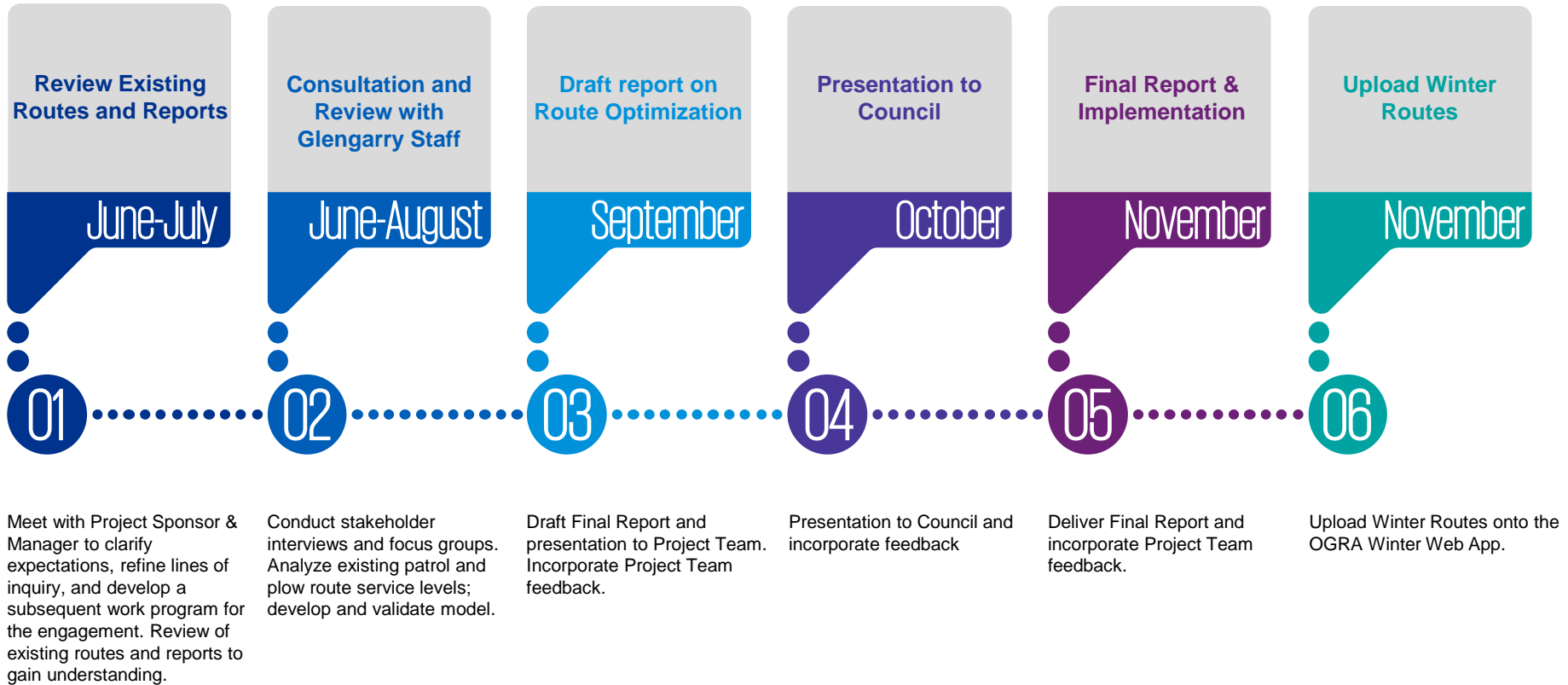
## Project Principles

- The knowledge and expertise of Township staff was fully engaged to arrive at recommended actions through a transparent, participative and inclusive process facilitated by the consultant.
- The framework and approach was based on leading practice from municipal or other levels of government and/or private sector experience. The aim was to, wherever possible, transfer knowledge and necessary “tools” to Township employees to enable them to better develop their own solutions to operational and process issues and challenges over time.
- Lastly, this is not an audit. This Project constitutes a review to build on successes and identify opportunities to improve the efficiency of how the Township delivers services to the community.

# Introduction and Context

## Work Plan

This engagement commenced on June 23<sup>rd</sup>, 2020, with the draft final report completed in advance of the October 5<sup>th</sup> Council meeting, and final comments to be incorporated into the final report by October 9, 2020. The diagram below depicts the key phases as outlined in the Project Charter, and the progress to date.

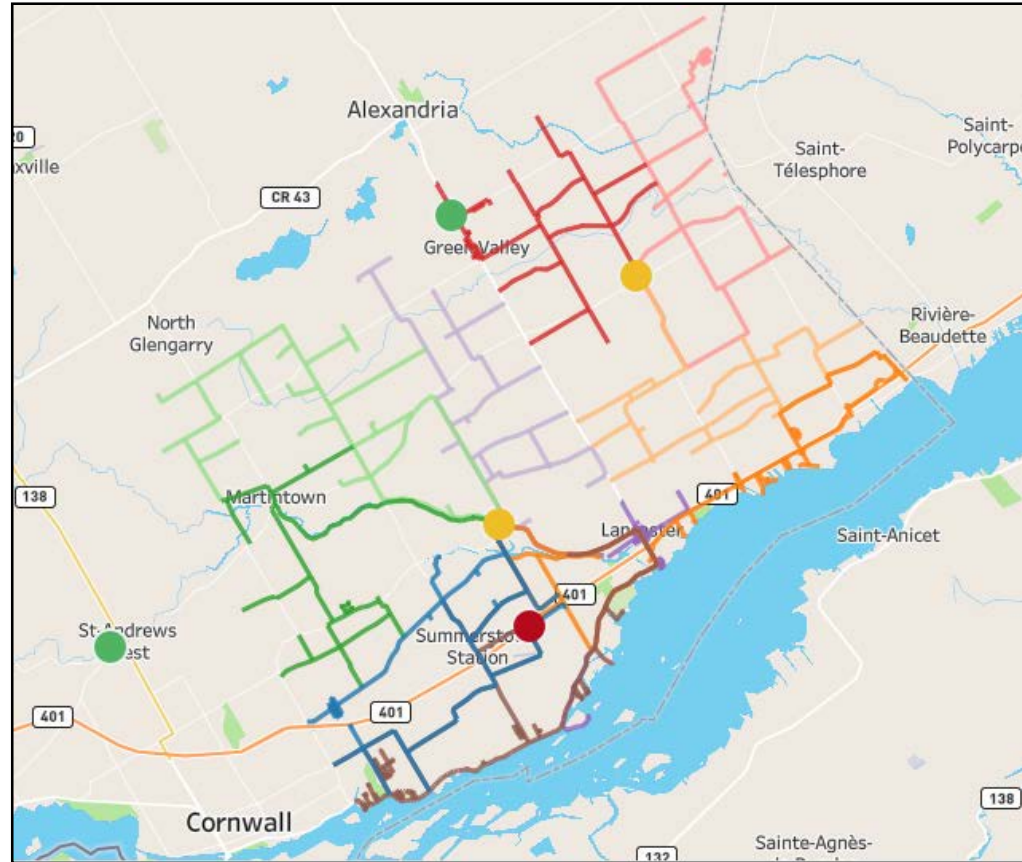




# Environmental Scan

Township of South Glengarry  
Route Optimization Study  
Final Report

# Environmental Scan Route Information



Route	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10
Patrol Type	NEW		OLD		SDG PATROL YARD					

## Snow Plow Routes

The Township currently plows 9 routes with Tandem Trucks and 1 route with a Truck. Staff fill the trucks with salt and stone dust from two Public Works facilities: one located in North Lancaster and the other on Airport Road. Currently, 7 routes are deployed from Williamstown and 3 from North Lancaster. These trucks plow a total of 390 centre line KMs or 780 lane KMs.

KPMG analyzed 10 snow plow routes for the Township using an optimization model. KPMG calculated the following key metrics as part of its analysis:

- Current service levels
- Total salting distance (KM) per route
- Total run times (h) per route
- Total material re-fills required per route
- Total deadhead (lane KM) per route
- Average coverage speed (KM/h)
- Maximum number of passes per 14 hour shift

## Environmental Scan

## Review of Prior Township Studies

KPMG also reviewed the *Township of South Glengarry Municipal Garage Location Study*, completed by EVB Engineering and dated April 7<sup>th</sup>, 2018. The purpose of this report was to evaluate 2 options:

1. Construct 1 centrally located Municipal Works Garage to house all the Township's equipment (including snow plow operations); and
2. Continue operating 2 separate Municipal Works Garage buildings by maintaining the existing building at the North Lancaster location and potentially establishing a new facility to service the south and westerly portion of the Township.

The study concluded that the Township should continue to operate from 2 municipal garages, and recommended a new location for a garage on Airport Road (should the Township decided to convert the Williamstown garage into a Fire Hall). KPMG considered the impact this new location at Airport Rd. would have on plow times per route as part of its analysis.

The study also calculated the following key metrics as part of its analysis, which KPMG used as reference point or as an input for the data analytics model:

- Current run times (h) per route
- Total run times (h) per route (using a central geographical location)
- Total run times (h) per route (using the North Lancaster and Airport Rd garages)
- Turnarounds per route

*Township of South Glengarry Municipal Garage Location Study – EVB Engineering*

	Total Plow Distance per Route (km)	Number of Turnarounds Per Route	Route Time (1 Pass)
#1 – Single Truck	43.4	29	5.5 hours
#2 – Tandem Truck	47.6	59	5.5 hours
#3 – Tandem Truck	99.0	39	6 hours
#5 – Tandem Truck	84.6	15	5 hours
#6 – Tandem Truck	110.0	14	4.5 hours
#9 – Tandem Truck	91.2	14	3.5 hours
#10 - Grader	70.8	10	5.5 hours

## Environmental Scan

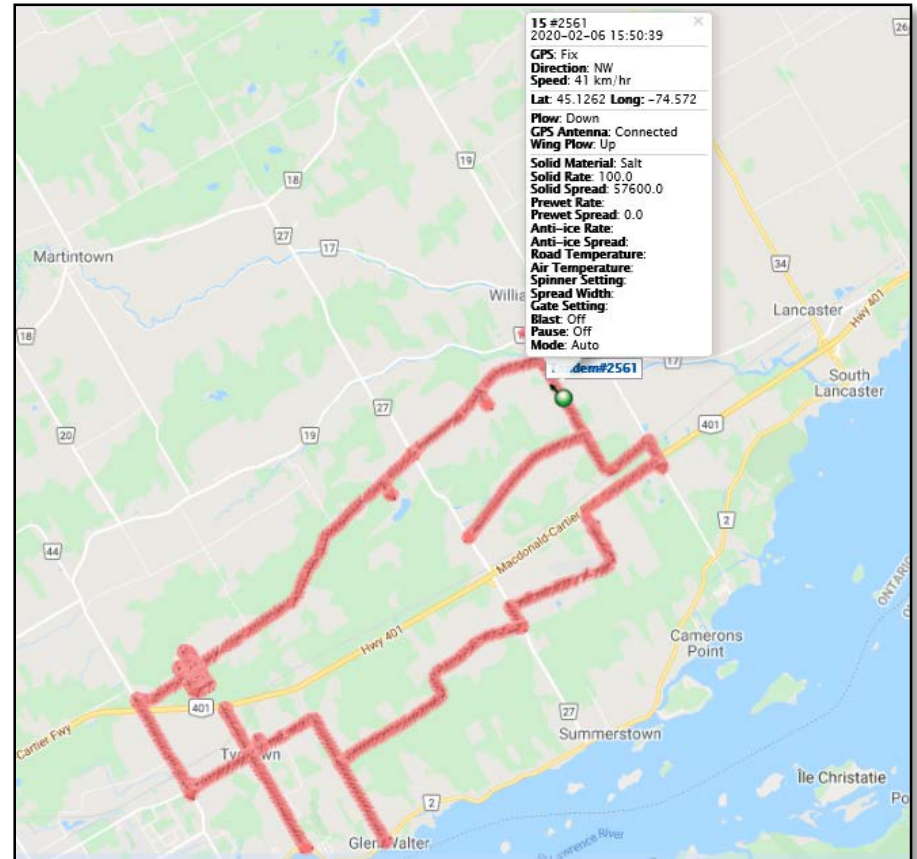
# Review of GPS Signal Data

The Township also granted KPMG access to its Public Works fleet management software (Webtech Wireless). This software tracks the GPS coordinates of the Tandem and Grader trucks using a GPS signal.

KPMG used this software to:

- Review the logical procession of trucks as they move through the routes
- Estimate run times using actual GPS data
- Compare actual times to modelled run times
- Calibrate the optimization model
- Identify model limitations; and
- Identify inefficiencies in the routes

GPS Data for Route #1 (retrieved from Webtech)



xx

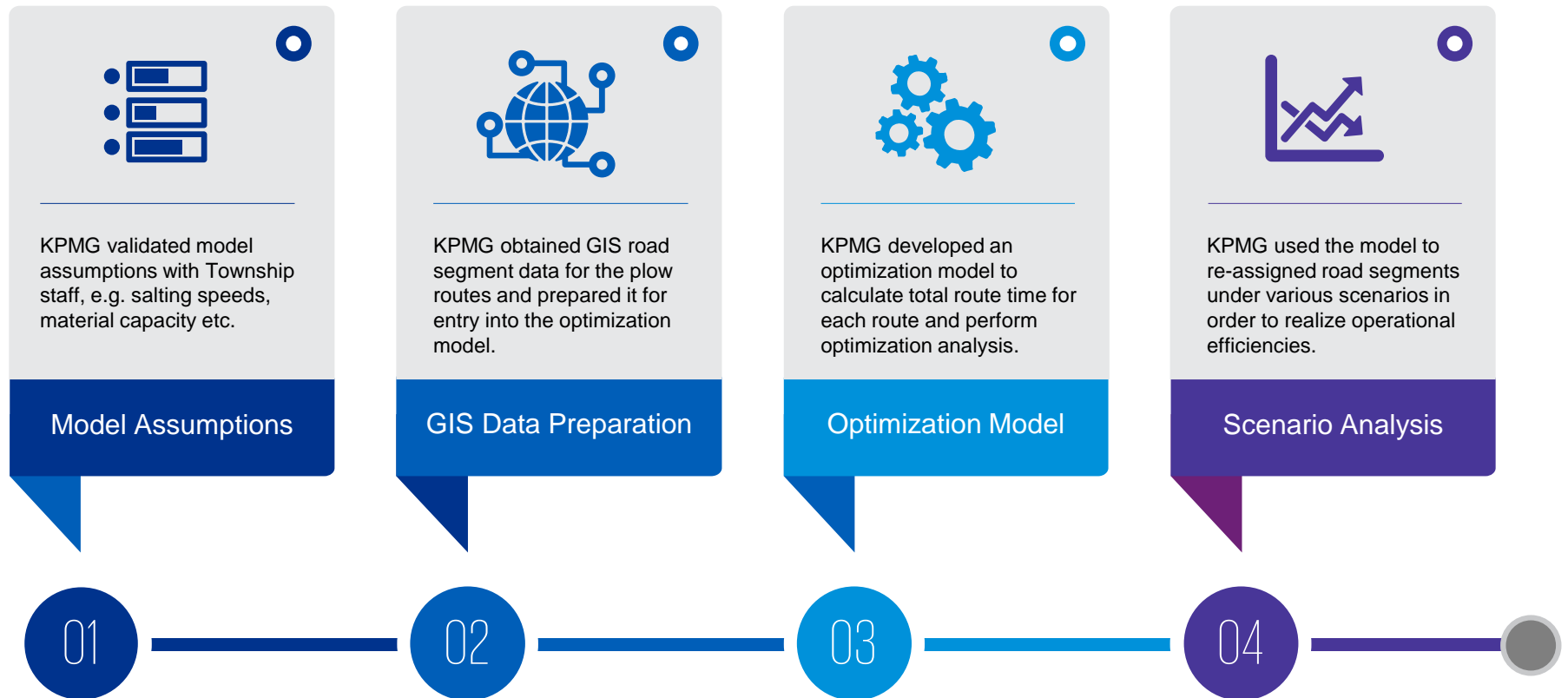


# Route Optimization

Township of South Glengarry  
Route Optimization Study  
Final Report

# Route Optimization Methodology

KPMG developed a route optimization model using a 4-phased methodology in order help the Township move resources through a transportation network without redundancy and duplication of effort.



# Route Optimization

## Model Assumptions

KPMG validated the following Tandem Truck assumptions with staff for the optimization model. These trucks plow 9 out of 10 routes for the municipality. KPMG validated the following model assumptions with staff for the Tandem Trucks before proceeding to create the optimization model.

*Model Assumptions for Tandem Trucks*

	General	Rural Roads	Semi-Urban Roads	Urban Roads
Salting Distance (KM) per Leg	40	-	-	-
Startup Time	30 mins	-	-	-
Reloading Time	15 mins	-	-	-
Turnaround Time	1 min	-	-	-
Salt KGs per KM	150 kg	-	-	-
Hours per Shift	14 hours	-	-	-
Salting Speed (KM/H)	40	40	40	30
Deadhaul Speed (KM/H)	53	70	50	40

# Route Optimization

## Model Assumptions

KPMG also made the following assumptions for the Grader, which plows 1 out of 10 routes for the Township. The Grader only plows and does not spread salt across the roads. KPMG validated these model assumptions with staff before proceeding to create the optimization model.

*Model Assumptions for Grader Truck*

	General	Rural Roads	Semi-Urban Roads	Urban Roads
Salting Distance (KM) per Leg	N/A	-	-	-
Startup Time	30 mins	-	-	-
Reloading Time	N/A	-	-	-
Turnaround Time	2 mins	-	-	-
Salt KGs per KM	N/A	-	-	-
Hours per Shift	14 hours	-	-	-
Driving Speed (KM/H)	53	70	50	40
Plowing Speed (KM/H)	20	20	20	20
Deadhaul Speed (KM/H)	N/A	-	-	-

## Route Optimization

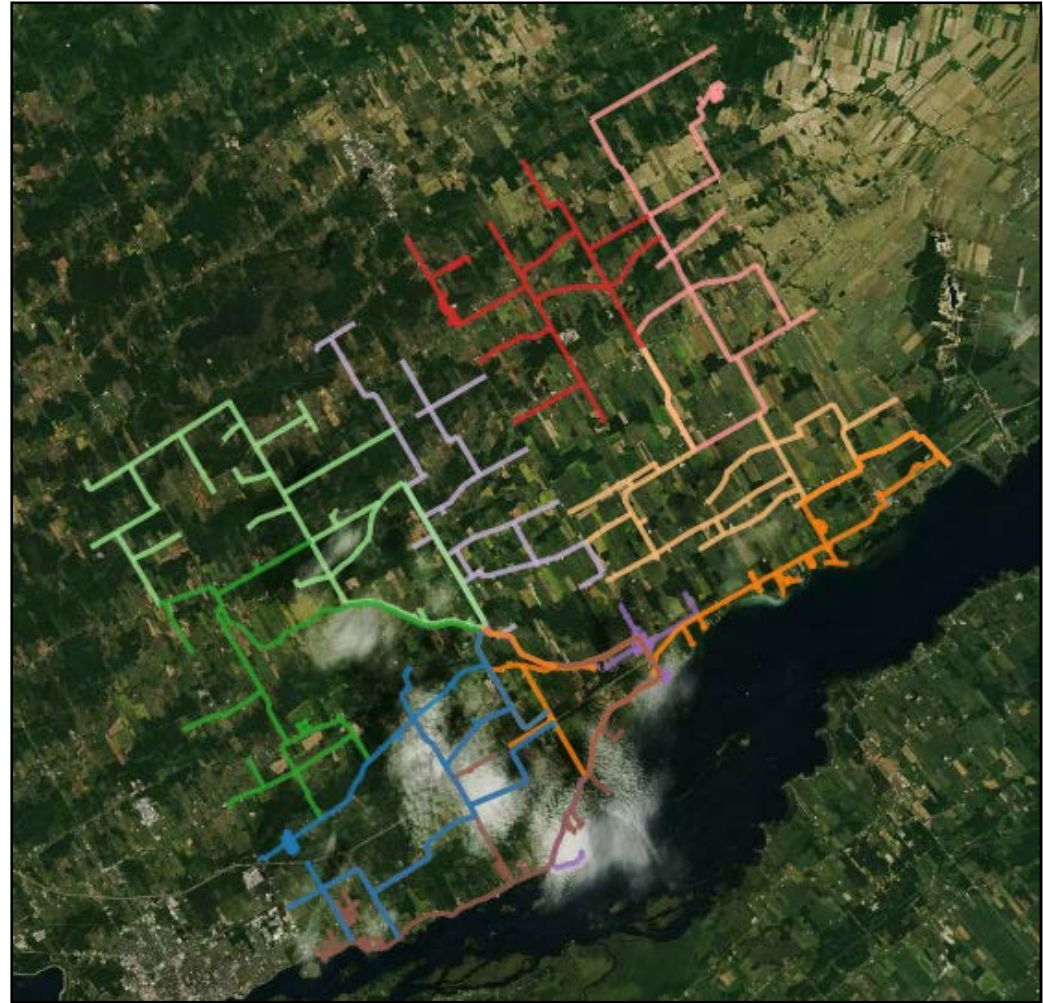
# GIS Data Preparations

KPMG received Geographic Information System (GIS) files for all 10 plow routes from the United Counties of Stormont, Dundas and Glengarry. The files divided the routes into their component parts – called road segments – and contained important data for each one, for example:

- The length of the road segment (centre line KMs)
- The ownership of the road segment (Municipality or the County)
- Whether the road segment was plowed (plow up vs. plow down)
- The average annual daily traffic (AADT)
- The type of road (County vs. hamlets vs. lanes etc.)

KPMG combined all 10 GIS files (.shp) using data transformations in order to prepare them for input into Tableau, a data visualization software. (Refer to the image to the right). In combination with the optimization model, KPMG used this visualization to eliminate redundancy and duplication of effort between the routes.

Existing Plow Routes in Tableau



# Route Optimization Optimization Model

KPMG developed an optimization model in MS Excel in order to calculate time savings under various scenarios. The model is both versatile and user-friendly. It allows for the user to re-assign road segments from one route to another – and calculate the time differential. KPMG re-assigned route segments through an iterative process in consultation with staff. Assumptions are stored in a central location and can be easily adjusted as necessary. The Township will take ownership of the model, as part of the final deliverable, and can use it to perform further optimization as required.

**MAIN DASHBOARD**  
 Township of South Glengarry

**General**  
[G1 - Main](#)

**Dashboard**  
[D1 - Main Dashboard](#)

**Inputs**  
[I1 - Assumptions](#)  
[I2 - Road Types](#)  
[I3 - Route Information](#)  
[I4 - Road Segment Data](#)

**Calculations**  
[C1 - Calculations](#)

**Outputs**  
[O1 - Route 1](#)  
[O2 - Route 2](#)  
[O3 - Route 3](#)  
[O4 - Route 4](#)  
[O5 - Route 5](#)  
[O6 - Route 6](#)  
[O7 - Route 7](#)  
[O8 - Route 8](#)  
[O9 - Route 9](#)  
[O10 - Route 10](#)

Route #:	All Routes									
Municipality:	Township of South Glengarry									
Select Vehicle (Route #10):	Grader									
Select Vehicle (Route #9):	4-Ton									

Statistical Data	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	Total
Current Patrol	WT	WT	WT	NL	WT	WT	NL	NL	WT	WT	
Truck	Tandem	Tandem	Tandem	Tandem	Tandem	Tandem	Tandem	Tandem	4-Ton	Grader	

Key Assumptions	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	Total
Total Distance (Lane km)	110	160	135	111	97	144	99	110	75	99	1,139
Road Plow Distance (Lane km)	97	36	70	93	85	85	86	87	27	77	742
Salting Distance / Leg (Lane km)	40	40	40	40	40	40	40	40	20	-	340
Avg. Salting/Plow Speed (km/h)	39	34	40	40	40	40	39	39	34	20	365
Required Legs	3	1	2	3	3	3	3	3	2	1	24
Deadhaul Distance (Lane km)	17	-	17	11	13	20	7	7	13	-	105
Plow-Up Distance (Lane km)	13	124	65	18	12	60	13	22	48	21	397
Turnarounds (#)	29	59	39	11	15	14	20	9	14	10	220

Road Calibration (including "Plow Up")	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	Total
Share of Total Road Distance (%)	10%	14%	12%	10%	9%	13%	9%	10%	7%	9%	100%

Road Calibration (excluding "Plow Up")	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	Total
Share of Total Road Distance (%)	13%	5%	9%	13%	11%	11%	12%	12%	4%	10%	100%

Time Requirements (h)	#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	Total
ToBack Time	0.1	0.1	0.3	0.2	0.1	0.1	0.1	0.1	0.1	0.1	1.4
Startup (includes load time)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	5.0
Salting / Plowing	2.5	1.1	1.8	2.3	2.1	2.1	2.2	2.3	0.8	3.9	21.1
Plow Up	0.2	2.1	1.1	0.3	0.2	0.9	0.2	0.4	0.7	0.4	6.5
Deadhaul	0.6	-	0.3	0.4	0.5	0.7	0.3	0.3	-	-	3.1
Reloading	0.5	-	0.3	0.5	0.5	0.5	0.5	0.5	0.3	-	3.5
Turnarounds	1.0	2.0	1.3	0.4	0.5	0.5	0.7	0.3	0.5	0.3	7.3
Urban Factor	-	-	-	-	-	-	-	0.1	1.7	-	-
Shelving Factor	-	-	0.2	-	0.8	-	-	0.6	-	-	1.5
<b>Time - Total</b>	<b>5.4</b>	<b>5.8</b>	<b>5.7</b>	<b>4.6</b>	<b>5.2</b>	<b>5.3</b>	<b>4.4</b>	<b>4.9</b>	<b>4.5</b>	<b>5.2</b>	<b>51.1</b>
Average Coverage Speed (km/h)	17.9	6.1	12.2	20.3	16.3	15.9	19.5	17.6	6.0	15.2	

Note: KPMG does not take responsibility for the quality of the outputs should the Township make changes to the final model. Quality control on a go-forward basis would be the responsibility of the municipality.

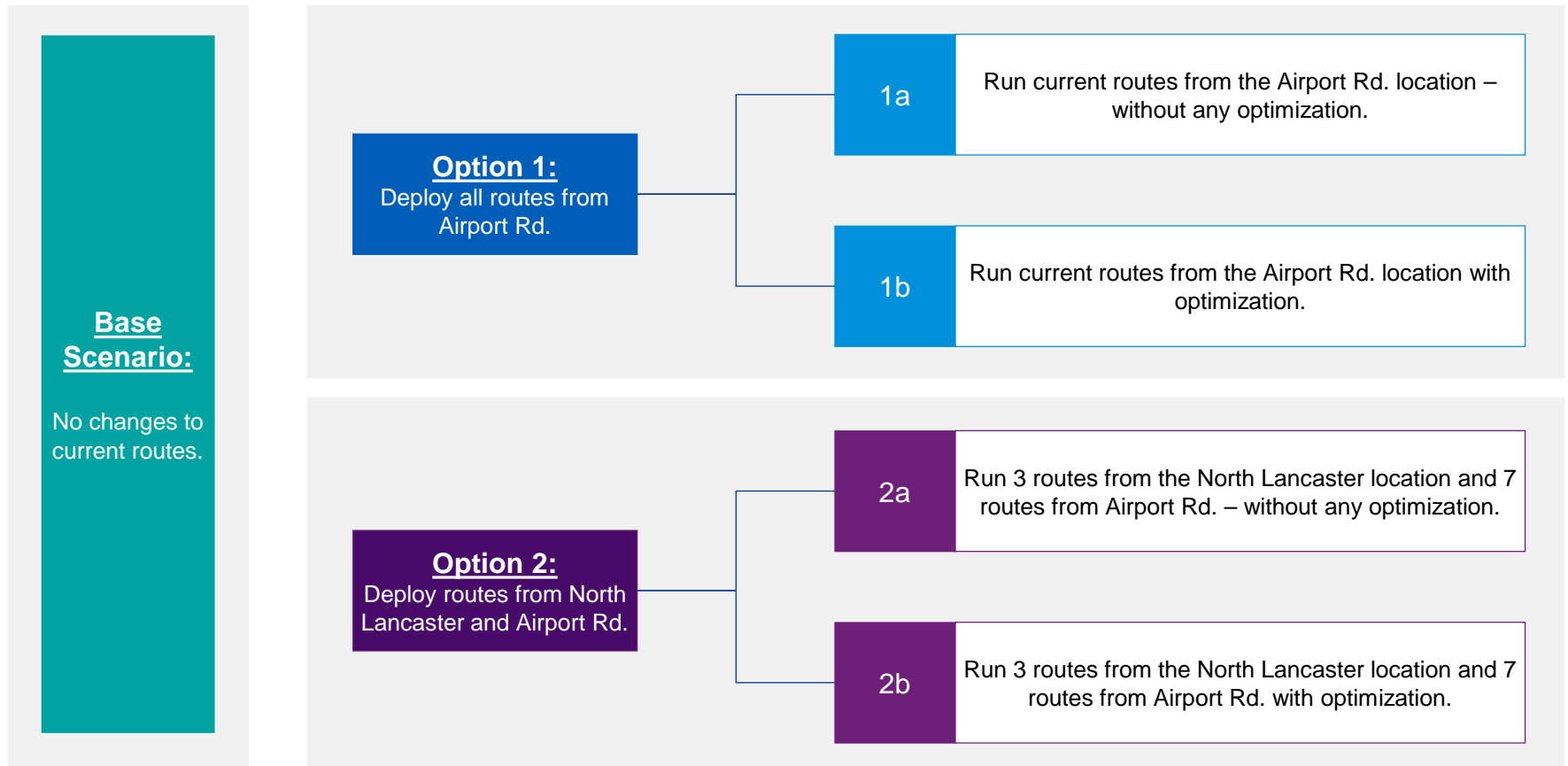
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# Route Optimization Scenario Analysis

In order to perform scenario analysis, KPMG first created a base scenario – representing theoretical run times – using the GIS data provided. KPMG then assessed 4 scenarios (1a, 1b, 2a, 2b) against the base scenario to quantify the optimization achieved, i.e. time differentials. KPMG validated all 4 scenarios with staff prior to performing any analysis.





# Base Scenario

Township of South Glengarry  
Route Optimization Study  
Final Report

# Route Optimization

## Base Scenario

KPMG created a base scenario – showing theoretical run times – using the optimization model. The base scenario provided a benchmark against which all 4 scenarios were compared. Key metrics for Base Scenario are shown below including current time requirements (h). The average run time per route is 5.1 hours according to KPMG's model. Routes 2 and 3 will benefit the most from optimization since they have high run times compared to the other routes.

*Base Scenario Results*

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Plow Distance (Lane KM)	97	36	70	93	85	85	86	87	27	77	742
Required Legs <sup>1</sup>	3	1	2	3	3	3	3	3	2	1	24
Share of Total Plow Distance	13%	5%	9%	13%	11%	11%	12%	12%	4%	10%	100%
Avg. Coverage Speed (km/h) <sup>2</sup>	17.9	6.1	12.2	20.3	16.3	15.9	19.5	17.6	6.0	15.2	14.7
# of Passes per Shift <sup>3</sup>	2	2	2	3	3	2	3	3	5	4	29
Total Time (h) per Run	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	51.0

### Notes

- 1 – The number of required legs indicates how many times the trucks need to fill with salt to complete the entire route.
- 2 – Average Coverage Speed = Total Time per Run (h) / Plow Distance (lane KM)
- 3 – The number of passes per shift indicates how many times the route can be plowed within a 14 hour shift.

## Route Optimization

## Base Scenario Calibration

In order to calibrate the model, KPMG compared theoretical run times with 2 other data sources:

- The *Township of South Glengarry Municipal Garage Location Study*, and
- A sample of actual plow times from the Township's wireless GPS Fleet Management Software (Webtech)

KPMG calculated a total difference of 2.4 hours between its model and the Township's GPS Fleet Management Software. Total run time differentials are shown below and can be explained by the following factors:

- Actual plow times were based on a sample, not the entire population
- The model does not account for small breaks taken by the plow operators
- Changes in plowing speeds from one operator to the next
- The quantity of snow/ice on the road and salt needed

KPMG also discussed these time differentials with Township staff in order to calibrate the model.

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Theoretical Run Times (Model)	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	51.0
Municipal Garage Study – EVB Engineering <sup>1</sup>	5.5	5.5	6.0	-	5.0	4.5	-	-	3.5	5.5	35.5
Webtech <sup>2</sup>	5.1	5.7	6.6	3.5	6.1	5.6	3.5	5.5	5.9	5.9	53.4

#### Notes

- 1 – The Municipal Garage Study only calculated run times for 7 out of 10 routes
- 2 – Samples of actual run times were taken from the following days in 2020: February 7, 10, 13 and 14.



# Summary of Route Optimization

Township of South Glengarry  
Route Optimization Study  
Final Report

# Route Optimization

## Summary of Results

KPMG compared the base scenario with 4 alternative scenarios to optimize the routes. Option 2B, using the Airport Road and Lancaster garages with route optimization, realizes 4.9 hours of efficiency per pass across all 10 routes. This translates to 309 hours of savings per winter season assuming 20 winter events. KPMG optimized the routes within a constraint, namely, minimal change to existing levels of service. Below, the time requirements (h) are presented for each option.

*Time Requirements for Alternative Scenarios*

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Base Scenario	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	51.0
1a	5.0	5.2	4.8	5.0	5.5	5.9	6.0	6.1	4.7	5.3	53.3
1b	4.1	5.3	4.5	5.3	5.8	5.6	4.9	5.1	3.3	3.3	47.1
2a	5.0	5.2	4.8	4.5	5.5	5.9	4.4	4.7	4.7	5.3	49.8
2b	4.1	5.3	4.5	4.8	5.8	5.9	4.3	4.8	3.3	3.3	46.1



### Legend

- 1a - Run current routes from the Airport Rd. location – without any optimization.
- 1b - Run current routes from the Airport Rd. location with optimization.
- 2a - Run 3 routes from the North Lancaster location and 7 routes from Airport Rd. – without any optimization.
- 2b - Run 3 routes from the North Lancaster location and 7 routes from Airport Rd. with optimization.



# Scenario #1

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# Route Optimization

## Scenario #1a

Scenario 1a, run current routes from the Airport Road location without any optimization, does not yield any time efficiencies. In fact, run times increase by 2.3 hours per pass across all routes. This is mainly attributable to routes #7 and #8 which would require extra travel time (2.8 hours) to and from the route, including deadhaul.

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Base Scenario Run Times	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	<b>51.0</b>
1a – Run Times	5.0	5.2	4.8	5.0	5.5	5.9	6.0	6.1	4.7	5.3	<b>53.3</b>
Difference	0.4	0.6	0.9	(0.4)	(0.3)	(0.6)	(1.6)	(1.2)	(0.2)	(0.1)	<b>(2.3)</b>
Base Scenario - # of Passes	2.6	2.4	2.4	3.1	2.7	2.6	3.2	2.8	3.1	2.7	<b>27.6</b>
1a - # of Passes	2.8	2.7	2.9	2.8	2.6	2.4	2.3	2.3	3.0	2.7	<b>26.5</b>
Difference	0.2	0.3	0.5	(0.3)	(0.1)	(0.2)	(0.9)	(0.5)	(0.1)	(0.0)	<b>(1.1)</b>

# Route Optimization

## Scenario #1b

Scenario 1b, run current routes from the Airport Road location with optimization, yields time efficiencies of 3.9 hours. This is attributable to re-assigning road segments from higher priority routes such as #1 and #2 to more rural routes such as #4, #5 and #7; traveling to and from Route #3 along Highway 401; using the SDG Green Valley Patrol Yard for re-fills along routes #6, #7 and #8; and using tandems to plow routes #9 and #10. This new configuration also allows the plow operator for route #1 – the priority route – to perform 3 passes in a day as opposed to 2 passes thereby increasing the service level. (Note: Scenario #1b maps and road segments are shown in Appendix A).

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Base Scenario Run Times	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	51.1
1b – Run Times	4.1	5.3	4.5	5.3	5.8	5.6	4.9	5.1	3.3	3.3	47.1
Difference	1.3	0.5	1.2	(0.7)	(0.6)	(0.3)	(0.5)	(0.2)	1.2	1.9	3.9
Base Scenario - # of Passes	2.6	2.4	2.4	3.1	2.7	2.6	3.2	2.8	3.1	2.7	27.6
1b - # of Passes	3.4	2.7	3.1	2.6	2.4	2.5	2.9	2.8	4.2	4.2	30.9
Difference	0.8	0.3	0.7	(0.5)	(0.3)	(0.1)	(0.3)	(0.0)	1.1	1.5	3.3

Notes: Optimization for routes 9 and 10 assumed the use of tandem trucks. Route #9 currently uses a 4-ton Truck and route #10 uses a grader.



# Scenario #2

Township of South Glengarry  
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# Route Optimization

## Scenario #2a


Scenario 2a, run 3 routes from the North Lancaster location and 7 routes from Airport Road without any optimization, yields time efficiencies of 1.2 hours and 1.1 passes across all routes. This is mainly attributable route #3 which could easily access Highway 401 from the Airport Road garage and travel at faster speeds to and from the route.

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Base Scenario Run Times	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	<b>51.0</b>
2a – Run Times	5.0	5.2	4.8	4.5	5.5	5.9	4.4	4.7	4.7	5.3	<b>49.8</b>
Difference	0.4	0.6	0.9	0.1	(0.3)	(0.6)	(0.0)	0.2	(0.2)	(0.1)	<b>1.2</b>
Base Scenario - # of Passes	2.6	2.4	2.4	3.1	2.7	2.6	3.2	2.8	3.1	2.7	<b>27.6</b>
2a - # of Passes	3.4	2.7	3.1	2.9	2.4	2.4	3.2	2.9	2.9	2.7	<b>28.7</b>
Difference	0.8	0.3	0.7	(0.2)	(0.3)	(0.2)	0.0	0.1	(0.2)	(0.0)	<b>1.1</b>

# Route Optimization

## Scenario #2b

Scenario 2b, run 3 routes from the North Lancaster location and 7 routes from Airport Road with optimization, yields time efficiencies of 3.7 hours across all routes. This is attributable to re-assigning road segments from higher priority routes such as #1 and #2 to more rural routes such as #5 #6; travelling along Highway 401 to and from Route #3; and using a tandem truck to plow routes #9 and #10. This configuration also allows the plow operator for route #1 – the priority route – to perform 3 passes in a day as opposed to 2 passes – thereby increasing the service level. (Note: Scenario #2b maps and road segments are shown in Appendix B).

	Route #1	Route #2	Route #3	Route #4	Route #5	Route #6	Route #7	Route #8	Route #9	Route #10	Total
Base Scenario Run Times	5.4	5.8	5.7	4.6	5.2	5.3	4.4	4.9	4.5	5.2	51.0
2b – Run Times	4.1	5.3	4.5	4.8	5.8	5.9	4.3	4.8	3.3	3.3	46.1 
Difference	1.3	0.5	1.2	(0.2)	(0.6)	(0.6)	0.1	0.1	1.2	1.9	4.9
Base Scenario - # of Passes	2.6	2.4	2.4	3.1	2.7	2.6	3.2	2.8	3.1	2.7	27.6
2b - # of Passes	3.4	2.7	3.1	2.9	2.4	2.4	3.2	2.9	4.2	4.2	31.5
Difference	0.8	0.3	0.7	(0.2)	(0.3)	(0.2)	0.0	0.1	1.1	1.5	3.9

Notes: Optimization for routes 9 and 10 assumed the use of tandem trucks. Route #9 currently uses a 4-ton Truck and route #10 uses a grader.



# Risks and Challenges

Township of South Glengarry  
Route Optimization Study  
Final Report

# Risks and Challenges

## Comparison of Scenarios

A review of the different scenarios shows that on many of the routes, relocation of the plow's home base has a relatively small impact on the overall time for each route. The greatest tradeoff would occur in the northeast if the Lancaster patrol yard ceased operations, although some optimization and rebalancing of routes is shown to lessen the impact. Advantages and challenges for implementing each scenario can be seen below.

	Options 1a and 1b – Consolidated Operations	Options 2a and 2b – Split Operations
Advantages	<ul style="list-style-type: none"> <li>• Achieve total optimized time efficiencies of 3.9 hours</li> <li>• Realize an net addition of 3.3 passes (optimized)</li> <li>• Manage and deploy all trucks from a single location</li> <li>• With optimization, it is possible to service even the northeast with minimal difference in run times (12 minutes) and service levels between running the routes from North Lancaster and Airport Road with optimization (Option 2b).</li> <li>• The Supervisor will be able to perform his duties more effectively with all snow plow operators working from one site</li> <li>• Ceasing of operations out of North Lancaster would have cost saving associated with facility maintenance, utilities, and operations.</li> </ul>	<ul style="list-style-type: none"> <li>• Achieve total optimized time efficiency of 4.9 hours</li> <li>• Realize an net addition of 3.9 passes (optimized).</li> <li>• No change in service level or responsiveness to northeast communities.</li> <li>• Maintain Township operational footprint in North Lancaster.</li> </ul>
Challenges	<ul style="list-style-type: none"> <li>• Running all routes out of Airport would require 10 bays for plows, and likely an additional 1-2 for maintenance and to park patrol pickups. This would likely require an expansion to the current plans for the facility.</li> <li>• Even though operations would no longer be required at the North Lancaster site, the SDG report noted that due to site conditions, it is not seen as a valuable surplus property that could be monetized.</li> </ul>	<ul style="list-style-type: none"> <li>• Costs are incurred for operating, maintaining two facilities.</li> <li>• Operations out of North Lancaster would still require material transportation from the Airport yard site.</li> </ul>
Other Considerations	<ul style="list-style-type: none"> <li>• Its is noted that existing service levels are above the minimum standards required by the provincial Ministry of Transportation. Although a constraint was put in place to at least maintain near-existing service levels, further cost/time optimization could be achieved if service levels were adjusted to more closely align with minimum standards.</li> </ul>	



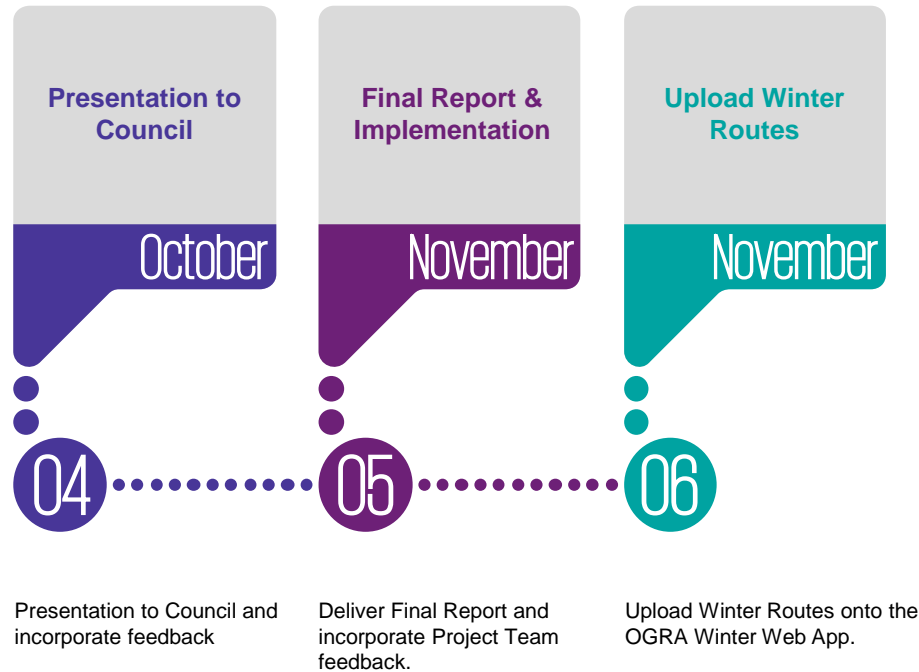
# Next Steps

**Township of South Glengarry  
Route Optimization Study  
Final Report**

## Completion of Phases 1 through 3

Our team will strive for complete satisfaction with the final report through the inclusion of feedback from the Project Team and Council prior to concluding this engagement. Upon acceptance of the final deliverable, KPMG will upload the winter routes onto the OGRA Winter Web App.

The next steps are summarized below.

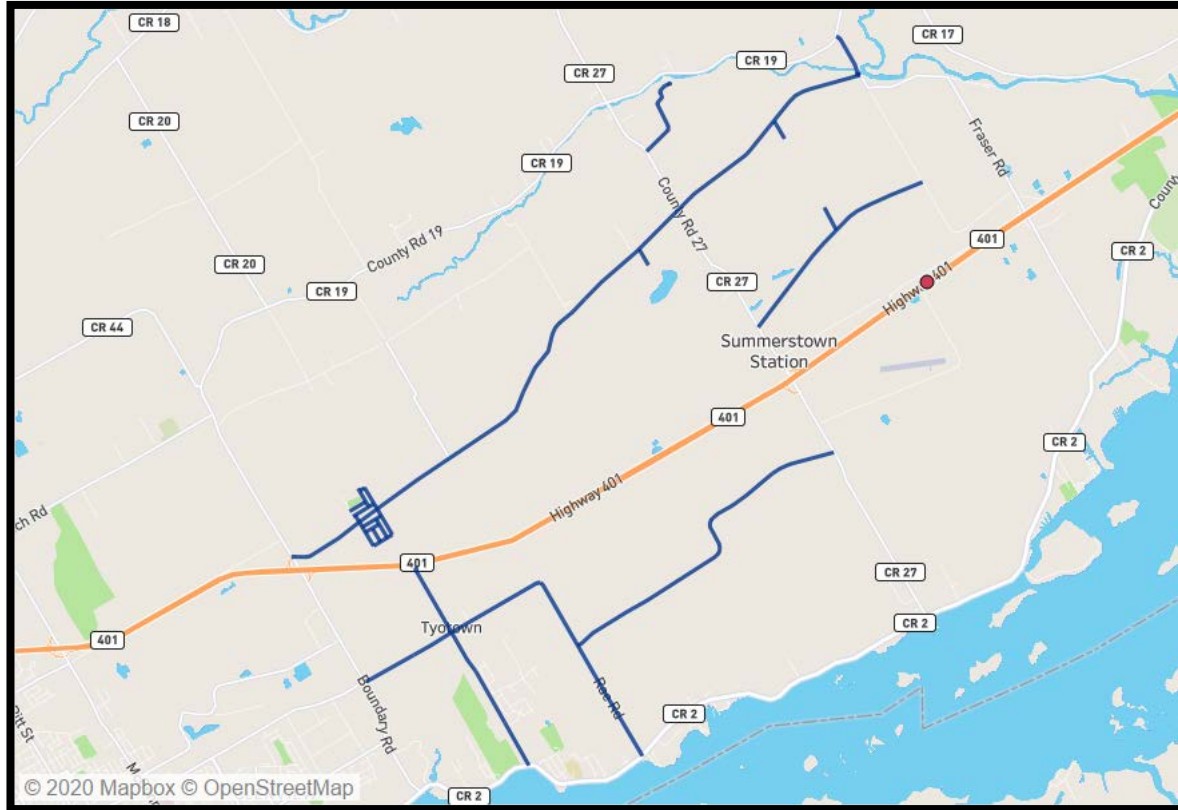




# Appendix A: Optimized Routes for Option 1B

Township of South Glengarry  
Route Optimization Study  
Final Report

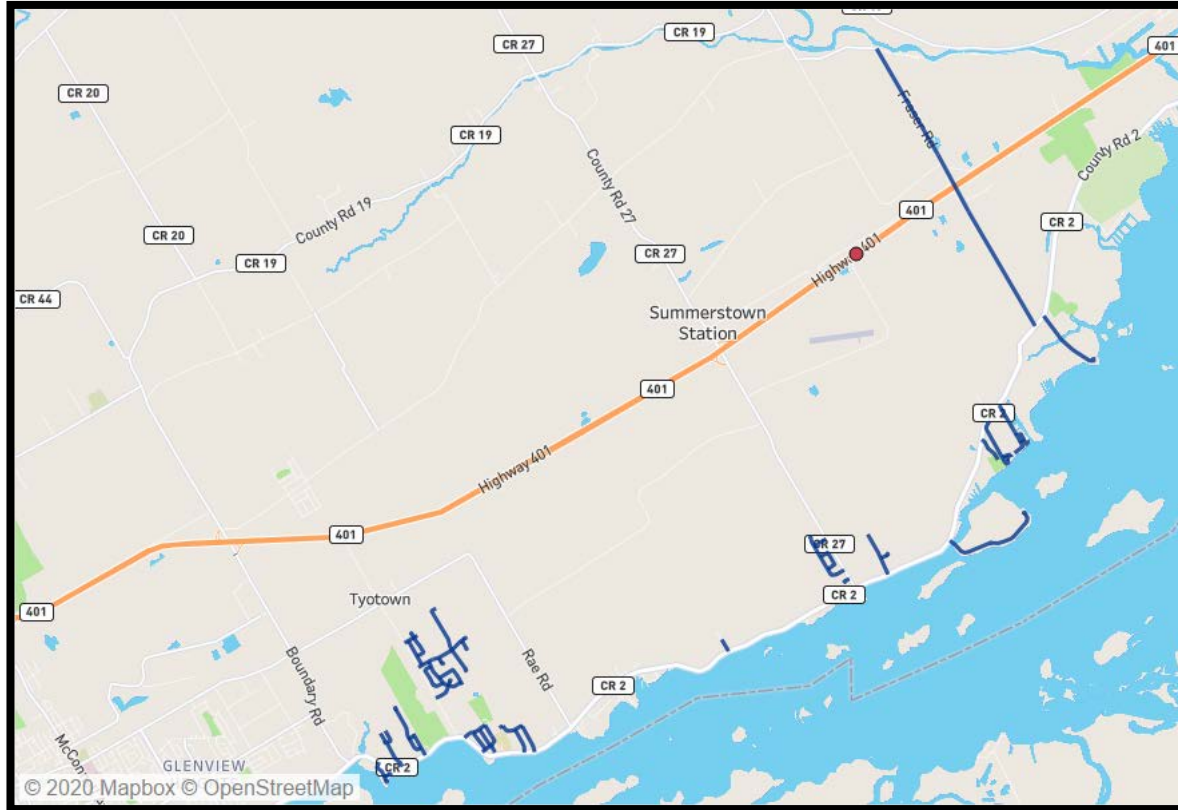
# Route Optimization Route 1



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.

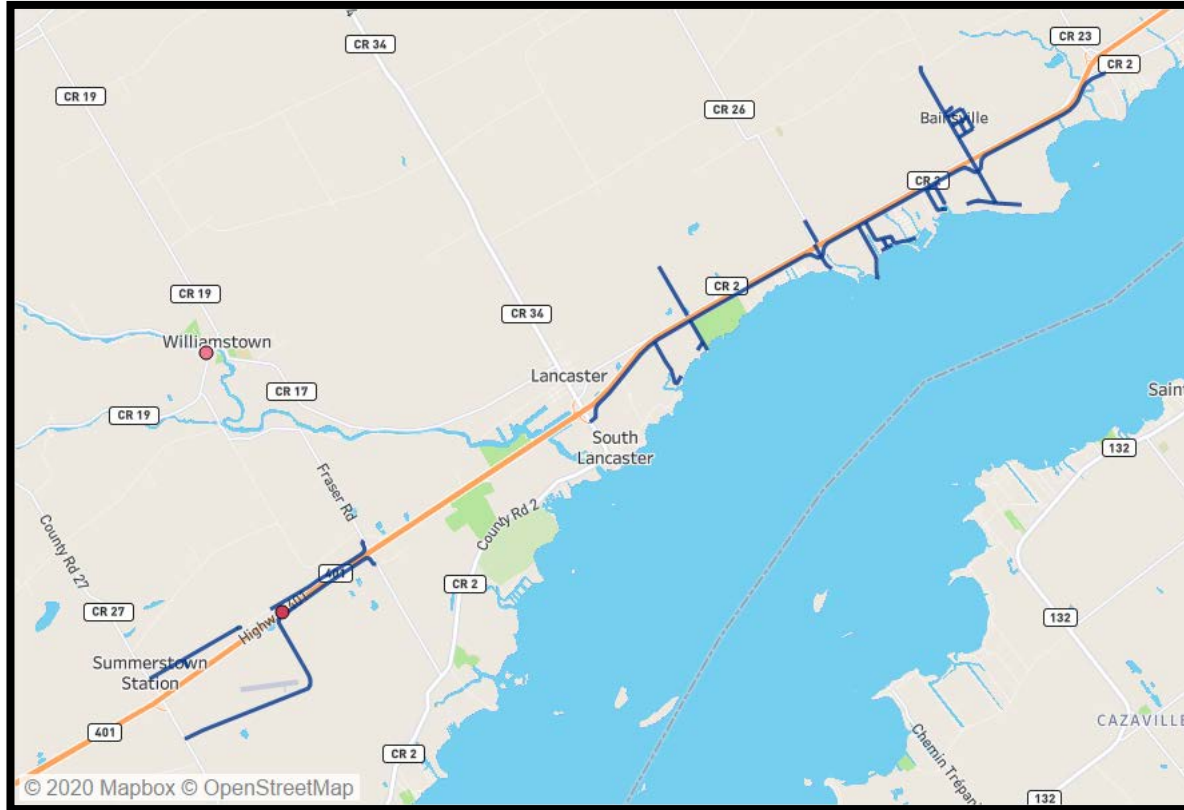
# Route Optimization Route 2



**Notes:**

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: N/A

# Route Optimization Route 3

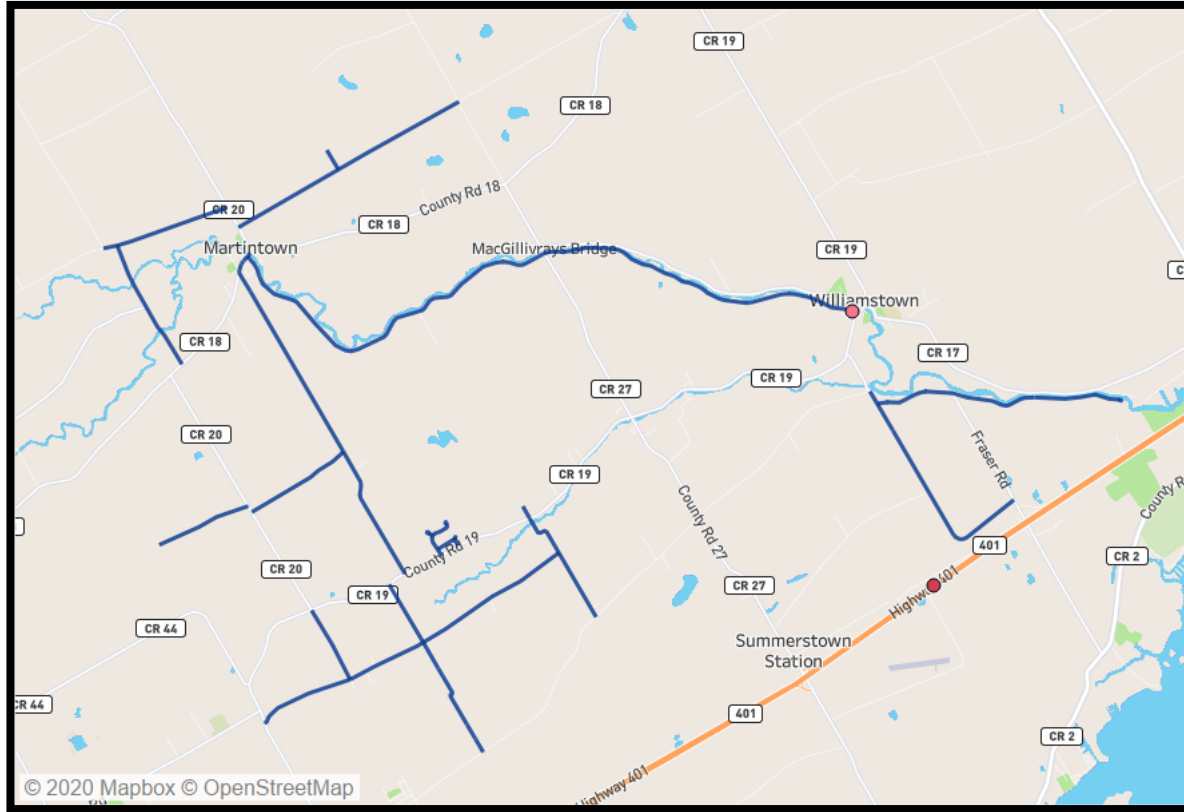


Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.



# Route Optimization Route 5



### Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.

# Route Optimization Route 6



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Green Valley SDG Patrol Yard

# Route Optimization Route 7



**Notes:**

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Green Valley SDG Patrol Yard

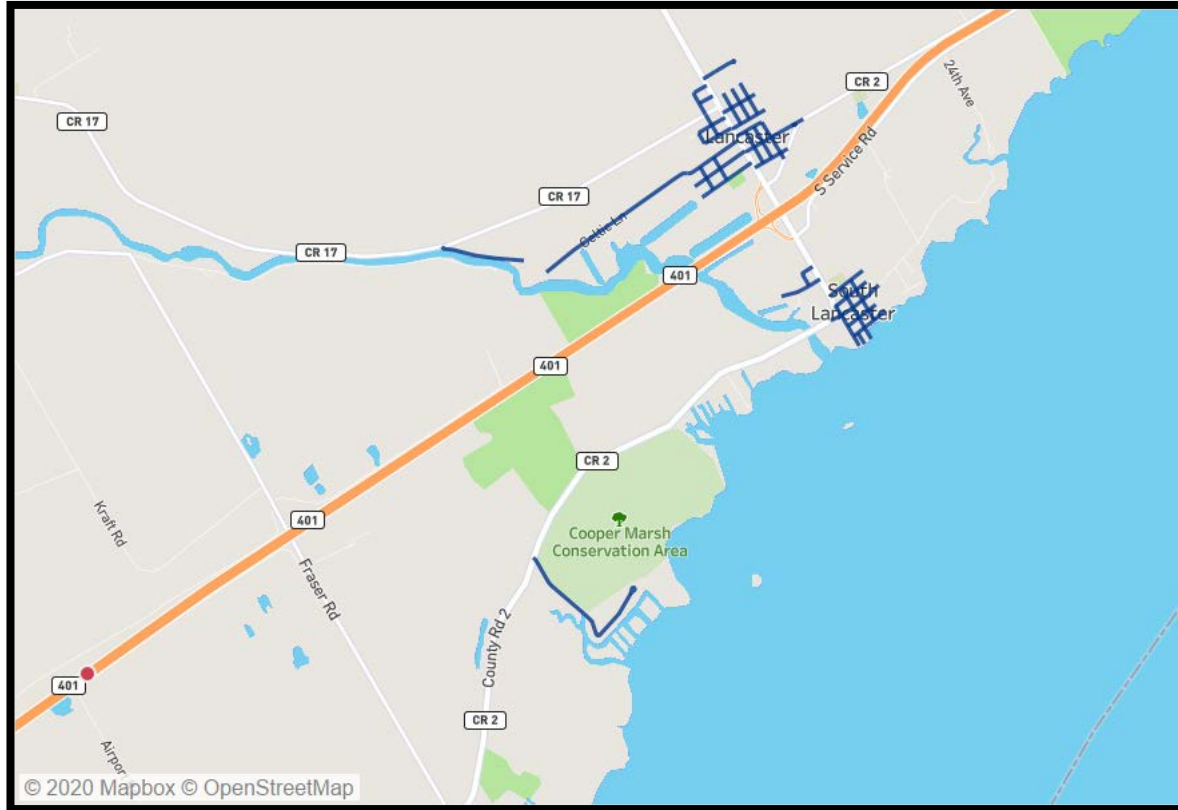
# Route Optimization Route 8



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Green Valley SDG Patrol Yard

# Route Optimization Route 9



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: N/A

# Route Optimization Route 10



**Notes:**

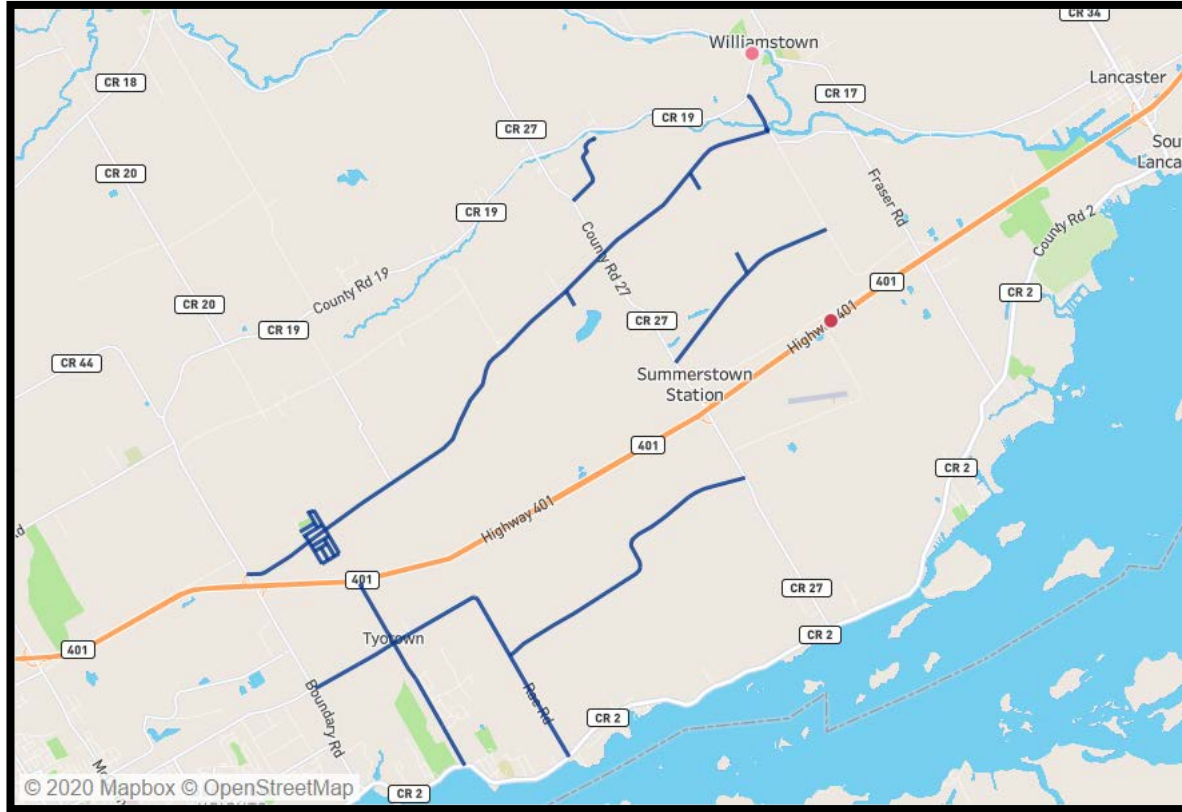
- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: N/A



# Appendix B: Optimized Routes for Option 2B

Township of South Glengarry  
Route Optimization Study  
Final Report

# Route Optimization Route 1



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.

# Route Optimization Route 2



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: N/A



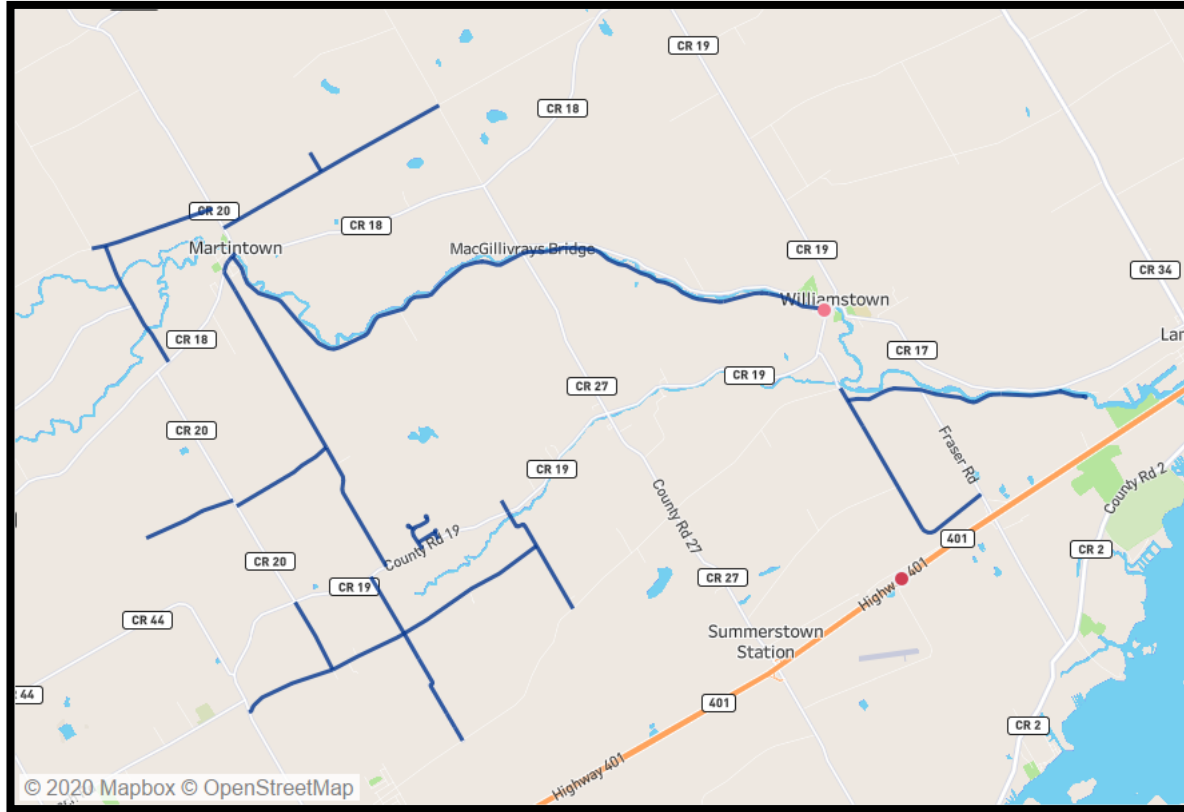
# Route Optimization Route 4



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.

# Route Optimization Route 5



**Notes:**

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.

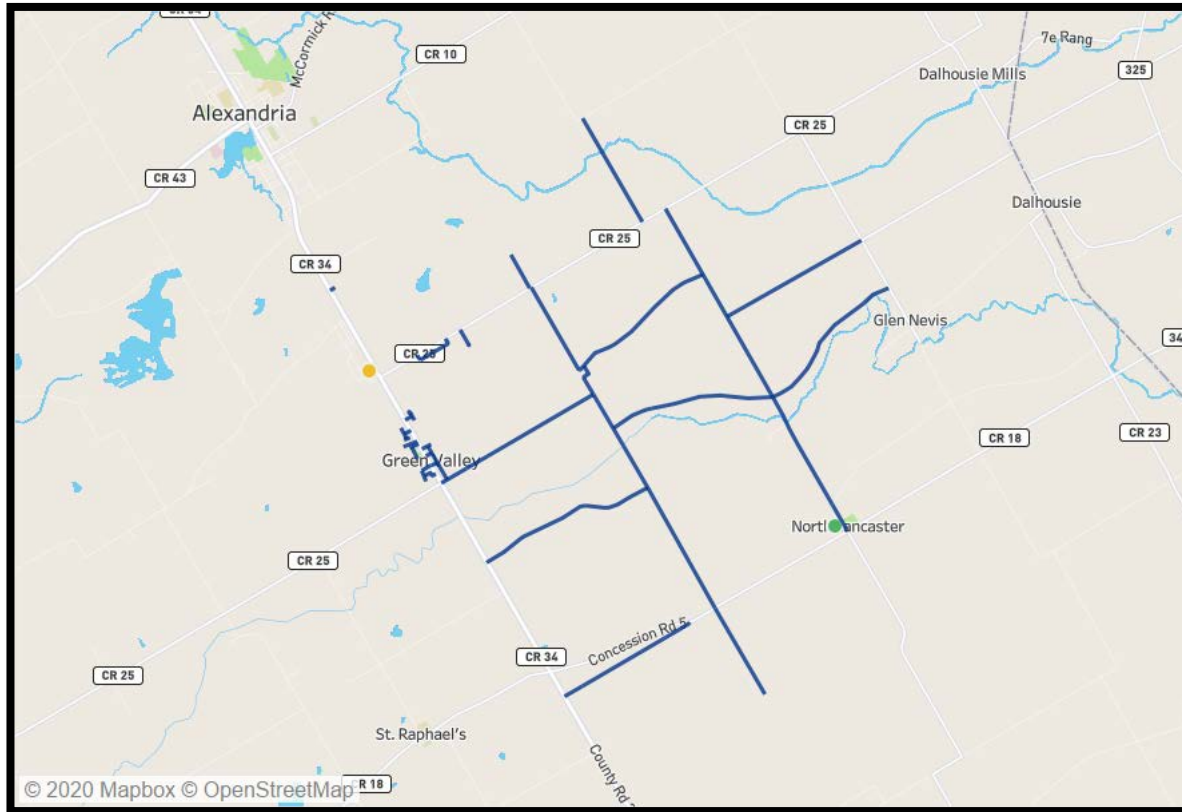
# Route Optimization Route 6



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: Airport Rd.

# Route Optimization Route 7



Notes:

- Only plowed road segments are shown
- Starting Location: North Lancaster
- Re-fill Location: North Lancaster

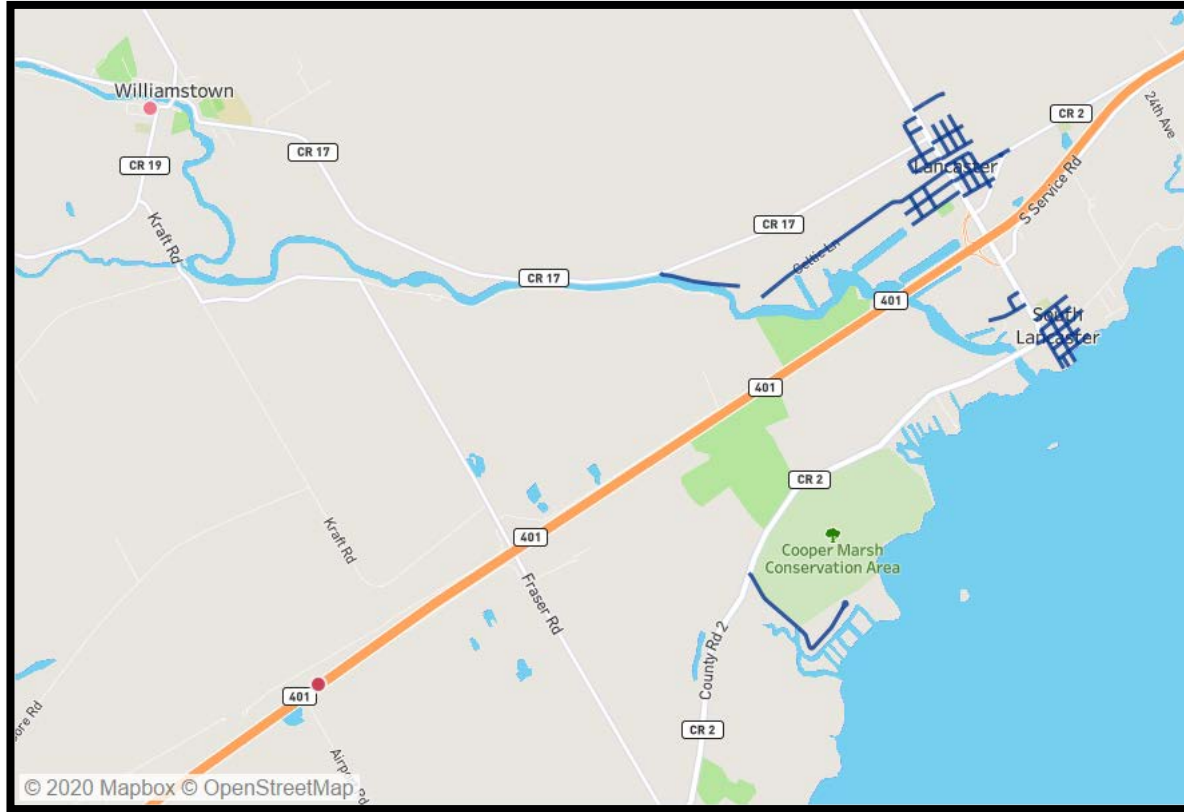
# Route Optimization Route 8



Notes:

- Only plowed road segments are shown
- Starting Location: North Lancaster
- Re-fill Location: North Lancaster

# Route Optimization Route 9



**Notes:**

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: N/A

# Route Optimization Route 10



Notes:

- Only plowed road segments are shown
- Starting Location: Airport Rd.
- Re-fill Location: N/A



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## **STAFF REPORT**

**S.R. 141-2020**

**PREPARED BY:** Ewen MacDonald, GM Infrastructure Services

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

**COUNCIL DATE:** October 5, 2020

**SUBJECT:** Williamstown Crosswalk

### **BACKGROUND:**

1. There is an existing Crosswalk in Williamstown located on SDG 17 between the Williamstown Public School and the Char-Lan High School.
2. The crossing is used frequently for pedestrians/students that are going from the Public School to the High School or from the High School to the Arena.
3. The current crosswalk is identified with white line pavement markings and is classified as an uncontrolled crossing.
4. The design features for an enhanced, controlled crossing would include signage and automated Beacon lights.

### **ANALYSIS:**

5. The Transportation Association of Canada's Pedestrian Crossing Control Guide states that children may have problems with the ability to estimate available and required crossing gaps due to their limited search and attention capacity. Children have difficulty judging speed, spatial relations, and distance as compared to adults. Their auditory and visual acuity, depth perception and proper scanning ability develop gradually and do not fully mature until at least age 10. Even children above this age are easily distracted and may not always behave as drivers expect. Furthermore, according to the Institute of Transport Engineers Handbook, their concept of safety is not well developed, their knowledge of safe crossing conditions and ability to properly judge traffic gaps is poor, they have limited understanding about traffic control devices, and have difficulty correctly perceiving the direction of sound and the speed of a vehicle.



6. Ontario Traffic Manual Book 15 includes warrants for the installation of pedestrian crossover facilities. The manual recommends the following minimum thresholds before pedestrian crossover installations should be considered:
  - 8 hour pedestrian volume  $\geq 100$  and 8 hour vehicle volume  $\geq 750$  or;
  - 4 hour pedestrian volume  $\geq 65$  and 4 hour vehicle volume  $\geq 395$  and;
  - The location is  $> 200$  metres from another traffic control device
7. The pedestrian volume and traffic volume would likely meet the warrants for a Level 2 Type B PXO which is distinctly defined by the prescribed use of regulatory and warning signs, rapid rectangular flashing beacons (RRFB) and pavement markings prescribed and illustrated by Ontario Regulation 402/15. The system uses both the side mounted and over-head regulatory signs.
8. This Crosswalk design would be similar to the Crosswalk recently installed in Lancaster on Military Road.

#### **IMPACT ON 2020 BUDGET:**

9. The cost to install an Automated Crossing System is approximately \$10,000.00.
10. There is no budget line item for this expense in 2020.
11. Administration is recommending that the Township contact the Upper Canada District School Board to ask for their financial support for the Crosswalk.

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

Goal Two: Improve quality of life in our community

#### **RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 141-2020 be received and that Council direct Administration to proceed with the installation of a Level 2 Type B Crosswalk on SDG 17 in Williamstown between the Williamstown Public School and the Char-Lan High School; and that Administration contact the Upper Canada District School Board to ask for financial support for this Crosswalk.

Recommended to Council for  
Consideration by:  
CAO – TIM MILLS



## STAFF REPORT

S.R. 142-2020

**PREPARED BY:** Joanne Haley, GM Community Services

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

**COUNCIL DATE:** October 5, 2020

**SUBJECT:** Municipal Signage Policy

### **BACKGROUND:**

1. At the February 19, 2019 Council meeting, Council supported the idea and need for a municipal signage policy. The costs to develop the policy and the templates for the signage was approved in the 2019 municipal budget. A request for quotation was issued and the successful respondent was the company “Sign It”.
2. Sign It was tasked to design a family of signs that represents the Township South Glengarry and includes our branding. This is an important task as municipal signage is an excellent opportunity for the Township to promote local businesses and attractions through consistent, recognizable signage that reinforces the Township “Ontario’s Celtic Heartland” brand. A strong community brand is vital for attracting visitors, future residents and businesses.
3. On November 4<sup>th</sup>, 2019, Noella Cotnam, Sign It; presented design options to Council. Council provided direction and feedback which led to the final design options.
4. On May 19, 2020, Council chose the final design option to include the “Township of South Glengarry” words and the Ontario’s Celtic Heartland banner to be placed beneath the sign.

### **ANALYSIS:**

5. Sign It proceeded to finalize the design which is now included in the draft signage policy. This format of design is intended to be used for all municipal and community signage.
6. The attached draft municipal signage policy explains the purpose of the policy, the goals, the role of the public, the role of the administration and Council,



installation and maintenance details as well as the approved designs of the community and parking signs which includes graphics, fonts, sizes and colours.

7. On September 21, 2020 Council received and reviewed the draft signage policy and completed first and second reading. Administration did not receive any suggested or required changes from Council.
8. The draft policy was reviewed by our Economic Development and Tourism Coordinator; it was suggested to revise the role of the Community Group to ensure that it is clear that all community groups cannot deviate from the approved signage design by making their own sign with a different shape, style, colour etc. Also, a few other adjectives were inserted throughout the policy, but no deletions were made.
9. The by-law attached to this report will approve the signage policy by completing third and final reading.

#### **IMPACT ON 2020 BUDGET:**

There is no impact on the 2020 budget to complete the signage policy as the costs for the sign designs were incurred in 2019. Should Council choose to erect a sign in 2020 this will need to be approved.

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

- Goal 1: Enhance economic growth and prosperity
- Goal 2: Improve quality of life in our community
- Goal 3: Improve internal and external communications

#### **RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 142-2020 be received and that the Council of the Township of South Glengarry approves By-Law 57-2020, being a by-law to approve a municipal signage policy for the Township of South Glengarry, be read a third and final time this 5th day of October, 2020.



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

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

**SG-I-20**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW 57-2020  
FOR THE YEAR 2020**

***BEING A BY-LAW TO ADOPT A MUNICIPAL SIGNAGE POLICY FOR THE TOWNSHIP OF SOUTH GLENGARRY***

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

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

**AND WHEREAS** section 224 (a) of the *Municipal Act*, S.O. 2001, as amended, authorizes councils to develop and evaluate policies and programs of the municipality;

**AND WHEREAS** section 224 (d) of the *Municipal Act*, S.O. 2001, as amended, allows Council to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;

**AND WHEREAS** the Council of the Township of South Glengarry deems it advisable to adopt a municipal signage policy, to establish the criteria required to create and install community signage and to administer the request, the design and the installation of community signage and courtesy parking signage;

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


1. **THAT** the Municipal Signage Policy, attached hereto as "Schedule A" shall form part of this By-law.
2. **THAT** this by-law shall come into force and take effect on the date of its final passing.

***READ A FIRST, AND SECOND TIME IN OPEN COUNCIL THIS 21ST DAY OF SEPTEMBER, 2020.***

***READ A THIRD AND FINAL TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 5<sup>TH</sup> DAY OF OCTOBER, 2020.***

**MAYOR:**

**CLERK:**

<b>South Glengarry</b>				<b>POLICY</b>
Policy Number:	01-20	Review Frequency:	Annually	
Approved By:	Council of the Township of South Glengarry	Date Approved:		
		Revision Date:		
Subject:	Municipal Signage Policy			

## INTRODUCTION

Signage is a powerful branding tool that is available to help unify the municipality. A detailed signage plan can develop a strong sense of place, create a positive first impression for visitors, provide important information about the Township and assist in wayfinding.

Individuals tend to do business or visit places they are familiar with. This sense of familiarity can help the public feel more comfortable when choosing to visit or invest in local South Glengarry attractions and services. Signage is a cost effective and highly visible opportunity to create a recognizable image.

Clear and consistent signage plays an important role in the streetscape and can improve people's understanding and experience of the local environment.

## PURPOSE

The purpose of the signage policy is to establish the criteria required to create consistent signage and install community signage and to administer the request, the design and the installation of community signage and courtesy parking signage.

The Township's Community Services Division will administer all community signage and courtesy signage in partnership with the Township's Road's Department and the United Counties of Stormont, Dundas and Glengarry (SDG) Transportation Department.

## OBJECTIVES

The objective of the signage policy is to elevate the Township of South Glengarry's profile and branding, consistently identify our communities and their locations while assisting

tourism, businesses, and points of interest found throughout the Township by allowing residents, visitors and passersby identify our communities. Schedule A provides an image of the approved signage designs for Community and Parking which includes the sizes, the graphics, the wording and the permitted colours.

## DEFINITIONS

**Branding** means the Township of South Glengarry's approved branding which is the reflection of the unique Celtic culture through recognizable colours, words, symbols and overall appearance.

**Community Group** means a group or organization that will fundraise, design and create a community sign for their respective community.

**Community Signage** means signs that are located at the entry points of villages or hamlets in South Glengarry.

**Parking Signage** means signs indicating available courtesy parking on any street within a settlement area.

**SDG** means the United Counties of Stormont, Dundas and Glengarry

**Township** means the Township of South Glengarry.

## TYPES OF SIGNAGE

There are many different signs that can be created and installed in communities for various purposes. This policy focuses on two types of signage being Community Signs and Parking Signs, however, should other signs be requested or desired, they will be obligated to follow the same design criteria for consistency purposes being graphics, wording and colours as found in schedule A of this policy. Where possible, the tag line "Ontario's Celtic Heartland" must be included in the signs preferably in the form of a banner as per the approved sign design. Details of the Community and Parking Signs are as follows:

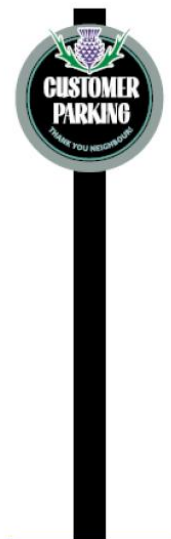
## Community Signs

To create community signage that identifies the community and welcomes visitors while maintaining and celebrating the uniqueness and historical significance of the respective community and the Township. The Community Signage is designed to allow for each community to choose an image to reflect the character and culture of their location. This image will be placed in the circular location of the approved sign design.



## Parking signs

To create parking signage that identifies courtesy or municipal parking spaces in hopes to improve our visitor's experiences to our community's main streets or local public attractions.



## **COMMUNITY GROUP ROLE**

Residents and business of communities are encouraged to fundraise to create the community image within the approved sign design and to work with the Township's Community Services Division to ensure the community image represents its unique character and culture. The final design for all community signs must be approved by Council. The Community will not be permitted to deviate from the approved sign standard.

## **TOWNSHIP ADMINISTRATION ROLE**

Township of South Glengarry will provide the foundational support needed to build and sustain the signage policy. The Township will work with the local communities to assist with the community image design to ensure that it reflects the communities' unique character and culture. The final design for all community signs must be approved by Council.

## **TOWNSHIP COUNCIL ROLE**

Council may choose to budget for signage on an annual basis to create and install signs or to provide financial support to local community groups seeking new signage.

## **SIGN LOCATIONS**

### **Community Signs**

The location of all community signs must be approved by the responsible roads department. Community signs are to be installed on the road allowance and shall be located at the principal access points to a community; a minimum of 2 community signs and a maximum of 4 community signs will be permitted.

### **Parking Signs**

Parking Signs were designed to be flexible depending on location, whether directing a visitor to the parking lot from a main road or available parking along the street.

The location of courtesy Parking signs must be approved by the responsible roads department. Courtesy parking signs are to be installed on main streets within the settlement area where there is currently on street parking permitted or in a municipal parking lot.

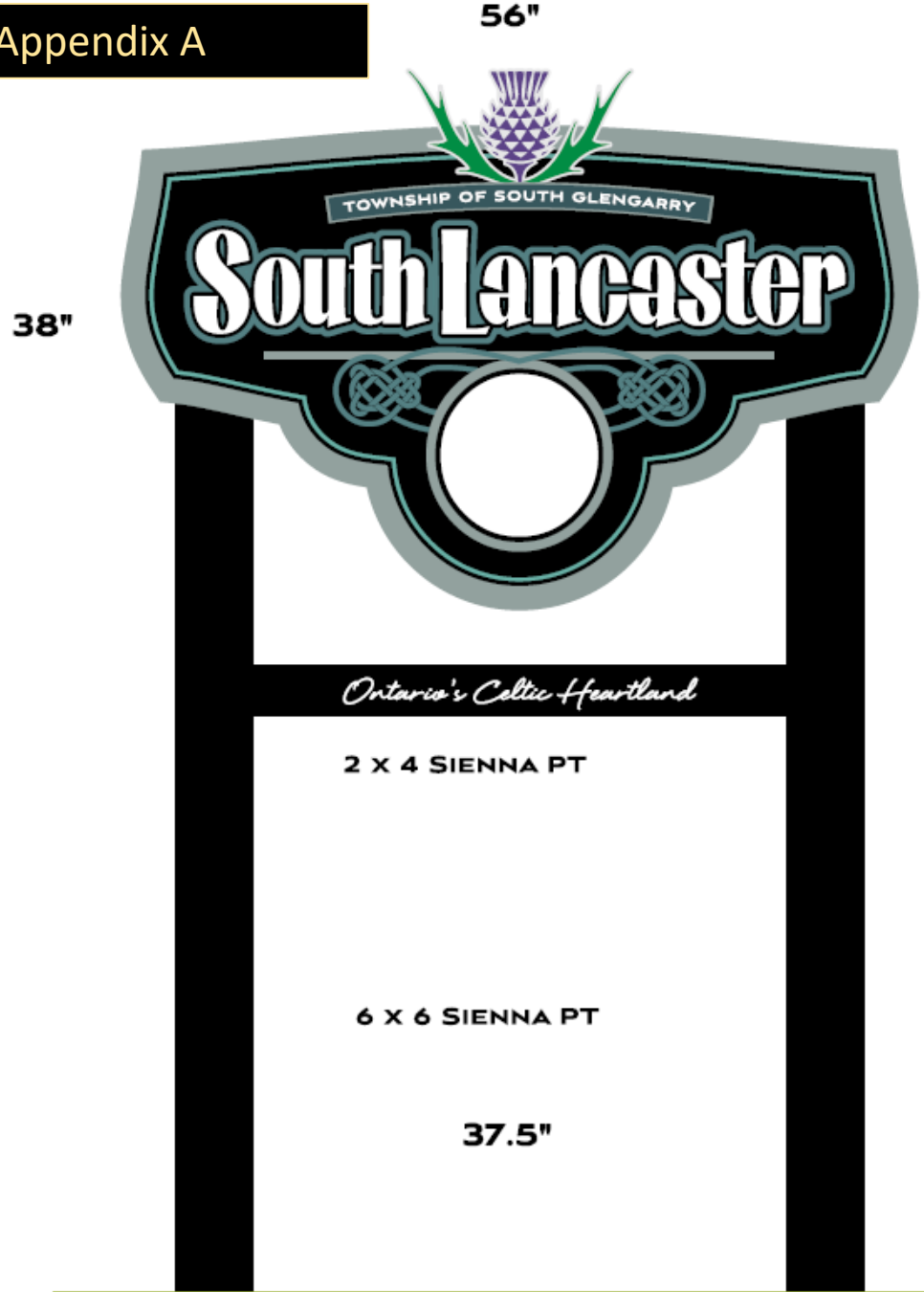
## **INSTALLATION**

The Township's Road Department or the SDG Transportation Department will be responsible to install the base/support of the sign and work together with the sign provider for the installation of all signs erected under this policy.

## **MAINTENANCE**

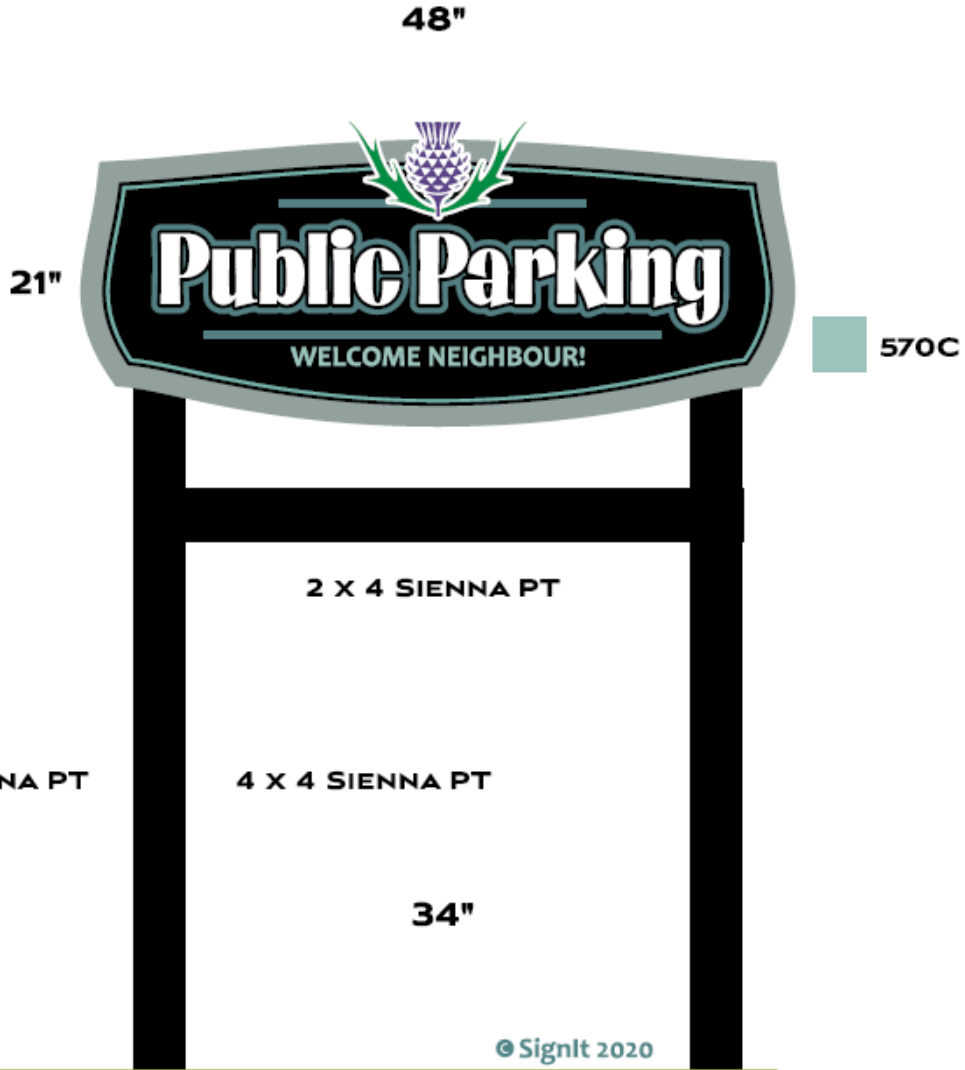
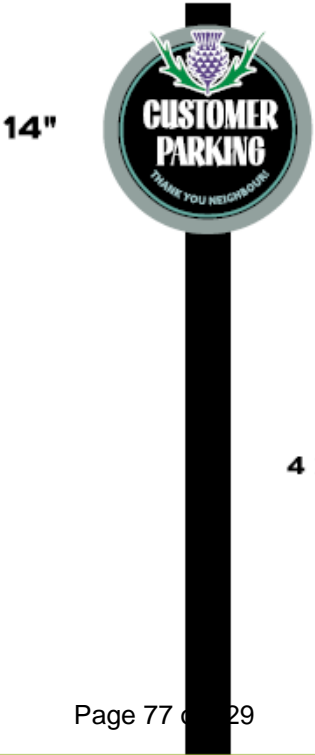
The Township will be responsible for maintaining the signs and replacing community and parking signs when damaged.

Appendix A



- 5497C
- 3265C
- 7475C

- BLACK
- 14"





**CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY**

**MOVED BY** Sam McDonell

**RESOLUTION NO** \_\_\_\_\_

**SECONDED BY**

**DATE** October 5, 2020

WHEREAS the Township of South Glengarry received a resolution from the municipality of Tweed attached hereto calling for action by the federal and provincial governments to review licencing and distribution practices for medical cannabis growers;

AND WHEREAS the Township of South Glengarry shares the concerns of the municipality of Tweed regarding licences being issued to properties not in compliance with local zoning by-laws and urges Health Canada to consult with municipal stakeholders prior to licences being issued;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry supports the resolution from the municipality of Tweed and directs the Clerk to forward a motion to the Right Honourable Prime Minister of Canada; the Honourable Patty Hajdu, Minister of Health, MP Eric Duncan and the Federation of Canadian Municipalities.

CARRIED       DEFEATED       POSTPONED

\_\_\_\_\_  
Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	_____	_____
Deputy Mayor Warden	_____	_____
Councillor Lang	_____	_____
Councillor Jaworski	_____	_____
Councillor McDonell	_____	_____

# Municipality of Tweed Council Meeting



**Resolution No.**

343.

**Title:**

County of Hastings and County of Lennox & Addington

**Date:**

Tuesday, August 25, 2020

**Moved by**

J. Flieler

**Seconded by**

J. Palmateer

WHEREAS the Government of Canada passed the *Cannabis Act S.C. 2018, c. 16* legislation legalizing properties to grow a maximum of 4 plants without a licence; and

WHEREAS Health Canada issues licences for medicinal cannabis production that are specific to set properties without municipal consultation and regardless of land use zoning by-laws; and

WHEREAS pharmaceutical companies and industries are required to follow strict regulations and governing legislation to produce medicinal products including *Narcotic Control Regulations C.R.C., c 1041* and *Controlled Drugs and Substances Act (Police Enforcement) Regulations SOR/9-234*; and

WHEREAS Municipalities are authorized under the *Planning Act, R.S.O. 1990, C. P 13* to pass a comprehensive zoning by-law that is in compliance with the appropriate County Official Plan which must be in compliance with the Provincial Policy Statement, Under *The Planning Act, 2020*; and

WHEREAS the Provincial Policy Statement, Official Plan and Zoning By-Law in effect for each area is designed to secure the long-term safety and best use of the land, water and other natural resources found in that area's natural landscape; and

WHEREAS the Municipality of Tweed has passed *Comprehensive Zoning By-Law 2012-30* and further amended it by the *Cannabis Production By-Law 2018-42*, limiting cannabis production facilities to rural industrial zoned lands with required setbacks from residential zoned properties; and

WHEREAS the Municipality of Tweed has not been consulted by Health Canada prior to the issuance of licences for properties not in compliance with the Municipal zoning by-laws for a cannabis production facility; and

WHEREAS the Province needs to amend legislation to establish a new Provincial Offence Act fine regime that creates an offence(s) when unlicensed cannabis operations break planning and environmental regulations, ignore Building Code requirements and build without a permit at a fine of at least \$100,000 per offence;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Tweed requests that immediate action be taken by all levels of government for medical cannabis licencing to follow similar regulations and guidelines as all other pharmaceutical industries;

AND FURTHER, that the Association of Municipalities of Ontario advocate with the Federation of Canadian Municipalities for advocacy to the Government of Canada for similar regulations and guidelines for medical cannabis licencing in alignment with other pharmaceutical industries;

AND FURTHER, that the distribution of medical cannabis be controlled through pharmacies in consistency of all other medications;

AND FURTHER, that Health Canada withhold licencing until the potential licence holder can provide evidence of acceptable zoning of the intended property in question;

AND FURTHER, that licenced locations be disclosed in advance to the municipalities hosting the licenced locations; and

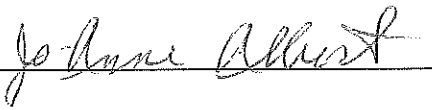
AND FURTHER, that this resolution be circulated to the Prime Minister of Canada, Health Canada, the Premier of the Province of Ontario, the Minister of Municipal Affairs and Housing, the Ontario Provincial Police, the Association of Municipalities of Ontario, and all upper, lower and single tier municipalities within the Province of Ontario.

**Carried**

**Defeated by a Tie**

**Defeated**

Mayor





## Raisin Region Conservation Authority

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

Tel: 613-938-3611 Fax: 613-938-3221 [www.rrca.on.ca](http://www.rrca.on.ca)

### MEMORANDUM

**To:** Township of South Glengarry Council, CAO, and Clerk  
**From:** Lisa Van De Ligt, Communications Specialist  
**Date:** September 29, 2020  
**Subject:** RRCA Board of Directors Meeting Highlights (September 17, 2020)

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

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

#### September 17, 2020 Meeting Highlights

Below are the highlights of the September 17, 2020 RRCA Board of Directors meeting:

- To respect COVID-19 physical distancing measures, the meeting took place at the RCAF (240 Water Street West, Cornwall).
- Board approved minutes from the June 18, 2020 virtual meeting (<http://www.rrca.on.ca/page.php?id=15>)
- Board received a verbal update on the RRCA's operations and business continuity in response to COVID-19
- RRCA office remains closed to the public. Staff work remotely and from the office. Staff contact information may be found at <https://www.rrca.on.ca/page.php?id=14>.
- Board approved 3 RRCA funding application submissions.
- Board approved Charlottenburgh Park camping rates for 2021.
- Board approved the purchase of computer equipment.

**Next RRCA Board meeting date: October 15, 2020**

Lisa Van De Ligt,  
 Communications Specialist



# The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

The Right Honourable Raymond Cho, Minister for Seniors and Accessibility  
College Park 5<sup>th</sup> Flr, 777 Bay St,  
Toronto, ON  
M7A 1S5

**Re: AODA Website Compliance Extension Request**

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At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-281

- “1. **WHEREAS** Section 14(4) of O.Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021;
2. **AND WHEREAS** the municipality remains committed to the provision of accessible goods and services;
3. **AND WHEREAS** the municipality provides accommodations to meet any stated accessibility need, where possible;
4. **AND WHEREAS** the declared pandemic, COVID-19, has impacted the finances and other resources of the municipality;
5. **AND WHEREAS** the Accessibility for Ontarians with Disabilities Act contemplates the need to consider the technical or economic considerations in the implementation of Accessibility Standards;
6. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario extend the compliance deadline stated in Section 14(4) of O.Reg 191/11 to require designated public sector organizations to meet the compliance standards, by a minimum of one (1) year to at least January 1, 2022; **AND**,
7. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario consider providing funding support and training resources to meet these compliance standards.”

The impacts of the pandemic on municipal finances and resources affect the ability of municipalities to meet the January 1, 2021 deadline for full compliance with WCAG 2.0 Level AA.

We humbly request the Ontario government consider an extension request, in addition to financial support and training due to the unprecedented impacts of the global pandemic.

Regards,



Tammy Fowkes  
Deputy Clerk, Town of Amherstburg  
(519) 736-0012 ext. 2216  
[tfowkes@amherstburg.ca](mailto:tfowkes@amherstburg.ca)

cc:

The Right Honourable Doug Ford, Premier of Ontario  
The Association of Municipalities of Ontario  
All Ontario Municipalities



**Resolution:** COVID-19 Funding for Capital Purchases  
**Date:** EOWC Wardens Meeting of September 18, 2020

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**MOVED BY:** Warden Debbie Robinson (County of Renfrew)  
**SECONDED BY:** Warden Frances Smith (County of Frontenac)

BE IT RESOLVED THAT the EOWC Inc. request that the Province of Ontario provide municipalities with as much flexibility as possible in developing the guidelines for the utilization of funds provided through the Safe Restart Agreement;

BE IT FURTHER RESOLVED THAT municipalities be permitted to use these funds for capital purchases in response to COVID-19.

**CARRIED**

A handwritten signature in black ink, appearing to read 'A Letham', is written over a light blue horizontal line.

Signed on September 18, 2020  
by Andy Letham, EOWC Chair



# The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

Hon. Lisa McLeod, Minister of Heritage, Sport, Tourism and Culture Industries  
6<sup>th</sup> Flr, 438 University Ave,  
Toronto, ON  
M7A 1N3

**Re: Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act**

At its meeting of September 14, 2020, Council passed the following for your consideration:

**Resolution # 20200914-258:**

**“WHEREAS** Royal Assent has been granted to Bill 108 entitled ‘More Homes, More Choice Act, 2019’ on June 6, 2019; and,

**WHEREAS** Schedule 11 of Bill 108 contains amendments to the Ontario Heritage Act which require appeals under the Ontario Heritage Act to be heard by the Local Planning Appeal Tribunal not the Conservation Review Board; and,

**WHEREAS** the Conservation Review Board is an adjudicative tribunal that, through the mandate provided by the Ontario Heritage Act, considers a number of matters such as:

- The proposed designation of a property as having cultural heritage value or interest;
- Applications for the repeal of a By-law on a specific property;
- Applications related to the alteration of a property covered by a By-law; and,
- Matters related to archaeological licensing. AND,

**WHEREAS** Schedule 11 of Bill 108 will come into effect on a date to be proclaimed by the Lieutenant Governor; and,

**WHEREAS** the Local Planning Appeal Tribunal are not experts in heritage matters unlike members of the Conservation Review Board; and,

**WHEREAS** the Local Planning Appeal Tribunal decisions are binding decisions unlike the Conservation Review Board non-binding recommendations; and,

**WHEREAS** the Ontario Heritage Act provides a means for municipalities to protect and preserve the cultural heritage value or interest of the municipality for generations to come; and,

**WHEREAS** the Conservation Review Board currently provides reports to municipal council’s setting out its findings of fact, and its recommendations so that a final decision can be rendered by municipalities about what is valuable in their community;

**WHEREAS** the Town of Amherstburg remains committed to the preservation and protection of property of cultural heritage value or interest;

**NOW THEREFORE BE IT RESOLVED THAT** the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to remove the powers provided to the Local Planning Appeal Tribunal, retaining authority for hearing certain appeals by the Conservation Review Board; and,

**BE IT FURTHER RESOLVED THAT** the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to return the authority for final decisions to municipal council's as the elected representative of the communities wherein the property and its features of cultural heritage value exist; and,

**BE IT FURTHER RESOLVED THAT** a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, Lisa McLeod the Minister of Heritage, Sport, Tourism and Culture Industries, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser Interim Leader of the Ontario Liberal Party, Mike Schreiner MPP and Leader of the Green Party of Ontario, Taras Natyshak MPP Essex County; and,

**BE IT FURTHER RESOLVED THAT** a copy of this motion be sent to the Association of Municipalities of Ontario (AMO), all MPP's in the Province of Ontario, the County of Essex and all Municipalities in Ontario for their consideration."

We strongly recommend that the Ontario government consider amendments to Bill 108 to return the final authority to municipal Council's to determine what is of cultural heritage value or interest in their communities with the benefits of the expert and professional advice provided by the Conservation Review Board.

Regards,



Tammy Fowkes  
Deputy Clerk, Town of Amherstburg  
(519) 736-0012 ext. 2216  
[tfowkes@amherstburg.ca](mailto:tfowkes@amherstburg.ca)

cc:

The Right Hon. Doug Ford, Premier of Ontario  
Andrea Horwath, MPP, Leader of the Official Opposition and the Ontario NDP Party  
John Fraser, MPP and Interim Leader of the Ontario Liberal Party  
Mike Schreiner, MPP and Leader of the Green Party of Ontario  
Taras Natyshak, MPP of Essex County  
All Ontario Municipalities

90 Wollaston Lake Road  
COE HILL, ON K0L 1P0  
[clerk@wollaston.ca](mailto:clerk@wollaston.ca)  
[www.wollaston.ca](http://www.wollaston.ca)



**MAYOR: BARBARA SHAW**  
**CLERK: BERNICE CROCKER**  
613-337-5731 (Phone)  
613-337-5789 (Facsimile)

---

September 16, 2020

**MINISTRY OF MUNICIPAL  
AFFAIRS AND HOUSING**  
17<sup>th</sup> Floor, 777 Bay street  
TORONTO, ON  
M7A 2J3

**ATTN: THE HON. STEVE CLARK**

Dear Minister Clark:

At a special meeting of council held on August 24, 2020, members discussed concerns regarding the 2018 municipal election.

In the last six weeks of the 2018 municipal election in Wollaston Township, seasonal property owners presented signed leases with family members for sleeping cabins, bunkies and sheds. The \$100.00 leases added a significant number of new non-resident electors to the voters' list.

Although concerns were raised regarding the Township's Comprehensive Zoning By-law and non-use of the standard lease form, the leases were used as eligibility, allowing the children of seasonal property owners access to a Township election for the first time.

Because this gave the appearance of a pay to play campaign, and because the leases were with family members, and because no people actually lived in these structures that lacked hydro, running water and washroom facilities, this was reported to the OPP, who have a duty to enforce the rules and regulations of the *Municipal Elections Act*.

The OPP did not proceed with charges because they said there was no case law.

The following Motion was adopted:

MOTION NO.: 03  
MOVED BY: TIM CONLIN  
SECONDED BY: DARLENE COLTON

**MINISTRY OF MUNICIPAL AFFAIRS AND HOUSING**

**THE HON. STEVE CLARK**

**September 16, 2020**

**Page 2**

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**BE IT RESOLVED**, that the Council of Wollaston Township ask Minister of Municipal Affairs and Housing, the Hon, Steve Clark, to review the *Municipal Elections Act* and provide amendments to ensure that loopholes are closed on any pay to play schemes in rural communities where non-resident electors are permitted to participate in elections so that \$100.00 leases do not turn into ballots for garden sheds.

**AND BE IT FURTHER RESOLVED**, that the County of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to review the Municipal Elections Act and provide amendments to provide clearer, stronger wording, to assist municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list.

**AND BE IT FURTHER RESOLVED**, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that there is a clear and accessible way to report election fraud.

**AND BE IT FURTHER RESOLVED**, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that the rules described in the Municipal Elections Act are actually enforceable even if there is not current case law.

**AND BE IT FURTHER RESOLVED**, that support for this resolution be sent to Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, all Ontario Municipalities and the Association of Municipalities of Ontario.

**CARRIED**

Should you have any questions or concerns regarding the above, do not hesitate to contact me.

Sincerely,




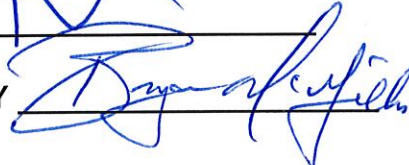
**BERNICE CROCKER**  
Clerk/Administrator

cc. Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, AMO and all Ontario Municipalities.



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

**RESOLUTION**

MOVED BY  RESOLUTION NO 2020-137  
 SECONDED BY  DATE September 21, 2020

WHEREAS the Ontario government has provided emergency assistance funding to municipalities through the Safe Restart Agreement to offset the financial impact due to the COVID-19 pandemic;

AND WHEREAS the Province has specified funding must be used for operating costs and pressures due to COVID-19;

AND WHEREAS due to the nature of the pandemic and the necessity to make physical retrofits to offices to accommodate staff and the public in a safe environment, capital costs will be incurred by municipalities;

AND WHEREAS we have been advised by the Ministry of Finance that COVID-19 related capital expenditures are ineligible for Safe Start Agreement funding;

THEREFORE BE IT RESOLVED THAT the Council of the United Counties of Stormont, Dundas and Glengarry urges Ontario to allow capital expenditures under the Safe Restart Agreement, and that a copy of this resolution be forwarded to Premier Doug Ford, Jim McDonnell, MPP and the Association of Municipalities of Ontario (AMO).

CARRIED

DEFEATED

DEFERRED

  
 WARDEN

Recorded Vote:	
Councillor Armstrong	—
Councillor Byvelds	—
Councillor Fraser	—
Councillor Gardner	—
Councillor Landry	—
Councillor MacDonald	—
Councillor McGillis	—
Councillor Prevost	—
Councillor Smith	—
Councillor Warden	—
Councillor Wert	—
Councillor Williams	—

## ONTARIO ENERGY BOARD NOTICE TO CUSTOMERS OF ENBRIDGE GAS INC.

**Enbridge Gas Inc. has applied to dispose of certain account balances and for approval of the amount of its earnings that it must share with customers.**

**Learn more. Have your say.**

**Enbridge Gas Inc. has applied to the Ontario Energy Board for approval to dispose of amounts recorded in certain deferral and variance accounts and for approval of the amount of its 2019 earnings that it is required to share with customers.**

**If the application is approved as filed, a typical residential customer in the EGD Rate Zone (former Enbridge Gas Distribution Inc. customers) would pay a one-time charge of \$0.74 in January 2021.**

**A typical residential customer in each of the Union Rate Zones (former Union Gas Limited customers) would see the following impacts:**

- **Union South Rate Zone: a total charge of \$4.97 collected over three months, from January to March 2021**
- **Union North West Rate Zone: a total credit of \$61.53 received over three months, from January to March 2021**
- **Union North East Rate Zone: a total credit of \$5.94 received over three months, from January to March 2021**

**Other customers, including businesses, may also be affected.**

### **THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING**

The Ontario Energy Board (OEB) will hold a public hearing to consider the application filed by Enbridge Gas. During this hearing, which could be an oral or written hearing, we will question Enbridge Gas on the case. We will also hear questions and arguments from individuals that have registered to participate (called intervenors) in the OEB's hearing. At the end of this hearing, the OEB will decide whether the amounts and the charges or credits requested in the application will be approved.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

### **BE INFORMED AND HAVE YOUR SAY**

You have the right to information regarding this application and to be involved in the process.

- You can review Enbridge Gas' application on the OEB's website now
- You can file a letter with your comments, which will be considered during the hearing
- You can become an intervenor. As an intervenor you can ask questions about Enbridge Gas' application and make arguments on whether the OEB should approve Enbridge Gas' request. Apply by **October 8, 2020** or the hearing will go ahead without you and you will not receive any further notice of the proceeding
- At the end of the process, you can review the OEB's decision and its reasons on our website

The OEB intends to consider cost awards in this proceeding that are in accordance with the *Practice Direction on Cost Awards* and only in relation to the following:

1) The review of the following deferral and variance accounts:

#### EGD Rate Zone (former Enbridge Gas Distribution Inc.) Accounts

- Storage and Transportation Deferral Account
- Transactional Services Deferral Account
- Unaccounted for Gas Variance Account
- Average Use True-Up Variance Account
- Deferred Rebate Account
- Dawn Access Costs Deferral Account
- Gas Supply Plan Cost Consequences Deferral Account

#### Union Rate Zones (former Union Gas Limited) Accounts

- Unabsorbed Demand Costs Variance Account
- Upstream Transportation Optimization Deferral Account
- Short-Term Storage and Other Balancing Services Deferral Account
- Normalized Average Consumption Deferral Account
- Unaccounted for Gas Volume Variance Account
- Unaccounted for Gas Price Variance Account
- Parkway West Project Costs Deferral Account
- Brantford-Kirkwall / Parkway D Project Costs Deferral Account
- Parkway Obligation Rate Variance Deferral Account
- Lobo C Compressor / Hamilton-Milton Pipeline Project Costs Deferral Account
- Lobo D / Bright C / Dawn H Compressor Project Costs Deferral Account
- Burlington-Oakville Project Costs Deferral Account
- Sudbury Replacement Project Variance Account

- Panhandle Reinforcement Project Costs Deferral Account
- Pension and Other Post-Employment Benefits Variance Account
- Deferral Clearing Variance Account

Enbridge Gas Inc. Accounts

- Account Policy Changes Deferral Account
- Earning Sharing Deferral Account
- Tax Variance Deferral Account

2) The review of Enbridge Gas Inc.'s 2019 utility results and earnings sharing amounts.

3) The review of the methodology for disposing and allocating the deferral and variance account balances and the 2019 earnings sharing amount, if any.

**LEARN MORE**

Our file number for this case is **EB-2020-0134**. To learn more about this hearing, find instructions on how to file a letter with your comments or become an intervenor, or to access any document related to this case, please enter the file number **EB-2020-0134** on the OEB website: [www.oeb.ca/participate](http://www.oeb.ca/participate). You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

**ORAL VS. WRITTEN HEARINGS**

There are two types of OEB hearings – oral and written. Enbridge Gas has applied for a written hearing. The OEB is considering this request. If you think an oral hearing is needed, you can write to the OEB to explain why by **October 8, 2020**.

**PRIVACY**

*If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and e-mail address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.*

*This rate hearing will be held under section 36 of the Ontario Energy Board Act, 1998, S.O. 1998, c.15, Schedule B.*





## Community Schools Alliance

Follow us on Twitter: @csaont

Find us on Facebook

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

September 16, 2020

Dear colleague,

This letter is being sent to all members and former members of the Community Schools Alliance. I am writing to give you and the members of your council a brief update on the activities of the Executive Committee of the CSA since our last Annual General Meeting in Ottawa on August 18, 2019.

The executive held eleven meetings either by teleconference or, more recently, by videoconference and addressed a wide range of issues affecting schools in rural Ontario and the North. We also met with Minister of Education Stephen Lecce and/or Parliamentary Assistant Sam Oosterhoff on three occasions.

Because of the pandemic and the decision of the Association of Municipalities of Ontario to hold its annual August 2020 conference virtually, the executive cancelled its 2020 Annual General Meeting and elections. The terms of all eleven executive committee members were extended for one year. It is hoped that we will be able to hold our next annual meeting and elections at the 2021 AMO conference in London on August 15 to 18, 2021.

The executive has also waived membership fees in the Community Schools Alliance for current members for both 2019-2020 and for 2020-2021. Membership for all individuals and municipalities who had paid a membership fee for 2018-2019 is extended to August, 2021 at no cost.

Should you have questions or comments for the Community Schools Alliance, please direct them to us at: [communityschoolsallianceoffice@gmail.com](mailto:communityschoolsallianceoffice@gmail.com)

The executive will continue to meet regularly to monitor and review issues that impact our schools in rural Ontario and the North. Thank you for your past support of the Community Schools Alliance.

Respectfully submitted,

A handwritten signature in black ink that reads "Doug Reycraft".

Doug Reycraft  
Chair, Community Schools Alliance  
181 Main Street  
Glencoe ON N0L1M0  
(519) 494-2508

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2020-4019

September 18, 2020

**RE: Parkland Dedication, Development Charges and the Community Benefits  
Charges Authority**

Dear Head of Council,

As you know, our government introduced the Housing Supply Action Plan last year with the goal of increasing the supply of housing across Ontario. As part of this effort, our Government introduced the community benefits charge (CBC) authority along with changes to the *Development Charges Act* and parkland dedication under the *Planning Act*.

Over the past year, the Ministry of Municipal Affairs and Housing consulted for over 300 days with municipalities, the development industry and the public on the implementation of the framework, including several aspects of the legislation and a regulatory approach. I value the input of our municipal partners.

I am writing to inform you that on September 18<sup>th</sup>, our government proclaimed the remaining amendments that were made to the *Development Charges Act* and the *Planning Act* by Bill 108, the *More Homes, More Choice Act*, and, Bill 197, the *COVID-19 Economic Recovery Act*. In addition, we have made a new regulation under the *Planning Act* and technical changes to regulations under the *Planning Act*, *Development Charges Act* and *Building Code Act* in order to finalize the framework for development charges, community benefits and parkland.

As of September 18, 2020, municipalities will have two years to transition to the new regimes. This will enable both the municipalities and builders to adjust to these changes in light of the pressures of COVID-19.

We listened to the feedback received during consultations, and that is why we are proposing to prescribe a percentage of 4% for the CBC authority that will be applied to land values to determine the maximum CBC for any particular residential development. The CBC could be used by local governments to fund capital costs of services that are needed due to higher density development and are not being recovered through other tools.

These amendments will enable growth to pay for growth, while also providing greater predictability of development costs in order to increase the supply of housing so that it is more attainable for Ontarians.

I thank you for your continued collaboration throughout the implementation of this new and enhanced framework.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

- c: Chief Administrative Officers
- Chief Planners
- Municipal Treasurers
- Kate Manson-Smith, Deputy Minister, Municipal Affairs and Housing
- Alex Beduz, Chief of Staff to Minister Clark, Municipal Affairs and Housing
- Jonathan Lebi, Assistant Deputy Minister, Local Government and Planning Policy Division
- Caspar Hall, Director, Municipal Finance Policy Branch



Corporation of the Township of Perth South  
3191 Road 122  
St. Pauls, ON N0K 1V0  
Telephone 519-271-0619  
Fax 519-271-0647

July 9, 2020

Agricorp  
Attn: Board of Directors  
1 Stone Road West  
Box 360 Stn Central  
Guelph, ON N1H 8M4

**Re: Farm Property Class Tax Rate Program**

Dear Board of Directors

The Farm Property Class Tax Rate program was developed by the province to support agriculture in Ontario. Through this program, farmland owners receive a reduced property tax rate. Eligible farmland is taxed at no more than 25% of the municipal residential tax rate. This program is administered by Agricorp, the Municipal Property Assessment Corporation (MPAC), and municipalities with farmland assessment within their municipality.

The Assessment Roll is returned by MPAC in December of each year for the following year. It is important that the assessment roll values on the returned roll received from MPAC are accurate as these values are used as the basis for the calculation and distribution of taxes. However, we have found that the 2020 Assessment Roll as returned

by MPAC requires many adjustments in the form of Tax Incentive Adjustments (TIA) for the Farm Property Class Tax Rate Program, each of which result in taxation write-offs for the Township.

The TIAs are required to transfer properties which have become eligible for the Farm Property Class Tax Rate Program from the Residential Class back to the Farmland Class. It is our understanding that the large number of TIAs that are processed by MPAC are necessary due to the number of farm properties that have sold their property, made a change to the ownership of the property, or failed to submit paperwork to Agricorp by the required deadline.

The result is that the Assessment Roll is returned with an overstated Residential Class assessment and an understated Farmland Class assessment and when used in the determination of the Residential Tax Rate at budget time results in a rate that is less than it would otherwise be. In addition, taxation write-offs of 75% of the residential amount must be refunded. These refunds are required for the current year, and in some instances, in the prior year as well, placing a financial burden on municipalities.

While these adjustments are not new, they certainly seem to be increasing in volume in more recent years and we anticipate that they will continue to increase as baby-boomer farmers continue to retire and sell their farmland.

In 2020 Perth South had \$34,606,000 of Farmland Class assessment transferred to Residential Class assessment. As a result of this transfer the total write-off is \$213,550.86 of which \$107,041.20 is Perth South's portion, \$66,799.27 is Perth County's portion and \$39,710.39 is the School Board's portion. While a tax write-off of \$107,041 may not seem like a large amount for many municipalities, in Perth South is it significant and would require a 3% levy increase to offset this amount.

Perth South is also concerned with the impact that these "misclassified" properties may be having on information used by other provincial departments. For example, the classification of Farmland assessment as Residential assessment negatively impacts the

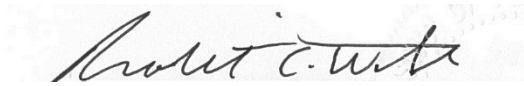
Ontario Municipal Partnership Fund (OMPF) calculation, specifically the Farm Area Measure, which could result in a financial loss in the form of reduced grant funding for the year. Despite the fact that there has been no development on farmland, Perth South's Farm Area Measure decreased from 91.7% to 90.8% in 2020, a decrease attributed to the transferring of property from the Farmland Class to the Residential Class. If the Farm Area Measure were to fall below 90% Perth South would incur a loss in grant funding, a loss we simply cannot afford. And should such a loss occur there does not appear to be a mechanism to allow for the correction of the OMPF allocation following the transfer of assessment back from Residential Class to Farmland Class.

It should also be recognized that the levy costs imposed on municipalities for maintenance and administration costs of conservation authorities is also impacted by this transfer of land from the Farmland Class to the Residential Class. The apportionment of costs is determined by multiplying Current Value Assessment (CVA) in the Residential Property Class by a Factor of 1 and multiplying the CVA in the Farmlands Property Class by a factor of .25. The inclusion of assessment from the Farmland Property Class in the Residential Property Class artificially increases our proportionate share of maintenance and administrative costs and represents another unreconcilable calculation for which we are financially penalized.

The current process places an administrative burden on municipalities and diverts staff time from other administrative work that we simply do not have to spare. In recent years the provincial government has been working with municipalities and other partners to improve service delivery and efficiencies. As part of their review, *Managing Transformations: A Modernization Action Plan*, there was a focus on strong leadership by the government to work with ministries and various partners to strengthen horizontal coordination and establish a renewed focus on improving the efficiency, productivity and outcomes of the Broader Public Sector, while at the same time delivering the most efficient Ontario Public Services possible. A similar review of the delivery of this program may be very beneficial.

Perth South understands that the province and MPAC need to ensure that each farm operation meets the requirements of the Farm Property Class Tax Rate Program, but we feel that there must be a more efficient and effective way for this to be achieved. Perth South would like to be part of the solution and suggests that all stakeholders to the Farm Property Class Tax Rate Program review the current program in an effort to find efficiencies and ultimately, a less disruptive classification process.

Yours Truly,

A handwritten signature in black ink, appearing to read "Robert C. Wilhelm", is centered on the page. The signature is written in a cursive style and is placed over a light grey rectangular background.

Mayor Robert Wilhelm  
Township of Perth South

Cc: Hon. Vic Fedeli, Minister of Finance  
Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs  
Randy Pettapiece, MPP Perth Wellington  
Board of Directors, Municipal Property Assessment Corporation (MPAC)  
Board of Directors, Rural Ontario Municipalities Association (ROMA)  
County of Perth  
Ontario Municipalities

## INFORMATION REPORT

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



**MEETING DATE:** October 5, 2020

**SUBJECT:** Notice of Decisions for Consents

**PREPARED BY:** Joanne Haley, GM Community Services

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**RE: Notice of Consent Decision**

Please find attached five "Notice of Decision" letters from the United Counties of Stormont, Dundas, and Glengarry as well as the memo for the application recommending approval. The recommendations and conditions requested have been included in the decisions as requested.

## INFORMATION REPORT

**REPORT TO: Council**



**MEETING DATE: September 8, 2020**

**SUBJECT: Consent Application B- 48-20**

**PREPARED BY: Joanne Haley**

**RE: B-48-20**

**Part Lot 12, Concession 2 Front**

**Former Township of Charlottenburgh**

**Beaulieu & Bouchard**

**Type of Consent: To Create a Building Lot**

**Subject:**

The subject property is located on part of lot 12, Concession 2 Front, on the south side of Airport Road. The purpose of this application is to create a parcel approximately 7.4 acres in size for future residential development while retaining approximately 29 acres of developed land.

**Official Plan Designations:** The subject property is designated Rural in the County Official Plan. Section 8.14.13.3. D. I of the County Official Plan indicates that “up to two consents for residential purposes may be granted for a legally conveyable lot, excluding the retained lot where the approval authority is satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the land; where the lot existed as of January 1, 1980 and where the land is located in the Rural District as shown on the Land Use Plan Schedules. This proposed consent conforms to the Official Plan.

**Zoning By-law:** The subject property is zoned Rural in the Township’s Zoning By-Law. This proposed consent conforms to the Zoning By-law.

**Proposed Recommendation:**

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

1. A review fee of \$200.00 must be paid to the Township.
2. A Parkland fee of \$1,000.00 must be paid to the Township.
3. The Township of South Glengarry will complete a site visit of the severed and retained lands to ensure that there are no concerns with the installation of septic systems in the future. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00.
4. That Road widening must be deeded to the Township on both the severed and retained parcels.



**INFORMATION REPORT****REPORT TO: Council****MEETING DATE: August 17, 2020****SUBJECT: Consent Application B- 49-20****PREPARED BY: Joanne Haley****RE: B-49-20****Part Lot 21, Concession 3, SSRR****Former Township of Charlottenburgh****Glover****Type of Consent: To dispose of a surplus dwelling to a farming operation.****Subject:**

The subject property is located on part of lot 21, Concession 3, SSRR on the south side of Street Road. The purpose of this application is to sever approximately 2.8 acres of developed land that is surplus to the farming operation and to retain approximately 17.5 acres of agricultural land.

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

**Zoning By-law:** The subject property is zoned Agriculture in the Township of South Glengarry Zoning By-law. This proposed consent does not conform to the Township’s Zoning By-Law as the proposed retained land is less than 20 hectares (49.4 acres).

**Proposed Recommendation:**

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

1. A review fee of \$200.00 must be paid to the Township.
2. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00.
3. That Road widening must be deeded to the Township on both the severed and retained parcels.



**INFORMATION REPORT****REPORT TO: Council****MEETING DATE: August 17, 2020****SUBJECT: Consent Application B- 50-20****PREPARED BY: Joanne Haley****RE: B-50-20****Part Lot 8 & 9, Concession 8 I.L****Former Township of Charlottenburgh****Kinloch****Type of Consent: To dispose of a surplus dwelling to a farming operation.****Subject:**

The subject property is located on part of lot 8 & 9, Concession 8 I.L. on the north side of North Branch Road. The purpose of this application is to sever approximately 1.2 acres of developed land that is surplus to the farming operation and to retain approximately 98 acres of agricultural land.

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

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

**Proposed Recommendation:**

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

1. A review fee of \$200.00 must be paid to the Township.
2. An agreement must be entered into with the Township of South Glengarry to prohibit residential construction on the retained lands. This restriction will be included in a housekeeping amendment of the Township's Zoning By-law at a future date. The cost to enter into the agreement is \$1,000.00.
3. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00.
4. That Road widening must be deeded to the Township on both the severed and retained parcels.

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**TITLE:**

**INFORMATION REPORT****REPORT TO: Council****MEETING DATE: August 17, 2020****SUBJECT: Consent Application B- 51-20****PREPARED BY: Joanne Haley****RE: B-51-20****Part Lot 18 & 19, Concession 2 SRR****Former Township of Charlottenburgh****Schreck & Seale****Type of Consent: To dispose of a surplus dwelling to a farming operation.****Subject:**

The subject property is located on part of lot 18 & 19, Concession 2 SRR. on the south side of County Road 19. The purpose of this application is to sever approximately 1.7 acres of developed land that is surplus to the farming operation and to retain approximately 44.3 acres of agricultural land.

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

**Zoning By-law:** The subject property is zoned Agriculture and Natural Hazard in the Township of South Glengarry Zoning By-law. This proposed consent does not conform to the Township’s Zoning By-Law as the proposed retained land is less than 20 hectares (49.4 acres).

**Proposed Recommendation:**

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

1. A review fee of \$200.00 must be paid to the Township.
2. A site-specific zoning amendment must be applied for and approved to reduce the minimum lot area for the proposed retained parcel as the Zoning By-law requires 20 hectares. The prohibition of residential construction will also be included in this amendment. The Zoning Amendment Application Fee is \$1,200.00.
3. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00.



## INFORMATION REPORT

**REPORT TO: Council**



**MEETING DATE: September 8, 2020**

**SUBJECT: Consent Application B- 57-20**

**PREPARED BY: Joanne Haley**

**RE: B-57-20**

**Part Lot 32, Registered Plan # 101**

**Former Township of Charottenburgh**

**Winchester**

**Type of Consent: To Sever an Existing Dwelling and to Retain Lands that will contain a Subdivision in the future.**

**Subject:**

The subject property is located on part of lot 32, Registered Plan 101 on the south side of Tyotown Road also known as 18370 Tyotown Road. The purpose of this application is to sever approximately 3 acres of residentially developed land and to retain approximately 50.5 acres of vacant land that will be residentially developed in the future.

**Official Plan Designations:** The subject property is designated Rural Settlement Area. This proposed consent conforms to the Official Plan.

**Zoning By-law:** The subject property is zoned Residential One- Holding, Flood Plain Holding and Rural in the Township's Zoning By-Law. This proposed consent does not conform to the Zoning By-law as the retained lands do not have adequate public road frontage.

**Proposed Recommendation:**

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

1. A review fee of \$200.00 must be paid to the Township.

2. A Parkland fee of \$1,000.00 must be paid to the Township.
3. The Township of South Glengarry will complete a site visit of the severed and retained lands to ensure that there are no concerns with the installation of septic systems in the future. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00.
4. A zoning amendment must be applied for and approved to remove the holding symbol on the severed portion of this application only.
5. A minor variance must be applied for and approved to reduce the public road frontage on Samuel Drive. There is a one-foot reserve on Samuel Drive that results in the retained land not having public road frontage. This will be removed prior to the minor variance being applied for.
6. A concept plan demonstrating the proposed residential plan of subdivision on the retained lands must be submitted to the Township of South Glengarry Administration for review and approval.





**UNITED COUNTIES OF  
STORMONT, DUNDAS AND GLENGARRY  
*DECISION***

The Approval Authority for the United Counties of Stormont, Dundas and Glengarry did, on **Tuesday, September 15, 2020**, decide that **PROVISIONAL CONSENT WILL BE GIVEN** to:

**APPLICATION NO. B-57-20**

**OWNER: Claire T. Winchester**

**MUNICIPALITY: South Glengarry**

The Approval Authority considered all oral and written submissions made on this application, the effect of which helped the Approval Authority make an informed decision. Conditions are the result of public and agency comments.

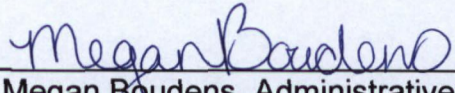
Provided that the following conditions are fulfilled to the satisfaction of the Administrative Assistant-Planning:

1. That the applicant pay a review fee of \$200.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
2. That the applicant pay A Parkland fee of \$1,000.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
3. The Township of South Glengarry will complete a site visit of the severed and retained lands to ensure that there are no concerns with the installation of septic systems in the future. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
4. A zoning amendment must be applied for and approved to remove the holding symbol on the severed portion of this application only. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
5. A minor variance must be applied for and approved to reduce the public road frontage on Samuel Drive. There is a one-foot reserve on Samuel Drive that results in the retained land not having public road frontage. This will be removed prior to the minor variance being applied for. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
6. A concept plan demonstrating the proposed residential plan of subdivision on the retained lands must be submitted to the Township of South Glengarry Administration for review and approval. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
7. That the Administrative Assistant-Planning be provided with a description of the land to be conveyed that is consistent with the application and sufficient and equal to that required for the registration of a deed or other conveyance of land under the provisions of the Registry Act. Three (3) copies of the new deed for the severed parcel are to be provided to the Administrative Assistant-Planning for the issuance of the certificate of the Secretary, and the stamping fee of \$225.00 must accompany the deeds. Upon providing a paper copy of the Deposited Reference Plan to the Administrative Assistant-Planning, a digital copy, which can be emailed, in a PDF or TIF format must also be submitted.

**OFFICIAL RENDERING THE ABOVE DECISION:**

Benjamin de Haan, P.Eng  
Approval Authority

I, Megan Boudens, Administrative Assistant-Planning, do hereby certify that the above is a true copy of the **Decision** of the Approval Authority with respect to the application recorded herein.

  
Megan Boudens, Administrative Assistant

**NOTE:** The Planning Act provides that where conditions are imposed and the applicant(s) has/have not fulfilled the conditions to the satisfaction of the Administrative Assistant-Planning **WITHIN ONE YEAR** after notice was given, the application for consent shall thereupon be deemed to be refused. **THE LAST DAY TO SUBMIT DOCUMENTS TO THE ADMINISTRATIVE ASSISTANT-PLANNING TO SHOW THAT THE CONDITIONS HAVE BEEN FULFILLED IS:**

**September 15, 2021**

THE LAST DAY TO SUBMIT AN APPEAL AGAINST THIS DECISION IS: **OCTOBER 05, 2020**



**DEPARTMENT OF TRANSPORTATION  
AND PLANNING SERVICES**

26 Pitt Street, Suite 223, Cornwall, Ontario K6J 3P2

Tel: 613-932-1515 • Fax: 613-936-2913 • Email [info@sdgcounties.ca](mailto:info@sdgcounties.ca) • [www.sdgcounties.ca](http://www.sdgcounties.ca)

## NOTICE OF DECISION

**APPLICATION NO. B-57-20**

**NAME:** Claire T. Winchester

**MUNICIPALITY:** Township of South Glengarry (Former Geographic Charlottenburgh Twp.)

Attached is a copy of the Decision with respect to the above noted Application for Consent.

You may be entitled to receive notice of any changes to the conditions of the provisional consent if you have made either a written request to be notified of the Decision or a written request to be notified of changes to the conditions.

The applicant and every agency or other person to whom Notice of Decision is sent, may, within **twenty (20) days** of the date of giving the Notice of Decision, appeal to the Local Planning Appeal Tribunal:

- a) the Decision of the Approval Authority; and/or
- b) any or all of the conditions imposed by the Approval Authority.

**Any appeal to the Local Planning Appeal Tribunal must be made on the proper Appellant Form (A1), which can be obtained from this office. You must enclose the appeal fee of \$400.00 for each application appealed, paid by certified cheque or money order, made payable to the Minister of Finance. The completed Appellant Form and payment are to be returned to the Administrative Assistant-Planning, United Counties of S. D. & G. who will forward all documents to the Local Planning Appeal Tribunal.**

Only individuals, corporations and public bodies may appeal decisions in respect of applications for consent to the Local Planning Appeal Tribunal. A notice of appeal may not be filed in the name of an individual who is a member of the association or group.

Additional information regarding this application and decision is available during business hours at the office of the Administrative Assistant - Planning, at the above address or by calling the office at **932-1515, Extension 218**.

**LAST DATE TO SUBMIT AN APPEAL ON THIS DECISION IS:** October 5, 2020

**Date of giving of this notice is:** September 15, 2020

Megan Boudens  
Administrative Assistant-Planning  
Email: [mboudens@sdgcounties.ca](mailto:mboudens@sdgcounties.ca)



**UNITED COUNTIES OF  
STORMONT, DUNDAS AND GLENGARRY**

***DECISION***

The Approval Authority for the United Counties of Stormont, Dundas and Glengarry did, on **Tuesday, September 15, 2020**, decide that **PROVISIONAL CONSENT WILL BE GIVEN** to:

**APPLICATION NO. B-51-20**

**OWNER: Michael Schreck & Sarah Seale**

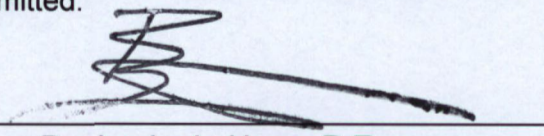
**MUNICIPALITY: South Glengarry**

The Approval Authority considered all oral and written submissions made on this application, the effect of which helped the Approval Authority make an informed decision. Conditions are the result of public and agency comments.

Provided that the following conditions are fulfilled to the satisfaction of the Administrative Assistant-Planning:

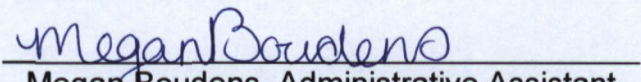
1. That the applicant pay a review fee of \$200.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
2. A site-specific zoning amendment must be applied for and approved to reduce the minimum lot area for the proposed retained parcel as the Zoning By-law requires 20 hectares. The prohibition of residential construction will also be included in this amendment. The Zoning Amendment Application Fee is \$1,200.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
3. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
4. The retained (agricultural) portion shall be rezoned in a manner that prohibits future residential development. The County Engineer will clear the condition with the Administrative Assistant-Planning.
5. The submission of a formal acknowledgement that no new and/or additional entrances will be permitted to access County Road 19. The County Engineer will clear the condition with the Administrative Assistant-Planning.
6. That the Administrative Assistant-Planning be provided with a description of the land to be conveyed that is consistent with the application and sufficient and equal to that required for the registration of a deed or other conveyance of land under the provisions of the Registry Act. Three (3) copies of the new deed for the severed parcel are to be provided to the Administrative Assistant-Planning for the issuance of the certificate of the Secretary, and the stamping fee of \$225.00 must accompany the deeds. Upon providing a paper copy of the Deposited Reference Plan to the Administrative Assistant-Planning, a digital copy, which can be emailed, in a PDF or TIF format must also be submitted.

**OFFICIAL RENDERING THE ABOVE DECISION:**



Benjamin de Haan, P.Eng  
Approval Authority

I, Megan Boudens, Administrative Assistant-Planning, do hereby certify that the above is a true copy of the **Decision** of the Approval Authority with respect to the application recorded herein.



Megan Boudens, Administrative Assistant

**NOTE:** The Planning Act provides that where conditions are imposed and the applicant(s) has/have not fulfilled the conditions to the satisfaction of the Administrative Assistant-Planning **WITHIN ONE YEAR** after notice was given, the application for consent shall thereupon be deemed to be refused. **THE LAST DAY TO SUBMIT DOCUMENTS TO THE ADMINISTRATIVE ASSISTANT-PLANNING TO SHOW THAT THE CONDITIONS HAVE BEEN FULFILLED IS:**

**September 15, 2021**

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## NOTICE OF DECISION

### APPLICATION NO. B-51-20

**NAME:** Michael Schreck & Sarah Seale

**MUNICIPALITY:** Township of South Glengarry (Former Geographic Mountain Twp.)

Attached is a copy of the Decision with respect to the above noted Application for Consent.

You may be entitled to receive notice of any changes to the conditions of the provisional consent if you have made either a written request to be notified of the Decision or a written request to be notified of changes to the conditions.

The applicant and every agency or other person to whom Notice of Decision is sent, may, within **twenty (20) days** of the date of giving the Notice of Decision, appeal to the Local Planning Appeal Tribunal:

- a) the Decision of the Approval Authority; and/or
- b) any or all of the conditions imposed by the Approval Authority.

**Any appeal to the Local Planning Appeal Tribunal must be made on the proper Appellant Form (A1), which can be obtained from this office. You must enclose the appeal fee of \$400.00 for each application appealed, paid by certified cheque or money order, made payable to the Minister of Finance. The completed Appellant Form and payment are to be returned to the Administrative Assistant-Planning, United Counties of S. D. & G. who will forward all documents to the Local Planning Appeal Tribunal.**

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Additional information regarding this application and decision is available during business hours at the office of the Administrative Assistant - Planning, at the above address or by calling the office at **932-1515, Extension 218**.

**LAST DATE TO SUBMIT AN APPEAL ON THIS DECISION IS:** October 5, 2020

**Date of giving of this notice is:** September 15, 2020

Megan Boudens  
Administrative Assistant-Planning  
Email: [mboudens@sdgcounties.ca](mailto:mboudens@sdgcounties.ca)



**UNITED COUNTIES OF  
STORMONT, DUNDAS AND GLENGARRY**

***DECISION***

The Approval Authority for the United Counties of Stormont, Dundas and Glengarry did, on **Tuesday, September 15, 2020**, decide that **PROVISIONAL CONSENT WILL BE GIVEN** to:

**APPLICATION NO. B-50-20**

**OWNER: Scott Kinloch & Henry Kinloch**

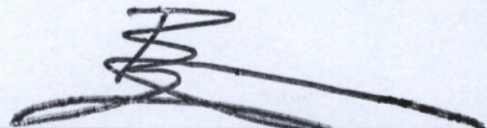
**MUNICIPALITY: South Glengarry**

The Approval Authority considered all oral and written submissions made on this application, the effect of which helped the Approval Authority make an informed decision. Conditions are the result of public and agency comments.

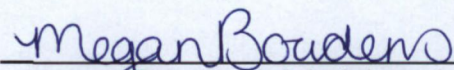
Provided that the following conditions are fulfilled to the satisfaction of the Administrative Assistant-Planning:

1. That the applicant pay a review fee of \$200.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
2. An agreement must be entered into with the Township of South Glengarry to prohibit residential construction on the retained lands. This restriction will be included in a housekeeping amendment of the Township's Zoning By-law at a future date. The cost to enter into the agreement is \$1,000.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
3. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
4. That road widening must be deeded to the Township on both the severed and retained parcels. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
5. That the Administrative Assistant-Planning be provided with a description of the land to be conveyed that is consistent with the application and sufficient and equal to that required for the registration of a deed or other conveyance of land under the provisions of the Registry Act. Three (3) copies of the new deed for the severed parcel are to be provided to the Administrative Assistant-Planning for the issuance of the certificate of the Secretary, and the stamping fee of \$225.00 must accompany the deeds. Upon providing a paper copy of the Deposited Reference Plan to the Administrative Assistant-Planning, a digital copy, which can be emailed, in a PDF or TIF format must also be submitted.

**OFFICIAL RENDERING THE ABOVE DECISION:**

  
 \_\_\_\_\_  
 Benjamin de Haan, P.Eng  
 Approval Authority

I, Megan Boudens, Administrative Assistant-Planning, do hereby certify that the above is a true copy of the **Decision** of the Approval Authority with respect to the application recorded herein.

  
 \_\_\_\_\_  
 Megan Boudens, Administrative Assistant

**NOTE:** The Planning Act provides that where conditions are imposed and the applicant(s) has/have not fulfilled the conditions to the satisfaction of the Administrative Assistant-Planning **WITHIN ONE YEAR** after notice was given, the application for consent shall thereupon be deemed to be refused. **THE LAST DAY TO SUBMIT DOCUMENTS TO THE ADMINISTRATIVE ASSISTANT-PLANNING TO SHOW THAT THE CONDITIONS HAVE BEEN FULFILLED IS:**

**September 15, 2021**

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## NOTICE OF DECISION

### APPLICATION NO. B-50-20

**NAME:** Scott Kinloch & Henry Kinloch

**MUNICIPALITY:** Township of South Glengarry (Former Geographic Charlottenburgh Twp.)

Attached is a copy of the Decision with respect to the above noted Application for Consent.

You may be entitled to receive notice of any changes to the conditions of the provisional consent if you have made either a written request to be notified of the Decision or a written request to be notified of changes to the conditions.

The applicant and every agency or other person to whom Notice of Decision is sent, may, within **twenty (20) days** of the date of giving the Notice of Decision, appeal to the Local Planning Appeal Tribunal:

- a) the Decision of the Approval Authority; and/or
- b) any or all of the conditions imposed by the Approval Authority.

**Any appeal to the Local Planning Appeal Tribunal must be made on the proper Appellant Form (A1), which can be obtained from this office. You must enclose the appeal fee of \$400.00 for each application appealed, paid by certified cheque or money order, made payable to the Minister of Finance. The completed Appellant Form and payment are to be returned to the Administrative Assistant-Planning, United Counties of S. D. & G. who will forward all documents to the Local Planning Appeal Tribunal.**

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Additional information regarding this application and decision is available during business hours at the office of the Administrative Assistant - Planning, at the above address or by calling the office at **932-1515, Extension 218**.

**LAST DATE TO SUBMIT AN APPEAL ON THIS DECISION IS:** October 5, 2020

**Date of giving of this notice is:** September 15, 2020

Megan Boudens  
Administrative Assistant-Planning  
Email: [mboudens@sdgcounties.ca](mailto:mboudens@sdgcounties.ca)



**UNITED COUNTIES OF  
STORMONT, DUNDAS AND GLENGARRY  
DECISION**

The Approval Authority for the United Counties of Stormont, Dundas and Glengarry did, on **Tuesday, September 15, 2020**, decide that **PROVISIONAL CONSENT WILL BE GIVEN** to:

**APPLICATION NO. B-49-20**

**OWNER: Lydia Glover**

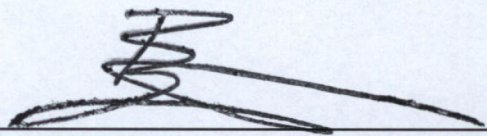
**MUNICIPALITY: South Glengarry**

The Approval Authority considered all oral and written submissions made on this application, the effect of which helped the Approval Authority make an informed decision. Conditions are the result of public and agency comments.

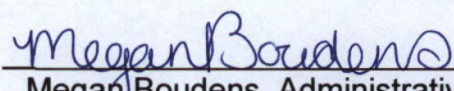
Provided that the following conditions are fulfilled to the satisfaction of the Administrative Assistant-Planning:

1. That the applicant pay a review fee of \$200.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
2. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
3. That road widening must be deeded to the Township on both the severed and retained parcels. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
4. That the Administrative Assistant-Planning be provided with a description of the land to be conveyed that is consistent with the application and sufficient and equal to that required for the registration of a deed or other conveyance of land under the provisions of the Registry Act. Three (3) copies of the new deed for the severed parcel are to be provided to the Administrative Assistant-Planning for the issuance of the certificate of the Secretary, and the stamping fee of \$225.00 must accompany the deeds. Upon providing a paper copy of the Deposited Reference Plan to the Administrative Assistant-Planning, a digital copy, which can be emailed, in a PDF or TIF format must also be submitted.

**OFFICIAL RENDERING THE ABOVE DECISION:**

  
 \_\_\_\_\_  
 Benjamin de Haan, P.Eng  
 Approval Authority

I, Megan Boudens, Administrative Assistant-Planning, do hereby certify that the above is a true copy of the **Decision** of the Approval Authority with respect to the application recorded herein.

  
 \_\_\_\_\_  
 Megan Boudens, Administrative Assistant

**NOTE:** The Planning Act provides that where conditions are imposed and the applicant(s) has/have not fulfilled the conditions to the satisfaction of the Administrative Assistant-Planning **WITHIN ONE YEAR** after notice was given, the application for consent shall thereupon be deemed to be refused. **THE LAST DAY TO SUBMIT DOCUMENTS TO THE ADMINISTRATIVE ASSISTANT-PLANNING TO SHOW THAT THE CONDITIONS HAVE BEEN FULFILLED IS:**

**September 15, 2021**

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## NOTICE OF DECISION

### APPLICATION NO. B-49-20

**NAME:** Lydia Glover

**MUNICIPALITY:** Township of South Glengarry (Former Geographic Charlottenburgh Twp.)

Attached is a copy of the Decision with respect to the above noted Application for Consent.

You may be entitled to receive notice of any changes to the conditions of the provisional consent if you have made either a written request to be notified of the Decision or a written request to be notified of changes to the conditions.

The applicant and every agency or other person to whom Notice of Decision is sent, may, within **twenty (20) days** of the date of giving the Notice of Decision, appeal to the Local Planning Appeal Tribunal:

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Additional information regarding this application and decision is available during business hours at the office of the Administrative Assistant - Planning, at the above address or by calling the office at **932-1515, Extension 218**.

**LAST DATE TO SUBMIT AN APPEAL ON THIS DECISION IS:** October 5, 2020

**Date of giving of this notice is:** September 15, 2020

Megan Boudens  
Administrative Assistant-Planning  
Email: [mboudens@sdgcounties.ca](mailto:mboudens@sdgcounties.ca)



**UNITED COUNTIES OF  
STORMONT, DUNDAS AND GLENGARRY  
DECISION**

The Approval Authority for the United Counties of Stormont, Dundas and Glengarry did, on **Tuesday, September 15, 2020**, decide that **PROVISIONAL CONSENT WILL BE GIVEN** to:

**APPLICATION NO. B-48-20**

**OWNER: Blake Beaulieu & Kelsey Bouchard**

**MUNICIPALITY: South Glengarry**

The Approval Authority considered all oral and written submissions made on this application, the effect of which helped the Approval Authority make an informed decision. Conditions are the result of public and agency comments.

Provided that the following conditions are fulfilled to the satisfaction of the Administrative Assistant-Planning:

1. That the applicant pay a review fee of \$200.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
2. That the applicant pay a parkland fee of \$1,000.00 to the Township. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
3. The Township of South Glengarry will complete a site visit of the severed and retained lands to ensure that there are no concerns with the installation of septic systems in the future. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of \$170.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
4. That road widening must be deeded to the Township on both the severed and retained parcels. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.
5. That the Administrative Assistant-Planning be provided with a description of the land to be conveyed that is consistent with the application and sufficient and equal to that required for the registration of a deed or other conveyance of land under the provisions of the Registry Act. Three (3) copies of the new deed for the severed parcel are to be provided to the Administrative Assistant-Planning for the issuance of the certificate of the Secretary, and the stamping fee of \$225.00 must accompany the deeds. Upon providing a paper copy of the Deposited Reference Plan to the Administrative Assistant-Planning, a digital copy, which can be emailed, in a PDF or TIF format must also be submitted.

**OFFICIAL RENDERING THE ABOVE DECISION:**

Benjamin de Haan, P.Eng  
Approval Authority

I, Megan Boudens, Administrative Assistant-Planning, do hereby certify that the above is a true copy of the **Decision** of the Approval Authority with respect to the application recorded herein.

Megan Boudens, Administrative Assistant

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## NOTICE OF DECISION

### APPLICATION NO. B-48-20

**NAME:** Blake Beaulieu & Kelsey Bouchard

**MUNICIPALITY:** Township of South Glengarry (Former Geographic Charlottenburgh Twp.)

Attached is a copy of the Decision with respect to the above noted Application for Consent.

You may be entitled to receive notice of any changes to the conditions of the provisional consent if you have made either a written request to be notified of the Decision or a written request to be notified of changes to the conditions.

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**LAST DATE TO SUBMIT AN APPEAL ON THIS DECISION IS:** October 5, 2020

**Date of giving of this notice is:** September 15, 2020

Megan Boudens  
Administrative Assistant-Planning  
Email: [mboudens@sdgcounties.ca](mailto:mboudens@sdgcounties.ca)

## INFORMATION REPORT



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

**MEETING DATE:** October 5, 2020

**SUBJECT:** Consent Application B-74-20

**PREPARED BY:** Joanne Haley, GM Community Services

**RE: B-74-20**  
**Part Lot 33, Concession 1, NRR**  
**Former Township of Charlottenburgh**  
**Lapensee**

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

**Subject:**

The subject property is located on part of lot 33, Concession 1, NRR on the south side of County Road 18. The purpose of this application is to sever approximately 2.3 acres of residentially developed land that is surplus to the farming operation and to retain approximately 46.2 acres of agricultural land.

**Official Plan Designations:**

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

**Zoning By-law:**

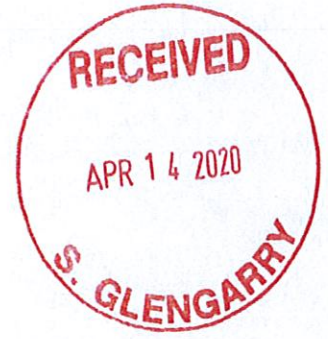
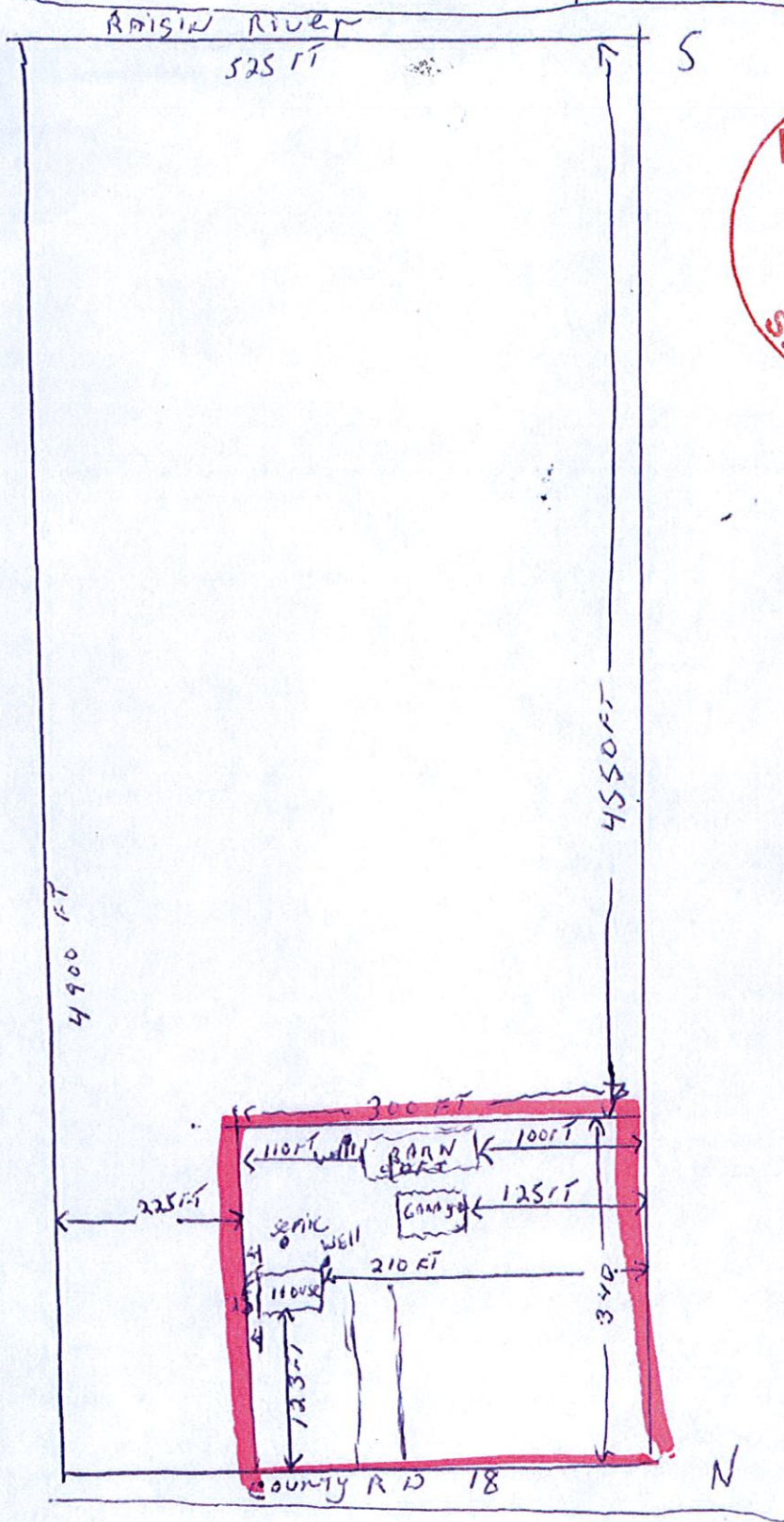
The subject property is zoned Agriculture in the Township of South Glengarry Zoning By-law. This proposed consent does not conform to the Township’s Zoning By-Law as the proposed retained land is less than 20 hectares (49.4 acres).

**Proposed Recommendation:**

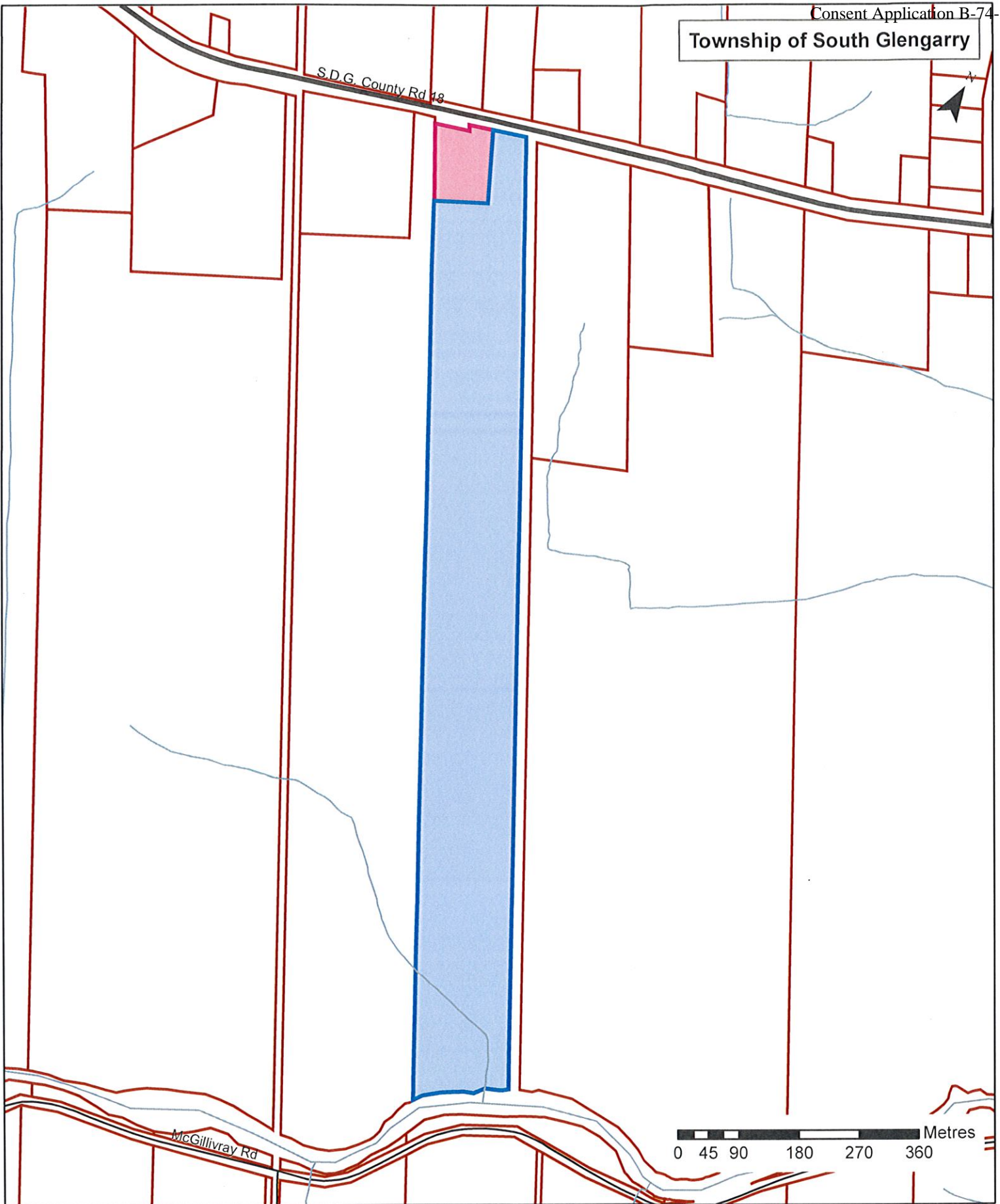
That the United Counties of SDG Manager of Planning approves this application for consent as it conforms to the Official Plan, the general intent to the Zoning By-Law and the PPS. This consent will be subject to the following conditions:



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

COUNTY RD 18  
MARTINTOWN DIST  
L0133  
SOUTH GLENGARRY



Township of South Glengarry



-  Retained ~ 46.2 acres
-  Severed ~ 2.3 acres

Application Number: B-74-20



**UNFINISHED BUSINESS REPORT**  
**Presented to Council October 5, 2020**

<b>INFRASTRUCTURE SERVICES</b>					
<b>No.</b>	<b>Item</b>	<b>Date Added</b>	<b>Expected Completion</b>	<b>Status</b>	<b>Update</b>
1.	Docks on Township Property	JAN 2016	Fall 2020	Ongoing	Property was declared surplus at the April 20 <sup>th</sup> Council Meeting. Survey Plan has been Registered. Offer of Sale Letter has been sent to all adjacent property owners. Sales are proceeding with 3 Parts now finalized. Follow up Letter with firm dates sent on September 24 <sup>th</sup> as per direction of Council
2.	Fire Protection Ponds	MAY 2016	Fall 2020	Ongoing	Design completed for Richmond Road Pond. Richmond Road Pond has been filled to its design level. PacTiv has advised that they are no longer interested in purchasing the pond. Staff Report on October 5 <sup>th</sup> Agenda
3.	Municipal Servicing from City of Cornwall	MAY 2016	Fall 2020	Ongoing	Administration for Township and City met on June 15 <sup>th</sup> to review draft agreement. Developing cost estimates for the properties on Boundary Road. Will set up meetings with the property owners to review costs in August Investigating options to finance the project

4.	Private Roads (development of document)	FEB 2017	Fall 2020	Ongoing	Will collect and review Policy's from other Municipalities over the summer and draft Policy for Council review in the fall.
5.	Williamstown Garage & Fire Hall	MAY 2018	2021	Ongoing	Funding approved in Budget. Location approved at the April 6 <sup>th</sup> Council Meeting Staff Report to provide Council will a copy of plans on May 19 <sup>th</sup> Agenda Further amendments and review of design to be completed by the end of June. Route Optimization Study awarded at June 4 <sup>th</sup> Council Meeting. Draft Optimization Study to be presented to Council at October 5 <sup>th</sup> Council Meeting
6.	LED Streetlights (Glen Walter)	MAR 2019	Fall 2020	Ongoing	Met with Cornwall Electric on February 20 to review LED Street Light Project. Will follow up with inventory and costs for ongoing discussions. Cornwall Electric to review inventory of lights and provide estimated costs for the LED Conversion.
<b>COMMUNITY SERVICES</b>					
<b>CORPORATE SERVICES</b>					
12.	Review of Water Rates	APR 2019	SUMMER 2020	Ongoing	We will be advertising a public meeting on October 21 at 6PM-8PM in Glen Walter and October 22 at 6PM-8PM in Lancaster
14.	Water Bill Design	AUG 2019	SUMMER 2020	Ongoing	Initial discussions with Vadim to determine if it is possible (i.e. send to

					their development team for approximate pricing)
<b>FIRE</b>					

**SG-M-20**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW 62-2020  
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 October 5<sup>th</sup>, 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 5<sup>th</sup> DAY OF OCTOBER 2020.***

**MAYOR:**

**CLERK:**