

**TOWNSHIP OF SOUTH GLENGARRY  
REGULAR MEETING MINUTES**

**January 16, 2023, 7:00 p.m.  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown**

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

STAFF PRESENT: CAO Tim Mills  
Director of Corporate Services/Clerk Kelli Campeau  
Deputy Clerk Crystal LeBrun  
GM Building, By-law & Enforcement Joanne Haley  
Fire Chief Dave Robertson  
Director of Water & Waste Water Dillen Seguin  
Director of Parks, Recreation & Culture Sherry-Lynn Servage  
GM of Infrastructure Sarah McDonald  
Executive Assistant Michelle O'Shaughnessy  
Suday Jain

1. CALL TO ORDER

**Resolution No. 08-2023**

Moved by Councillor McDonell  
Seconded by Deputy Lang

BE IT RESOLVED THAT the Month Day, 2021 Council Meeting of the Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

3.1 Mayor McDonald - Cost of Living Adjustments for Non-Union Employees (T. Mills)

Related to an individual who will be affected by this enumeration.

3.2 Councillor Jaworski - Appointment of Committee Members (K. Campeau)

Related to an individual nominated for appointment.

4. APPROVAL OF AGENDA

Item 10.d - Utility Locates being moved to Items for Consideration

**Resolution No. 09-2023**

Moved by Deputy Lang  
Seconded by Councillor Bougie

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

CARRIED

5. APPROVAL OF MINUTES

**Resolution No. 10-2023**

Moved by Councillor Bougie

Seconded by Councillor Jaworski

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

December 19, 2022 Public Meeting

December 19, 2022 Regular Meeting

CARRIED

5.1 Public Meeting Minutes - December 19, 2022

5.2 Previous Meeting Minutes - December 19, 2022

6. PRESENTATIONS AND DELEGATIONS

6.1 Cornwall SDG Human Services (Melissa Morgan)

Presentation by Manager of Human Service Dept. City of Cornwall - Mellissa Morgan and Supervisor Lisa presented an overview of the Housing Division and programs administered to Cornwall and SDG.

6.2 Water and Wastewater Service Delivery Review (Doug Thompson and Sean-Michael Stephen)

South Glengarry partnered with the Municipality of South Stormont to complete a 3rd party water/wastewater review. Mr. Doug Thompson along with Sean-Michael Stephen presented their findings with recommendations.

6.3 Service Delivery and Process Review (Sana Malik and Bruce Peever)

Bruce Peever and Sana Malik presented top 10 opportunities based on the Service Delivery Review completed in Summer/fall 2022.

7. ACTION REQUESTS

7.1 Service Delivery and Process Review Final Report (K. Campeau)

Council wishes to see recommendations discussed at Strategic Planning.

**Resolution No. 11-2023**

Moved by Councillor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 01-2023 be received and that the Council of the Township of South Glengarry receive the KPMG Service Delivery and Process Review Final Report for information purposes.

CARRIED

7.2 Cost of Living Adjustments for Non-Union Employees (T. Mills)

Mayor McDonald declared a conflict on this item. (Related to an individual who will be affected by this enumeration.)

**Resolution No. 12-2023**

Moved by Councillor McDonnell

Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 02-2023 be received and that Policy HR-500-03 of the Township's Human Resources Policies and Procedures Manual be amended as follows:

THAT the Procedures section be deleted in its entirety and replaced with:

"The Township's non-union salary grid will be adjusted annually based on a 1 % minimum and 3% maximum increase for non-union employees. The adjustment will be effective January 1st each year and based on the Consumer Price Index for Ontario for the 3 years immediately preceding the year of the increase. In the event of a negative average, the non-union salary grid will remain unchanged for the ensuing year."

CARRIED

7.3 Green and Inclusive Community Buildings Program (S. Servage)

**Resolution No. 13-2023**

Moved by Deputy Lang

Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 03-2023 be received and that the Township of South Glengarry does not apply for the Green and Inclusive Community Building Program and that Administration be directed to continue to work on strategically planning for the future of the Char-Lan Recreation Centre facility.

CARRIED

7.4 Enhanced Boundary Signage Program (J. Treverton)

**Resolution No. 14-2023**

Moved by Councillor Bougie

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 04-2023 be received and that the Council of the Township of South Glengarry supports the application for the Enhanced Boundary Sign Program of the Ministry of Transportation, using the slogan "Ontario's Celtic Heartland | Le Centre Celtique de l'Ontario".

CARRIED

7.5 Blue Box Transition Period Decision (S. McDonald)

Council wishes to gather more information at the upcoming ROMA conference before making a decision on the Blue Box Transition.

**Resolution No. 15-2023**

Moved by Councillor Jaworski  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 13-2023 be received and that Council approve the Township's withdrawal from management of the Blue Box program; that delegated authority be provided to the General Manager of Infrastructure Services to enter into agreements needed to continue transfer of this service; and furthermore, that Council confirm the intent to allocate the post-transition blue box program funding to fund landfill closure and post-closure liability.

Postponed

8. BY-LAWS

8.1 2023 Interim Taxation By-law (S. Jain)

**Resolution No. 16-2023**

Moved by Councillor McDonell  
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff report 05-2023 be received and that By-law 01-2023, being a by-law authorizing the levying of interim taxes be read a first, second and third time, passed, signed and sealed in Open Council this 16<sup>th</sup> day of January 2023.

CARRIED

8.2 2023 Temporary Borrowing By-law (S. Jain)

**Resolution No. 17-2023**

Moved by Deputy Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 06-2023 be received and that By-law 02-2023, being a by-law to establish borrowing to an upset limit of \$8,995,442 in 2022, be read a first, second, and third time, passed, signed, and sealed in open council this 16<sup>th</sup> day of January 2023.

CARRIED

8.3 Appointment of Committee Members (K. Campeau)

Councillor Jaworski declared a conflict on this item. (Related to an individual nominated for appointment.)

**Resolution No. 18-2023**

Moved by Councillor Bougie  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 07-2023 be received and that By-law 03-2023, being a by-law for the appointment of positions and committees of Council be read a first, second and third time, passed, signed and sealed in open council this 16<sup>th</sup> day of January 2023.

CARRIED

8.4 Stop Up and Close Road Allowance (J. Haley)

**Resolution No. 19-2023**

Moved by Councillor McDonell  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 08-2023 be received and that By-law 04-2023, being a by-law to stop up and close the road allowance being comprised of PIN 671210479, that is described as all of South Branch Road, north side of William Street, Registered Plan 19, Williamstown, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in Open Council this 16<sup>th</sup> day of January, 2023.

CARRIED

8.5 Delegation of Authority By-law for Land Use Planning (J. Haley)

Council deferred this report because the by-law was omitted from the agenda.

**Resolution No. 20-2023**

Moved by Councillor Jaworski  
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 09-2023 be received and that By-law 05-2023, being a by-law to delegate authority for land use planning processes, be read a first, second and third time passed, signed and sealed this 16<sup>th</sup> day of January, 2023.

Postponed

8.6 Zoning By-law Amendment - Cannabis Cultivation, Production and Processing (J. Haley)

**Resolution No. 21-2023**

Moved by Deputy Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 10-2023 be received and that By-law 06-2023, being a by-law to amend By-law 38-09, the Comprehensive Zoning By-Law for the Township of South Glengarry, to permit and regulate cannabis cultivation, production and processing in South Glengarry, be read a first, second and third time, passed, signed and sealed in open Council this 16<sup>th</sup> day of January 2023.

CARRIED

8.7 Tessier Zoning By-Law Amendment (J. Haley)

**Resolution No. 22-2023**

Moved by Councillor Bougie  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 11-2023 be received and that By-law 07-2023, being by-law to amend By-law 38-09 to rezone the property legally described as Part of Lot 24, Concession 1, in the geographic Township of Lancaster, PIN 671360690, now in the Township of South Glengarry, County of Glengarry, located on the north side of Willow Drive, Westley's point, Lancaster, from Limited Services Residential to Limited Services Residential Special Exception – Twelve (LSR-12) to permit a proposed residential garage to be the main permitted use on the subject property that will be 195.1 square meters in area and to recognize the non-conforming status of the existing garage, be read a first, second and third time, passed, signed and sealed in open Council this 16<sup>th</sup> day of January 2023. The Council of the Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

CARRIED

8.8 SDG Counties/Friends of the Summerstown Trails MOU (S. McDonald)

**Resolution No. 23-2023**

Moved by Councillor McDonell  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 12-2023 be received and that By-law 08-2023, being a by-law to enter into a Memorandum of Understanding between the Township of South Glengarry, the United Counties of SDG, and the Friends of the Summerstown Trails be read a first second, and third time, passed, signed and sealed in open council this 16<sup>th</sup> day of January 2023.

CARRIED

8.9 Sapphire Estates Phase 5 – Public Road (S. McDonald)

**Resolution No. 24-2023**

Moved by Councillor Jaworski  
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 14-2023 be received and that By-law 09-2023  
  
being a by-law to assume the northern portion of Sapphire Drive, located north of the future Coral Drive, south of the future Ruby Drive, and identified as PIN 671290758, as a public street be read a first, second and third time, passed, signed and sealed in open council this 16<sup>th</sup> day of January 2023.

CARRIED

9. ITEMS FOR CONSIDERATION

9.1 Utility Locates (S. McDonald)

10. CONSENT AGENDA

**Resolution No. 25-2023**

Moved by Deputy Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT the Council of the Township of South Glengarry  
accepts the Consent Agenda.

CARRIED

- 10.1 2022 Land Use Planning Activity (J. Haley)
- 10.2 2022 Building Permit Activity (C. Raabe)
- 10.3 2022 By-law Enforcement Activity (V. Brunet)
- 10.4 Utility Locates (S. McDonald)
- 10.5 Departmental Update - Corporate Services (December 2022)
- 10.6 Departmental Update - Finance (December 2022)
- 10.7 Departmental Update - Parks, Recreation and Culture (December 2022)
- 10.8 Departmental Update - Fire Services (December 2022)
- 10.9 Departmental Update - Planning, Building and Enforcement (December 2022)
- 10.10 Draft Minutes - SDG County Council - December 19, 2022
- 10.11 Committee of Adjustment Minutes - December 19, 2022
- 10.12 Decision on Excess Soil Regulation Amendments
- 10.13 Letter - Ministry of Municipal Affairs and Housing
- 10.14 Livestock Guardian Dogs - Ontario Sheep Farmers
- 10.15 MNRF Update - Changes Affecting Conservation Authorities
- 10.16 RRCA Forestry Update
- 10.17 Thank You Letter - Knights of Columbus
- 10.18 Resolution - Expansion of Bill 3 (Municipality of Greenstone)
- 10.19 Resolution - Natural Gas (Municipality of Tweed)

11. CLOSED SESSION

**Resolution No. 26-2023**

Moved by Councillor Bougie  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Council convene to Closed Session at 10:01 pm to  
discuss the following item under Section 239 (2) of the Municipal Act S.O. 2001;

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

(c) acquisition or disposition of land

Specifically: potential acquisition

(k) Negotiations

CARRIED

**Resolution No. 27-2023**

Moved by Councillor McDonell  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Council rise and reconvene into open session without reporting at 10:59 pm.

CARRIED

12. CONFIRMING BY-LAW

12.1 Confirming By-law 10-2023

**Resolution No. 28-2023**

Moved by Councillor Jaworski  
Seconded by Deputy Lang

BE IT RESOLVED THAT By-law 10-2023, being a by-law to adopt, confirm and ratify matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 16th day of January 2023.

CARRIED

13. ADJOURNMENT

**Resolution No. 29-2023**

Moved by Deputy Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 11:00 pm.

CARRIED

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Mayor

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Clerk