

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

**Monday, July 4, 2022, 7:00 PM
Electronic Meeting**

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
5. APPROVAL OF MINUTES	
5.a. Previous Meeting Minutes - June 20, 2022	3
5.b. Public Meeting Minutes - June 20, 2022	12
6. PRESENTATIONS AND DELEGATIONS	
7. ACTION REQUESTS	
7.a. Donation Request – St. Lawrence Valley Agricultural Society (M. Hudson)	14
7.b. Request for Fee Waiver – Glengarry Mental Health Initiative (M. Hudson)	24
7.c. Procurement 13-2022 – Fire Services Pickup Truck (D. Robertson)	26
7.d. Contractor Services – Williamstown Fire Station Renovation (D. Robertson)	28
7.e. Char-Lan Recreation Centre – Advertisement Agreements (S. Servage)	31
7.f. Temporary Road Closure of Spruce Street (S. McDonald)	46
7.g. Adoption of Asset Management Plan – July 2022 (S. McDonald)	48
8. BY-LAWS	
8.a. Warden Zoning By-law Amendment (J. Haley)	115
8.b. Appointment of Lottery Licence Issuer (K. Campeau)	123

9.	CONSENT AGENDA	
9.a.	2023 Waste Collection Calendar (S. McDonald)	126
9.b.	Committee of Adjustment Minutes - June 20, 2022	134
9.c.	SDG County Council Draft Minutes - June 20, 2022	139
9.d.	RRCA Meeting Highlights - June 16, 2022	148
9.e.	Letter - Retention of Professional Engineers	149
10.	ITEMS FOR CONSIDERATION	
11.	CLOSED SESSION	
	BE IT RESOLVED THAT Council convene to Closed Session to discuss the following items under Section 239(2) of the Municipal Act S.O. 2001	
	(2) a meeting or part of a meeting may be closed to the public if the subject matter being discussed is:	
	(c) a proposed or pending disposition or acquisition of land	
	Specifically: Staff Reports 107-2022 and 108-2022	
	(k) a position, plan, procedure, criteria, or instruction to be applied to negotiations	
	Specifically: Staff Report 109-2022 and Negotiation Verbal Update	
12.	CONFIRMING BY-LAW	
12.a.	Confirming By-law 48-2022	151
13.	ADJOURNMENT	

**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES**

**June 20, 2022, 7:00 p.m.
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown**

PRESENT: Deputy Mayor Stephanie Jaworski,
Councillor Martin Lang, Councillor Sam
McDonnell and Councillor Rebecca Luck

STAFF
PRESENT: CAO Tim Mills, GM Corporate
Services/Clerk, GM Planning, Building and
Enforcement Joanne Haley, GM
Finance/Treasurer Michael Hudson, GM
Infrastructure Services Sarah McDonald, GM
Parks, Recreation and Culture Sherry-Lynn
Servage, Director of Water and Wastewater
Dillen Seguin, Deputy Clerk Crystal LeBrun,
Executive Assistant/Communications
Coordinator Michelle O'Shaughnessy.

VIRTUAL
ATTENDANCE: Fire Chief Dave Robertson and Deputy
Treasurer Kaylyn MacDonald

1. CALL TO ORDER

Resolution No. 186-2022

Moved by Councillor Lang
Seconded by Councillor Luck

BE IT RESOLVED THAT the June 20, 2022 Council Meeting of the
Township of South Glengarry now be opened at 7:01 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

3.1 Councillor Luck - Asset Management Plan - EVB Engineering (Marco
Vincelli)

Employed by EVB Engineering.

3.2 Councillor Luck - Farlinger Point Request (S. McDonald)

Employed by EVB Engineering.

4. APPROVAL OF AGENDA

Additions to the agenda:

7.i. First Line Road - Pipe Arch Purchase

10.e. Martintown Canada Day - Donation Request

Pulled from Consent Agenda:

9.f. Public Works Facility Update

9.g. Rate Increase - Cornwall Electric

Resolution No. 187-2022

Moved by Councillor Luck

Seconded by Councillor McDonell

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

CARRIED

5. APPROVAL OF MINUTES

5.1 Previous Meeting Minutes - June 6, 2022

Resolution No. 188-2022

Moved by Councillor McDonell

Seconded by Councillor Luck

BE IT RESOLVED THAT the Minutes of the June 6, 2022 Regular Council Meeting be adopted as circulated.

CARRIED

5.2 Special Meeting Minutes- June 6, 2022

Resolution No. 189-2022

Moved by Councillor Luck

Seconded by Councillor Lang

BE IT RESOLVED THAT the Minutes of the June 6, 2022 Special Council Meeting be adopted as circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

6.1 Asset Management Plan - EVB Engineering (Marco Vincelli)

Councillor Luck declared a conflict on this item. (Employed by EVB Engineering.)

Mr. Vincelli provided Council with an overview of the Township's current position related its Asset Management Plan and next steps required to to meet the timeframes established by Ontario Regulation 588/17.

7. ACTION REQUESTS

7.1 Vaccination Verification Policy – June Review (T. Mills)

Resolution No. 190-2022

Moved by Councillor Lang

Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 84-2022 be received and that the Council of the Township of South Glengarry hereby rescinds Policy 06-2021, being the Vaccination Verification Policy, effective June 30, 2022.

CARRIED

7.2 Appoint Court of Revision – McNairn Drain (K. Campeau)

Resolution No. 191-2022

Moved by Councillor Luck
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 85-2022 be received and that Council appoint the following members of Council to the Court of Revision for the McNairn Drain Engineer’s Report: Deputy Mayor Jaworski, Councillor Lang and Councillor Luck.

CARRIED

7.3 Dog Catcher Wage and Mileage Increase (V. Brunet)

Resolution No. 192-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 86-2022 be received and that the Council of the Township of South Glengarry enter into an agreement with Kevin Casselman for the provision of dog catching and pound operation services.

CARRIED

7.4 Land Donation to Habitat for Humanity Cornwall and the Counties (J. Haley)

Resolution No. 193-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 87-2022 be received and that the Council of the Township of South Glengarry authorizes the Mayor and Clerk to execute all applicable documents to transfer the property legally described as Lot A, Registered Plan 114 (Current PIN being 67115022) in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, to Habitat for Humanity - Cornwall and the Counties.

CARRIED

7.5 Transfer of Forested Lands to the RRCA (J. Haley)

Resolution No. 194-2022

Moved by Councillor Luck
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 88-2022 be received and that the Council of the Township of South Glengarry declares the properties legally

described as, west half of Lot 13, Concession 8, geographic Township of Charlottenburgh, PIN Number 67117 0099 and Part of lot 4 and 5, Concession 9, geographic Township of Lancaster, PIN Number 67153-0504 surplus to the needs of the Township and authorizes the Mayor and Clerk to execute all applicable documents to transfer the ownership of these properties to the Raisin Region Conservation Authority.

CARRIED

7.6 Procurement 18-2022 - Supply of Two Pumper Apparatus (D. Robertson)

Resolution No. 195-2022

Moved by Councillor McDonell
Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 89-2022 be received and that the Council of the Corporation of the Township of South Glengarry award RFP 18-2022 to City View Specialty Vehicles for in the amount of \$474,150 per vehicle for two Fire Pumper vehicles, that Administration is authorized to add \$33,000 to the total for additional equipment and change orders and furthermore that the Mayor and Clerk be authorized to sign any relevant documents.

CARRIED

7.7 Char-Lan Recreation Centre – Advertisement Allocation (S. Servage)

Resolution No. 196-2022

Moved by Councillor Lang
Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 90-2022 be received and that the Council of the Township of South Glengarry hereby direct Administration to prepare an agreement with the Junior B Rebels that will maintain the current advertisement arrangement which includes Junior B Rebels obtaining 100% of the current Char-Lan Recreation Centre advertisements and furthermore that Administration prepare an agreement with the Char-Lan Minor Hockey Association and the Char-Lan Skating Club which will include obtaining funds and advertisements from up to four additional in-ice logos and two ice resurfacers advertisements for the 2022-2023 operating season, to be reviewed annually.

CARRIED

7.8 Overall Responsible Operator – Water Division (S. McDonald)

Resolution No. 197-2022

Moved by Councillor Luck
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 92-2022 be received and that Council acknowledge that during the absence of the current standing ORO, Dean McDonald will be present to assume the roll as ORO for the Township of South Glengarry's Water Division.

CARRIED

7.9 First Line Road – Pipe Arch Purchase (S. McDonald)

Resolution No. 198-2022

Moved by Councillor Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 97-2022 be received and that, for the replacement of the culvert under First Line Road at the Filion Drain, Administration be directed to proceed with obtaining quotes to complete the removal and replacement of the existing culvert and that the General Manager of Infrastructure Services be authorized to proceed with the purchase of a culvert to an upset limit of \$100,000.

CARRIED

8. BY-LAWS

8.1 Amended Strategic Asset Management Policy (S. McDonald)

Resolution No. 199-2022

Moved by Councillor McDonell

Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 93-2022 be received and that By-law 42-2022, being a by-law to adopt a Strategic Asset Management Policy be read a first, second and third time, passed signed and sealed in open council this 20th day of June 2022.

CARRIED

8.2 2022 Budget and Tax Rates (M. Hudson)

Resolution No. 200-2022

Moved by Councillor Luck

Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 94-2022 be received and that By-law 43-2022 being a by-law to adopt the estimates of all sums required during the year and to adopt the tax rates for the year 2022, be a read a first, second, and third time, passed signed, and sealed in Open Council this 20th day of June, 2022

CARRIED

8.3 Authorization of Collective Agreement (T. Mills)

Resolution No. 201-2022

Moved by Councillor Lang

Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 95-2022 be received and that By-law 44-2022, being a By-law to authorize a Collective Agreement with the Canadian Union of Public Employees Local 3089 be read a first, second

and third time, passed, signed and sealed in open council this 20th day of June 2022.

CARRIED

9. CONSENT AGENDA

Resolution No. 202-2022

Moved by Councillor Luck

Seconded by Councillor McDonell

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

CARRIED

- 9.1 Committee Of Adjustment Minutes - June 6, 2022
- 9.2 RRCA Meeting Highlights - May 19 2022
- 9.3 Letter - Annual Emergency Exercise Exemption - District of Muskoka
- 9.4 Resolution - Retirement Home Funding - Chatham Kent
- 9.5 Resolution - Voter's List Information to Candidates - Town of the Blue Mountains
- 9.6 Departmental Update - Corporate Services (May 2022)
- 9.7 Departmental Update - Finance (May 2022)
- 9.8 Departmental Update - Parks, Recreation and Culture (May 2022)
- 9.9 Departmental Update – Fire Services (May 2022)
- 9.10 Departmental Update - Planning, Building & Enforcement (May 2022)
- 9.11 Departmental Update - Infrastructure Services (May 2022)
- 10. ITEMS FOR CONSIDERATION
- 10.1 Support Resolution - Community Schools Alliance

Resolution No. 203-2022

Moved by Deputy Mayor Jaworski

Seconded by Councillor Lang

BE IT RESOLVED THAT all students should have the opportunity to attend elementary and secondary school in their home community;

THEREFORE BE IT RESOLVED THAT the Province of Ontario increase the Rural and Northern Education Fund to \$50 million;

THAT should the current moratorium on accommodation review and school closures be lifted, that the moratorium remains in place for schools that qualify for the RNEF until a thorough review of the education funding formula is completed;

THAT before templates requires by the 2018 Pupil Accommodation Review Guideline are developed, there be consultation with school boards and community groups including the Community Schools Alliance;

AND THAT a copy of this resolution be forwarded to the Minister of Education, MPP-elect Nolan Quinn, the Community Schools Alliance and all Ontario municipalities.

CARRIED

10.2 Support Resolution - Former Mohawk Institute Residential School

Resolution No. 204-2022

Moved by Deputy Mayor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Township of South Glengarry hereby supports the resolution passed by the City of Brantford at its Special Meeting held May 17, 2022;

AND FURTHERMORE THAT the Council of the Township of South Glengarry respectfully requests the immediate release to the Survivors' Secretariat of all documents in the possession of the Government of Canada or the Government of Ontario and the Anglican Church related to the former Mohawk Institute Residential School now located on Six Nations of the Grand River Territory, within the geographic boundaries of the City of Brantford;

AND THAT a copy of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, Minister of Crown-Indigenous Relations Marc Miller, Minister of Indigenous Services Patty Majdu, Minister of Indigenous Affairs Greg Rickford, Primate of the Anglican Church of Canada Linda Nicholls, MP Eric Duncan, MPP-elect Nolan Quinn, the Survivors' Secretariat and all Ontario municipalities.

CARRIED

10.3 Summer Maintenance - Private Roads (S. McDonald)

Administration to review policy and bring back to Council at a later date.

10.4 Farlinger Point Request (S. McDonald)

Councillor Luck declared a conflict on this item. (Employed by EVB Engineering.)

Council directed Administration to proceed with a Public Meeting to seek feedback prior to proceeding.

10.5 Martintown Canada Day - Donation Request (L. Warden)

Resolution No. 205-2022

Moved by Councillor Lang
Seconded by Councillor Luck

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby authorizes a donation of \$500 to the Martintown Canada Day celebration, the be allocated from the Grants and Donations fund.

CARRIED

- 10.6 Public Works Facility Update (S. McDonald)
- 10.7 Rate Increase - Cornwall Electric (M. Hudson)
- 11. CLOSED SESSION

Resolution No. 206-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT Council convene to Closed Session at 9:51 pm to discuss the following items under Section 239 (2) of the Municipal Act 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

Specifically: Potential Litigation – Staff Report 96-2022

(f) advice subject to solicitor-client privilege

Specifically: Legal Advice – Information Report

(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency;

Specifically: Information Report

(k) a position, plan, procedure, criteria or instruction to be applied to negotiations

Specifically: instruction to be applied to negotiations

CARRIED

Resolution No. 207-2022

Moved by Councillor Luck
Seconded by Councillor Lang

BE IT RESOLVED THAT Council rise and reconvene at 10:57 pm into open session without reporting.

CARRIED

Resolution No. 208-2022

Moved by Councillor Lang
Seconded by Councillor Luck

BE IT RESOLVED THAT Council direct Administration to carry out all actions as specified in the Closed Session Minutes.

CARRIED

- 12. CONFIRMING BY-LAW
- 12.1 Confirming By-law 45-2022

Resolution No. 209-2022

Moved by Councillor Luck
Seconded by Councillor McDonell

BE IT RESOLVED THAT By-law 45-2022, being a by-law to adopt, confirm and ratify all matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 20th day of June 2022.

CARRIED

13. ADJOURNMENT

Resolution No. 210-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 10:59 pm.

CARRIED

Mayor

Clerk

**TOWNSHIP OF SOUTH GLENGARRY
PUBLIC MEETING MINUTES**

**June 20, 2022, 6:00 p.m.
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown**

PRESENT: Deputy Mayor Jaworski
Councillor Lang
Councillor McDonell
Rebecca Luck

STAFF GM Corporate Services/Clerk Kelli Campeau
PRESENT: GM Planning, Building & Enforcement Joanne
Haley

1. CALL TO ORDER

Moved by: Martin Lang

Seconded by: Rebecca Luck

That the meeting be called to order at 6:06 pm.

Carried

2. APPROVAL OF AGENDA

Moved by: Martin Lang

Seconded by: Sam McDonell

That the agenda be approved as presented.

Carried

3. DECLARATION OF PECUNIARY INTEREST

4. NEW BUSINESS

4.1 Official Plan Amendment and Zoning Amendment - Knight

The first application is for subject property 18645 Prevost Point Road, legally described as East Part of Lot 24, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

The purpose of the official plan amendment is to permit the creation of a residential lot fronting on a private lot. The purpose of the zoning amendment is to rezone the subject property from Limited Services Residential - Exception Four (LSR-4) which permits an existing single detached dwelling with an apartment unit to Limited Services Residential, Exception Four (LSR-4) to permit an existing detached dwelling with an apartment unit and a minimum lot frontage of 24 meters.

Councillor Luck inquired where the existing driveway is located on the sketch provided. Mr. Knight advised that the driveway is located at Parts 4 and 3 and accesses Prevost Point Road on the west boundary.

No members of the public spoke in favor or opposition of the application.

4.2 Zoning Amendment - Warden

The purpose of this amendment is to rezone the property legally described as Part of Lots 15 to 18, Concession 2 IL, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry located at 6275 Boundary Road from Highway Commercial (CH) and Rural (RU) to Light Industrial (ML) to permit uses such as, but not limited to, a transportation terminal, warehouse, motor vehicle repair garage and office space.

No members of the public spoke in favour or opposition of the application.

5. ADJOURNMENT

Moved by: Sam McDonell

That the meeting be adjourned at 6:39 pm.

Mayor

Clerk



STAFF REPORT

S.R. No. 98-2022

PREPARED BY: Michael Hudson, GM Finance/Treasurer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Donation Request – St. Lawrence Valley Agricultural Society

BACKGROUND:

1. On June 5, 2017. Council approved By-law 32-17, establishing a Municipal Grants and Donations Policy which governs the request and application process for grants and donations and the criteria used for the approval thereof. A copy of the policy is attached for reference.

ANALYSIS:

2. A request has been received for a donation of \$17,500 from the St. Lawrence Agricultural Society to assist with the operation of the 211th Annual Williamstown Fair (letter attached).
3. As noted, the Grants and Donations policy has a number of eligibility criteria for applications to be considered. Two in particular (but not all inclusive) are:
 - The request had to be filed on the last Friday of November 2021 for review and consideration for the 2022 Grants and Donations budget approval process.
 - The maximum amount that can be requested is \$4,000.
4. The criteria outlined above would normally disqualify the request at this time.
5. It should be noted that the Policy states that Council reserves the right to accept and consider requests that do not conform with the deadline or granted in a time that suits the applicant.

IMPACT ON 2022 BUDGET:

6. Currently, there is a discretionary balance of \$11,000 remaining in the approved 2022 budgeted amount of \$60,000. Should this request, at its current amount, be approved, the budget will be overdrawn by \$6,400.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 4: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 98-2022 be received and that the Council of the Township of South Glengarry (choose one):

Option A: Authorize a donation in the amount of \$17,500 for the St. Lawrence Valley Agricultural Society, to be drawn from the Grants and Donations fund.

Option B: Authorize a donation in the amount of \$_____ for the St. Lawrence Valley Agricultural Society, to be drawn from the Grants and Donations Fund.

Option C: Deny the request of the St. Lawrence Valley Agricultural Society for funding in the amount of \$17,500.

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



June 16, 2022

To South Glengarry Council Members

Members of Council,

Greeting from the St. Lawrence Valley Agricultural Society. We are back, yes, our 211th Annual Williamstown Fair is back in full operation in less than 2 months. The dates for this year are August 5,6,7 and we are looking forward to welcoming everyone back to the Fair.

I am writing you today on behalf of the Board looking for your support once again this year.

Request:

In support of our Annual Event our request to Council is for a \$17,500.00 donation

These funds will be used in three ways, \$10,000.00 will be put towards the costs of the Fair, \$5,000.00 towards the cost of installing Wi-Fi connectivity throughout the Fairgrounds. The balance of the funds \$2,500.00 will be used to sponsor our second Movie Night in July.

The \$10,000.00 will be used to help pay for some of the costs for marketing, building & property upgrades, and other must have expenses.

The \$5,000.00 for the Wi-Fi project which is something we have been working on for a few years now as we know people attending the Fair are looking for these services. We recently awarded the contract, and the work will be completed before the Fair. We have funds set aside from our events in the past and the \$5,000.00 will pay the balance.

The \$2,500.00 for the July Movie Night will cover the costs for this event. It's a free event for people of South Glengarry to attend.

In closing I would like to thank Council for the only going support over the years. Your partnership is genuinely appreciated and without your support the Fair would not be what it is today.

Respectfully

Chelsea Hope
SLVAS President

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 32-17
FOR THE YEAR 2017**

**BEING A BY-LAW TO ADOPT A COMMUNITY GRANTS AND
DONATION POLICY FOR THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY.**

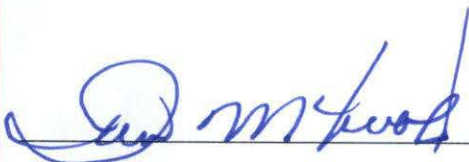
WHEREAS the Council of the Corporation of the Township of South Glengarry recognizes and supports the need to benefit our community through a Grants and Donations Policy in Schedule "A" attached.

WHEREAS the Council of the Township of South Glengarry allots a maximum amount, found in the Grants and Donations Policy in Schedule "A", which may be distributed amongst the various applicants.

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

1. **THAT** the Council of the Township of South Glengarry determines who is funded based on received applications then directs the General Manager of Corporate Services to administer the distribution of those funds per the Grants and Donations Policy.
2. **THAT** By-law 05-05 and all of its amendments are hereby repealed upon the date that this By-law comes into force.
3. **THAT** By-law 39-12 and all of its amendments are hereby repealed upon the date that this By-law comes into force.
4. **THAT** the Corporation of the Township of South Glengarry accepts the conveyance listed on Schedule "A" attached hereto and forming part of this by-law:
5. **THAT** this By-law comes into force and effect on the date of passage thereof.

**READ A FIRST, SECOND, AND THIRD TIME, PASSED, SIGNED,
AND SEALED IN OPEN COUNCIL THIS 5th DAY OF JUNE 2017.**




MAYOR



CLERK

**The Township of South Glengarry
Grants and Donations Policy
SCHEDULE "A"**

Revised 2017-05-09

South Glengarry		POLICY
Policy and Procedural Manual	Page Number:	1 - 5
		Review Frequency: Every 5 Years
Approved By:	Bryan Brown - CAO	Date Approved:
		Revision Date:
Subject:	Municipal Grants and Donations	

Policy Statement:

The Township of South Glengarry (South Glengarry) recognizes the benefit that local volunteers provide our community and wish to recognize them by committing funds through our Grants and Donation Policy.

South Glengarry understands that from time to time, annually, or for a certain duration our volunteer groups require financial assistance. The Grants and Donations Policy reflects South Glengarry's commitment to assisting in addressing such needs.

The policy, and accompanying documents (application form and summary form), are to ensure an accountable and fair process that best reflects the needs of our community. Decisions on grants and donations will be made by South Glengarry Council and will be based on our strategic plan, community interests, financial capacity, and doing the greatest amount of good, for the most amount of people, for the longest duration.

South Glengarry understands that changing socio-economic issues may result in unique reviews of the Grants and Donation Policy. In any case, this document will be reviewed every 5 years.

Municipal Funding:

South Glengarry Council does not need to utilize the full allotment of monies designated for grants and donations, nor if insufficient requests are received is South Glengarry Council required to approve all requests.

In addition to monetary requests, in-kind requests may be considered (i.e. township staff, equipment, etc.)

South Glengarry Council shall give priority to community groups that most align with its strategic plan and community vision. The most apparent connections to the strategic plan are outlined in the application form.

**The Township of South Glengarry
Grants and Donations Policy
SCHEDULE "A"**

Revised 2017-05-09

The following funds, reviewed and updated every five years, are available for application:

Year	Amount
2018	\$55,000
2019	\$55,000
2020	\$57,500
2021	\$57,500
2022	\$60,000

Deadline:

The deadline for the applications is the last Friday of November, unless otherwise indicated.

Eligibility Criteria:

- 1) Applicants must be an incorporated non-profit community group or organization whose primary focus is in South Glengarry.
- 2) Grants are intended to be supplementary to an organization's main source(s) of funding.
- 3) All funding will be for future projects. Retroactive funding will not be considered.
- 4) Repeat grant requests will only be available to organizations who are in good standing with South Glengarry.
- 5) Guaranteed funding is only for the fiscal year in which the organization has applied. Continued commitment will be considered on a year by year basis.
- 6) Respecting this policy South Glengarry may impose, at its sole and unique discretion, the conditions it deems fit.

Exclusions:

- 1) Individuals, businesses, and publically funded organizations (i.e. schools, hospitals, etc.) are not eligible.
- 2) Organizations that may be located within the Township of South Glengarry, but are regionally-oriented, or that represent or service a special interest group, shall not be considered.

Application Guidelines:

All grant applications shall be submitted on the Grants and Donations Application Form and directed to the General Manager of Corporate Services by the last Friday of November of each year, unless otherwise indicated, and shall include all information required.

The application form is found at the end of this document. If you have any questions about your submission please contact the General Manager of Corporate Services before completing the form.

Review of Application:

- 1) All requests for financial grants will be reviewed.

**The Township of South Glengarry
Grants and Donations Policy
SCHEDULE "A"**

Revised 2017-05-09

- 2) Incomplete applications will not be considered.
- 3) Only one request per organization shall be considered per calendar year.
- 4) The maximum yearly request up to \$4,000 per calendar year.
- 5) All applications will be assessed in terms of the need for the project, cost effectiveness, financial viability, community involvement, and contribution to the quality of life of South Glengarry and its residents.

Application Deadline and Notification of Acceptance:

Applications must be received by the last Friday of November, unless otherwise indicated, for all events/projects in the upcoming calendar/fiscal year.

Notifications of acceptance will take place following the passing of the South Glengarry Municipal Budget. The annual budget process timelines vary and applicants need to take into account that approvals may not be granted in a time that suits their event or particular needs.

South Glengarry Council reserves the right to accept requests that do not conform to the two above statements if they deem them to be reasonable and contribute to the betterment of the community.

Summary Report:

- 1) Prior to the disbursement of any municipal funds, all grantees must provide a Summary Report, found at the end of this document, which aligns the actual outcome with the initial Application Form
- 2) Grants in future years may be reviewed based on past fiscal responsibility.
- 3) Without prior approval of South Glengarry Council grant money shall not be transferable between:
 - i. Projects or groups,
 - ii. Fiscal years

Groups are encouraged to submit photos of their activity/event and permit South Glengarry to use such photos to promote the Grants and Donations Program and/or the Municipality.

Failure to provide a Summary Report will result in funds not being released and future requests being denied.

**The Township of South Glengarry
Grants and Donations Policy
Application Form**

Revised 2017-05-09

Organization Name: _____
Address: _____

Contact Name: _____ Title: _____
Telephone: _____ E-Mail: _____

Brief Description of Organization:

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

• • •
• • •

Alignment to Township Goals:

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

Purpose of Application (why you are requesting funds):

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

Total Amount Requested:

Applicants Declaration:

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

Signature: _____ Title: _____

Name: _____

**The Township of South Glengarry
Grants and Donations Policy
SCHEDULE "A"**

Revised 2017-05-09

- 2) Incomplete applications will not be considered.
- 3) Only one request per organization shall be considered per calendar year.
- 4) The maximum yearly request up to \$4,000 per calendar year.
- 5) All applications will be assessed in terms of the need for the project, cost effectiveness, financial viability, community involvement, and contribution to the quality of life of South Glengarry and its residents.

Application Deadline and Notification of Acceptance:

Applications must be received by the last Friday of November, unless otherwise indicated, for all events/projects in the upcoming calendar/fiscal year.

Notifications of acceptance will take place following the passing of the South Glengarry Municipal Budget. The annual budget process timelines vary and applicants need to take into account that approvals may not be granted in a time that suits their event or particular needs.

South Glengarry Council reserves the right to accept requests that do not conform to the two above statements if they deem them to be reasonable and contribute to the betterment of the community.

Summary Report:

- 1) Prior to the disbursement of any municipal funds, all grantees must provide a Summary Report, found at the end of this document, which aligns the actual outcome with the initial Application Form
- 2) Grants in future years may be reviewed based on past fiscal responsibility.
- 3) Without prior approval of South Glengarry Council grant money shall not be transferable between:
 - i. Projects or groups,
 - ii. Fiscal years

Groups are encouraged to submit photos of their activity/event and permit South Glengarry to use such photos to promote the Grants and Donations Program and/or the Municipality.

Failure to provide a Summary Report will result in funds not being released and future requests being denied.



STAFF REPORT

S.R. No. 99-2022

PREPARED BY: Michael Hudson, Treasurer/GM Finance

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Request for Fee Waiver – Glengarry Mental Health Initiative

BACKGROUND:

1. The Township has received a request from Hannah McDonell on behalf of the Glengarry Mental Health Initiative. The group is holding a new fundraiser that has been created to end the stigma around asking for help when struggling with mental health.
2. GMHI is holding a soccer tournament fundraiser on August 13, 2022, in Williamstown. The group is seeking a waiver of the field rental fees and any other support the Township is able to provide.

ANALYSIS:

3. The cost to rent the fields is \$64.55. The amount requested falls within the accepted amount in our Grants and Donations Policy.
4. Council may also wish to direct the Township to provide additional resources at their discretion.

IMPACT ON 2022 BUDGET:

5. Should Council approve the request, the rental fee (64.55) will be donated back to Glengarry Mental Health Initiative and drawn from the Grants and Donations fund.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 99-2022 be received and that the Council of the Township of South Glengarry authorizes a donation in the amount of the soccer field rental fees for the Glengarry Mental Health Initiative field rental on August 13, 2022.



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



STAFF REPORT

S.R. No.100-2022

PREPARED BY: Dave Robertson, Fire Chief

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Procurement 13-2022 – Fire Services Pickup Truck

BACKGROUND:

1. Procurement 13-2022, being a Request for Proposal (RFP) for a new 4X4 Pickup Truck for Fire Services, closed on March 3, 2022.
2. The 2022 budget includes \$60,000.00 for this vehicle, which will replace the Chief's vehicle (Unit 1), a 2014 model with 210,000 km.

ANALYSIS:

3. As discussed in the 2022 budget process, the current Unit 1 vehicle will remain in the fleet and be placed into Station 3 - Williamstown.
4. Two submissions were received as follows:
 - Roy's Chevrolet, Buick, GMC - \$66,273 plus HST
 - Miller Hughes Ford - \$ 59,224 plus HST
5. Both submissions were tendered to the general specifications of the current Unit 1 vehicle.
6. The value of new vehicles is elevated in the current automobile market.
7. Neither proponent could provide a firm delivery date as both mentioned that delivery dates may have delays to supply chain disruptions.
8. The proposed purchase of this vehicle was delayed a number of months in an attempt to see if delivery timeframes would be clearer and if historical municipal discounts would become available.
9. On June 21, 2022, Roy's provided an updated price of \$62,600, which included the updated municipal discount, is for a model year 2023 vehicle and has an estimated delivery date of January 2023.

10. On June 27, 2022, Miller Hughes Ford provided updated pricing with a value of \$61,950. This is for a 2022 model year with an estimated delivery in the fall of 2022.
11. An emergency lighting, radio and siren package will need to be installed with a quote from our emergency equipment supplier of \$6,200. The graphics package will be approximately \$1,800.
12. With the addition of the lighting and graphics package, the total vehicle prices would be:
 - GMC: \$70,400
 - Ford: \$69,750
13. Administration supports awarding the tender to Miller Hughes Ford, for their submission in the amount of \$61,950

IMPACT ON 2022 BUDGET:

14. The 2022 budget allocates \$60,000 for this purchase - \$4,000 was estimated in operation budgets to fund the additional equipment items.
15. Additional funds noted in items 11, 12 and 13 above will be allocated from Fire Reserves for any overage.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in Infrastructure and its sustainability

Goal 3: Strengthen the effectiveness and efficiency of our organization

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 100-2022 be received and that the Council of the Township of South Glengarry award Procurement 13-2022 for the purchase of a 4x4 Pickup Truck for the Fire Services department be awarded to Miller Hughes Ford as per their submission of \$61,950 plus HST and furthermore, that the Mayor and Clerk be authorized to sign any applicable documents.

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



STAFF REPORT

S.R. No. 101-2022

PREPARED BY: Dave Robertson, Fire Chief

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Contractor Services – Williamstown Fire Station
Renovation

BACKGROUND:

1. Tenders were issued on May 30th, 2022, for Contractor Services to renovate the former Roads Garage on William Street, transforming it into a new Fire Station in the village of Williamstown.
2. The Scope of Work for the Tender was as follows:
 - The Scope consists of the renovation of the existing Municipal Garage building located at 19686 William Street in the village of Williamstown, Ontario. The building is presently a six-bay vehicle maintenance/storage garage having four bays on the north side and three bays on the south side with ancillary services along the south-west side of the building. The intent of this renovation is to create a new Fire Hall in the north bays, provide new washrooms and training hall in the south area.

ANALYSIS:

3. The Tenders closed on June 21, 2022.
4. Three submissions were received and are as follows:
 - Bistin Construction (Concord, ON) - \$550,883.00
 - CMG General Contractors (Summerstown, ON) - \$729,900.00
 - John Gordon Construction (Cornwall, ON) - \$781,498.00

5. Evaluation Matrix

EVALUATION CRITERIA	MAXIMUM SCORE	CMG		John Gordon Const		Bistin	
		Rank	Score	Rank	Score	Rank	Score
Completeness of tender	5		5.00		5.00		2.00
Degree of similar work experience	15		15.00		15.00		5.00
Past performance with Twsp or References	15		15.00		15.00		5.00
Ability to meet deadlines	20		19.00		20.00		10.00
Price	35		25.40		22.7		35
TOTAL	90		79.4		77.7		57

6. CMG General Contractors and John Gordon Construction achieved the highest scores as they clearly detailed the project, the project team, and timelines in their proposals. They both have strong reputations with past Township projects and references for similar municipal projects.
7. An investigation into the quality and quantity of the exterior building insulation was completed in April of 2022. The investigation showed that the entire building is covered in 2.5" of polystyrene and is in excellent condition.
8. As we understand that the insulation does not need to be replaced, both CMG and John Gordon Construction were asked to resubmit pricing with the removal, supply and replacement of the insulation removed from their submissions.
9. The updated submissions from the two proponents are:
 - CMG General Contractors (Summerstown, ON) \$715,000.00
 - John Gordon Construction (Cornwall, ON) \$751,203.00
10. Engineering for Industry (EFI) prepared the engineering plans in 2018 for the project along with the Class D price estimate of \$600,000. It is this price that has been carried in subsequent capital budgets.
11. The roof truss reinforcing that was called for by the engineering plans was awarded early in 2022 for a value of \$12,080.00. This work has commenced with material preparation and the installation will happen in the first 2 weeks of July.
12. A 35,000 US gallon underground water storage tank was proposed in the project and was included in the budget. The location of the water storage tank is in the same area as the current Roads Department fuel tank. As options for a new fuel storage at the new Public Works Facility are currently underway, the water storage tank option has been removed from the current tender and will be reevaluated when appropriate. Discussions with Parks Canada (Sir John Johnson House) as to this joint water storage system continue as we better understand their needs.

13. After evaluating the various submissions, Administration recommends awarding this procurement to CMG General Contractors.

IMPACT ON 2022 BUDGET:

14. The budget for the project is \$600,000. The excess amount of \$115,000 will be allocated from Fire Reserves.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

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

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 101-2022 be received and that Procurement 19-2022 for the supply of contractor services for the Williamstown Fire Station Renovation be awarded to CMG General Contractors as per their submission of \$715,000 + HST and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

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



STAFF REPORT

S.R. No. 102-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Char-Lan Recreation Centre – Advertisement Agreements

BACKGROUND:

1. At the June 20, 2022, Council Meeting, Council directed Administration to prepare an advertisement agreement with the Junior B Rebels. The agreement was to include that they will obtain 100% of the current board advertisements.
2. In addition, Administration was directed to prepare agreements with the Char-Lan Minor Hockey Association (CLMHA) and the Char-Lan Skating Club (CLSC). These agreements were to include that they will each obtain two (2) in-ice logos and one (1) ice resurfacer advertisement.
3. All three agreements are for the upcoming 2022/2023 season and will be reviewed on an annual basis.
4. Administration prepared advertisement agreements with the Junior B Rebels, CLMHA and CLSC. Staff has reviewed the agreements with each of the organization's representatives.

ANALYSIS:

5. The agreements outline the amount and location of the advertisements.
6. The agreements stipulate that the advertisements will follow the measurements, material, and layout details that is provided by the Township.
7. Applicable insurance and liability wording is included to ensure that the Township is not liable for the damage or loss of advertisements.
8. Additional details are included that will provide the proper direction to all organizations moving forward.

9. Each agreement will be reviewed annually which will allow the Township to make adjustments as required. The annual review will also allow for further details to be incorporated in the agreements as advertisement operations progress.

IMPACT ON 2022 BUDGET:

10. There will be no impact on the 2022 Budget

ALIGNMENT WITH STRATEGIC PLAN:

Goal 5: Improve internal and external communication

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 102-2022 be received and that the Council of the Township of South Glengarry enter into advertisement agreements with the Junior B Rebels, Char-Lan Minor Hockey and the Char-Lan Skating Club and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

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

TOWNSHIP OF SOUTH GLENGARRY
ADVERTISING AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
hereinafter referred to as the "TOWNSHIP"

and

THE JUNIOR B REBELS
hereinafter referred to as the "REBELS"

Property: Char-Lan Recreation Centre
19740 John Street
Williamstown, Ontario
K0C 2J0

TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT THE JUNIOR B REBELS

This Agreement made in duplicate this _____ day of _____, 20____.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

And

JUNIOR B REBELS

WHEREAS:

The *TOWNSHIP* is the owner of all the lands and premises located in the Township of South Glengarry, known for municipal purposes as the Char-Lan Recreation Centre, located at 19740 John Street, Williamstown, Ontario, K0C 2J0, hereinafter referred to as the *ARENA*.

The *REBELS* desire to secure and enter into an agreement with the *TOWNSHIP*, hereinafter referred to as the *AGREEMENT*, to obtain advertisements at the *ARENA*.

NOW THEREFORE:

The Township hereby grants the rights to the *REBELS* to sell advertising space in the *ARENA* for the duration of the 2022/2023 ice rental season, hereinafter referred to as the *TERM*.

1. ARTICLE 1: CONTRACT PURPOSE

- 1.1. It is agreed by all parties that the following areas are covered by this agreement:
 - 1.1.1. Maximum of twenty-six (26) wall board advertisements – located behind both players benches
 - 1.1.2. Maximum of thirty (30) arena board advertisements – located at ice level on top of the arena rink boards
 - 1.1.3. Maximum of one (1) in ice advertisement located in front of the 'away' players bench
 - 1.1.4. Maximum of one (1) advertisement per player board – located above the players benches
- 1.2. It is agreed that every effort will be made by the Rebels to sell all the arena board advertisements prior to selling wall board advertisements.

TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT THE JUNIOR B REBELS

2. ARTICLE 2 – FINANCIAL ARRANGEMENTS AND COMMITMENTS

- 2.1. The Township agrees that the Rebels will retain all funds relating to advertisements described in Article 1 that are sold in the Arena.
- 2.2. The Rebels will ensure that all advertisement commitments in the arena do not exceed the Term of this Agreement.
- 2.3. The Rebels shall provide their annual financial statements at the end of the Term outlining where the funds from the advertisements have been spent.

3. ARTICLE 3 – RESPONSIBILITIES AND RIGHTS

- 3.1. The Rebels will obtain, secure and deliver all wall board advertisements and arena board advertisements, as described in Article 1, by August 31 to the Arena.
- 3.2. The Rebels will obtain, secure and deliver the in ice advertisements as described in Article 1, by August 1, to the Arena.
- 3.3. The Rebels will obtain, secure and deliver the player boards and advertisements as described in Article 1, as players have been selected and secured.
- 3.4. The Township will install all advertisements within this agreement.
- 3.5. Player boards and advertisements will be installed prior to the first season game. Player boards may be adjusted throughout the season.
- 3.6. All advertisements must follow the material and measurement specifications provided by the Township.
- 3.7. All wall board advertisements must follow the location specifications provided by the Township.
- 3.8. Advertisements will be installed once per term of this agreement and all advertisements that require removal will be removed at the end of the term.
- 3.9. All advertisements that are removed at the end of the term must be picked up no later than two (2) weeks after removal and will not be stored on site at the Arena.
- 3.10. The Rebels will be responsible for the following: marketing and production of advertising; the collection and accounting of the revenues and expenditures relating to the advertising; and for any maintenance costs relating to the upkeep of the advertisements in the Arena.
- 3.11. The Rebels will ensure that the wording, pictures and/or symbols on signs are appropriate for family viewing. The Township reserves the right to remove any advertisements that do not meet these requirements.
- 3.12. The Township will supply the lexan that will be installed on top of the arena board advertisements and will replace as needed.

TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT THE JUNIOR B REBELS

- 3.13. The Rebels shall observe, perform and comply with all laws, bylaws, codes, fire regulations, health regulations, and rules and regulations applicable to the use, operation and occupation of the premises.

4. ARTICLE 4 – INSURANCE, LIABILITY, RISK MANAGEMENT

- 4.1. The Rebels shall accept full responsibility for protecting and insuring all advertisements in the premises, and shall save and hold harmless and indemnify the Township from any liability whatsoever, as a result of theft, vandalism, structural failure or natural disaster, resulting in the loss of or damage to the advertisements held in the premises.

5. ARTICLE 5 – BREACH OF CONTRACT

- 5.1. This agreement is non-transferable.
- 5.2. If the Rebels fail to comply with any provisions of this agreement, the Township may demand that the Rebels show cause why this agreement shall not be deemed to be breached, and where the Township is satisfied that the Rebels has breached any condition or requirement of this Agreement, the Township may serve notice of termination of this Agreement to the Rebels. A notice of termination issued pursuant to this article shall be issued in writing by the Township.

**TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT
THE JUNIOR B REBELS**

Signed and sealed by the parties hereto.

Signed this day of , 2022

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

Mayor

Clerk

Signed this day of , 2022

THE JUNIOR B REBELS

Name

Signature

Junior B Rebels Representative

TOWNSHIP OF SOUTH GLENGARRY
ADVERTISING AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
hereinafter referred to as the "TOWNSHIP"

and

CHAR-LAN MINOR HOCKEY ASSOCIATION
hereinafter referred to as "MINOR HOCKEY"

Property: Char-Lan Recreation Centre
19740 John Street
Williamstown, Ontario
K0C 2J0

**TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT
CHAR-LAN MINOR HOCKEY ASSOCIATION**

This Agreement made in duplicate this _____ day of _____, 20____.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

And

CHAR-LAN MINOR HOCKEY ASSOCIATION

WHEREAS:

The *TOWNSHIP* is the owner of all the lands and premises located in the Township of South Glengarry, known for municipal purposes as the Char-Lan Recreation Centre, located at 19740 John Street, Williamstown, Ontario, K0C 2J0, hereinafter referred to as the *ARENA*.

MINOR HOCKEY'S desire to secure and enter into an agreement with the *TOWNSHIP*, hereinafter referred to as the *AGREEMENT*, to obtain advertisements at the *ARENA*.

NOW THEREFORE:

The Township hereby grants the rights to *MINOR HOCKEY* to sell advertising space in the *ARENA* for the duration of the 2022/2023 ice rental season, hereinafter referred to as the *TERM*.

1. ARTICLE 1: CONTRACT PURPOSE

- 1.1. It is agreed by all parties that the following areas are covered by this agreement:
 - 1.1.1. Maximum of two (2) in ice advertisements
 - 1.1.2. Maximum of one (1) ice resurfacer logo

2. ARTICLE 2 – FINANCIAL ARRANGEMENTS AND COMMITMENTS

- 2.1. The Township agrees that Minor Hockey will retain all funds relating to advertisements described in Article 1 that are sold in the Arena.
- 2.2. Minor Hockey will ensure that all advertisement commitments in the arena do not exceed the Term of this Agreement.

**TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT
CHAR-LAN MINOR HOCKEY ASSOCIATION**

- 2.3. Minor Hockey shall provide their annual financial statements at the end of the Term outlining where the funds from the advertisements have been spent.

3. ARTICLE 3 – RESPONSIBILITIES AND RIGHTS

- 3.1. Minor Hockey will obtain, secure and deliver the in ice advertisements as described in Article 1, by August 1, to the Arena.
- 3.2. Minor Hockey will obtain, secure and deliver the ice resurfacers advertisement by August 31.
- 3.3. The Township will install all advertisements within this agreement.
- 3.4. All advertisements must follow the material and measurement specifications provided by the Township.
- 3.5. Advertisements will be installed once per term of this agreement and all advertisements that require removal will be removed at the end of the term.
- 3.6. Minor Hockey will be responsible for the following: marketing and production of advertising; the collection and accounting of the revenues and expenditures relating to the advertising; and for any maintenance costs relating to the upkeep of the advertisements in the Arena.
- 3.7. Minor Hockey will ensure that the wording, pictures and/or symbols on signs are appropriate for family viewing. The Township reserves the right to remove any advertisements that do not meet these requirements.
- 3.8. Minor Hockey shall observe, perform and comply with all laws, bylaws, codes, fire regulations, health regulations, and rules and regulations applicable to the use, operation and occupation of the premises.

4. ARTICLE 4 – INSURANCE, LIABILITY, RISK MANAGEMENT

- 4.1. Minor Hockey shall accept full responsibility for protecting and insuring all advertisements in the premises, and shall save and hold harmless and indemnify the Township from any liability whatsoever, as a result of theft, vandalism, structural failure or natural disaster, resulting in the loss of or damage to the advertisements held in the premises.

5. ARTICLE 5 – BREACH OF CONTRACT

- 5.1. This agreement is non-transferable.
- 5.2. If Minor Hockey fails to comply with any provisions of this agreement, the Township may demand that Minor Hockey show cause why this agreement shall not be deemed to be breached, and where the Township is satisfied that Minor Hockey has breached any condition or requirement of this Agreement, the Township may serve notice of termination of this

**TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT
CHAR-LAN MINOR HOCKEY ASSOCIATION**

Agreement to Minor Hockey. A notice of termination issued pursuant to this article shall be issued in writing by the Township.

Signed and sealed by the parties hereto.

Signed this day of , 2022

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

Mayor

Clerk

Signed this day of , 2022

CHAR-LAN MINOR HOCKEY ASSOCIATION

Name

Signature

Char-Lan Minor Hockey Representative

TOWNSHIP OF SOUTH GLENGARRY
ADVERTISING AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
hereinafter referred to as the "TOWNSHIP"

and

THE CHAR-LAN SKATING CLUB
hereinafter referred to as the "SKATING CLUB"

Property: Char-Lan Recreation Centre
19740 John Street
Williamstown, Ontario
K0C 2J0

**TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT
CHAR-LAN SKATING CLUB**

This Agreement made in duplicate this _____ day of _____, 20____.

BETWEEN

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

And

THE CHAR-LAN SKATING CLUB

WHEREAS:

The *TOWNSHIP* is the owner of all the lands and premises located in the Township of South Glengarry, known for municipal purposes as the Char-Lan Recreation Centre, located at 19740 John Street, Williamstown, Ontario, K0C 2J0, hereinafter referred to as the *ARENA*.

The *SKATING CLUB'S* desire to secure and enter into an agreement with the *TOWNSHIP*, hereinafter referred to as the *AGREEMENT*, to obtain advertisements at the *ARENA*.

NOW THEREFORE:

The Township hereby grants the rights to the *SKATING CLUB* to sell advertising space in the *ARENA* for the duration of the 2022/2023 ice rental season, hereinafter referred to as the *TERM*.

1. ARTICLE 1: CONTRACT PURPOSE

- 1.1. It is agreed by all parties that the following areas are covered by this agreement:
 - 1.1.1. Maximum of two (2) in ice advertisements
 - 1.1.2. Maximum of one (1) ice resurfacer logo

2. ARTICLE 2 – FINANCIAL ARRANGEMENTS AND COMMITMENTS

- 2.1. The Township agrees that the Skating Club will retain all funds relating to advertisements described in Article 1 that are sold in the Arena.
- 2.2. The Skating Club will ensure that all advertisement commitments in the arena do not exceed the Term of this Agreement.
- 2.3. The Skating Club shall provide their annual financial statements at the end of the Term outlining where the funds from the advertisements have been spent.

TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT CHAR-LAN SKATING CLUB

3. ARTICLE 3 – RESPONSIBILITIES AND RIGHTS

- 3.1. The Skating Club will obtain, secure and deliver the in ice advertisements as described in Article 1, by August 1, to the Arena.
- 3.2. The Skating Club will obtain, secure and deliver the ice resurfacer advertisement by August 31.
- 3.3. The Township will install all advertisements within this agreement.
- 3.4. All advertisements must follow the material and measurement specifications provided by the Township.
- 3.5. Advertisements will be installed once per term of this agreement and all advertisements that require removal will be removed at the end of the term.
- 3.6. The Skating Club will be responsible for the following: marketing and production of advertising; the collection and accounting of the revenues and expenditures relating to the advertising; and for any maintenance costs relating to the upkeep of the advertisements in the Arena.
- 3.7. The Skating Club will ensure that the wording, pictures and/or symbols on signs are appropriate for family viewing. The Township reserves the right to remove any advertisements that do not meet these requirements.
- 3.8. The Skating Club shall observe, perform and comply with all laws, bylaws, codes, fire regulations, health regulations, and rules and regulations applicable to the use, operation and occupation of the premises.

4. ARTICLE 4 – INSURANCE, LIABILITY, RISK MANAGEMENT

- 4.1. The Skating Club shall accept full responsibility for protecting and insuring all advertisements in the premises, and shall save and hold harmless and indemnify the Township from any liability whatsoever, as a result of theft, vandalism, structural failure or natural disaster, resulting in the loss of or damage to the advertisements held in the premises.

5. ARTICLE 5 – BREACH OF CONTRACT

- 5.1. This agreement is non-transferable.
- 5.2. If the Skating Club fail to comply with any provisions of this agreement, the Township may demand that the Skating Club show cause why this agreement shall not be deemed to be breached, and where the Township is satisfied that the Skating Club has breached any condition or requirement of this Agreement, the Township may serve notice of termination of this Agreement to the Skating Club. A notice of termination issued pursuant to this article shall be issued in writing by the Township.

**TOWNSHIP OF SOUTH GLENGARRY ADVERTISING AGREEMENT
CHAR-LAN SKATING CLUB**

Signed and sealed by the parties hereto.

Signed this day of , 2022

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

Mayor

Clerk

Signed this day of , 2022

CHAR-LAN SKATING CLUB

Name

Signature

Char-Lan Skating Club Representative



STAFF REPORT

S.R. No. 103-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Temporary Road Closure of Spruce Street

BACKGROUND:

1. Administration received a request to temporarily close the east end of Spruce Street in Lancaster for Roy and Cher's Rescue Farm's 10th Annual Book and Bake Sale.
2. The requested closure is Spruce Street from County Road 34 and west approximately 40 metres.
3. The requested date / time is Saturday July 18th, 2022 from 6am to 6pm.
4. This fundraiser has historically been held in a driveway on Spruce Street and is expanding due to its success.
5. The proposed usage of the closed road includes pop up tents with books and other yard-sale type items. Additional amenities (bake sale) are expected to be located on a residential driveway.
6. No residential driveways not involved in the fundraiser will be impacted.
7. Administration has sent a notification to households adjacent to the proposed closure with a request for feedback date of July 4, 2022.

ANALYSIS:

8. A temporary 12-hour road closure on Spruce Street will not impact Township operations. If approved by Council, Administration will post the closure to the Municipal511 system (<https://www.municipal511.ca/>).
9. A hold harmless agreement can be adapted for this usage and the organizer will be responsible for placing the road closure signs the day of the event. No overtime work will be required on the part of Township staff.



IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 103-2022 be received and that the Council of the Township of South Glengarry approve the temporary closure of Spruce Street in Lancaster Ontario from County Road 34 to 40m west of County Road 34 on Saturday July 18, 2022 between 6am to 6pm for the sole purpose of a community fundraiser.

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



STAFF REPORT

S.R. No. 104-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Adoption of Asset Management Plan – July 2022

BACKGROUND:

1. The Province of Ontario implemented the Asset Management for Municipal Infrastructure Regulation, O. Reg. 588/17, to help improve how municipalities plan for their infrastructure.
2. O. Reg. 588/17 included a phased approach to provide municipalities with ample time to meet the requirements of the regulation. The regulation was amended by O. Reg. 193/21 to extend the regulatory timelines for phases two, three, and four, acknowledging the impact of the COVID-19 pandemic.
3. The revised phased schedule of O. Reg. 588/17 is:
 - a. July 1, 2019 – finalized a strategic asset management policy
 - b. July 1, 2022 – Approved asset management plan for core assets
 - c. July 1, 2024 – Approved asset management plan for all municipal infrastructure assets
 - d. July 1, 2025 – Approved expansion of the asset management plan
4. A qualified engineering consulting firm (EVB Engineering) was retained by the Township to prepare the 2022 Asset Management Plan. The Consultant provided a presentation to Council of the draft report at the June 20, 2022 Township Council meeting.
5. The draft 2022 Asset Management Plan is publicly available on the Township's website to meet the requirements of O. Reg. 588/17.

ANALYSIS:

6. The 2022 Asset Management Plan focuses on core asset categories with an estimated replacement value of approximately **\$236,320,000**.

Core Asset	Replacement Value	% Core Infrastructure
Roads	\$67,598,390	28%
Bridges	\$80,005,613	34%
Water	\$39,073,132	17%
Sanitary	\$49,641,815	21%

7. The 10-year capital plan presented as part of this Asset Management Plan was developed using:
 - a. 2020 Road Needs Study with adaptations by the Roads Committee (October 2021)
 - b. 2021 Ontario Structural Inspection Manual (OSIM) Report
 - c. 2022 Glen Walter Master Servicing Plan
 - d. 2018 CCTV for Lancaster Sanitary Network
 - e. Known ages of Water and Sanitary assets
8. It is Administration's understanding that future Ontario Community Infrastructure Fund (OCIF) allocations will be based on the asset replacement values recognized by a municipality's approved Asset Management Plan.
9. Recognizing the importance of relevant and accurate asset management data, Administration will continue to collect information (ie, traffic data, water modeling, culvert locations, etc.) to adapt and update the Asset Management Plan as required.
10. Administration recommends that Council adopt the 2022 Asset Management Plan as presented. Following adoption, Administration will post the approved document to the Township website in accordance with O. Reg. 588/17.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 104-2022 be received and that the Council of the Township of South Glengarry adopt the 2022 Asset Management Plan in accordance with Ontario Regulation 588/17.

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



Township of South Glengarry Asset Management Plan



July 1, 2022

Executive Summary

Existing infrastructure in South Glengarry Township is ageing while demand for community services continues to grow for better roads, bridges, signs, and equipment. Municipalities are held to higher standards based on health and safety, bylaws and regulations, or community expectations. As small Townships such as South Glengarry continue to grow/maintain, they are forced to adapt to these changes. To meet these standards, we must change the way we plan, design, and manage infrastructure/services.

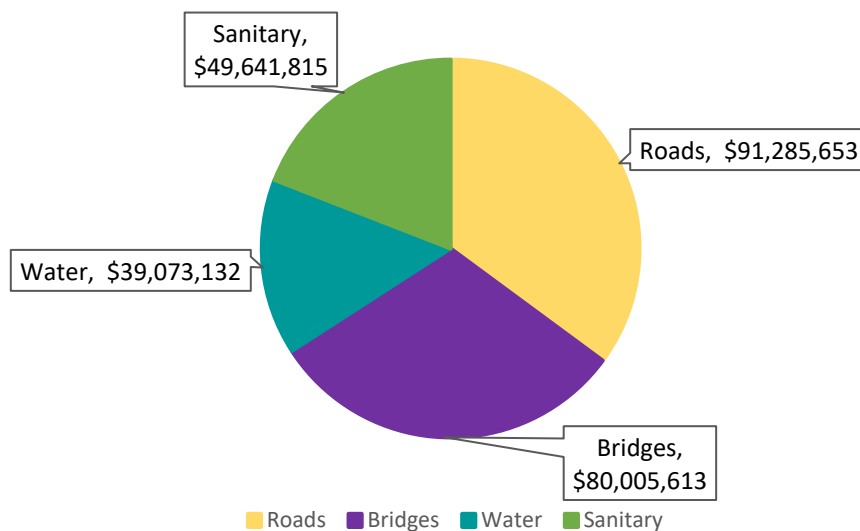
Long term planning about infrastructure is not a new concept. It has more recently become known as Asset Management and has come to be a process of reviewing strategies, current practices, and financial budgeting to create and consolidate existing infrastructure situations into a more formal Asset Management Plan.

The Asset Management Plan is a process that allows for maintenance, upgrading, and operations of physical assets owned by the Township: roads, bridges, culverts, storm water, and water/wastewater infrastructure. The plan details the state of these infrastructure as well as provide a ten-year financial plan. To be sustainable, the financial plan requires secure and stable funding from the Provincial and Federal governments.

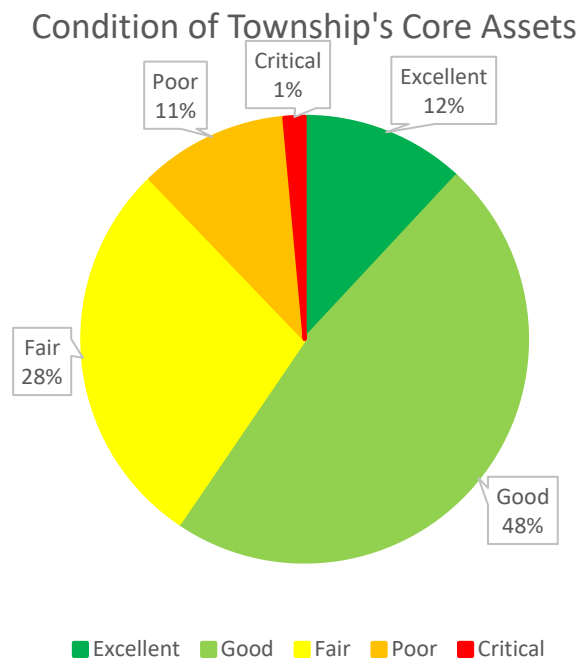
The intent is that by implementing an Asset Management Plan, the Township of South Glengarry can meet current/new demands in a financially accountable framework while preserving the Township's quality of life.

The AMP provides the value of the Township's core infrastructure, a measurement of the current level of service, and a 10-year capital plan to address the Township's immediate infrastructure needs. The following figure illustrates a breakdown of the Township's core infrastructure.

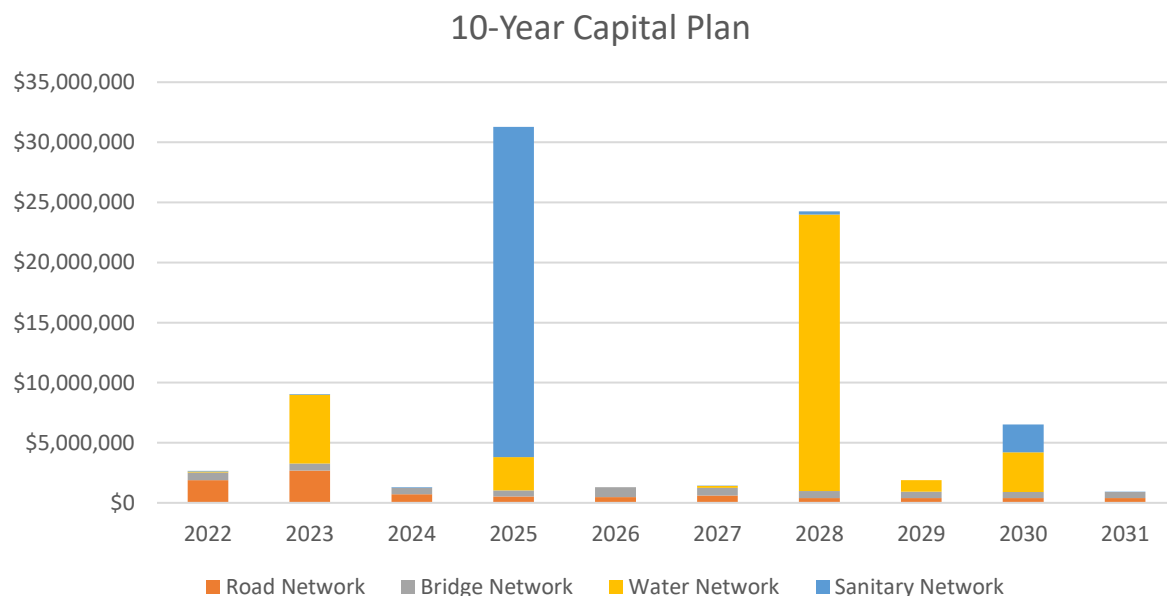
Value of Township's Core Assets



A combination of visual condition assessments and aged based assessments have been used to provide an overall assessment of the Township's core infrastructure as illustrated on the following figure.



The Township has planned capital costs for the next ten years which includes the construction of a water tower in Glen Walter, expansion of the Glen Walter Water and Wastewater Treatment facilities, road projects, bridge capital projects, various capital projects at the other Township water treatment plants and water pollution control plants, and engineering studies for the improvement of the Township's infrastructure.



Liability Disclaimer

This Asset Management Plan (AMP) has been prepared and publicly disclosed in accordance with the requirements established by the Province of Ontario in its Building Together Guide for Municipal Asset Management Plans.

Some of the information and statements contained in this AMP are comprised of, or are based on, assumptions, estimates, forecasts, predictions, and projections made by the Corporation of the Township of South Glengarry (Township). In addition, some of the information and statements are based on actions that the Township currently intends to take in the future. Circumstances will change, assumptions and estimates may prove to be wrong, events may not occur as forecasted, predicted, or projected, and the Township may later decide to take different actions to those it currently intends to take.

Except for any statutory liability which cannot be excluded, the Township will not be liable, whether in contract, tort (including negligence), equity or otherwise, to compensate or indemnify any person for any loss, injury or damage arising directly or indirectly from any person, using, or relying on any content of, this AMP.

When considering the content of this AMP, persons should take appropriate expert advice in relation to their own circumstances and must rely solely on their own judgment and expert advice obtained.

List of Revisions

<i>Date</i>	<i>Revision #</i>	<i>Issued For</i>
0	June 10, 2022	Draft for Internal Review
1	July 1, 2022	Final for Circulation

Table of Contents

1. Introduction	1
1.1. Township Overview	1
1.2. Regulatory Compliance	2
1.3. Report Overview.....	3
1.4. Limitations	3
2. Asset Management Process	3
3. Levels of Service.....	5
3.1. Background	5
3.2. Current Asset Conditions.....	5
3.3. Asset Breakdown	6
3.4. Road Network	7
3.5. Bridge Network.....	11
3.6. Water Network.....	14
3.7. Sanitary Network.....	19
3.8. Desired Level of Service.....	25
3.9. Lifecycle Management Strategies.....	26
3.10. Climate Change Risk.....	26
3.11. Current Funding Levels	26

List of Tables

Table 1 – O. Reg. 588/17 – Phases and Deadlines.....	1
Table 3. Stages of Asset Management	4
Table 4 – Road Network Assets.....	7
Table 5 – Road Network – Useful Service Life	8
Table 6 – Road Network Condition Rating System.....	9
Table 7 – Current Level of Service - Road Network	10
Table 8 – Bridge Network Assets	11
Table 9 – Bridge Network – Useful Service Life	12
Table 10 – OSIM Bridge Condition Index	13
Table 11 – Bridge Condition by Rating.....	13
Table 12 – Current Level of Service - Bridges.....	14
Table 13 – Township’s Water Network Assets	15
Table 14 – Water Network – Useful Service Life	16
Table 15 – Key Performance Factors for Assessing Condition of Watermains	17
Table 16 – History of Boil Water Advisories	18
Table 17 – Current Level of Service – Water Network.....	19
Table 18 – Township’s Sanitary Network Assets.....	20
Table 19 – Sanitary Network – Useful Service Life.....	21
Table 20 – Key Performance Factors for Assessing Condition of Sanitary Sewers	22
Table 21 – Current Level of Service – Sanitary Network	23
Table 22 – Sanitary Bypass Events.....	25
Table 23 – Number of Annual Exceedances of Effluent Limits	25
Table 24 – Life Cycle Management Strategies.....	26

List of Figures

Figure 1. South Glengarry (Map).....	2
Figure 2 – Township’s Total Core Infrastructure Replacement Value	6
Figure 3 – Township’s Core Infrastructure Consolidated Condition	7
Figure 4 – Road Network by Component	8
Figure 5 – Condition of Road Assets by Component.....	9
Figure 6 – Road Network Overall Condition	10
Figure 7 – Bridge Network by Component.....	12
Figure 8 – Water Network by Component	15
Figure 9 – Condition of Watermains.....	17
Figure 10 – Condition of Water Network Assets.....	18
Figure 11 – Sanitary Network by Component.....	21
Figure 12 – Condition of Sanitary Sewers	23
Figure 13 – 10-Year Capital Plan	28

Appendices

Appendix A	Strategic Asset Management Policy
Appendix B	Road Network
Appendix C	Water Network
Appendix D	Sanitary Network
Appendix E	10-Year Capital Plan by Core Asset

1. Introduction

1.1. Township of South Glengarry

The Township of South Glengarry is a vibrant rural municipality boasting beautiful parks and natural areas, family-friendly events, rich heritage and strong Celtic traditions. Ontario's easternmost municipality, South Glengarry is close to major highways and is within commuting distance to Ottawa and Montreal. With over 13,000 residents, South Glengarry's agricultural roots are highlighted annually in Canada's oldest annual fair. Spanning an impressive 45 kilometers along the St. Lawrence River, residents and tourists alike enjoy South Glengarry's waterfront vistas and activities.

The Township of South Glengarry is a lower-tier municipality belonging to the municipality of the United Counties of Stormont, Dundas, and Glengarry. It was established on January 1, 1998, with the amalgamation of the former Townships of Charlottenburgh and Lancaster, along with the Village of Lancaster. A map of the Township showing the hamlets, County and Township roads, and main waterways is provided as **Figure 1**.

The Township of South Glengarry offers a wide range of municipal services for residents, including:

- Infrastructure
- Planning, Building, and Enforcement
- Parks, Recreation and Culture
- Corporate
- Fire

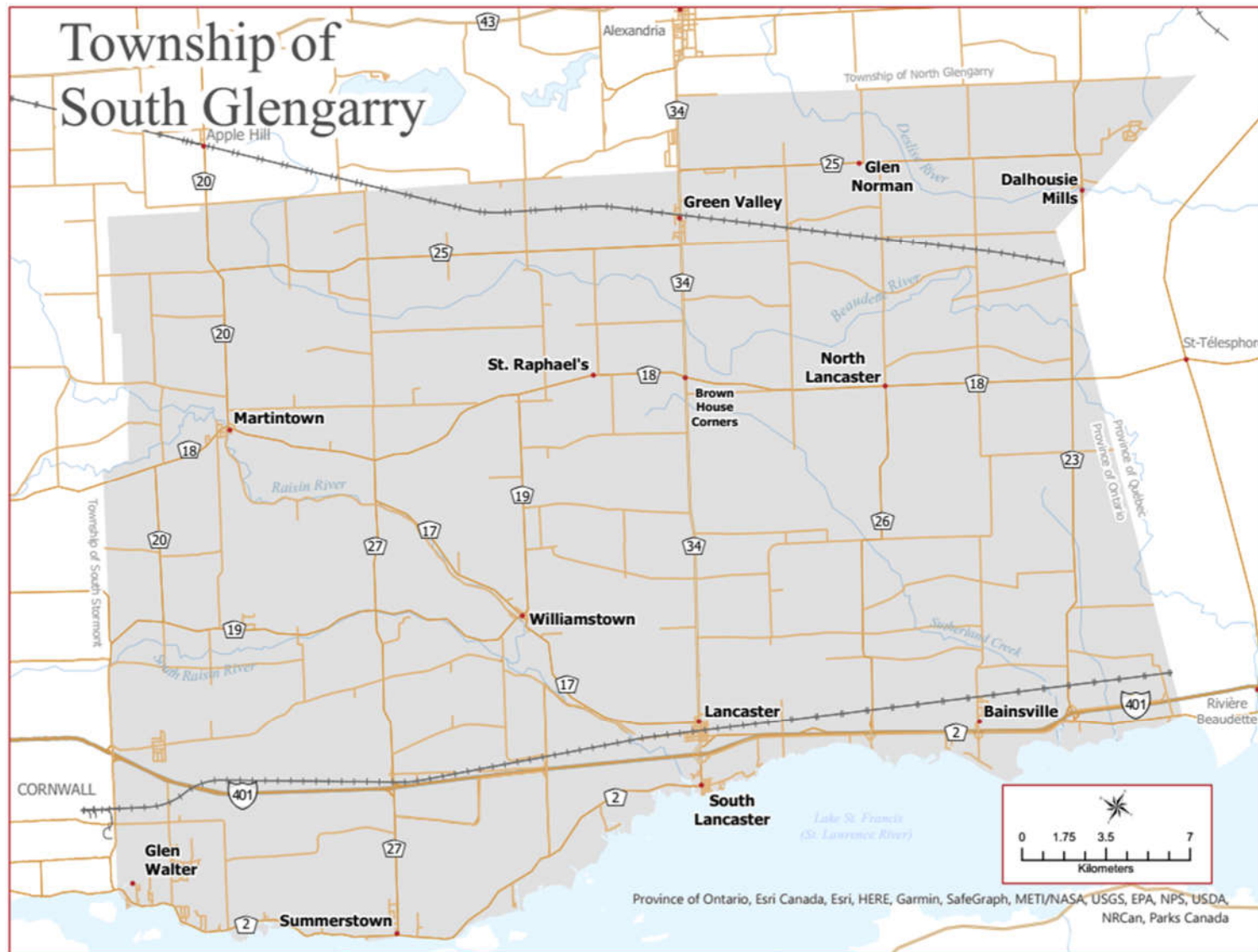
1.2. Regulatory Compliance

This Asset Management Plan meets the requirements of the Ontario Regular 588/17, Asset Management Planning for Municipal Infrastructure. The regulation provided a phased approach for completing a municipal asset management plan that is summarized in **Table 1**. The original deadlines for phases 2, 3, and 4 were each extended by one-year to accommodate the impacts of the COVID-19 pandemic.

Table 1 – O. Reg. 588/17 – Phases and Deadlines

Phase	Deadline	Activity	Township Status
1	July 1, 2019	Prepare and Publish a Strategic Asset Management Policy	Completed June 29, 2019
2	July 1, 2022	Develop an Asset Management Plan for Core municipal Infrastructure Assets.	Completed June 28, 2022
3	July 1, 2024	Develop an Asset Management Plan for all other municipal infrastructure	In-progress
4	July 1, 2025	Develop an Expanded Asset Management Plan for all infrastructure Assets	Not yet started

Figure 1. South Glengarry (Map)



1.3. Report Overview

The purpose of an Asset Management Plan (AMP) is to provide a municipality with a system that clearly demonstrates evidence-based choices and roadmaps for financial planning. This strategy is set in place to provide the expected service levels through the sustainable use of its assets.

This version of the Asset Management Plan includes the Township's core infrastructure assets only. Core infrastructure assets include Roads; Bridges and structural culverts; Water; and Sanitary networks.

The following is a summary of how the regulation details the major components of the required core infrastructure asset management plan:

Current Level of Service and Performance: The level of service is broadly defined as the scope and reliability of service with qualitative descriptions and technical metrics. The data that the level of service is based must be from, at most, the two previous calendar years. The current performance of each asset category is based on measures established that are established by the Township.

Lifecycle Information and Activities: For each core asset category, this asset management plan considers replacement cost, average age, condition, along with a description of the condition parameters used. Activities would include the costs required to maintain current level of service for each of the next ten-years.

The above requirements are provided **Section 3** of this report for all core assets. The remainder of the Township's assets will be included in a future version of this asset management plan to meet the requirements of O. Reg. 588/17.

1.4. Limitations

The Asset Management Plan is a tool to use in the decision-making process. There are external forces that were not considered or included in the AMP that may contribute to future adjustments to the implementation of the AMP. The AMP uses primary physical and fiscal characteristics in analysis. External forces may include sociology, environmental, political, and future development factors.

Data restrictions and quality of data will reduce the overall quality of the plan, as assumptions were made in lieu of asset life and expected life expectancy became the main assessment of asset condition. Ideally, the asset registry for each asset would have description, valuation, maintenance, condition, life cycle, predication of future maintenance, risk evaluations, and optimized life cycle. This information would lead to more refined decisions. Dependent on the data confidence of the current figures used in the AMP, inaccuracy can be projected throughout this plan. The information will continuously be improved and as we learn more, we will do better.

2. Asset Management Process

There are four key stages in the management of an asset's life cycle and decisions made decisions made at any point in the life cycle of an asset could affect the remaining life and have

operational implications and related costs. There are four key stages in the management of an asset's life cycle which are described in **Table 2**.

The Township of South Glengarry is an established municipality, and the majority of the Township's core assets are currently in the operations and maintenance stage.

Table 2. Stages of Asset Management

Planning	<ul style="list-style-type: none"> • This involves establishing and verifying asset requirements, evaluating your existing assets and their potential to meet your service delivery needs, and ensuring that the ongoing development of said asset adds value to your organization • Proper planning will ensure that your organization is assessing the sufficiency of your existing assets, ensuring the necessary resources are available when you need them, finding under-performing or excess assets, ensuring proper maintenance of assets, and estimating options for asset provision as well as the funding for asset acquisitions
Acquisition	<ul style="list-style-type: none"> • Once the procurement of a new asset is properly planned for, your organization can begin the process of acquiring said asset • The acquisition planning phase includes all activities involved with the purchase of an asset, in a cost-efficient manner • It is crucial not only to consider the initial investment but the lifecycle cost (total cost of ownership)
Operations and Maintenance	<ul style="list-style-type: none"> • This is the 'useful life' of the asset. All operation and maintenance activities are performed and tracked during this stage • Efforts should be focused on keeping the asset in good running order so that it can continue to provide the service required. The better maintained assets are from the beginning, the longer they tend to last • Beyond appropriate maintenance, we should monitor the asset to look for potential improvements and adjustments in our operations as required • If an asset is not functioning and cannot be repaired, it has reached the end of its 'useful life' regardless of when it was anticipated to be disposed. Similarly, if the asset is redundant to operational needs, it has reached the end of its 'useful life'
Disposal	<ul style="list-style-type: none"> • When the asset reaches its 'useful life' it can be treated as surplus (via Council) and disposed of accordingly

3. Levels of Service

3.1. Background

The level of service (LOS) is a measurement of the quality of service that the Township is providing to the community. O.Reg. 588/17 establishes two categories for LOS:

- Community Level of Service: a description of how customers expect to receive the service. As the customer's expectations may vary from customer to customer this group of matrixes are subjective and difficult to directly measure.
- Technical Level of Service: a measurable attribute that reflects the assets ability to achieve the desired community level of service.

The approved Asset Management Plan concentrates on developing an understanding of the current level of service in accordance with O. Reg. 588/17. The next phase of asset management planning will be to identify the proposed level of service which will meet the community's expectation with a full understanding of the financial implications of striving for the proposed level of service.

3.2. Current Asset Conditions

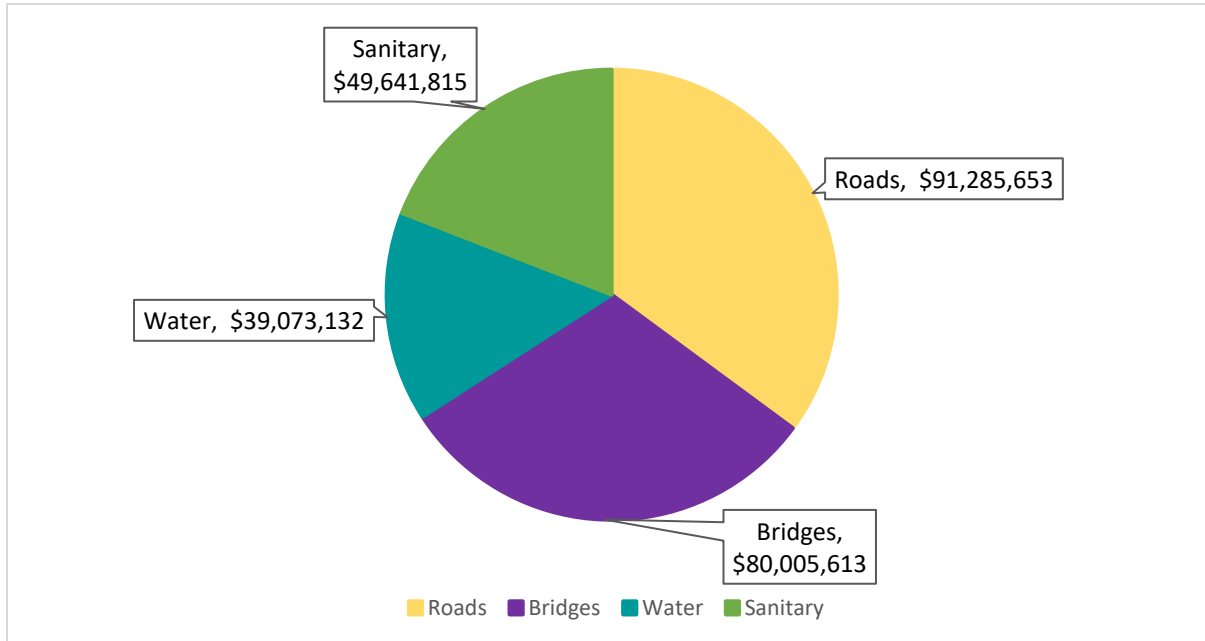
The assets that the Township of South Glengarry are currently maintained and operated in accordance with the following regulations and guidelines:

- Minimum Maintenance Standards for Municipal Highways (O. Reg. 239/02)
- Ontario Provincial Standards Specifications (OPSS)
- Ontario Provincial Standard Drawings (OPSD)
- Standards for Bridges (O. Reg. 104/97)
- Ontario Structure Inspection
- Drinking Water Quality Management Standard
- Municipal Drinking Water Licence
- Drinking Water Works Permits
- Safe Drinking Water Act
- Provincial Drinking Water Guidelines
- Ontario Water Resources Act
- Environmental Compliance Approvals
- Ontario Building Code
- Provincial Fire Code
- Acceptable Standards as set forth by administration

3.3. Asset Breakdown

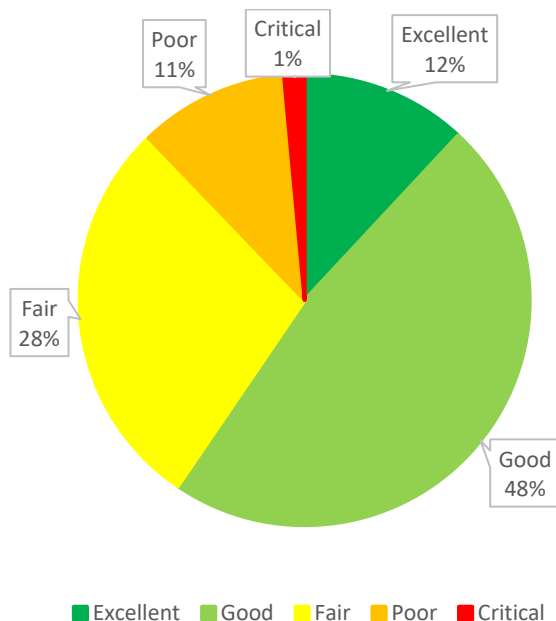
This version of the Township's Asset Management Plan focuses on the core asset categories: road network, bridges, water network, and sanitary network. The Township owns core assets totaling a replacement value of approximately \$236M. The breakdown of these assets by core asset category is as follows:

Figure 2 – Township's Total Core Infrastructure Replacement Value



The following sections provide supporting information for the condition of the core assets, based on the grading scale presented in the following sections, and summarized in the following figure.

Figure 3 – Township's Core Infrastructure Consolidated Condition



3.4. Road Network

3.4.1. What we Own and its Current Replacement Value

The Township owns the following road network assets:

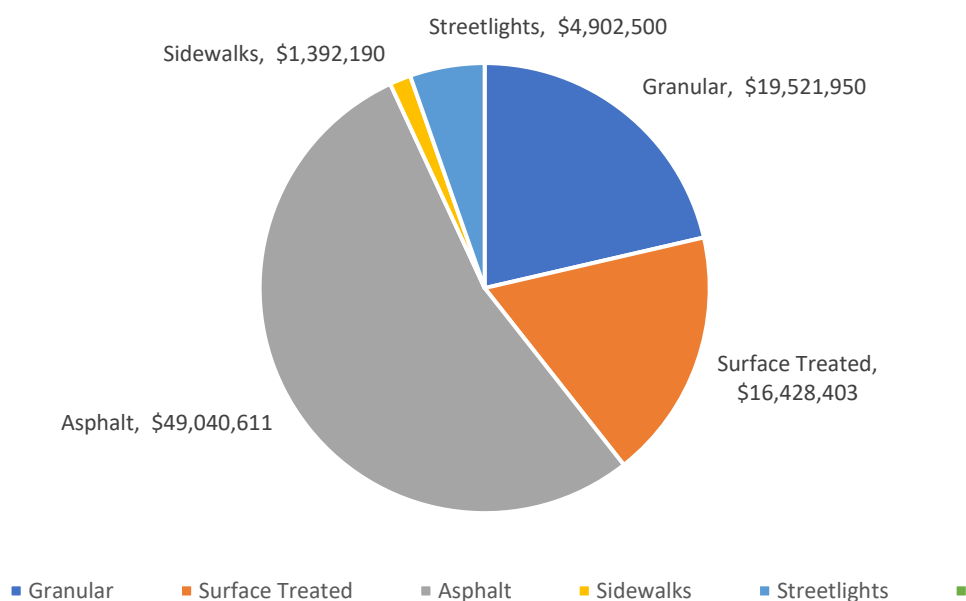
Table 3 – Road Network Assets

Road Assets	# of Roads	Length	Replacement Value
<i>Granular</i>	108	145.5 km	\$19,521,950
<i>Surface Treated</i>	39	84.2 km	\$16,428,403
<i>Asphalt</i>	212	156.2 km	\$49,040,611
<i>Sidewalks</i>	37	12,106 m	\$1,392,190
<i>Streetlights</i>	935		\$4,902,500

Although granular roads are included in the valuation of the road network, the maintenance and replacement of granular roads are an annual operational function. Only projects where granular roads are upgraded to surface treatment or asphalt will be identified and included within the capital plan for this asset management plan.

The following figure illustrates a breakdown of the road network by asset category.

Figure 4 – Road Network by Component



3.4.2. Expected Useful Service Life

“Useful Service Life” is the industries best estimate of the expected period of time an asset can be used for their intended purpose. Depending on the maintenance and rehabilitation efforts over the course of the life span of an asset, the useful service life can be extended. The useful service life is used to determine replacement needs of individual assets.

The following table provides a comparison of the expected service life compared to the actual average age of the Township’s road network.

Table 4 – Road Network – Useful Service Life

ASSET COMPONENT	ESTIMATED USEFUL LIFE (YEARS)	AVERAGE AGE (YEARS)	AVERAGE SERVICE LIFE REMAINING (YEARS)
SURFACE TREATED ROADS	12	5	7
ASPHALT ROADS	60	30	30
STREETLIGHTS	30	12	18
SIDEWALKS	60	30	30

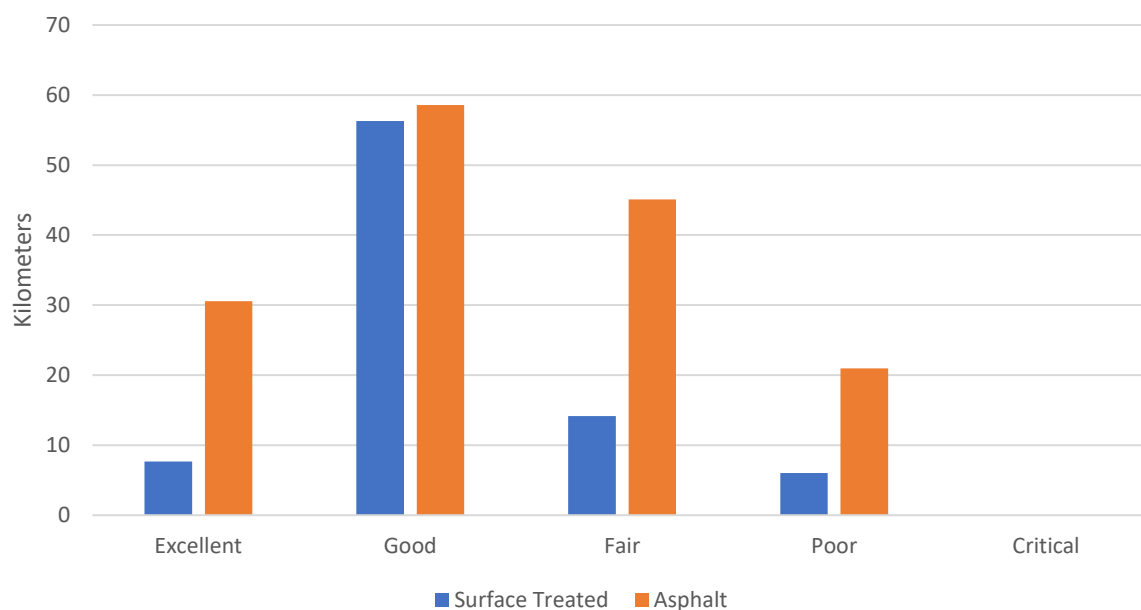
The condition of the road network was established based on the following matrix.

Table 5 – Road Network Condition Rating System

Colour Indicator	Pavement Condition Index	
	Greater than 80%	Requires regular maintenance
	60% < PCI < 80%	Minor local improvements
	40% < PCI < 60%	Requires rehabilitation and continued maintenance
	20% < PCI < 40%	Requires major rehabilitation or reconstruction
	Less than 20%	Requires Reconstruction

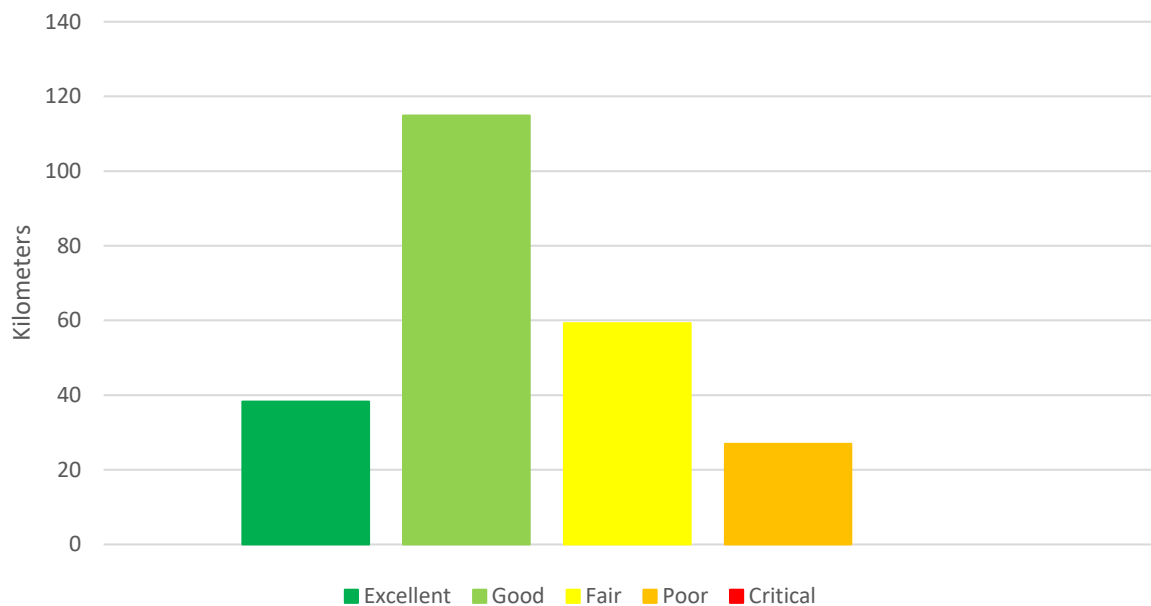
Based on the pavement condition index, provided in the 2020 Road Needs Study, the overall condition of the surface treated and asphalt roads is shown in the following figure.

Figure 5 – Condition of Road Assets by Component



The combined condition of all road network assets is shown in the following figure.

Figure 6 – Road Network Overall Condition



3.4.3. Current Level of Service

Based on the asset inventory compiled for the road network, the Township has identified the current level of service being provided to the community. The Community and Technical Level of Service is reflected in the following table meeting the requirements of O.Reg. 588/17.

Table 6 – Current Level of Service - Road Network

Level of Service Category	Matrix	Current Level of Service
Community LOS	Description, which may include maps, of the road network in the municipality and its level of connectivity.	Refer to Appendix B
	Description or images that illustrate the different levels of road class pavement condition.	Road network condition rating system is defined in Table 5.
Technical LOS	Lane-km of Municipal Roads per land area ¹	0.63 km/km ²
	For paved roads in the municipality, the average pavement condition index value.	62 (fair)
	Maintain an up-to-date Road Needs Study	Every Five Years
	Maintain a condition assessment of sidewalks	Every Five Years

1 based on 605 km²

3.4.4. Lifecycle Management

The Township has two levels of budgeting for the upkeep of their road network:

- Annual Operation and Maintenance Budget (Operating Budget)
 - Summer Activities including pavement patching, line painting, roadside mowing, tree trimming, road sign maintenance, street light maintenance, sidewalk repairs, etc.
 - Winter Activities including snow plowing, sanding/salting, sidewalk clearing, etc.
- Planned Rehabilitation and Replacement Budget (Capital Budget)
 - Paved road rehabilitation and replacement is scheduled based on the PCI of the road infrastructure as well as the condition of the underground infrastructure.

The current strategy is to maintain roads that are in good condition in good condition and concentrate road rehabilitation works in the areas where the underground infrastructure is in poor condition.

3.5. Bridge Network

3.5.1. What we Own and Its Current Replacement Value

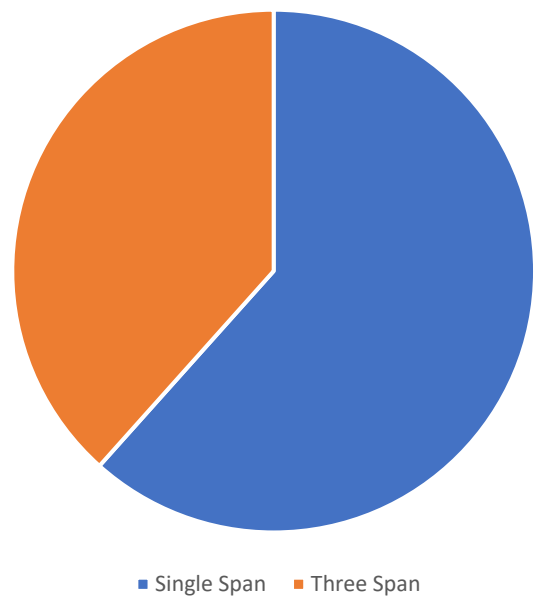
The Township's bridge network consists of 50 structures with spans of 3m or greater. These structures may be a structural bridges or large culverts. Any structures with less than a 3m span are included in the road network. The Township owns the following bridge network assets:

Table 7 – Bridge Network Assets

Bridge Assets	# of Structures	Length	Replacement Value
<i>Single Span</i>	44	398.35	\$ 49,295,813
<i>Three Span</i>	6	206.8	\$ 30,709,800

The following figure illustrates a breakdown of the bridge network by asset category.

Figure 7 – Bridge Network by Component



3.5.2. Expected Useful Service Life

“Useful Service Life” is the industries best estimate of the expected period of time an asset can be used for their intended purpose. Depending on the maintenance and rehabilitation efforts over the course of the life span of an asset, the useful service life can be extended. The useful service life is used to determine replacement needs of individual assets.

The following table provides a comparison of the expected service life compared to the actual average age of the Township ’s bridge network.

Table 8 – Bridge Network – Useful Service Life

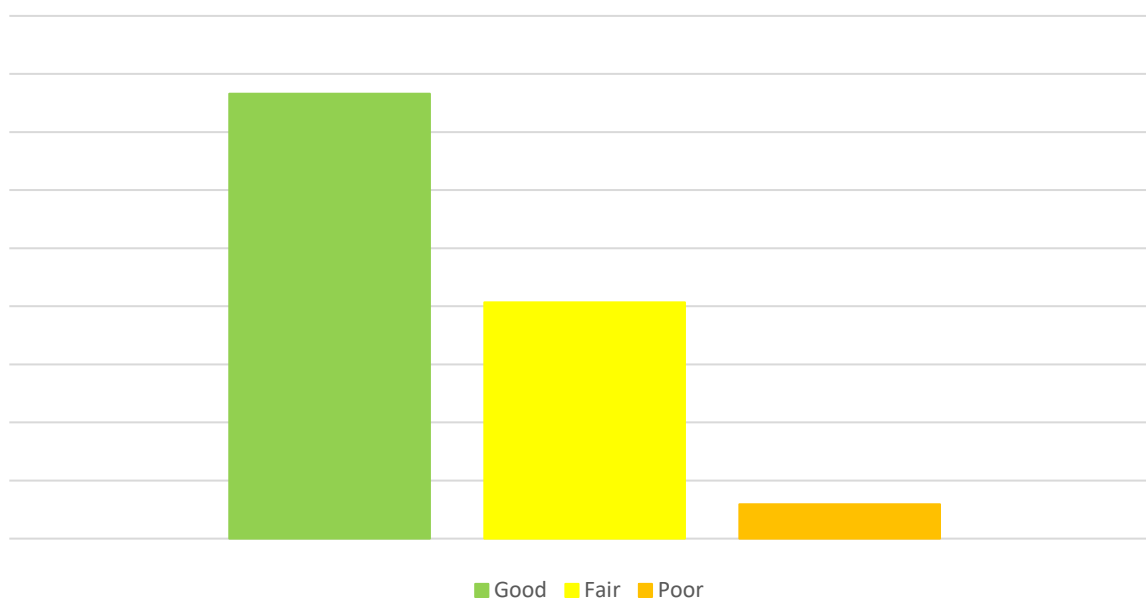
Asset Component	Estimated Useful Life (Years)	Average Age (Years)	Average Service Life Remaining (Years)
Bridges	70	30	40
Culverts	50	30	20

Based on the bridge condition index, provided in the 2021 OSIM Report, the overall condition of the bridge structures is shown in the following figure.

Table 9 – OSIM Bridge Condition Index

Rating	Maintenance Schedule
Good: BCI: 70-100	Maintenance is not usually required within the next five years
Fair: BCI: 60-70	Maintenance work is usually scheduled within the next five years. This is the ideal time to schedule major bridge repairs to get the most out of bridge spending.
Poor: BCI: <60	Maintenance work is usually scheduled within one year.

Table 10 – Bridge Condition by Rating



3.5.3. Current Level of Service

Based on the asset inventory compiled for the bridge network, the Township has identified the current level of service being provided to the community. The Community and Technical Level of Service is reflected in the following table meeting the requirements of O.Reg. 588/17.

Table 11 – Current Level of Service - Bridges

Level of Service Category	Matrix	Current Level of Service
Community LOS	Description of the traffic that is supported by municipal bridges (e.g., heavy transport vehicles, motor vehicles, emergency vehicles, pedestrians, cyclists).	Currently no vehicle restrictions on bridges
	Description or images of the condition of bridges and how this would affect use of the bridges.	Refer to OSIM Report
Technical LOS	Percentage of bridges in the municipality with loading or dimensional restrictions	Currently no-load restrictions
	For bridges in the municipality, the average bridge condition index value.	72 (Good)
	Completion of OSIM Report	Every Two Years

3.5.4. Lifecycle Management

The Township has two levels of budgeting for the upkeep of their bridge infrastructure:

- Annual Operation and Maintenance Budget (Operating Budget)
 - Summer Activities including pavement patching, line painting, sign maintenance, , power-washing, sidewalk repairs, etc.
 - Winter Activities including snow plowing, sanding/salting, sidewalk clearing, etc.
- Planned Rehabilitation and Replacement Budget (Capital Budget)
 - Capital items are identified in the OSIM report and integrated into the 10-year capital plan to ensure the structure is maintained in good condition.

The Township has budgeted to undertake the following work presented in the OSIM reports over the course of the next 10 years.

3.6. Water Network

3.6.1. What we Own and Its Current Replacement Value

The Township is the owner of several drinking water systems, including the following:

- Glen Walter Drinking Water System
- Lancaster Drinking Water System
- Redwood Estates Drinking Water System

The combined drinking water systems consist of three drinking water treatment plants, one elevated tower 25.1 km of watermains and appurtenances consisting of hydrants, water valves and water services.

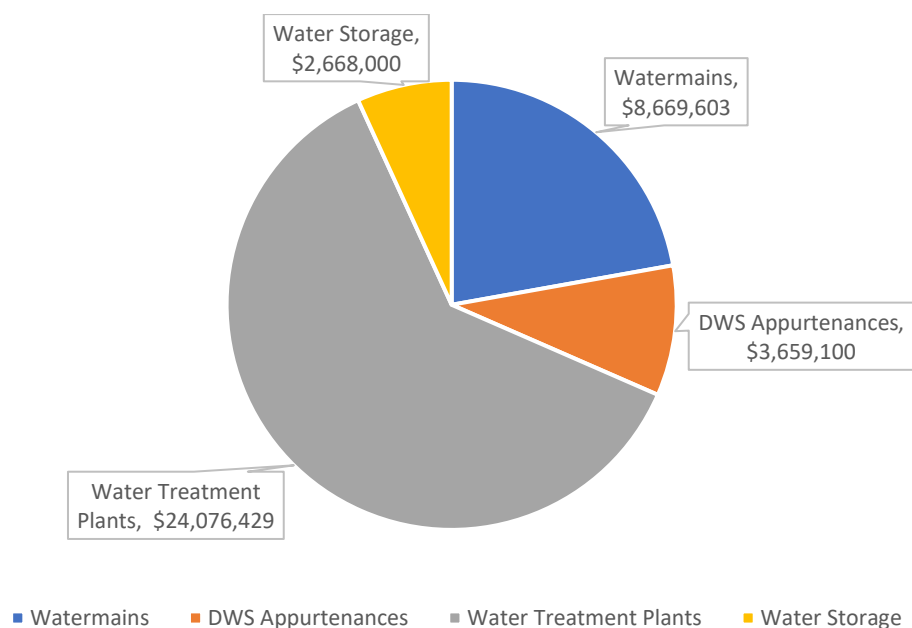
A summary of the Township's water assets is presented in the following table.

Table 12 – Township's Water Network Assets

Asset	Lancaster	Glen Walter	Redwood	Total Units	Total Cost
20mm Watermain		34.89		35	\$6,978
50mm Watermain		199.23		199	\$39,845
75mm Watermain		102.49		102	\$20,498
100mm Watermain		357.38	1214.84	1,572	\$314,445
150mm Watermain	9075.52	2882.71		11,958	\$3,288,513
200mm Watermain	2673.65	3111.50		5,785	\$2,169,430
250mm Watermain	15.54	1555.01		1,571	\$706,744
300mm Watermain	2264.11	661.58		2,926	\$1,535,987
350mm Watermain	619.47			619	\$356,194
450mm Watermain	329.96			330	\$230,970
# of Hydrants	72	29	2	103	\$772,500
# of Water Valves	101	70	7	178	\$391,600
# of Services	510	460	28	998	\$2,495,000
Glen Walter WTP		\$10,461,000		\$10,461,000	\$10,461,000
Lancaster WTP	\$12,430,000			\$12,430,000	\$12,430,000
Redwood Estates WTP			\$1,185,000	\$1,185,429	\$1,185,429
Lancaster Water Tower	\$2,668,000			\$2,668,000	\$2,668,000
Total Asset Value					\$39,073,132

The following figure illustrates a breakdown of the water network by asset category.

Figure 8 – Water Network by Component



3.6.2. Expected Useful Service Life

“Useful Service Life” is the industries best estimate of the expected period of time an asset can be used for their intended purpose. Depending on the maintenance and rehabilitation efforts over the course of the life span of an asset, the useful service life can be extended. The useful service life is used to determine replacement needs of individual assets.

The following table provides a comparison of the expected service life compared to the actual average age of the Township’s water network.

Table 13 – Water Network – Useful Service Life

Asset Type	Asset Component	Useful Life in Years
Water Network	Watermains	80
	House Services	60
	Fire Hydrants	50
	Valves	50
	Elevated Water Storage	60
	Water Treatment Facilities – Mechanical Systems	25
	Water Treatment Facilities – Electrical Systems	40
	Water Treatment Facilities – Piping Networks	80
	Water Treatment Facilities – Concrete Works	100

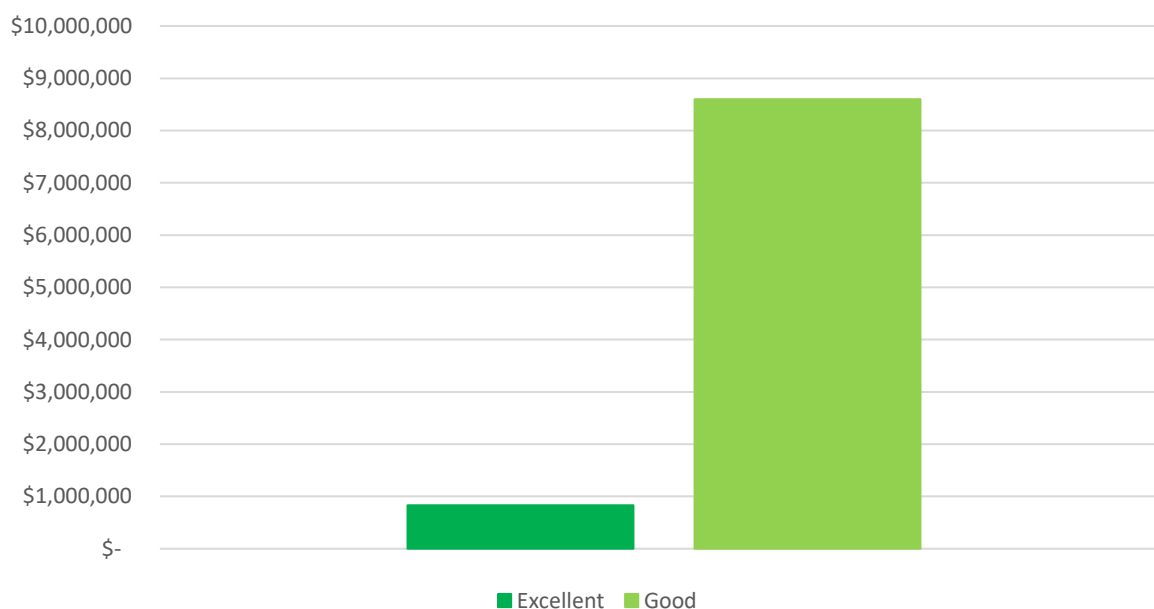
The Township has adopted the following Key Performance Indicators for the evaluation of the condition of the Township’s watermains.

Table 14 – Key Performance Factors for Assessing Condition of Watermains

Baseline		
All Pipe less than 30 years old	1	Excellent
All Pipe older than 30 years old	2	Good
Pipe Material		
AC/Transit	+1	
Watermain Breaks		
7 Breaks in past 5 Years per km	+3	
5 Breaks in past 5 Years per km	+2	
3 Break in past 5 Years per km	+1	
Ability to Convey Fire Flows		
Unable to provide fire flows under all operating conditions	+3	
Low Water Pressure (Not Related to Watermain Break)		
Watermain dropped below 20 psi	+3	
Water Quality Complaints (Unrelated to Maintenance Activities)		
15% of customers complained about water	+3	
10% of customers complained about water	+2	
5% of customers complained about water	+1	

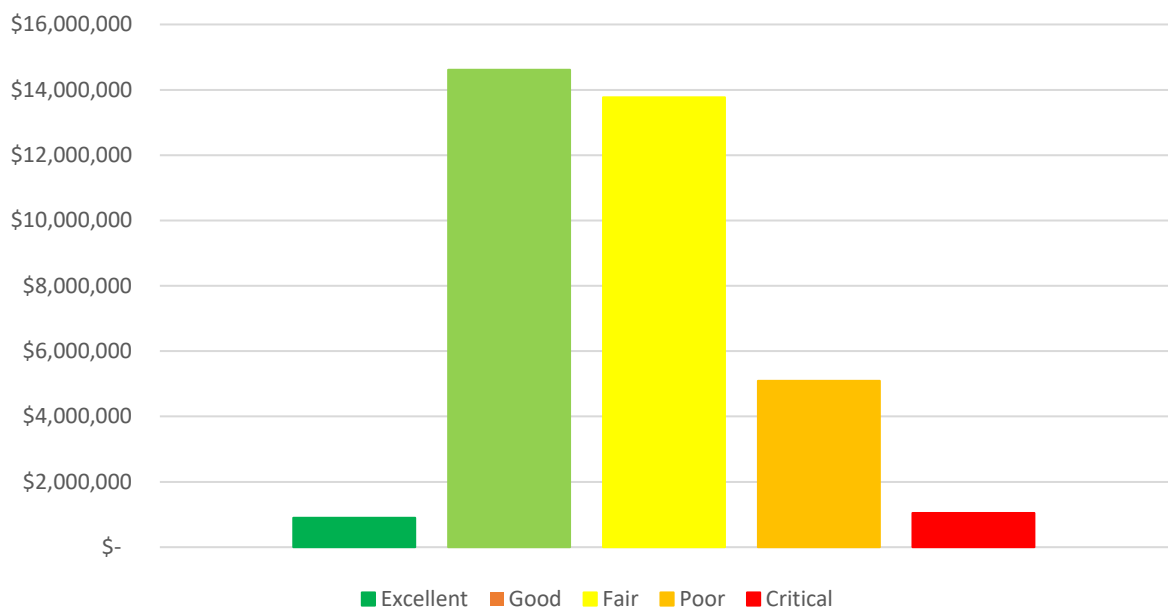
Based on the KPI, the condition of the Township's watermains is reflected in the following figure

Figure 9 – Condition of Watermains



The condition of all of the water network assets is provided in the following figure.

Figure 10 – Condition of Water Network Assets



Boil Water Advisories and Service Interruptions

The number of boil water advisory and service interruptions can also be an indication of the condition of the water distribution system. The following table provides a summary of the boil water advisories that have been issued on the three systems operated by the Township

Table 15 – History of Boil Water Advisories

System	Glen Walter	Lancaster	Redwood
Dates of Boil Water Advisories	<ul style="list-style-type: none">Dec 15, 2014PRECAUTIONARY Nov 17 – Nov 19, 2021Feb 8 – Feb 10, 2022	<ul style="list-style-type: none">PRECAUTIONARY Jan 27, 2022 – Jan 29, 2022	<ul style="list-style-type: none">None

3.6.3. Current Level of Service

Based on the asset inventory compiled for the water network, the Township has identified the current level of service being provided to the community. The Community and Technical Level of Service is reflected in the following table meeting the requirements of O.Reg. 588/17.

Table 16 – Current Level of Service – Water Network

Level of Service Category	Matrix	Current Level of Service
Community LOS	Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal water system.	Refer to Appendix C
	Description, which may include maps, of the user groups or areas of the municipality that have fire flow.	Refer to Appendix C
	Description of boil water advisories and service interruptions.	Refer to Table 15.
Technical LOS	Percentage of properties connected to the municipal water system. ¹	18.4% Glen Walter: 440 Connections Lancaster: 508 Connections Redwood Estates: 26 Connections
	Percentage of properties where fire flow is available.	9.6% Lancaster only
	The number of connection-days per year where a boil water advisory notice is in place compared to the total number of properties connected to the municipal water system.	Negligible
	The number of connection-days per year due to water main breaks compared to the total number of properties connected to the municipal water system.	Negligible

¹ Based on 5,300 residential properties in the Township

3.6.4. Lifecycle Management

The Township has two levels of budgeting for the upkeep of their water infrastructure:

- Annual Operation and Maintenance Budget (Operating Budget)
 - Summer Activities including flushing, pressure regulator valve testing, valve exercising, etc.
 - Winter Activities including winterization of hydrants, etc.
- Planned Rehabilitation and Replacement Budget (Capital Budget)
 - Capital items are identified through the tracking of watermain breaks, and leak detection surveys and then coordinated with the road network capital projects.

3.7. Sanitary Network

3.7.1. What we Own and Its Current Replacement Value

The Township is the owner of several wastewater treatment systems, including the following:

- Glen Walter Water Pollution Control Plant

- Green Valley Lagoons
- Lancaster Lagoons

The combined sanitary systems consist of three wastewater treatment plants, seven sewage pumping stations, 22 km of sanitary sewers, 13 km of forcemains and appurtenances consisting of manholes and services connections.

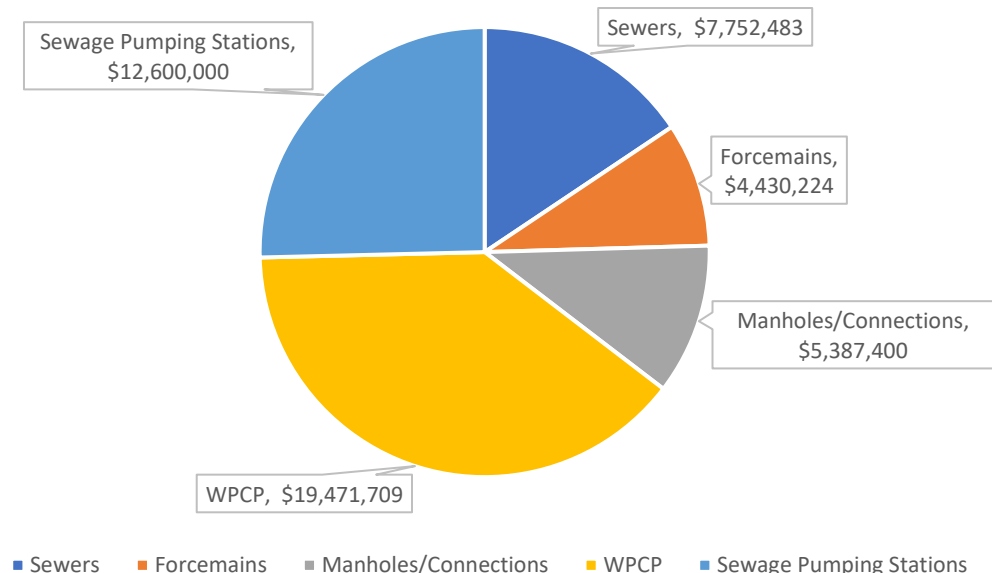
A summary of the Township's water assets is presented in the following table.

Table 17 – Township's Sanitary Network Assets

Asset	Lancaster	Glen Walter	Green Valley	Total Units	Total Cost
150mm Sewer		23		23	\$8,032
200mm Sewer	8717	5088	4254	18,058	\$6,320,327
250mm Sewer	1406	1287	171	2,863	\$1,073,745
300mm Sewer	610	203		812	\$324,941
900mm Sewer			30	30	\$25,438
50mm Forcemain	428			428	\$107,050
100mm Forcemain	1085	251	670	2,006	\$501,486
150mm Forcemain		917	1523	2,441	\$610,129
200mm Forcemain	3953	37	144	4,133	\$1,446,692
250mm Forcemain	293			293	\$117,091
300mm Forcemain	2118	255		2,373	\$1,008,477
350mm Forcemain	1346			1,346	\$639,298
# of Manholes	139	118	54	311	\$2,612,400
# of Services	510	440	160	1,110	\$2,775,000
Glen Walter WPCP		\$9,557,200			\$9,557,200
Lancaster Lagoons	\$7,235,209				\$7,235,209
Green Valley Lagoons			\$2,679,300		\$2,679,300
SPS	2.00	3.00	2.00	7	\$12,600,000
Total Asset Value					\$49,641,815

The following figure illustrates a breakdown of the sanitary network by asset category.

Figure 11 – Sanitary Network by Component



3.7.2. Expected Useful Service Life

“Useful Service Life” is the industries best estimate of the expected period of time an asset can be used for their intended purpose. Depending on the maintenance and rehabilitation efforts over the course of the life span of an asset, the useful service life can be extended. The useful service life is used to determine replacement needs of individual assets.

The following table provides a comparison of the expected service life compared to the actual average age of the Township’s sanitary network.

Table 18 – Sanitary Network – Useful Service Life

Asset Type	Asset Component	Useful Life in Years
Sanitary Network	Sewers	75
	Manholes	60
	Service Connections	60
	WWTP/SPS – Mechanical	25
	WWTP/SPS – Electrical	40
	WWTP/SPS – Civil	75

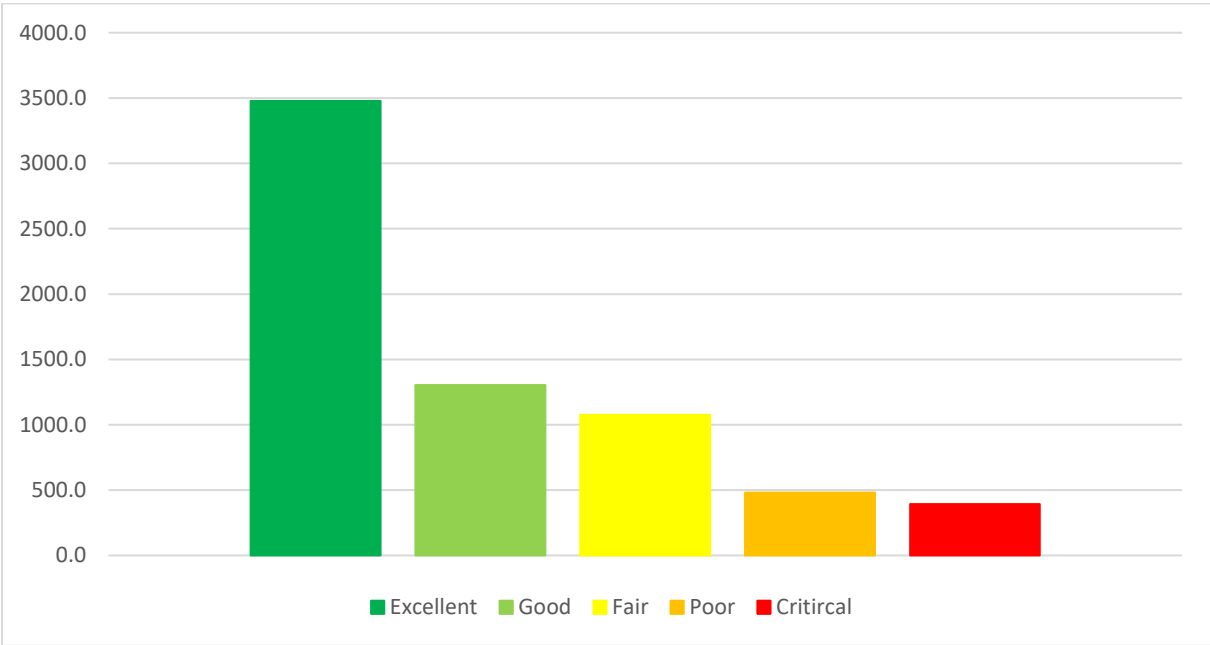
The Township has adopted the following Key Performance Indicators for the evaluation of the condition of the Township’s sanitary sewers.

Table 19 – Key Performance Factors for Assessing Condition of Sanitary Sewers

Baseline		
All Pipe less than 20 years old	1	Excellent
All pipe older than 20 years old	2	Good
Pipe Material		
AC	+1	
Steel Pipe	+1	
Structural Performance Factors		
Broken Soil Visible	+3	
Deformed Rigid (10%)	+3	
Deformed Flexible Bulging Round (25%)	+3	
Joint Offset Large	+2	
Joint Separated Large	+2	
Deformed Flexible Bulging Round (5%)	+2	
Fracture Multiple	+2	
Broken	+1	
Joint Offset Medium	+1	
Crack Multiple	+1	
Deformed Flexible Elliptical (15%)	+1	
Joint Separated Medium	+1	
Deformed Flexible Bulging Round (2%)	+1	
Miscellaneous Water Level Sag (5%)	+1	
Deposits Attached Encrustation (5%)	+1	
Inflow and Infiltration Factors		
Multiple Gushers in same length of Pipe	+3	
Single Medium-Large Gusher	+2	
Single Small Gusher	+1	

Based on the KPI and the available CCTV footage and reports for the sanitary collection system, the condition of the Township's sanitary sewers is reflected in the following figure.

Figure 12 – Condition of Sanitary Sewers



3.7.3. Current Level of Service

Based on the asset inventory compiled for the sanitary network, the Township has identified the current level of service being provided to the community. The Community and Technical Level of Service is reflected in the following table meeting the requirements of O.Reg. 588/17.

Table 20 – Current Level of Service – Sanitary Network

Level of Service Category	Matrix	Current Level of Service
Community LOS	Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal wastewater system.	Appendix D
	Description of the frequency and volume of overflows in combined sewers in the municipal wastewater system that occur in habitable areas or beaches.	Refer to Table 20
	Description of how stormwater can get into sanitary sewers in the municipal wastewater system, causing sewage to overflow into streets or backup into homes.	Stormwater can enter the sanitary network through inflow (i.e. sump pumps, footing drains, rain leader connections, etc.) or infiltration (i.e. seepage through cracks in sewers or manholes, loose joints, etc.)

Technical LOS	Description of how sanitary sewers in the municipal wastewater system are designed to be resilient to avoid events described above.	The Township ensures that new construction is completed in accordance with the MECP design guidelines.
	Description of the effluent that is discharged from sewage treatment plants in the municipal wastewater system.	Final effluent from the Glen Walter WPCP and Lancaster Sewage Treatment Plant is discharges by gravity to the St. Lawrence River. Final effluent from the Green Valley Sewage Treatment Plant is discharges by gravity, seasonally to the Beaudette River.
	Percentage of properties connected to the municipal wastewater system. ¹	21.6% Glen Walter: 424 Connections Lancaster: 508 Connections Green Valley: 215 Connections
	The number of connection-days per year due to wastewater backups compared to the total number of properties connected to the municipal wastewater system.	0 days
	The number of effluent violations per year due to wastewater discharge compared to the total number of properties connected to the municipal wastewater system.	Refer to Table 21

¹ Based on 5,300 residential properties in the Township

Table 21 – Sanitary Bypass Events

Bypasses	Units	2016	2017	2018	2019	2020	2021
Glen Walter Sanitary System							
# of Events	No.	3	3	3	8	4	No by-passes
Duration	hours	4.4	11.4	10.0	51.1	43.2	
Volume	m ³	420	1109	964	4880	2020	
Green Valley Sanitary System							
# of Events	No.	1	2	3	4	4	3
Duration	hours	5.6	12.8	75.3	52	63.2	22.5
Volume	m ³	58	321	729	1050	1350	223
Lancaster Sanitary System							
# of Events	No.	No by-passes	No by-passes	No by-passes	No by-passes	No by-passes	No by-passes
Duration	hours						
Volume	m ³						

Table 22 – Number of Annual Exceedances of Effluent Limits

System	2016	2017	2018	2019	2020
Glen Walter	0	0	0	0	0
Green Valley	2 (TSS) 2 (TP)	0	0	0	2 (TSS)
Lancaster	0	1 (TP)	0	0	0

3.7.4. Lifecycle Management

The Township has two levels of budgeting for the upkeep of their water infrastructure:

- Annual Operation and Maintenance Budget (Operating Budget)
 - Summer Activities including flushing, CCTV inspection, etc.
 - Winter Activities including winterization of hydrants, etc.
- Planned Rehabilitation and Replacement Budget (Capital Budget)
 - Capital items are identified through prioritizing replacement of pipe made from fragile materials (i.e. clay and/or asbestosis concrete) and CCTV surveys and then coordinated with the road network capital projects.

3.8. Desired Level of Service

To be detailed in the 2024 AMP Update.

3.9. Lifecycle Management Strategies

The purpose of developing a lifecycle strategy, for each of the asset categories, is to assist the Township staff with planning for various activities requires for the upkeep of the Township's assets. The strategy should address which activity should be performed and when the activity should be performed to maximize and/or extend the useful life of an asset. The lifecycle management activities can be grouped into one of three event types:

Table 23 – Life Cycle Management Strategies

Event Type	Description	Cost
Maintenance	Activities that prevent defects and/or the deterioration of assets	\$
Rehabilitation	Activities that rectify defects and/or deficiencies that are already present and reducing the useful service life of the asset.	\$\$
Replacement	The removal of an existing asset with a new asset.	\$\$\$

3.10. Climate Change Risk

Climate change is evolving to a considerable risk when managing infrastructure and the Township must take the impacts into consideration when determining levels of service. This can most prudently be done through contingency/emergency funds as well as taking into consideration the potential impacts when designing our infrastructure. The following table identified design intent to minimize the impact of climate change on our infrastructure.

Table 24 – Minimize Impact of Climate Change on Infrastructure

Asset Category	Potential Impact of Climate Change	Build Resilience in New Works
Roads, Sidewalks	Unpredictable storm events potentially damaging or undermining roads or sidewalks.	Consider increasing size and frequency of design storm events in the Township's Design Manual. Consider location of new assets in relation to flood prone areas. Ensure adequate geotechnical testing prior to rehabilitation or reconstruction
Culverts, Bridges	Unpredictable storm events potentially overflowing and/or damaging culverts & bridges in flood prone areas.	Consider increasing size and frequency of design storm events in the Township's Design Manual. Consider location of new assets in relation to flood prone areas. Ensure adequate geotechnical testing prior to rehabilitation or reconstruction
Water Network	Potential for more frequent and prolonged drought	Monitor water usage and have policies in place to implement water

Asset Category	Potential Impact of Climate Change	Build Resilience in New Works
	conditions require the management of the water storage within the systems	restrictions should drought conditions persist.
Sanitary Network	Potential for more frequent and higher intensity rainfall events increasing amounts of I/I into sanitary system.	Repair major sources of infiltration and remove sources of inflow of stormwater into sanitary system.
Sanitary Network	Potential for more frequency and higher peak flow events.	Reduce stormwater inflow and infiltration into the sanitary collection system to reduce the magnitude and frequency of high peak flow events.
Storm Network	Potential for more frequent and higher intensity rainfall events.	Consider changing guidelines to increase the size and frequency of design storm events. This will increase stormwater pond sizes and increase the size of stormwater pipes to increase the conveyance capacity of the system.

3.11. Current Funding Levels

To identify the state of the municipality's infrastructure today and the projected state in the future if current funding levels and management practices remain status quo.

The analysis and subsequent communication tools will outline future asset requirements, will start the development of tactical implementation plans, and ultimately assist the organization to provide cost effective sustainable services to the current and future community.

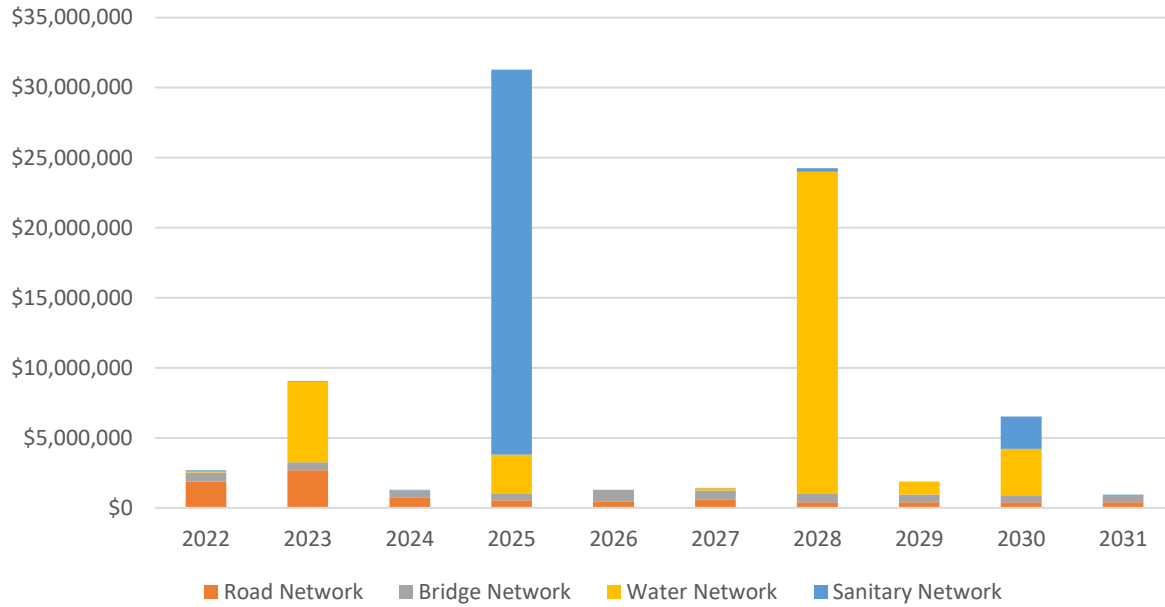
3.11.1. Planned Capital Expenses

The Township has prepared the following 10-year capital plan to identify both replacement and rehabilitation needs for their core infrastructure. Details for each asset category are contained in Appendix E. Highlights of the plan include:

- The Township has taken an aggressive approach for the capital upgrades for the road network, having applied for a loan from the Ontario Ministry of Infrastructure to complete up to \$4.8M of road work in 2022 and 2023.
- The Township has based their bridge funding requirements upon the recommendations of the Ontario Structure Inspection Manual Report (OSIM Report) completed in 2021.
- New Glen Walter Water Tower and Upgrades to the Water Distribution System, which has received funding through the Investing in Canada Infrastructure Program (ICIP) which provided \$3.6M towards this \$5M project.
- The Glen Walter Water and Wastewater Master Servicing Plan identified the need to complete a schedule "C" Environmental Assessment for the expansion of the Glen Walter Water Treatment Plant and the Glen Walter Water Pollution Control Plant which has been budgeted for 2022.
- It is expected that the Schedule "C" Environmental Assessment will recommend the expansion of both the Glen Walter Water Pollution Control Plant (WPCP) and the Glen Walter Water Treatment Plant (WTP). Based on the uncommitted reserve calculations, the Township anticipates that the Glen Walter WPCP expansion would happen in 2025


and the Glen Walter WTP expansion would follow in 2028. As the construction cost of both undertakings are expected create a significant strain on the municipality, the Township will be seeking funding opportunities to reduce the burden of these projects on the residents.

Figure 13 – 10-Year Capital Plan



Appendix A

Strategic Asset Management Policy

South Glengarry				POLICY
Policy Number:	40-2019		Review Frequency:	Every five years
Approved By:	Council of the Township of South Glengarry	Date Approved:	June 17, 2019	
		Revision Date:	June 20, 2022	
Subject:	Strategic Asset Management Policy			

1. Purpose

The purpose of this policy is to provide a framework for the development and implementation of the Township's asset management program. It is intended to guide the consistent use of **asset management** across the organization, to facilitate logical and evidence-based decision-making for the management of **municipal infrastructure assets** and to support the delivery of sustainable community services now and in the future.

By using sound asset management practices, the Township will work to ensure that all municipal infrastructure assets meet expected performance levels and continue to provide desired service levels in the most efficient and effective manner. Linking service outcomes to infrastructure investment decisions will assist the Township in focusing on service driven, rather than budget driven, asset management approaches.

This policy demonstrates an organization-wide commitment to the good stewardship of municipal infrastructure assets, and to be accountable and transparent to the community through the adoption of best practices regarding asset management planning.

2. Background

The Township is responsible for providing a range of essential services to the community, including transportation networks, water and wastewater, fire protection, landfill and recycling, land use planning, parks and recreation. To provide services, the Township owns and manages a diverse municipal infrastructure and asset portfolio of roads, bridges, culverts, fleet, land & land improvements, water and wastewater network, storm water network, buildings, and equipment. As the social, economic, and environmental wellbeing of the community depends on the reliable performance of these municipal infrastructure assets it is critical to maintain a systemic, sustainable approach to their management.

Asset management is such an approach, and refers to the set of policies, practices and procedures that allow an organization to realize maximum value from its municipal infrastructure assets. Asset management allows organizations to make informed decisions regarding the

planning, building, operating, maintaining, renewing, rehabilitation, replacing and disposing of municipal infrastructure assets through a wide range of **lifecycle activities**. Furthermore, it is an organization-wide process that involves the coordination of activities across all Township departments. As such, it is useful to adopt a structured and coordinated approach to outlining the activities, roles and responsibilities required of organizational factors, as well as the key principles that should guide all asset management decision-making.

A comprehensive and holistic asset management approach will support efficient and effective delivery of **established levels of service** and ensure that due regard and process are applied to the long-term management and stewardship of all municipal infrastructure assets. In addition, it will align the Township with provincial and national standards and regulations such as the Infrastructure for *Jobs and Prosperity Act, 2015* and Ontario Regulation 588/17, enabling the organization to take full advantage of available grant funding opportunities.

The approval of this policy is an important step towards integrating the Township's strategic mission, vision and goals with its asset management program, and ensuring that critical municipal infrastructure assets and vital services are maintained and provided to the community in a reliable, sustainable manner.

3. Alignment with the Township's Strategic Direction

This policy aligns with the Township of South Glengarry's Mission Statement and the United Counties of Stormont, Dundas, and Glengarry's Official Plan. The following strategic priorities have been identified to meet the municipality's service goals.

1. Invest in infrastructure and its sustainability
2. Improve and implement asset management plan based on capital and condition assessments
3. Pursue funding sources and partnerships to maintain infrastructure
4. Develop internal financial strategy to support infrastructure sustainability
5. Review and assess levels of service

The Official Plan identifies several objectives within the document, the following closely align with asset management initiatives:

1. To promote development where it can be adequately serviced with existing capacity or planned expansion of public service facilities and infrastructure to ensure development is financially viable.
2. To maintain the well-being of Hamlets and main streets by encouraging development of Township-centered, pedestrian, and active transportation communities that promote well-designed built form that conserves and protects cultural heritage resources
3. To conserve and protect natural heritage features and areas and biodiversity and consider the impacts of a changing climate in the design, development and maintenance of land uses and activities

4. To develop public services and infrastructure that are accessible, available, cost-effective, and efficient at meeting the needs of existing and new development and considers the effects of climate change
5. To provide a level and quality of public service facilities and infrastructure commensurate with planned growth and development of settlement areas and the rural area of the Township
6. To improve and enhance the quality of existing public service facilities and infrastructure

4. Policy Statement

To guide the Township, the following policy statements have been developed:

1. The Township will implement an enterprise-wide asset management program through all departments. The program will promote lifecycle and risk management of all municipal infrastructure assets, with the goal of achieving the lowest total cost of ownership while meeting desired levels of service.
2. The Township will implement continuous improvement protocols and adopt best practices regarding asset management planning, including:
 - i. Complete and Accurate Asset Data
 - ii. Condition Assessment Protocols
 - iii. Risk and Criticality Models
 - iv. Whole Lifecycle Management
 - v. Financial Strategy Development
 - vi. Level of Service Framework
3. The Township will develop and maintain an asset inventory of all municipal infrastructure assets which includes unique ID, description, location information, value (both historical and replacement), performance characteristics and/or condition, estimated remaining life and estimated repair, rehabilitation or replacement date; and estimated repair, rehabilitation or replacement costs.
4. The Township has developed an **asset management plan** that incorporates all municipal infrastructure assets that meet the **capitalization threshold** for tangible capital assets. The asset management plan will be updated at least every five years in accordance with O. Reg. 588/17 requirements, to promote, document and communicate continuous improvement of the asset management program.

For management purposes, it can be advantageous to inventory, track, and document municipal infrastructure assets that fall below the relevant capitalization threshold. Recognizing that it may be beneficial to include these types of assets in the asset management plan &/or inventory database, the Township will consider incorporating

such assets at their own discretion, based on the objective of sustainably managing municipal infrastructure assets.

5. The Township will integrate asset management planning and practices with its long-term financial planning and budgeting strategies. This includes the development of financial plans that determine the level of funding required to achieve short-term operating and maintenance needs, in addition to long-term funding needs to replace and/or renew municipal infrastructure assets based on full lifecycle costing.
6. The Township will explore innovative funding and service delivery opportunities, including but not limited to grant programs, public-private partnerships (P3), alternative financing and procurement (AFP) approaches, and shared provision of services, as appropriate.
7. The Township will consider the risks and vulnerabilities of municipal infrastructure assets to climate change and the actions that may be required including, but not limited to, anticipated costs that could arise from these impacts, adaptation opportunities, mitigation approaches, disaster planning and contingency funding. Impacts may include matters relating to operations, levels of service and lifecycle management.
8. The Township will align where applicable, all asset management planning with the Province of Ontario's land-use planning framework, including any relevant policy statements issued under section 3(1) of the *Planning Act*, shall conform with the provincial plans that are in effect on that date; and, shall be consistent with all municipal official plans.
9. The Township will coordinate planning for asset management, where municipal infrastructure assets connect or are interrelated with those of its neighbouring municipalities or jointly-owned municipal bodies wherever viable and beneficial.
10. The Township will develop processes and provide opportunities for municipal residents and other interested parties to offer input into asset management planning wherever and whenever possible.
11. The Strategic Asset Management Policy will be reviewed and, if necessary, updated at least every five years.
12. Council will conduct an annual review of the Township's asset management progress on or before July 1 in each year, to meet the requirements outlined in O.Reg. 588/17

The annual review must address:

- i. The Township's progress in implementing its asset management plan;
- ii. Any factors impeding the Township's ability to implement its asset management plan;

- iii. A strategy to address the factors identified as impeding the Township's ability to implement its asset management plan.
13. The Township will post its asset management policy and asset management plan on a website that is available to the public and will provide a copy of the policy and plan to any person who requests it.

5. Roles and Responsibilities

The development and continuous support of the Township's asset management program requires a wide range of duties and responsibilities. The following passages outline the persons or bodies responsible for these tasks:

1. Council

- i. Approve the Asset Management Policy and provide direction
- ii. Maintain adequate organizational capacity to support the core practices of the asset management plan
- iii. Prioritize effective stewardship of assets in adoption and ongoing review of policy and budgets
- iv. Establish and monitor levels of service
- v. Review & approve the Asset Management Plan by resolution every 5 years
- vi. Review the Township's asset management progress annually

2. Senior Management Team

- i. Development of policy and policy updates
- ii. Provide corporate oversight to goals and directions and ensure the asset management program aligns with the Township's mission
- iii. Ensure that adequate resources are available to implement and maintain core asset management practices
- iv. Provide departmental staff coordination
- v. Develop and monitor levels of service and make recommendations to Council
- vi. Track, analyze and report on asset management program progress and results

3. General Manager of Infrastructure

- i. Manage policy and policy updates
- ii. Provide organization-wide leadership in asset management practices and concepts
- iii. Provide corporate wide staff coordination
- iv. Monitor levels of service
- v. Coordinate and track asset management program implementation and progress
- vi. Endorse and champion the Asset Management Plan

4. Treasurer

- i. Provide organization-wide leadership in asset management practices and concepts
- ii. Track and maintain the Township's Financial Plan for all infrastructure

5. Township Staff

- i. Utilize any new business processes and technology tools developed as part of the asset management program
- ii. Participate in implementation task teams to carry-out asset management activities
- iii. Implement and maintain levels of service
- iv. Provide support and direction for asset management practices within their department
- v. Track and analyze asset management program progress and results

6. Key Principles

The Township shall consider the following principles as outlined in section 3 of the *Infrastructure for Jobs and Prosperity Act, 2015*, when making decisions regarding asset management:

1. Infrastructure planning and investment should take a long-term view, and decision-makers should consider the needs of citizens by being mindful of, among other things, demographic and economic trends.
2. Infrastructure planning and investment should consider any applicable budgets or fiscal plans.
3. Infrastructure priorities should be clearly identified in order to better inform investment decisions respecting infrastructure.
4. Infrastructure planning and investment should ensure the continued provision of core public services.
5. Infrastructure planning and investment should promote economic competitiveness, productivity, job creation and training opportunities.
6. Infrastructure planning and investment should ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets is protected.
7. Infrastructure planning and investment should foster innovation by creating opportunities to make use of innovative technologies, services and practices, particularly where doing so would utilize technology, techniques and practices developed in Ontario.

8. Infrastructure planning and investment should be evidence based and transparent, and, subject to any restrictions or prohibitions under an Act or otherwise by law on the collection, use or disclosure of information,
 - i. investment decisions respecting infrastructure should be made on the basis of information that is either publicly available or is made available to the public, and
 - ii. information with implications for infrastructure planning should be shared between the Township and broader public sector entities and should factor into investment decisions respecting infrastructure.
9. Where provincial or municipal plans or strategies have been established in Ontario, under an Act or otherwise, but do not bind or apply to the Township, as the case may be, the Township should nevertheless be mindful of those plans and strategies and make investment decisions respecting infrastructure that support them, to the extent that they are relevant.
10. Infrastructure planning and investment should promote accessibility for persons with disabilities per Accessibility for Ontarians with Disabilities Act (AODA) requirements
11. Infrastructure planning and investment should minimize the impact of infrastructure on the environment and respect and help maintain ecological and biological diversity, and infrastructure should be designed to be resilient to the effects of climate change as much as practical.
12. Infrastructure planning and investment should endeavour to make use of acceptable recycled aggregates.
13. Infrastructure planning and investment should promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project

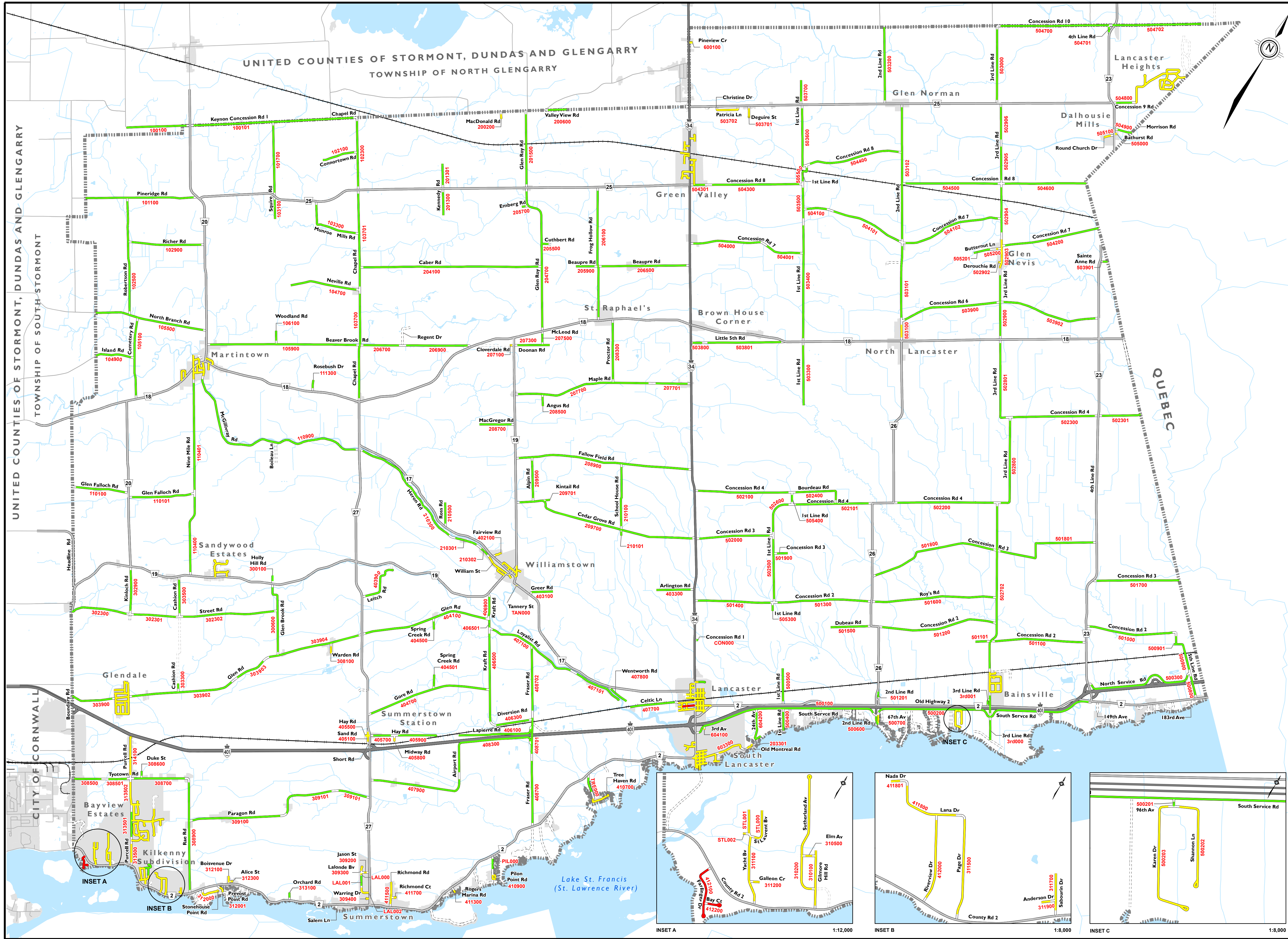
7. Definitions

1. **Asset management (AM)** – the coordinated activity of an organization to realize value from assets. It considers all asset types, and includes all activities involved in the asset's life cycle from planning and acquisition/creation; to operational and maintenance activities, rehabilitation, and renewal; to replacement or disposal and any remaining liabilities. Asset management is holistic and normally involves balancing costs, risks, opportunities and performance benefits to achieve the total lowest lifecycle cost for each asset.

2. **Asset management plan (AMP)** – Documented information that specifies the activities, resources, and timescales required for an individual asset, or a grouping of assets, to achieve the organization's asset management objectives.
3. **Capitalization threshold** – the value of a municipal infrastructure asset at or above which municipality will capitalize the value of it and below which it will expense the value of it.
4. **Core infrastructure asset** – any municipal infrastructure asset that is a water asset, wastewater asset, stormwater management asset, road, bridge, or structural culvert.
5. **Green infrastructure asset** – an infrastructure asset consisting of natural or human-made elements that provide ecological and hydrological functions and processes and includes natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces and green roofs.
6. **Level of service** – parameters, or combination of parameters, which reflect social, political, environmental and economic outcomes that the organization delivers. Parameters can include, but are not necessarily limited to, Legislative requirements, Minimum Maintenance Standards, safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability.
7. **Lifecycle activities** – activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities.
8. **Municipal infrastructure asset** – an infrastructure asset, including a green infrastructure asset, directly owned by a municipality or included on the consolidated financial statements of a municipality, but does not include an infrastructure asset that is managed by a joint municipal water board.

Appendix B

Road Network



LEGEND

ROADSIDE ENVIRONMENT

- RURAL
- SEMI-URBAN
- URBAN

OTHER FEATURES

- PROVINCIAL HIGHWAY
- COUNTY ROAD
- ROAD ALLOWANCE
- PRIVATE ROAD
- RAILWAY
- MUNICIPAL BOUNDARY

NOTE:

RAILWAY CONTAINED ON THIS MAP WAS OBTAINED FROM LAND INFORMATION ONTARIO (2014) AND ARE LICENSED UNDER THE OPEN GOVERNMENT LICENSE - ONTARIO (<http://www.ontario.ca/page/open-government-licence-ontario#section-0>).

4 Roads Management Services Inc.

CLIENT

SOUTH GLENGARRY
Ontario's Celtic Heartland

PROJECT NAME:

2016 ROAD NEEDS STUDY

SHEET TITLE:

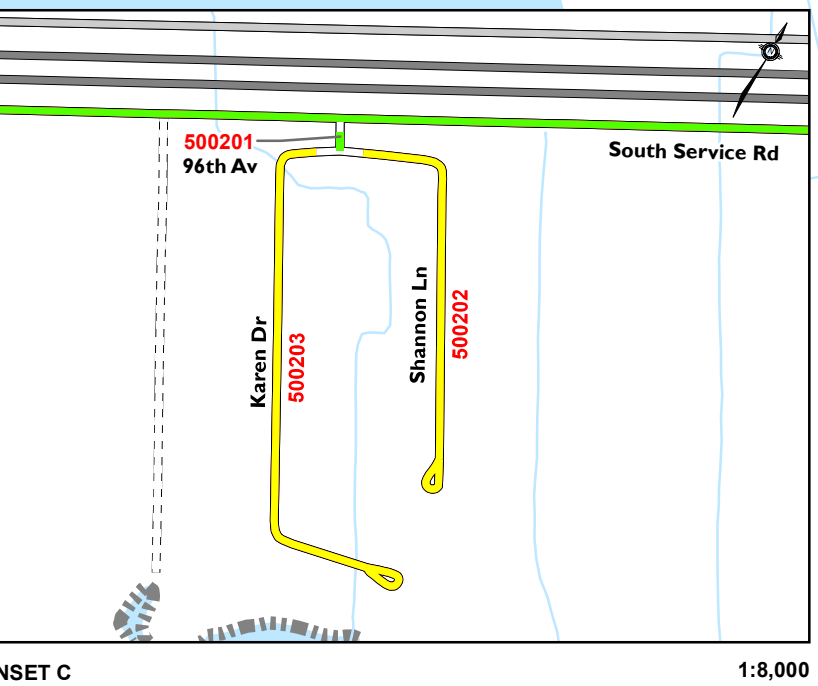
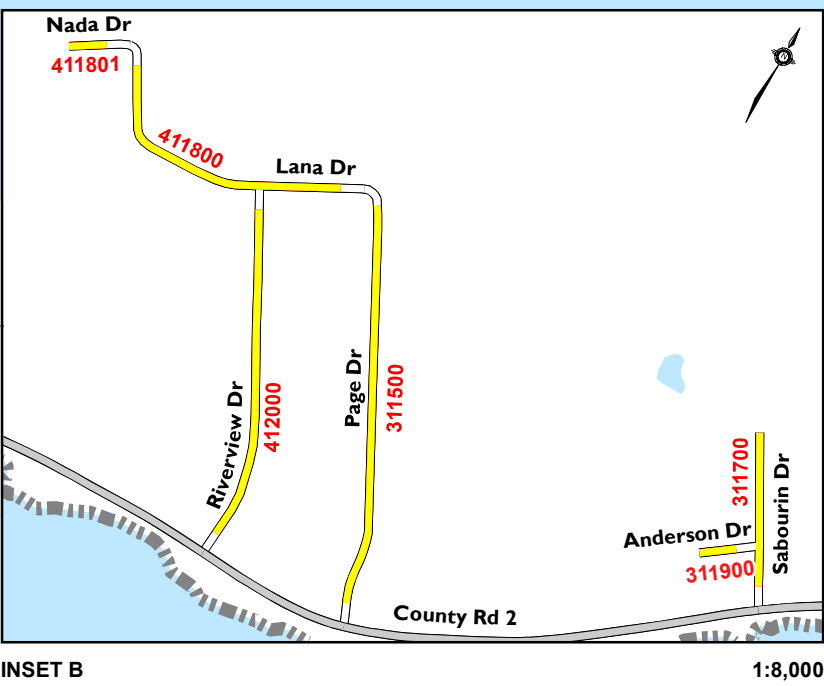
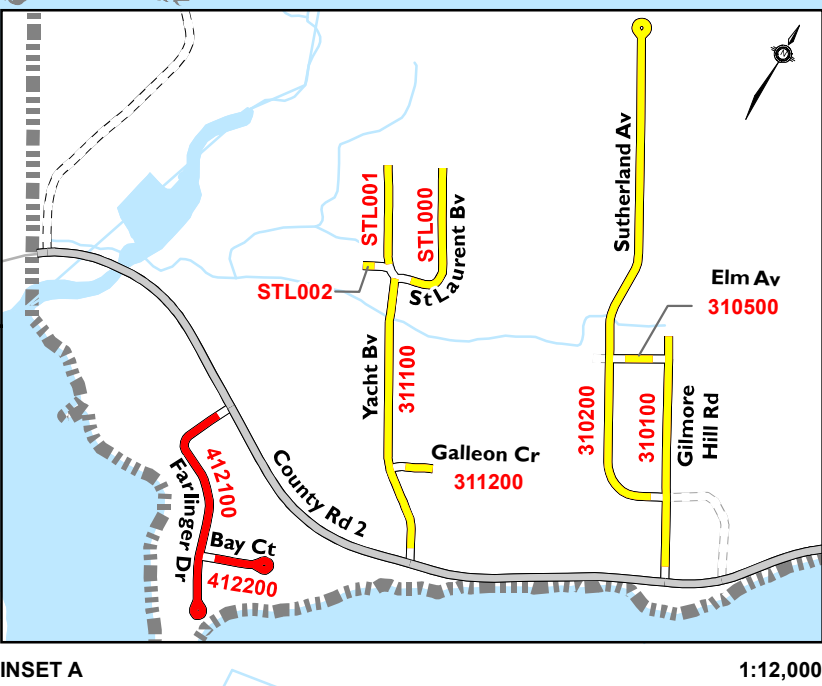
ROADSIDE ENVIRONMENT OVERALL

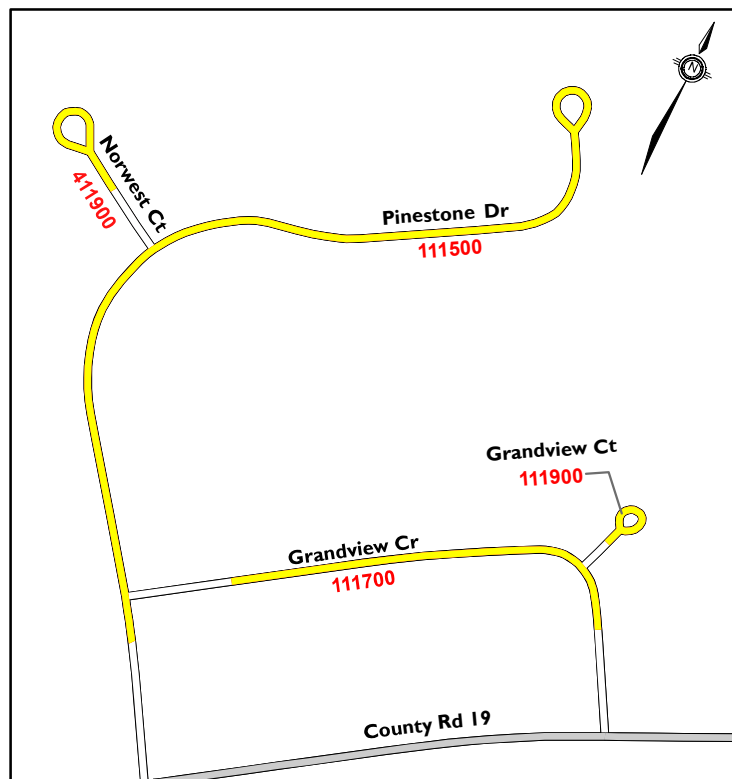
SCALE:

1:50,000

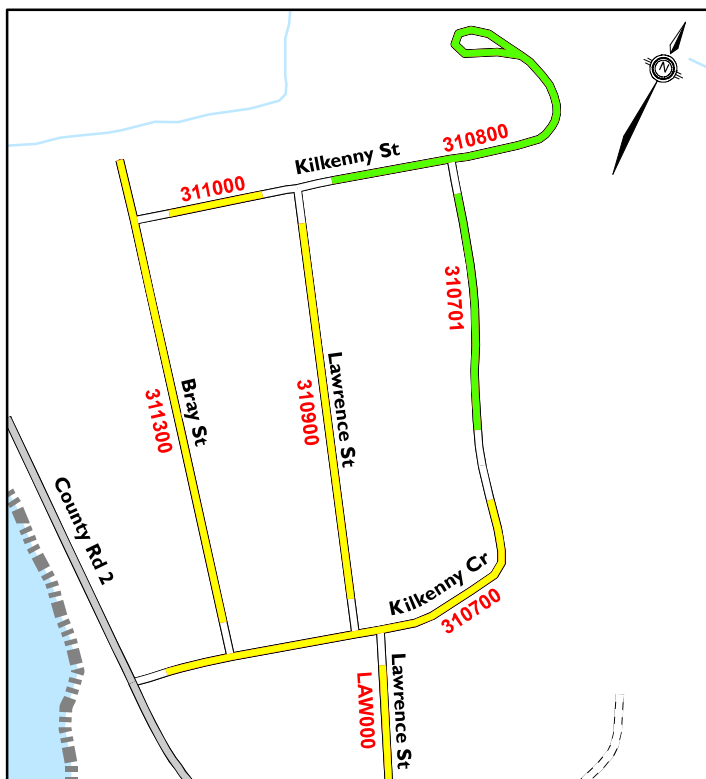
1,000 500 0 1,000 2,000 3,000
meters

PROJECT No: C14-0116		CLIENT FILE No: --
DRAFTER: S. ELLIOTT	DESIGNER: --	DRAWING No: --
APPROVER: D. CAMPBELL	APPROVER: --	3A
DATE: 5/10/2016	SHEET No: 1 of 1	

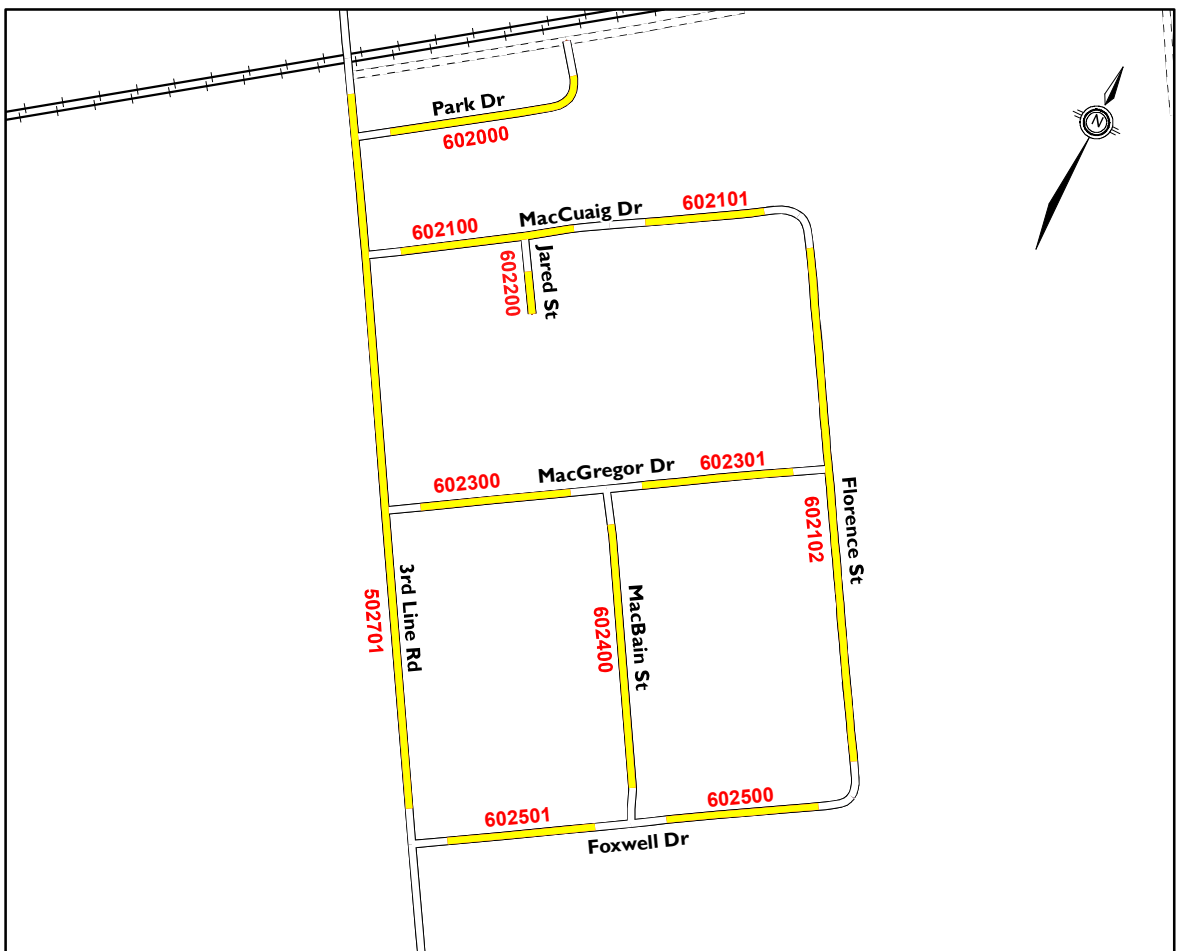




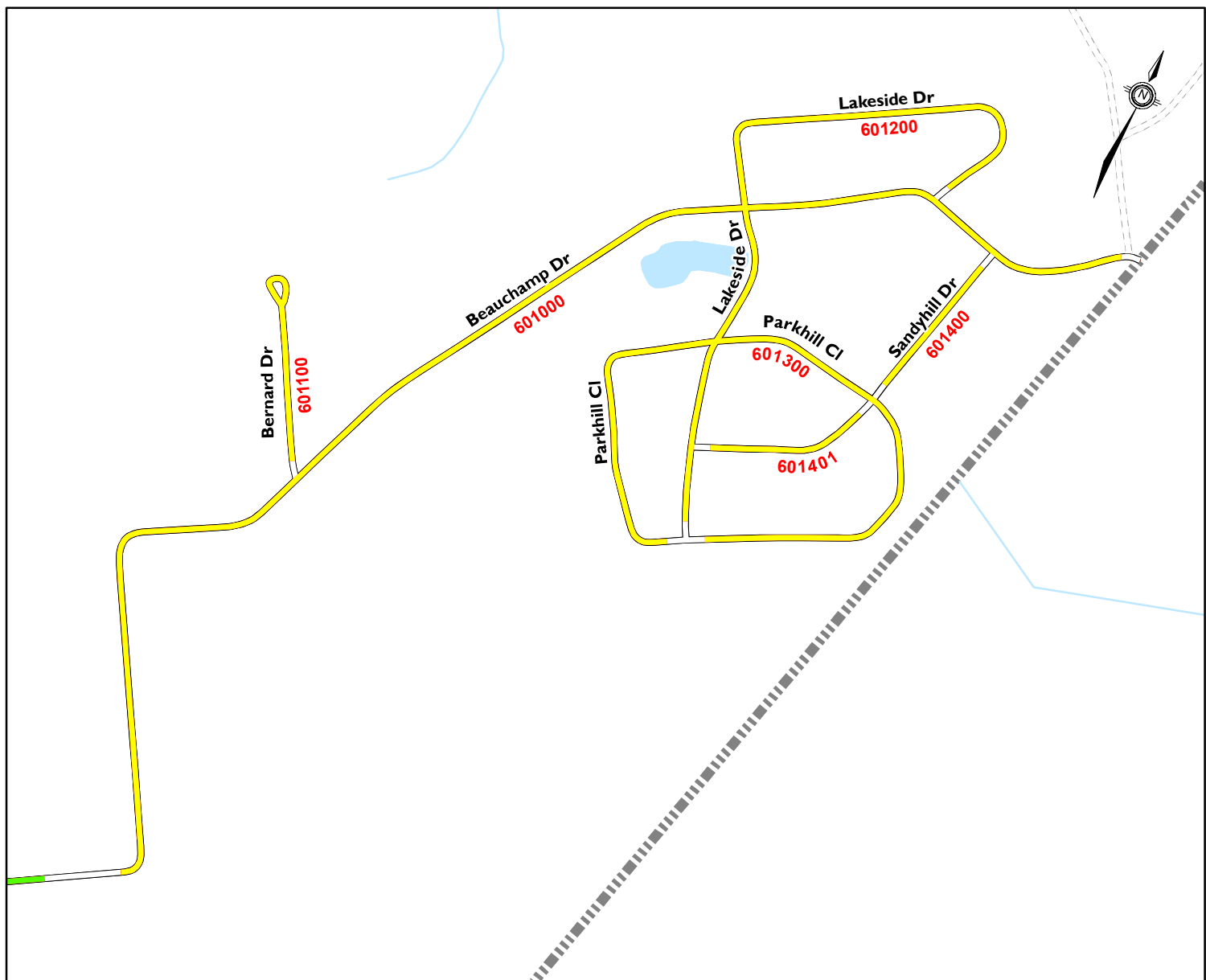
SANDYWOOD ESTATES 1:5,000



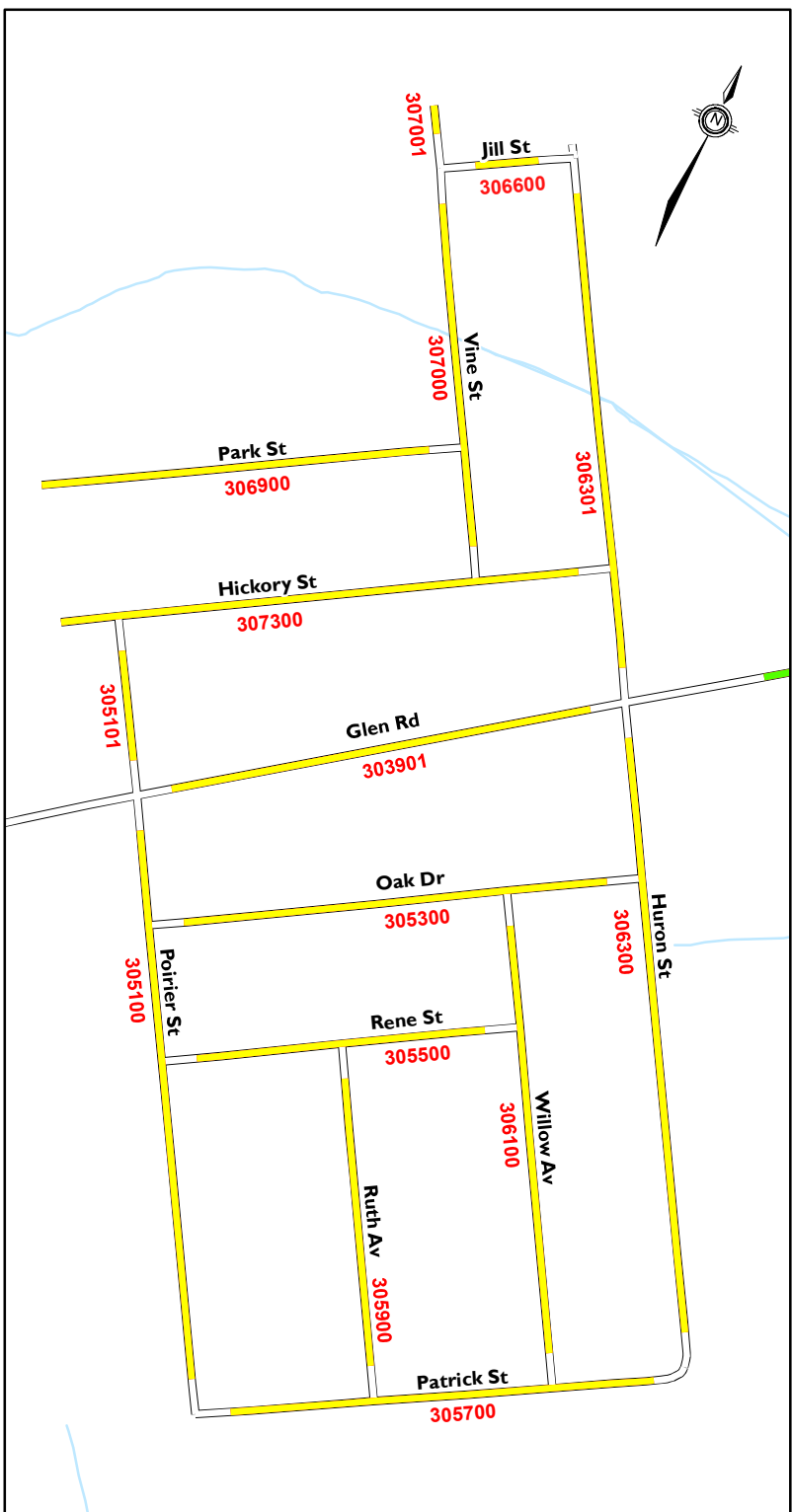
KILKENNY SUBDIVISION 1:5,000



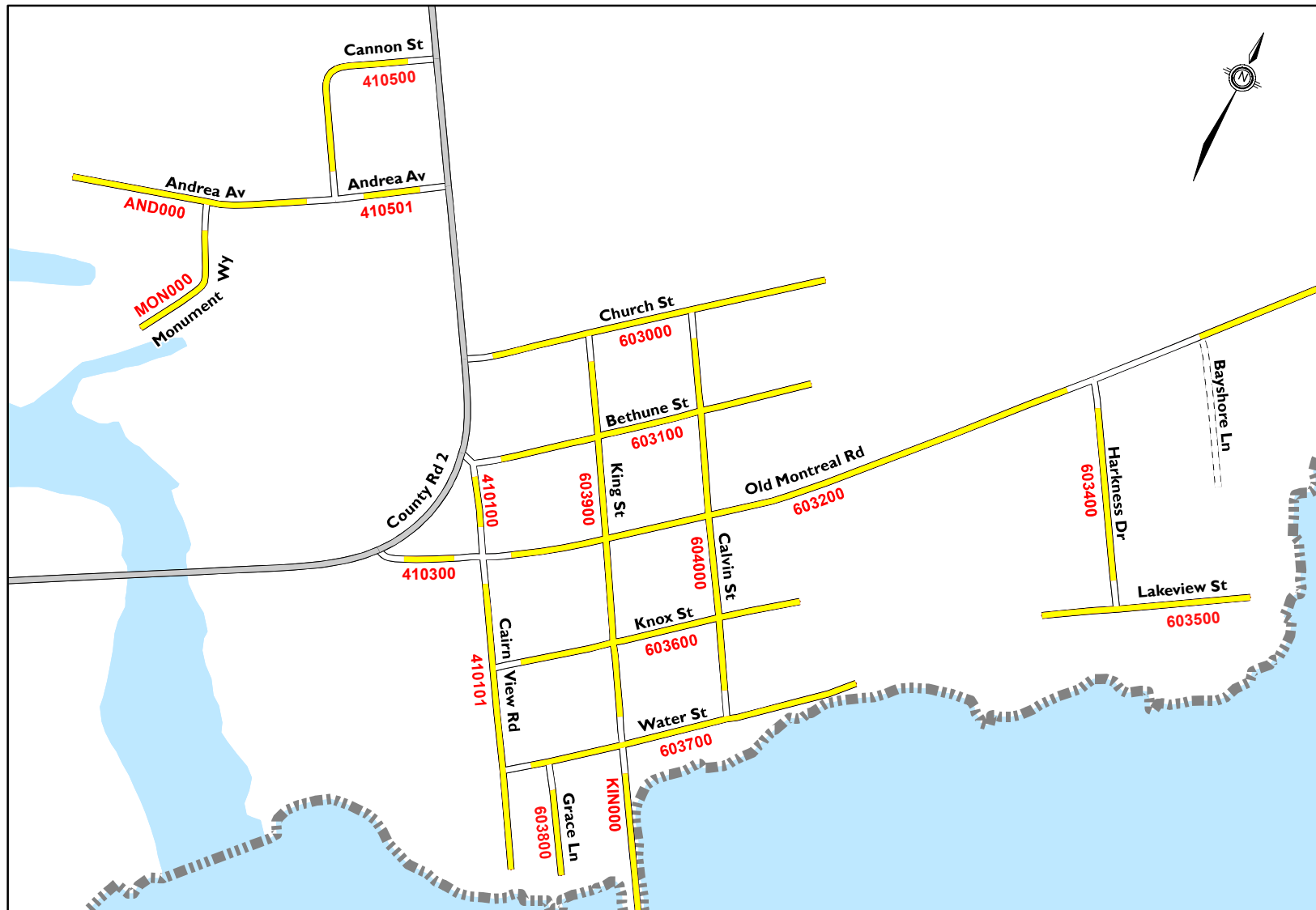
BAINSVILLE 1:5,000



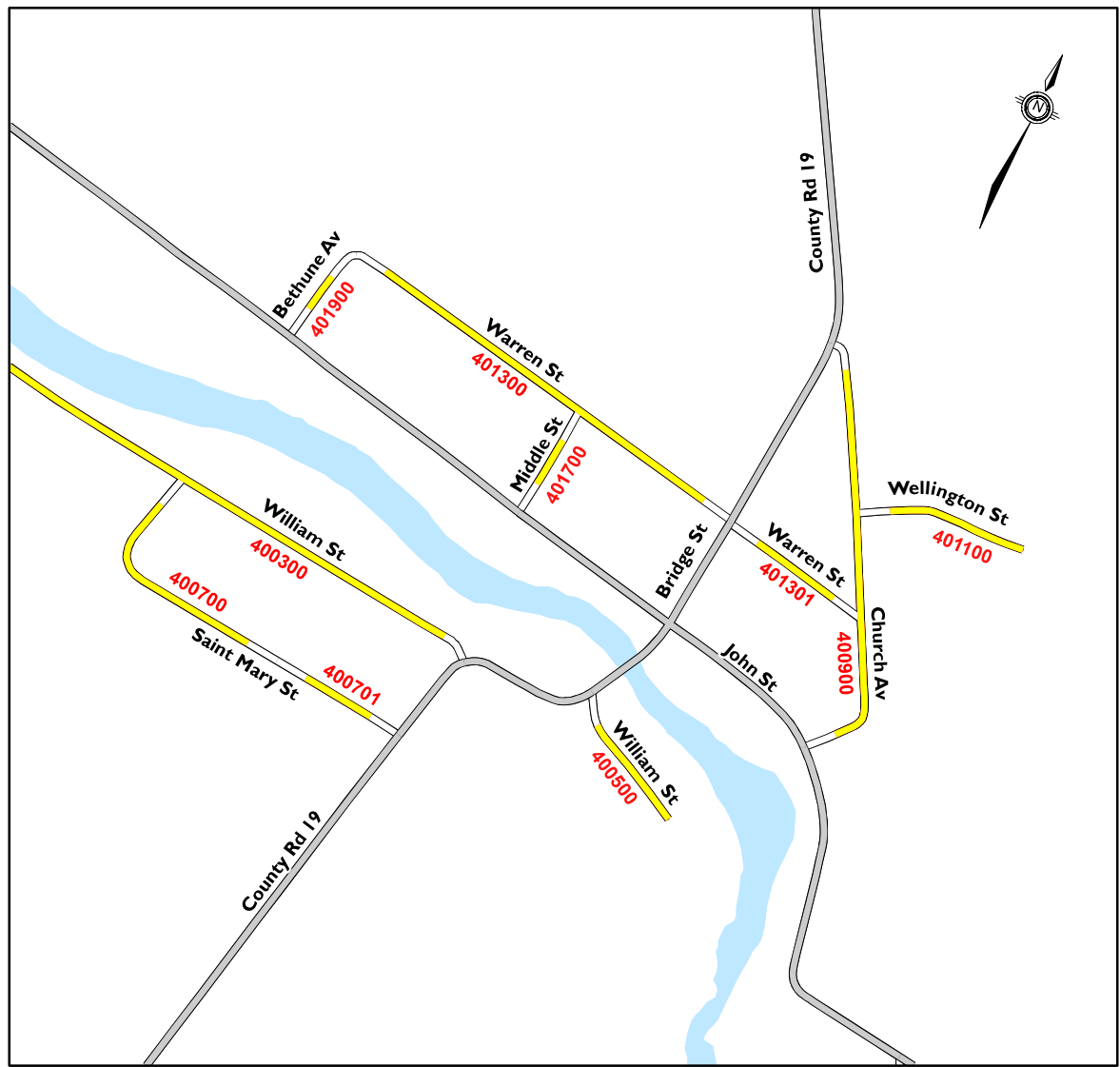
LANCASTER HEIGHTS 1:7,500



GLENDALE SUBDIVISION 1:5,000



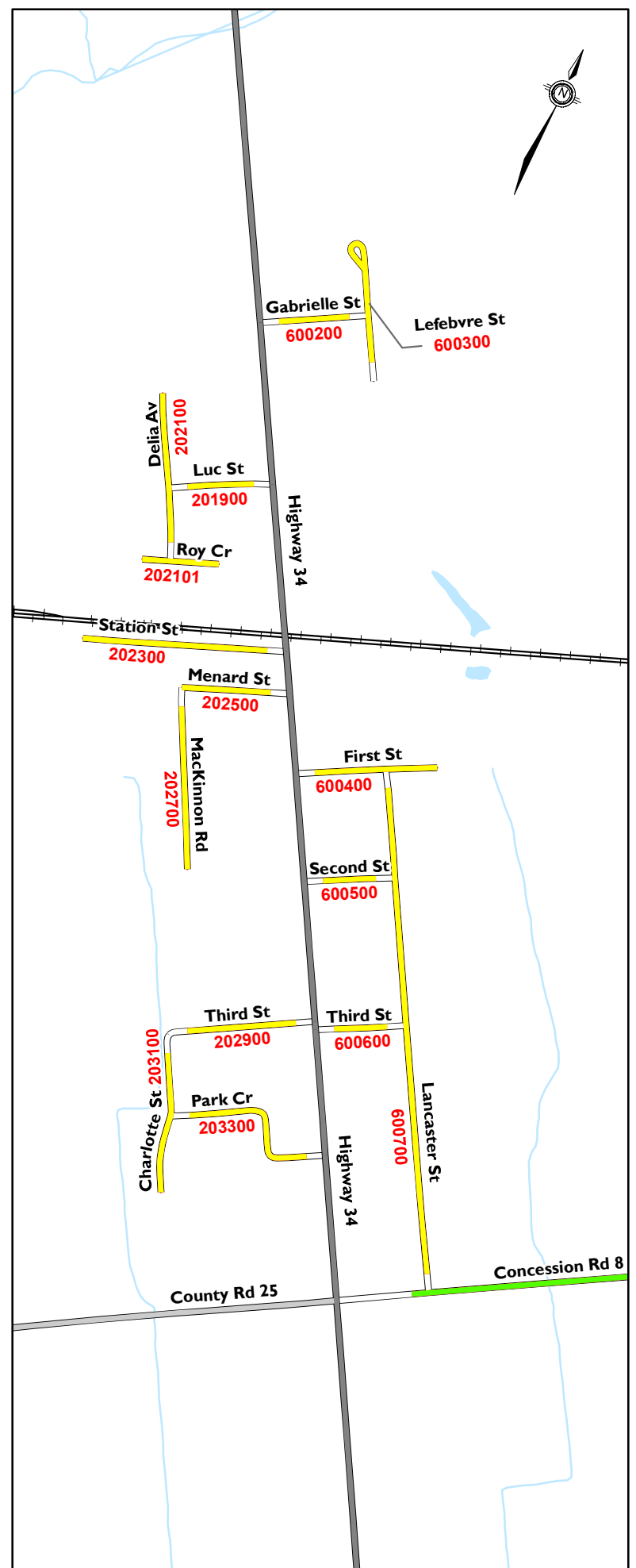
SOUTH LANCASTER 1:5,000



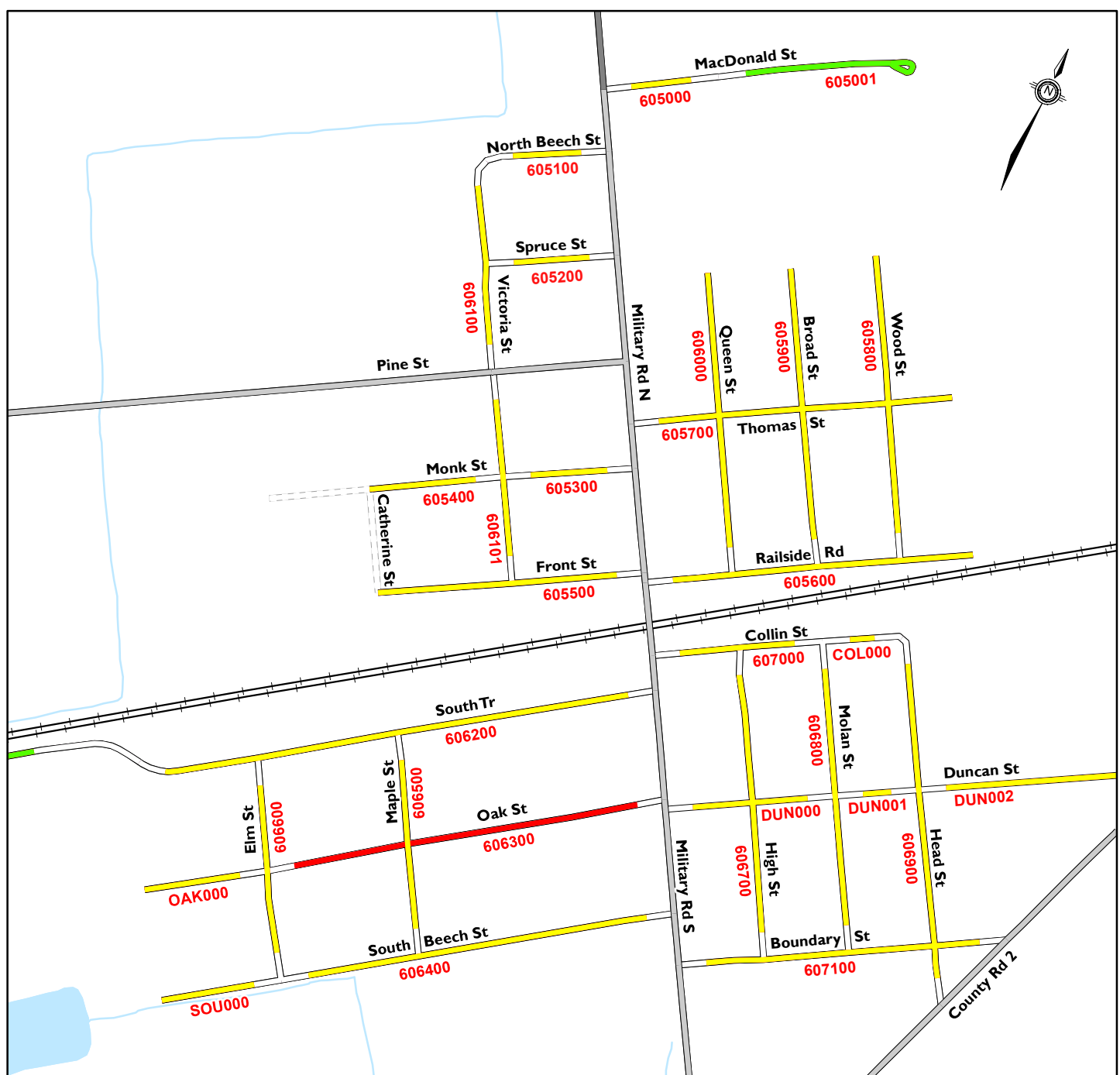
WILLIAMSTOWN 1:5,000



BAYVIEW ESTATES 1:5,000



GREEN VALLEY 1:7,500



LANCASTER 1:5,000



MARTINTOWN 1:5,000

LEGEND

ROADSIDE ENVIRONMENT

- RURAL
- SEMI-URBAN
- URBAN

OTHER FEATURES

- PROVINCIAL HIGHWAY
- COUNTY ROAD
- ROAD ALLOWANCE
- PRIVATE ROAD
- RAILWAY
- MUNICIPAL BOUNDARY

NOTE:
RAILWAY CONTAINED ON THIS MAP WAS OBTAINED FROM LAND INFORMATION ONTARIO (2018) AND ARE LICENSED UNDER THE OPEN GOVERNMENT LICENSE - ONTARIO
(<http://www.ontario.ca/page/open-government-licence-ontario#section-0>)



PROJECT NAME:

2016 ROAD NEEDS STUDY

SHEET TITLE:

ROADSIDE ENVIRONMENT
URBAN AREA DETAILS

SCALE:

AS NOTED

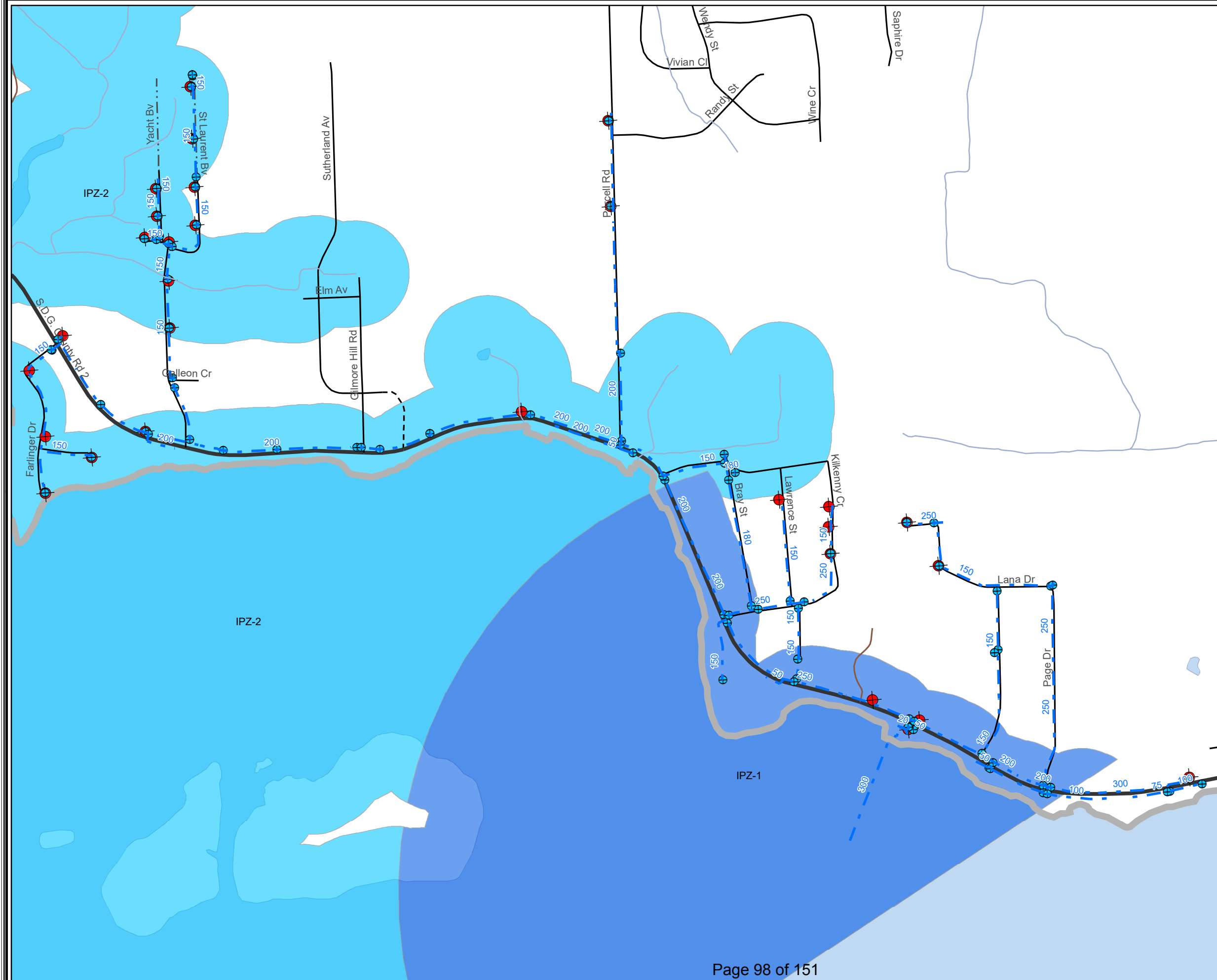
PROJECT No: C14-0116		CLIENT FILE No:	
DRAFTER: S. ELLIOTT	DESIGNER	DRAWING No: 3B	
APPROVER: D. CAMPBELL	APPROVER		
DATE: 5/10/2016		SHEET No: 1 of 1	

Appendix C

Water Network

Township of South Glengarry

Servicing Glen Walter WATER



- Water Line
- Power Line
- Oil Gas Pipeline
- Railway
- ⊕ Water Valve
- ⊕ Fire Hydrant
- South Glengarry Boundary
- IPZ-1
- IPZ-2
- IPZ-3a
- IPZ-3b
- IPZ-3c



0 0.125 0.25 0.5 Km

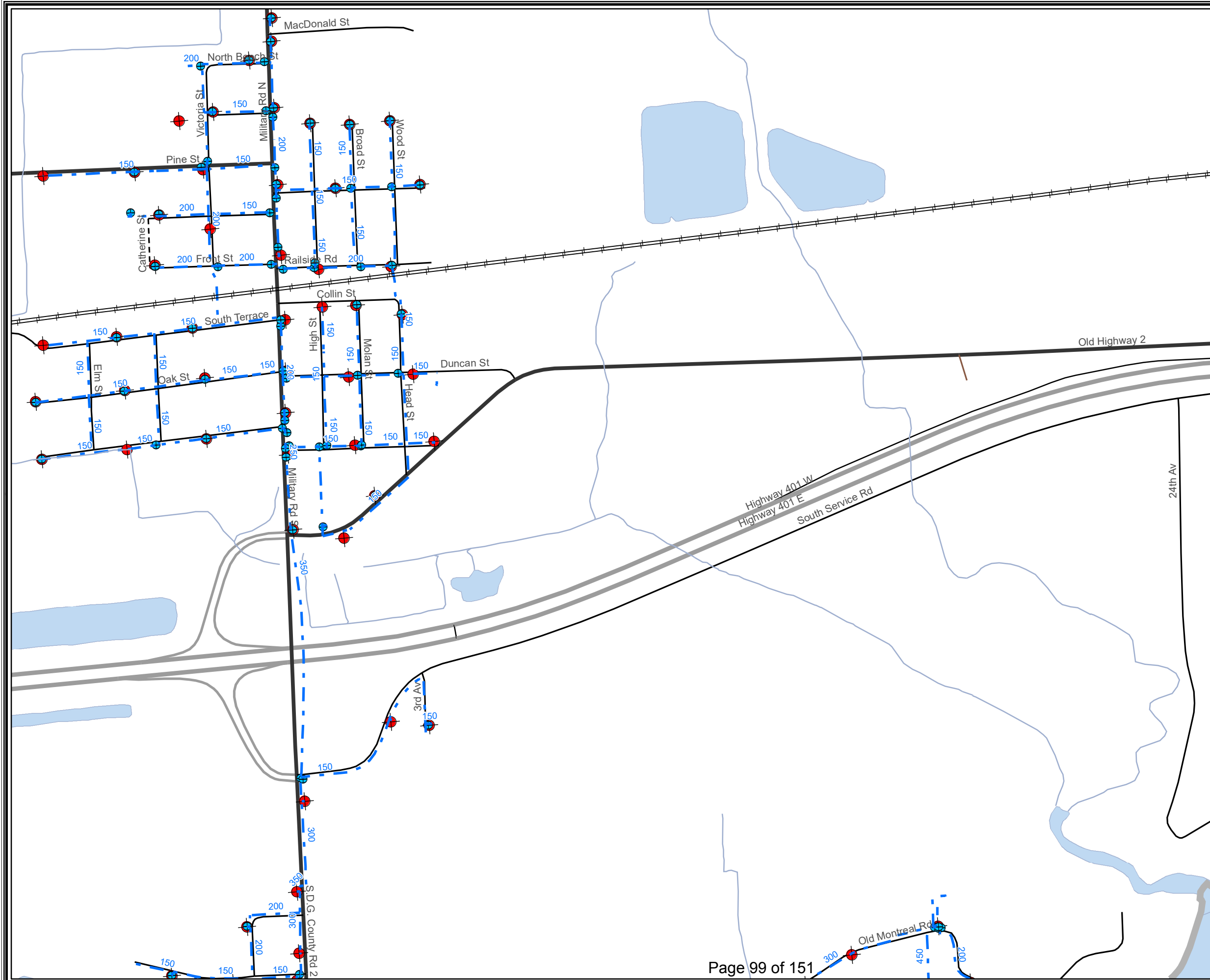
1:12,000



Produce by the Corporation of the Township of South Glengarry Planning, Building and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright June 15, 2022 Glen Walter WATER Servicing.mxd

Township of South Glengarry

Servicing Lancaster WATER



- Water Line
- Power Line
- + -+ -+ -+ Oil Gas Pipeline
- + -+ -+ -+ Railway
- Water Valve
- Fire Hydrant
- South Glengarry Boundary
- IPZ-1
- IPZ-2
- IPZ-3a
- IPZ-3b
- IPZ-3c



0 0.175 0.35 0.7 Km

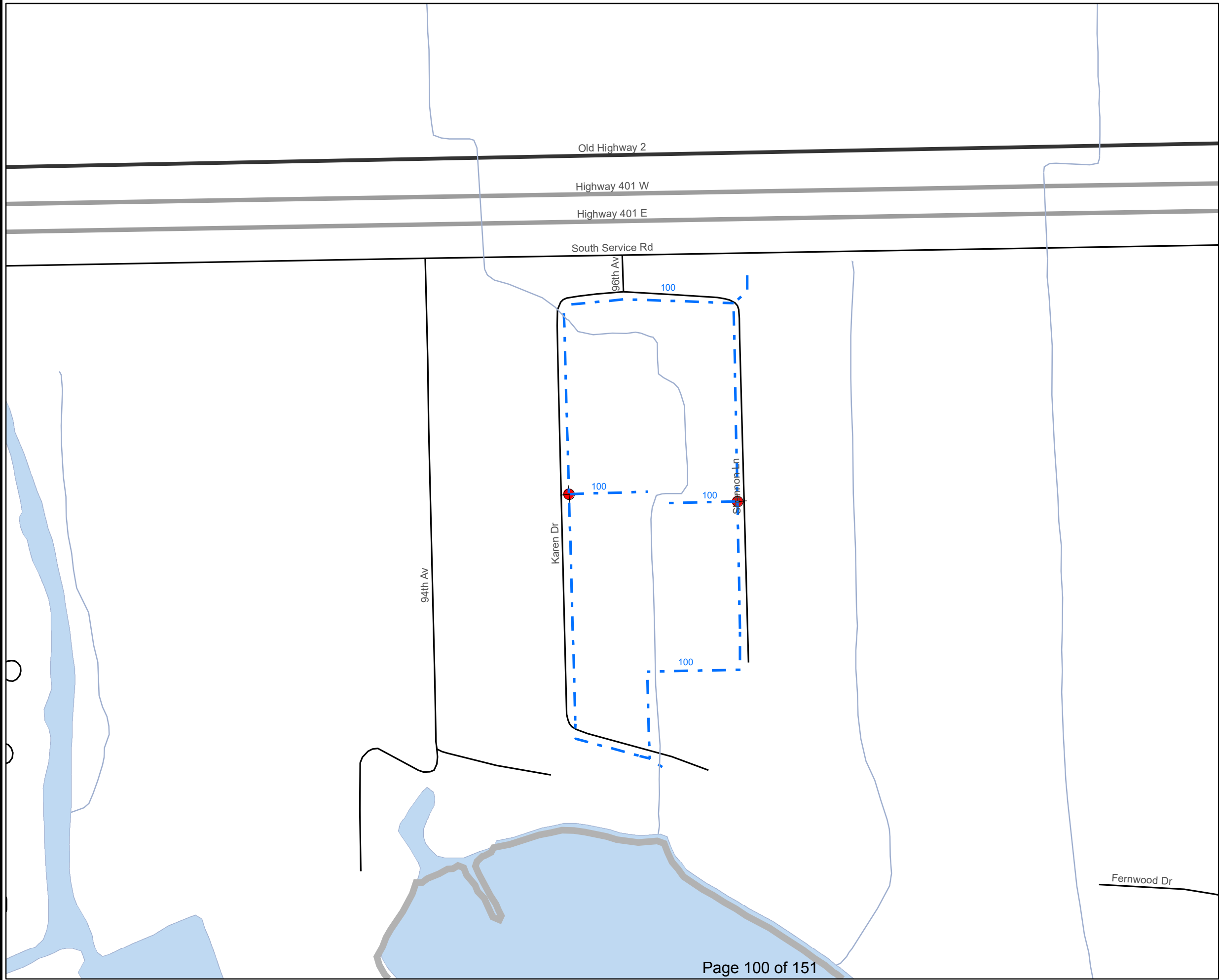
1:10,000



Produce by the Corporation of the Township of South Glengarry Planning, Building and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright June 15, 2022 Lancaster Servicing WATER.mxd

Township of South Glengarry

Servicing Redwood Estates WATER



- Water Line
- Power Line
- Oil Gas Pipeline
- Railway
- Water Valve
- Fire Hydrant
- South Glengarry Boundary
- IPZ-1
- IPZ-2
- IPZ-3a
- IPZ-3b
- IPZ-3c



0 0.075 0.15 0.3 Km

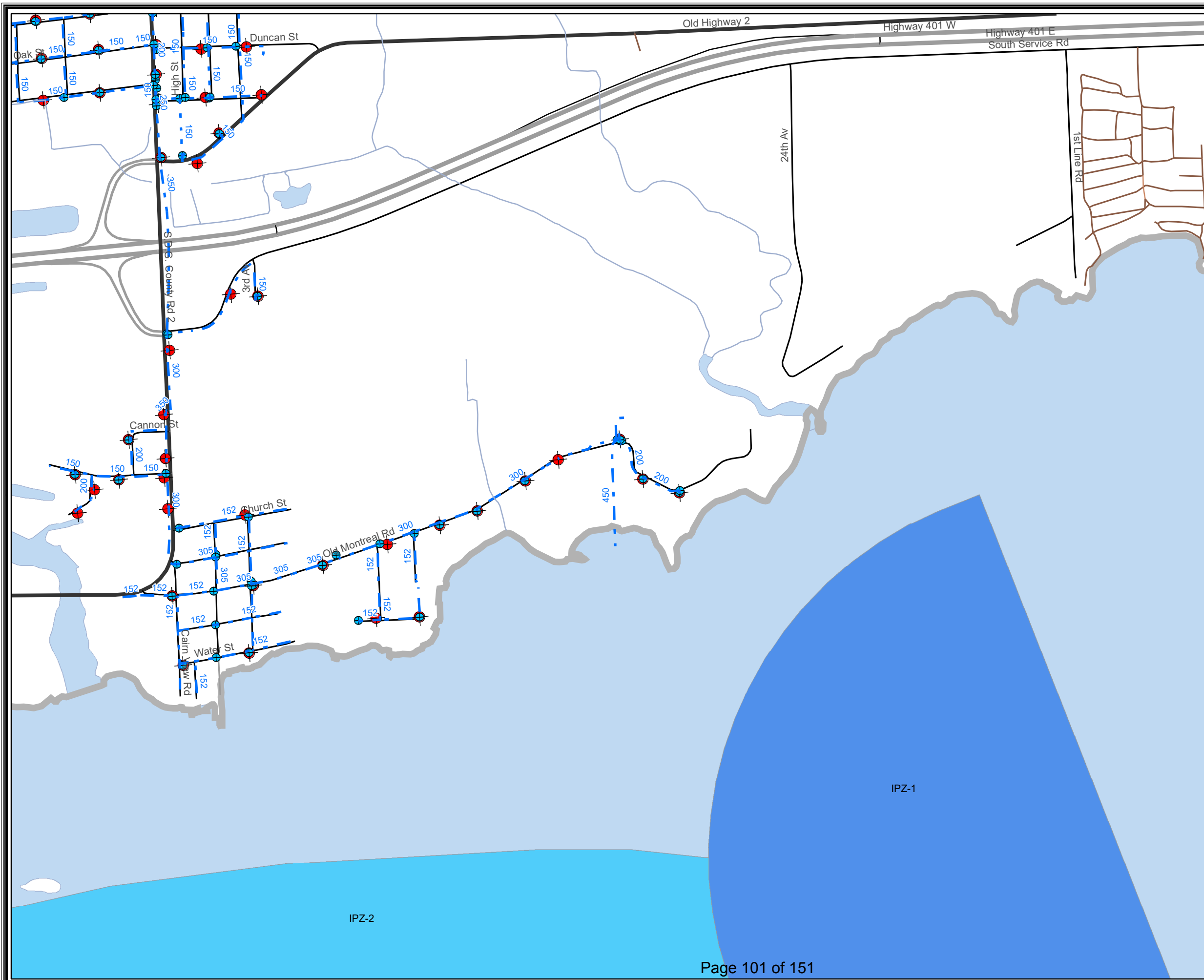
1:5,000



Produce by the Corporation of the Township of South Glengarry Planning, Buidling and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright June 15, 2022 Redwood Estates WATER Servicing.mxd

Township of South Glengarry

Servicing South Lancaster WATER



- Water Line
- Power Line
- + -+ - Oil Gas Pipeline
- + -+ - Railway
- Water Valve
- Fire Hydrant
- South Glengarry Boundary
- IPZ-1
- IPZ-2
- IPZ-3a
- IPZ-3b
- IPZ-3c



0 0.25 0.5 1 Km

1:14,000



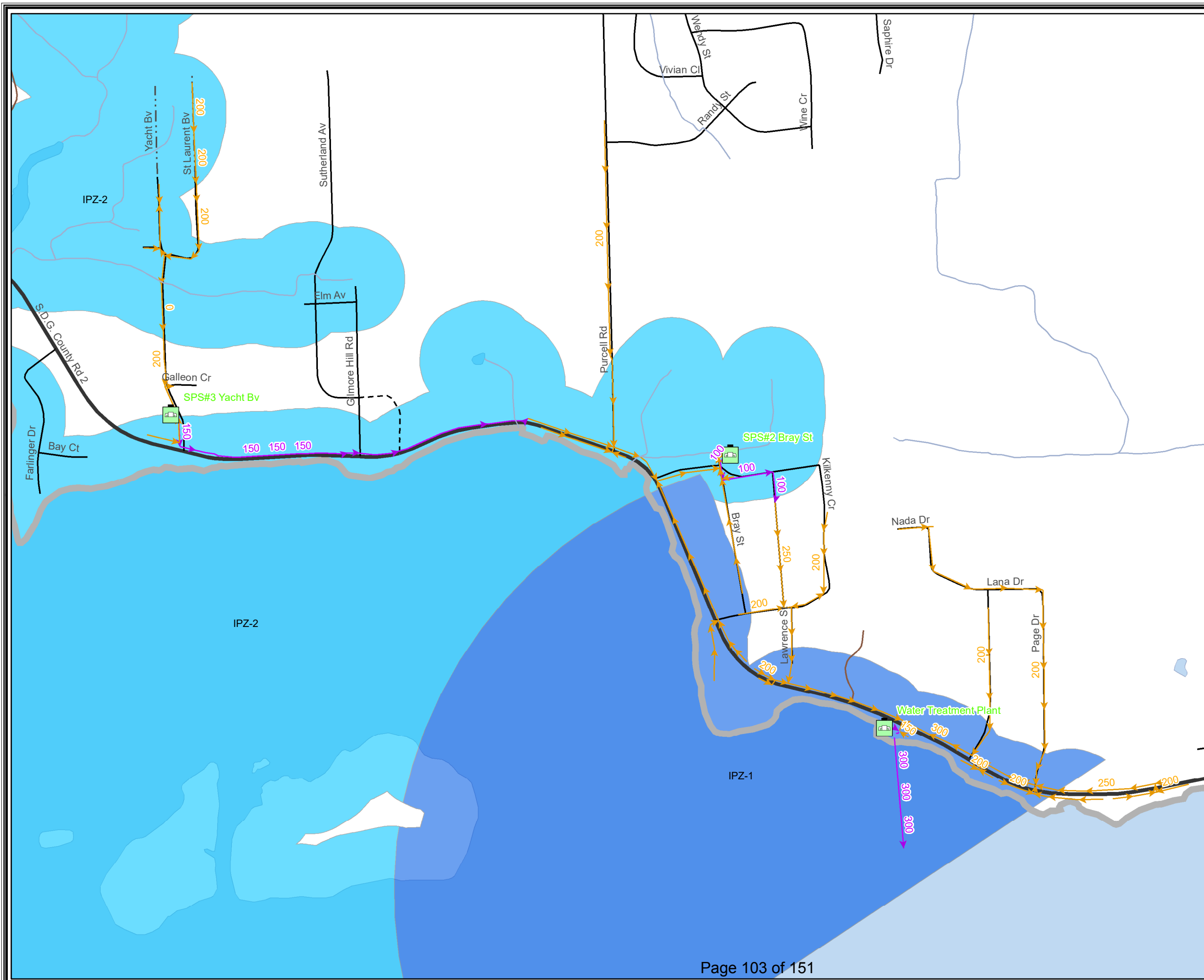
Produce by the Corporation of the Township of South Glengarry Planning, Building and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright June 15, 2022 South Lancaster WATER Servicing.mxd













Appendix D

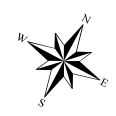
Sanitary Network

Township of South Glengarry

Servicing Glen Walter



-  South Glengarry Stations
-  Power Line
-  Oil Gas Pipeline
-  Railway
-  Gravity Fed
-  Forcemain
-  South Glengarry Boundary
-  IPZ-1
-  IPZ-2
-  IPZ-3a
-  IPZ-3b
-  IPZ-3c



0 0.125 0.25 0.5 Km

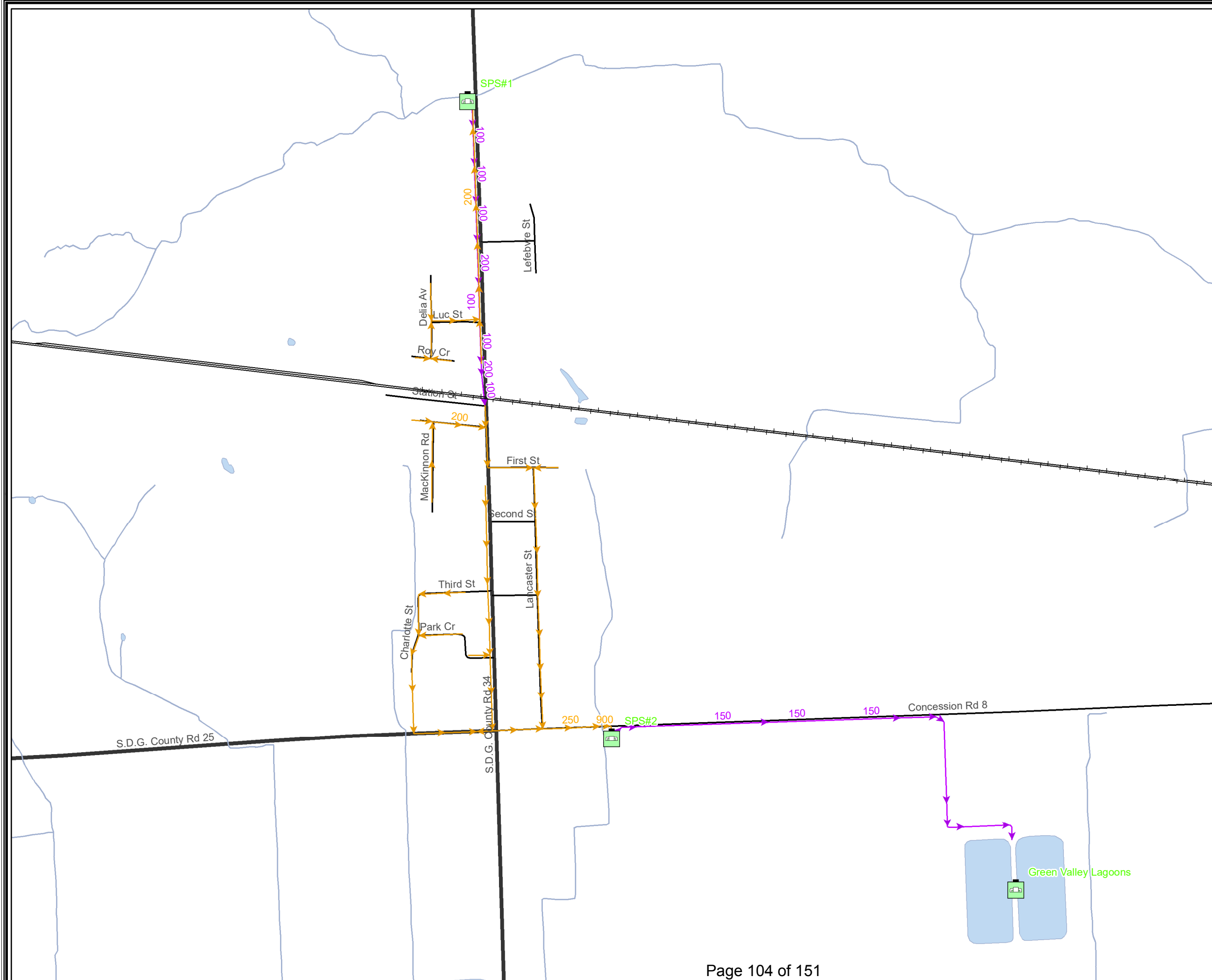
1:12,000















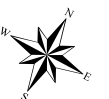
Produce by the Corporation of the Township of South Glengarry Planning, Building and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright January 25, 2022 Glen Walter Servicing.mxd

Township of South Glengarry

Servicing Green Valley



-  South Glengarry Stations
-  Power Line
-  Oil Gas Pipeline
-  Railway
-  Gravity Fed
-  Forcemain
-  South Glengarry Boundary
-  IPZ-1
-  IPZ-2
-  IPZ-3a
-  IPZ-3b
-  IPZ-3c



0 0.15 0.3 0.6 Km

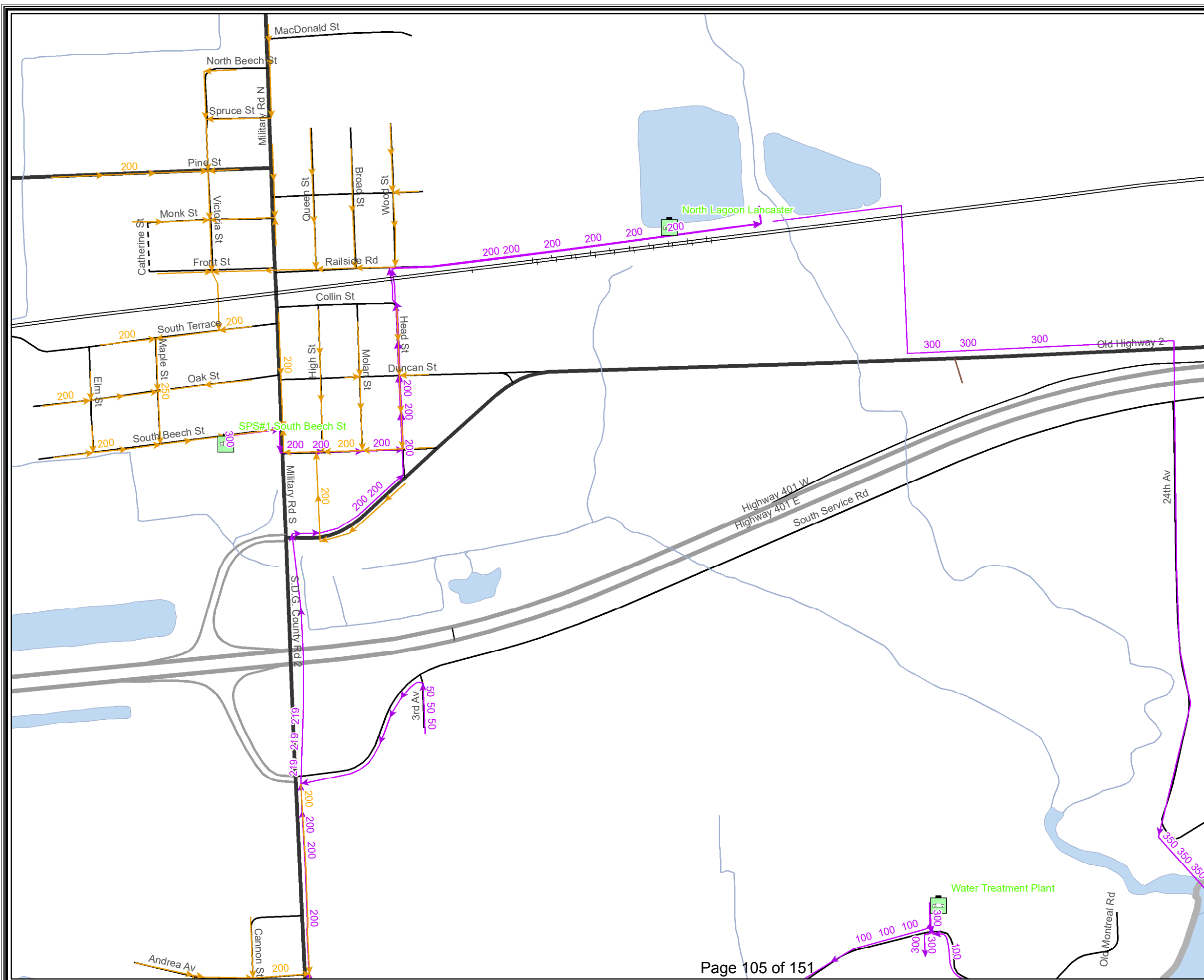
1:14,000



Produce by the Corporation of the Township of
South Glengarry Planning, Building and Enforcement
Department with data supplied under Licence by
Members of the Ontario Geospatial Data Exchange.
Copyright January 25, 2022 Green Valley
Servicing.mxd

Township of South Glengarry

Servicing Lancaster



- South Glengarry Stations
- Power Line
- Oil Gas Pipeline
- Railway
- Gravity Fed
- Forcemain
- South Glengarry Boundary
- IPZ-1
- IPZ-2
- IPZ-3a
- IPZ-3b
- IPZ-3c



0 0.175 0.35 0.7 Km

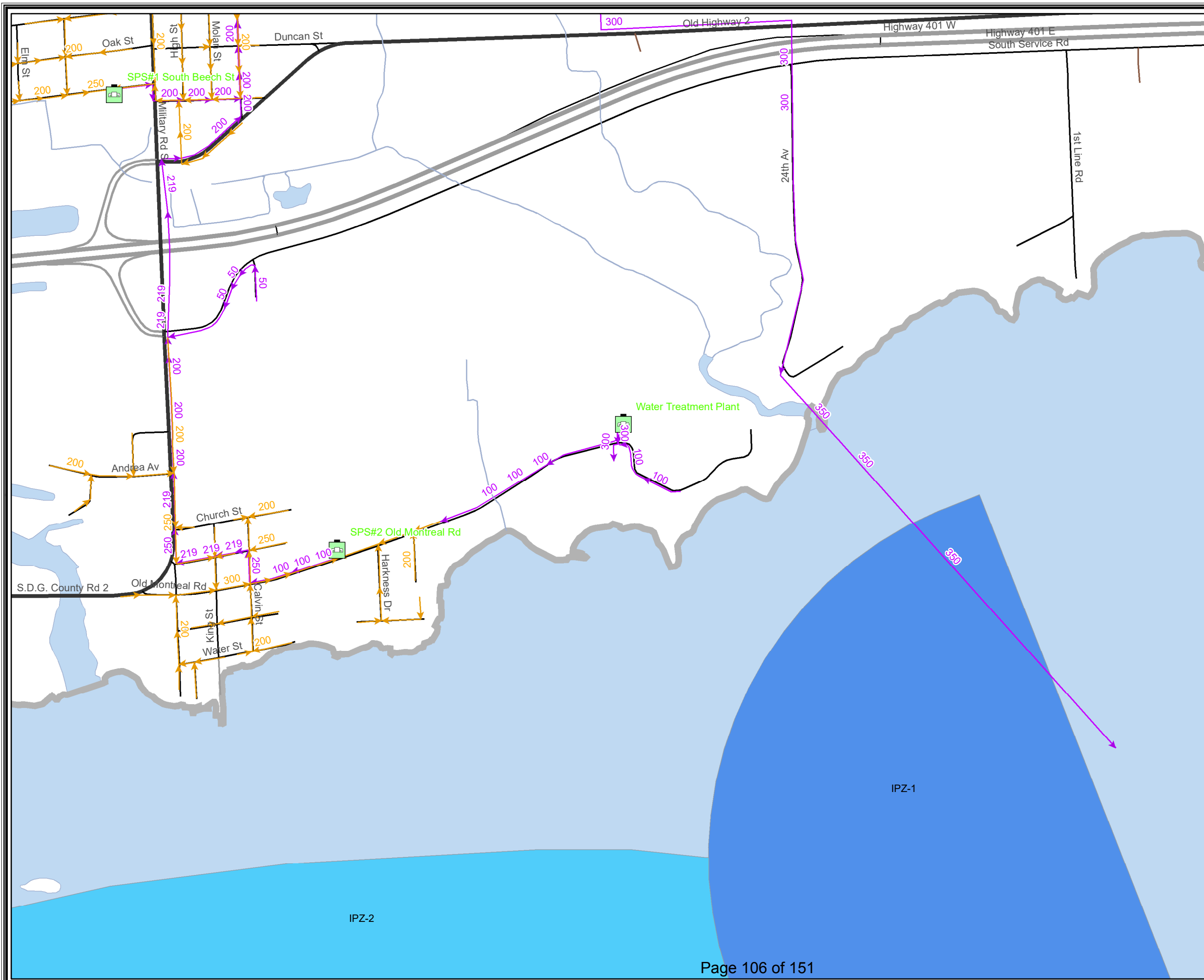
1:10,000



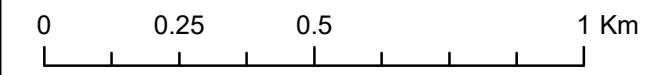
Produce by the Corporation of the Township of South Glengarry Planning, Building and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright January 25, 2022 Lancaster Servicing.mxd

Township of South Glengarry

Servicing South Lancaster



- South Glengarry Station
- Power Line
- Oil Gas Pipeline
- Railway
- Gravity Fed
- Forcemain
- South Glengarry Boundary
- IPZ-1
- IPZ-2
- IPZ-3a
- IPZ-3b
- IPZ-3c



1:14,000



Produce by the Corporation of the Township of South Glengarry Planning, Building and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright January 25, 2022 South Lancaster Servicing.mxd

Appendix E

10-Year Capital Plan by Core Asset

Asset Id	Road	From	To	Description	PCI/SC	Require Geotech	Length (km)	Cost/km	Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
200200	MacDonald	Kenyon Co	Dead End	Road to service property (need to determine Township's obligations to complete the work)			0.085		\$36,922																
105100	Cemetery Rd	SDG #18	North Brar	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	69	y	Upgrade	2.280	\$113,000	\$257,640	\$257,640														
105500	North Brar	SDG #20	South Stor	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	67	y	Upgrade	4.960	\$113,000	\$560,480		\$560,480													
407700	Celtic Lane	South Terr	Dead End	Asphalt Grindings Existing	46		Downgrade	1.347		\$15,596	\$15,596														
503100 50	2nd Line Rd	SDG#18	SDG #25	Asphalt Reconstruction	59,79,80	y	Asphalt	6.610		\$675,000			\$337,500	\$337,500											
201500	Glen Roy Rd	SDG#25	Kenyon Co	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	63		Upgrade	2.150	\$113,000	\$242,950														\$242,950	
103701	Chapel Rd	Neville Rd	SDG # 18	Asphalt Reconstruction	73	y	Asphalt	3.113	\$300,000	\$933,900											\$311,300	\$311,300	\$311,300		
502100	Concession	SDG#34	1st Line Rd	Pulverize existing plus double surface treatment and fog seal	83		DST	2.715	\$73,500	\$199,553													\$66,518	\$133,035	
502101	Concession	1st Line Rd	SDG#26	Pulverize existing plus double surface treatment and fog seal	80		DST	2.234	\$73,500	\$164,199									\$164,199						
502200	Concession	SDG#26	3rd Line Rd	Pulverize existing plus double surface treatment and fog seal	78		DST	2.882	\$73,500	\$211,827	\$211,827														
206700	Beaverbro	Landfill	Chapel Rd	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	66		Upgrade	1.190	\$130,000	\$154,700	\$154,700														
105900	Beaverbro	Chapel Rd	SDG #20	Pulverize existing plus double surface treatment and fog seal	73		DST	4.271	\$73,500	\$313,919															\$313,919
504300 50	Concession	SDG #34	1st Line Rd	Asphalt Reconstruction	80		Asphalt	1.500	\$130,000	\$195,000									\$195,000						
401300	Warren Street			Asphalt Existing (Williamstown)	51	y		0.350	\$130,000	\$45,500	\$45,500														
401700	Middle Street			Asphalt Existing (Williamstown)	27	y		0.080	\$300,000	\$24,000	\$24,000														
401900	Bethune Street			Asphalt Existing (Williamstown)	39	y		0.080	\$300,000	\$24,000	\$24,000														
311700	Sabourin D	SDG #2	Dead End	Asphalt Existing (Glen Walter)	39	y		0.190	\$300,000	\$57,000	\$57,000														
311900	Anderson C	Sabourin D	Dead End	Asphalt Existing (Glen Walter)	43	y		0.060	\$300,000	\$18,000	\$18,000														
305300	Oak Drive			Asphalt Reconstruction (Glendale Subdivisio	53	y		0.352	\$937,500	\$330,000		\$330,000													
305500	Rene St.			Asphalt Reconstruction (Glendale Subdivisio	53	y		0.245	\$130,000	\$31,850		\$31,850													
306100	Willow St	Patrick St	Oak St	Asphalt Reconstruction (Glendale Subdivisio	57	y		0.354	\$130,000	\$46,020		\$46,020													
305101 30	Poirier Ave			Overlay (Glendale Subdivision)	55			0.557	\$130,000	\$72,410		\$72,410													
306301	Huron St			Overlay (Glendale Subdivision)	52			0.922	\$13,000	\$11,986		\$11,986													
307000	Vine St			Overlay (Glendale Subdivision)	53			0.366	\$130,000	\$47,580		\$47,580													
602000	Park St			Overlay (Glendale Subdivision)	61			0.304	\$130,000	\$39,520		\$39,520													
307300	Hickory St			Overlay (Glendale Subdivision)	55			0.376	\$130,000	\$48,880		\$48,880													
315300	Clifford Street			Asphalt Reconstruction (Bayview Estates)	45	y		0.353	\$300,000	\$105,900	\$105,900														
315100	Laura St			Overlay (Bayview Estates)	57	y		0.234	\$130,000	\$30,420	\$30,420														
500600	Marlene St			Overlay (Bayview Estates)	51			0.450	\$130,000	\$58,500	\$58,500														
	Lancaster	NW			40-50	y		1.015	\$130,000	\$131,950	\$131,950														
	Lancaster	NE			39-58	y		1.100	\$130,000	\$143,000	\$143,000														
	Lancaster	SW			28-66	y		1.269	\$130,000	\$164,970		\$164,970													
	Lancaster	SE			41-60	y		1.100	\$130,000	\$143,000		\$143,000													
	Green Vall	East				y		1.386	\$130,000	\$180,180	\$180,180														
	Green Vall	West				y		1.514	\$130,000	\$196,820	\$196,820														
	South Lanc	All				y		4.497	\$130,000	\$584,610		\$584,610													
210300 & 2	Heron	Peanut Lin	Co Rd 27	Granular	74	y	DST	4.491	\$73,500	\$330,089		\$330,089													
	Heron			Culverts 18@14m				252.000	\$400																
110900	MacGillivay	Kirk Street	Cty Rd 27	Gravel Road		y		5.936	\$45,000	\$267,120		\$267,120													
	MacGillivay			Culverts 25@14m				450.000	\$400																
407900	Airport Rd	Cty Rd #27	Lot 7/8	Asphalt	88		Asphalt	2.863	\$130,000	\$372,190				\$372,190											
408300 B	Airport Rd	700m north	Fraser Rd	Granular			DST	2.353	\$73,500	\$172,946										\$172,946					
408300 A	Airport Rd	Lot 7/8	700m north	Granular		Y	Asphalt	0.700	\$300,000	\$210,000					\$210,000										
408701	Fraser	Airport Rd	North of C	Asphalt	88	Y	Asphalt	1.202	\$300,000	\$360,600															
408700 & 4	Fraser	Co RD 2	Loyalist -	408701	66	y	DST	3.846	\$73,500	\$282,681			\$282,681							\$282,681					
300600	Glen Brook	Glen Rd	Cty Rd #19	Double Surface Treatment + fog seal		y	DST	2.099	\$45,000	\$94,455			\$94,455												
110100	Glen Falloch	SS Bounda	Cty Rd #20	Double Surface Treatment + fog seal		y	DST	1.571	\$45,000	\$70,695				\$70,695											
500100 50	South Serv	SDG 34	SDG 23	extra lift of asphalt	84 91		Asphalt	11.616	\$134,750	#####						\$391,314	\$391,314	\$391,314	\$391,314						

Asset Id	Road	From	To	Description	PCI/SC	Require Geotech	Length (km)		Cost/km	Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
308500 30	Tyotown Rd	Boundary	Purcell Rd	extra lift of asphalt	82 90		Asphalt	1.562	\$130,000	\$203,060				\$203,060												
313501 31	Purcell Road	SDG # 2	Tyotown Rd	(1km has double lift of asphalt, do remainde	80 60		Asphalt	1.727	\$130,000	\$224,510	\$224,510															
				ROAD NEEDS STUDY											\$24,000					\$24,000						
				SAFE SIDEWALKS STUDY											\$5,000					\$5,000						
											\$1,879,543	\$2,678,515	\$714,636	\$540,560	\$471,885	\$601,314	\$391,314	\$391,314	\$391,314	\$388,199	\$455,627	\$311,300	\$311,300	\$377,818	\$375,985	\$313,919

10-Year Bridge Capital Plan

Asset Id	Bridge	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
30003	Kinloch Road (Twin 4m SPCSP)										
	Engineering				\$50,000						
	Construction					\$495,000					
20004	Cemetery Road (3-span Thin Slab)										
	Engineering					\$28,000	\$41,000				
	Construction							\$165,000			
30010	Glen Road (3m Span)										
	Engineering									\$6,000	
	Construction										\$22,000
30011	Cashion Road (15.2m Thin Slab)										
	Engineering	\$72,000	\$7,500								
	Construction		\$118,000								
30016	Squire Road (twin 3.6m SPCSP)										
	Engineering				\$45,000						
	Construction					\$250,000					
30017	Squire Road (twin 3.6m SPCSP)								\$45,000		
	Engineering									\$450,000	
	Construction										
30018	Chapel Road (3-span)	\$45,000									
	Engineering		\$62,000								
	Construction										
30019	Glen Donald Rd (3m Culvert)										
	Engineering	\$17,000									
	Construction		\$50,000								
30020	Spring Creek Rd (4.1m SPCSPA)										
	Engineering						\$38,000				
	Construction							\$330,000			
30023	Glen Roy Rd (15.2m Box)										
	Engineering	\$43,000									
	Construction		\$104,000								
30024	Glen Roy Rd (3.1m Culvert)										
	Engineering	\$17,000									
	Construction		\$40,000								
30026	Frog Hollow Rd (3-span Box)										
	Engineering			\$63,500							
	Construction				\$143,000						
30027	Cedar Grive Road (4.8m culvert)										
	Engineering										\$17,000
	Construction										\$45,000
30033	1st Line Rd (21.5m Thin Slab)										
	Engineering						\$22,000				
	Construction										
30034	Concession 7 (4.3m Culvert)										
	Engineering							\$17,000			
	Construction								\$106,000		
30035	1st Line Rd (3.6m Culvert)										
	Engineering	\$17,000									
	Construction		\$77,000								
30036	1st Line Rd (3.3m SPCSPA)										
	Engineering		\$33,000								
	Construction			\$380,000							
30039	South Service Rd (8.6m Span)										
	Engineering							\$17,000			
	Construction								\$69,000		
30043	2nd Line Rd (15m Box)										
	Engineering										
	Construction	\$380,000									
30047	Roy's Rd (3.6m Culvert)										
	Engineering									\$17,000	
	Construction										\$88,000
30050	Butternut Lane (15m span)										
	Engineering	\$32,500									
	Construction										
30052	Roy's Rd (4.9m Span)										
	Engineering	\$17,000									
	Construction		\$44,000								
30053	3rd Line Rd (21m Span)										
	Engineering						\$25,000	\$35,000			
	Construction								\$139,000		
30054	3rd Line Rd (28m Span)										

10-Year Bridge Capital Plan

Asset Id	Bridge	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Engineering			\$85,000							
	Construction				\$225,000						
30056	South Service Rd (3-Span Thin)										
	Engineering							\$33,000			
	Construction								\$138,000		
30057	Concession Rd 7 (16.4m Span)										
	Engineering								\$28,000		
	Construction										
30061	Lot 9 Concession III (3.9m span)										
	Engineering									\$33,000	
	Construction										\$330,000
30062	1st Line Bridge (2.5m Span)					\$50,000					
	Engineering						\$495,000				
	Construction										
30044	2nd Line Rd (28.5m Thin Slab)										
	Engineering										
	Construction		\$15,000								
30050	Butternut Lane (15m span)										
	Engineering										
	Construction		\$15,000								
	OSIM REPORT	\$2,000	\$19,000	\$2,000	\$24,000	\$2,000	\$20,000	\$2,000	\$19,000	\$2,000	\$24,000
	TOTAL	\$642,500	\$584,500	\$530,500	\$487,000	\$825,000	\$641,000	\$599,000	\$544,000	\$508,000	\$526,000

Updated to reflect 2021 OSIM Report

10-Year Water Capital Plan

Location	Facility	Year	Cate.	YRGRP	Type of W	Description of Work	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Glen Walte	Water Tow	2023	Expense	Previous	Install	New Water Tower		\$3,620,506.28									
Glen Walte	WDS	2023	Expense	30 + YR Hd	Replace ar	Watermains and hydrants		\$2,120,000.00									
Glen Walte	WTP	2025	Expense	5 YR Horiz	Upgrade	Electrical				\$984,256.89							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Upgrade	Mechanical				\$562,432.51							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Package Treatment Unit				\$413,553.31							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Standby Power (110 kW)				\$169,556.86							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Standby Power (110 kW)				\$82,710.66							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Replace ar	Process Piping and Valves				\$48,247.89							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters				\$4,273.38							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters				\$4,273.38							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Coagulant Feed Pump 1.89 L/hr @ 1,000 kPa				\$1,378.51							
Glen Walte	WTP	2025	Expense	5 YR Horiz	Install	Coagulant Feed Pump 1.89 L/hr @ 1,000 kPa				\$1,378.51							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Solution Preparation System				\$51,934.03							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Backwash Pump 28 L/s @ 18.39 m TDH				\$38,598.31							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Backwash Pump 28 L/s @ 18.39 m TDH				\$38,598.31							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Coagulant Storage Tank (15 m^3)				\$11,028.09							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Composite Sampler				\$8,960.32							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters (50, 100, and 150 mm)				\$8,271.07							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters (50, 100, and 150 mm)				\$8,271.07							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters (50, 100, and 150 mm)				\$8,271.07							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters (50, 100, and 150 mm)				\$8,271.07							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters (50, 100, and 150 mm)				\$8,271.07							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Magnetic Flowmeters (50, 100, and 150 mm)				\$8,271.07							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Coagulant Feed Pump (Duty/Standby)				\$5,661.54							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Coagulant Feed Pump (Duty/Standby)				\$5,661.54							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Metering Pumps				\$5,285.21							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Metering Pumps				\$5,285.21							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Metering Pumps				\$5,285.21							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Metering Pumps				\$5,285.21							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Level Detectors				\$2,757.02							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Level Detectors				\$2,757.02							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Level Detectors				\$2,757.02							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Level Detectors				\$2,757.02							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Coagulant Day Tank (450 L)				\$2,251.11							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Solution Tank (160 L)				\$2,251.11							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Solution Tank (450 L)				\$2,251.11							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Chemical Solution Tank (450 L)				\$2,251.11							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	High Lift Turbine Pumps (15.9 L/s @ 42.6 m TDH				\$29,637.99							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	High Lift Turbine Pumps (15.9 L/s @ 42.6 m TDH				\$29,637.99							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Sewage/Sludge Pump 7.5L/s @ 15.0 m TDH				\$27,570.22							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	High Lift Turbine Pumps (6.3 L/s @ 42.6 m TDH)				\$19,124.08							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Decant Pump 10.0 L/s @ 6.3 m TDH				\$17,920.64							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Sub. Low Lift Pump 8.33 L/s @ 10.1 TDH				\$14,639.79							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Sub. Low Lift Pump 8.33 L/s @ 10.1 TDH				\$14,639.79							
Lancaster	WTP	2025	Expense	5 YR Horiz	Install	Sub. Low Lift Pump 8.33 L/s @ 10.1 TDH				\$14,639.79							
RW Estates	WTP	2025	Expense	5 YR Horiz	Replace ar	Sampling Locations				\$2,757.02							
RW Estates	WTP	2025	Expense	5 YR Horiz	Upgrade	Clearwell				\$48,247.89							
RW Estates	WTP	2025	Expense	5 YR Horiz	Install	Genset				\$48,247.89							
Glen Walte	WTP	2027	Expense	6-10 YR Hd	Install	Sodium Hypochlorination						\$165,421.33					
Glen Walte	WTP	2028	Expense	6-10 YR Hd	New	New Glen Walter WTP							\$23,000,000.00				
Glen Walte	WTP	2029	Expense	6-10 YR Hd	Replace ar	Architectual								\$949,104.85			
Lancaster	WTP	2030	Expense	6-10 YR Hd	Modify	Process Piping and Valves									\$1,003,556.04		
Lancaster	WTP	2030	Expense	6-10 YR Hd	Install	Package Treatment Unit									\$673,869.96		
Lancaster	WTP	2030	Expense	6-10 YR Hd	Upgrade	Electrical									\$645,143.17		
Lancaster	WTP	2030	Expense	6-10 YR Hd	Install	Intake Work									\$358,412.87		
Lancaster	WTP	2030	Expense	6-10 YR Hd	Upgrade	Mechanical									\$358,412.87		
Lancaster	WTP	2030	Expense	6-10 YR Hd	Install	Stationary Screen									\$71,682.57		

10-Year Water Capital Plan

Location	Facility	Year	Cate.	YRGRP	Type of W	Description of Work	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Lancaster	WTP	2030	Expense	6-10 YR H	Install	Diesel Generator Set (125 kW)									\$98,680.71		
RW Estates	WTP	2030	Expense	6-10 YR H	Replace ar	Static Inline Mixer									\$482.48		
Lancaster	Water Tow	2030	Expense		Repaint	Repaint Water Tower									\$100,000.00		
Glen Walte	WTP	2032	Expense	11-20 YR H	Replace ar	Chemical Storage Tank (4.5m^3)											\$1,792.06
Lancaster	WTP	2032	Expense	11-20 YR H	Install	SCADA											\$34,462.78
Lancaster	WTP	2032	Expense	11-20 YR H	Install	Chlorine Residual Analyzer (Treated Water)											\$8,960.32
RW Estates	WTP	2032	Expense	11-20 YR H	Replace ar	Well Pump											\$9,649.58
Glen Walte	Water Tow	2033	Expense	Previous	Repaint	Repaint Water Tower											\$100,000.00

Schedule C EA for Glen Walter WTP	75000																
-----------------------------------	-------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

ANNUAL COST	\$75,000	\$5,740,506	\$0	\$2,782,096	\$0	\$165,421	\$23,000,000	\$949,105	\$3,310,241	\$0	\$154,865
-------------	----------	-------------	-----	-------------	-----	-----------	--------------	-----------	-------------	-----	-----------

10-Year Sanitary Capital Plan

Location	Facility	Year	Cate.	YRGRP	Type of W	Description of Work	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Glen Walte	Sewage PS	2023	Expense	5 YR Horiz	Replace	Raw Sewage Pumps (10 HP, 575/3/60)		\$27,570.22									
Glen Walte	Sewage PS	2023	Expense	5 YR Horiz	Replace ar	Chlorine Analyzer		\$4,135.53									
Lancaster	Sewage PS	2023	Expense	5 YR Horiz	Install	Chlorine Analyzer		\$13,785.11									
Lancaster	Sewage PS	2024	Expense	5 YR Horiz	Replace ar	Raw Sewage Pump			\$24,813.20								
Lancaster	Sewage PS	2024	Expense	5 YR Horiz	Replace ar	Raw Sewage Pump			\$24,813.20								
Glen Walte	Sewage PS	2025	Expense	5 YR Horiz	Modify	Process Piping and Valves				\$41,010.70							
Glen Walte	Waste WTF	2025	Expense	5 YR Horiz	Upgrade	Sewage Treatment Plant				\$27,000,000.00							
Green Vall	Sewage PS	2025	Expense	5 YR Horiz	Upgrade	Electrical				\$5,514.04							
Lancaster	Sewage PS	2025	Expense	5 YR Horiz	Replace ar	200 mm Forcemain				\$27,570.22							
Lancaster	Sewage PS	2025	Expense	5 YR Horiz	Install	Flowmeter (Kent Taylor Magmaster)				\$4,824.79							
Lancaster	Sewage PS	2025	Expense	5 YR Horiz	Upgrade	Roofs				\$4,284.41							
Lancaster	Sewage PS	2025	Expense	5 YR Horiz	Install	Refrigerated Sewage Sampler				\$11,717.34							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Upgrade	Effluent Pumping Station Controls				\$4,135.53							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Install	Aerators - Aeration Cell and Faculative Cell				\$110,280.88							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Replace ar	Forcemain				\$45,490.86							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Install	Refridgerated Auto Sampler				\$11,028.09							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Install	Effluent Pumps (60.0 L/s and 7.8 m TDH)				\$31,705.75							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Install	Effluent Pumps (60.0 L/s and 7.8 m TDH)				\$31,705.75							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Install	Alum Storage Tank (cap 17,275 L)				\$16,542.13							
Lancaster	Waste WTF	2025	Expense	5 YR Horiz	Install	Flowmeter				\$12,406.60							
Lancaster	Water Mai	2025	Expense	5 YR Horiz	Replace ar	Distribution System (Pipe and Fire Hydrant)				\$110,280.88							
Glen Walte	Waste WTF	2027	Expense	6-10 YR Hd	Replace ar	Refrigerated Effluent Sampler						\$11,717.34					
Glen Walte	Sewage PS	2028	Expense	6-10 YR Hd	Install	Raw Sewage Pumps							\$82,710.66				
Glen Walte	Sewage PS	2028	Expense	6-10 YR Hd	Install	Raw Sewage Pumps							\$46,869.38				
Glen Walte	Sewage PS	2028	Expense	6-10 YR Hd	Replace ar	Chlorine Analyzer							\$13,785.11				
Glen Walte	Sewage PS	2028	Expense	6-10 YR Hd	Replace ar	Electrical							\$87,363.14				
Glen Walte	Sewage PS	2028	Expense	6-10 YR Hd	Replace ar	Process Piping and Valves							\$38,081.37				
Glen Walte	Sewage PS	2030	Expense	6-10 YR Hd	Install	Flowmeter									\$20,677.67		
Glen Walte	Waste WTF	2030	Expense	6-10 YR Hd	Install	Aeration Blowers									\$13,785.11		
Lancaster	Sewage PS	2030	Expense	6-10 YR Hd	Install	Diesel Generator Set (30 kW)									\$34,462.78		
Lancaster	Sewage PS	2030	Expense	6-10 YR Hd	Replace ar	Diesel Generate Set (30 Kw)									\$36,530.54		
Lancaster	Sewage PS	2030	Expense	6-10 YR Hd	Modify	Process Piping and Valves									\$134,404.83		
Lancaster	Sewage PS	2030	Expense	6-10 YR Hd	Upgrade	Architectual									\$99,459.57		
Lancaster	Sewage PS	2030	Expense	6-10 YR Hd	Install	Raw Sewage Pumps with VFDs									\$99,252.80		
Lancaster	Waste WTF	2030	Expense	6-10 YR Hd	Install	Aeration Cell No. 1, (Volume 3,500 m^3 and 3.0 m Depth)									\$1,860,989.91		
Lancaster	Waste WTF	2030	Expense	6-10 YR Hd	Install	Level Transducer									\$13,785.11		
Glen Walte	Sewage PS	2031	Expense	6-10 YR Hd	Install	Raw Sewage Pumps										\$13,785.11	
Schedule "C" EA for Glen Walter WPCP							\$75,000										
ANNUAL COST							\$75,000	\$45,491	\$49,626	\$27,468,498	\$0	\$11,717	\$268,810	\$0	\$2,313,348	\$13,785	

STAFF REPORT

S.R. No. 105-2022

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

PREPARED FOR: Council of the Township of South Glengarry

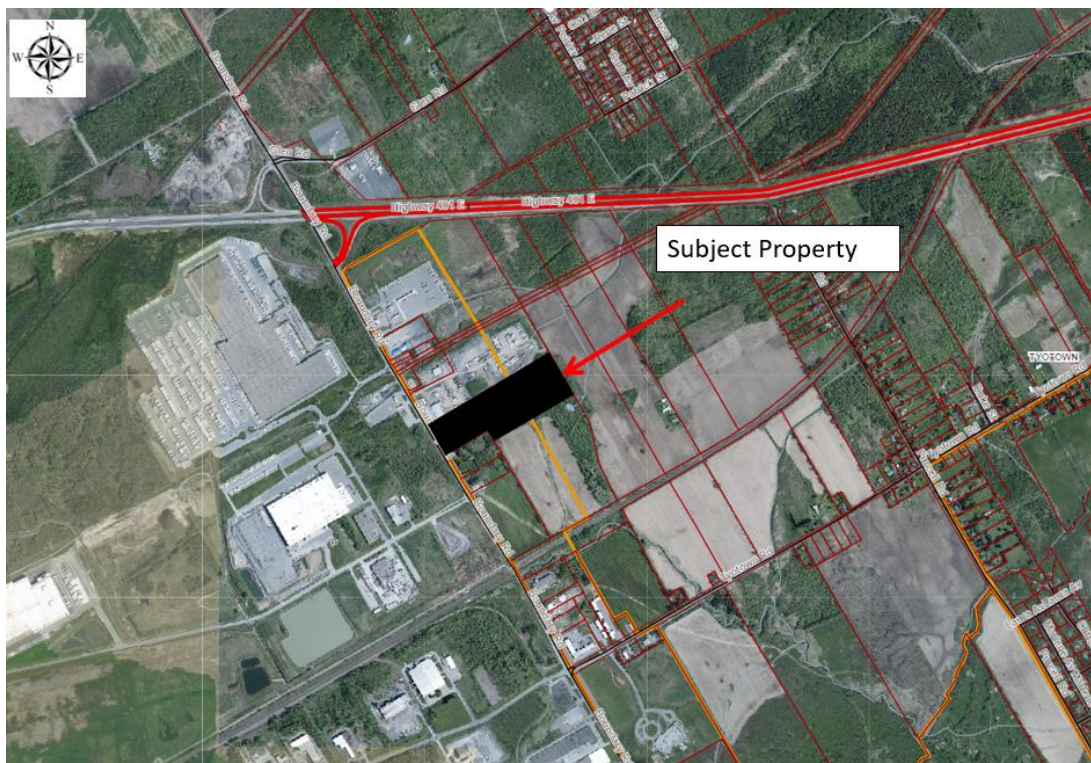
COUNCIL DATE: July 4, 2022

SUBJECT: Warden Zoning By-law Amendment

BACKGROUND:

Site Location:

1. Part of Lots 15 to 18, Concession 2 I.L, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6275 Boundary Road.



Owner/Applicant:

1. John and Karen Warden/Warden Family Holdings Inc./John Meek Planning

Description of Site and Surroundings:

2. The subject property is located on the east side of Boundary Road, south of the Highway 401 and north of the CN Railway. The site currently consists of 2 parcels of property that are proposed to be consolidated in the near future. The entire site is 8.8 hectares in area, a portion of the site is developed containing a single detached dwelling, a motor vehicle repair garage and a storage garage with parking areas. The remainder of the land is vacant, some areas are landscaped around the existing structures and other areas contain fill and materials. The surrounding lands are characterized as a residential property immediately to the south, highway commercial and light industrial uses to the north and west and farmland to the east.



Summary of Requested Zoning Proposal:

3. On May 20, 2022, the Township accepted the zoning amendment application; said application was deemed complete on May 25, 2022. The purpose of this amendment is to rezone the subject property from Highway Commercial (CH) and Rural (RU), to Light Industrial (ML) to permit uses such as, but not limited to, a transportation terminal, warehouse, motor vehicle repair garage and office space.

ANALYSIS:

Planning Rationale:

Planning Policy Framework:

4. This application is subject to the following policy framework:
 - The Provincial Policy Statement (PPS) 2020
 - The United Counties of Stormont, Dundas and Glengarry Official Plan (OP)
 - The Township of South Glengarry's Zoning By-Law

Provincial Policy Statement

5. The Planning Act requires that all Township planning decisions be consistent with the Provincial Policy Statement (PPS), 2020, a document that provides further policies on matters of Provincial interest related to land use development. This recommended Zoning By-law amendment is consistent with the matters of Provincial interest as outlined in the Planning Act and is in keeping with the PPS, 2020 specifically section 1.0 Building Strong and Healthy Communities, subsections; 1.1.3, Settlement Areas, 1.1.4. Rural Areas in Municipalities, 1.2.6 Land Use Compatibility, 1.3 Employment, 1.6.7 Transportation Systems, 1.6.8 Transportation and Infrastructure Corridors and 1.7 Long-Term Economic Prosperity. The following provides a summary of planning considerations that outline how the proposed zoning amendment is consistent with the PPS:
 - The subject property proposes to be used as a transportation terminal, a warehouse, a motor vehicle repair garage and an office space. This site is in close proximity to the Highway 401 which facilitates the movement of goods in an efficient manner.
 - The proposed use is compatible with the surrounding uses which include transport related industries and uses and freight generators. There is a separation distance of approximately 80 meters between the closest building on the subject property and the residence to the south which conforms to the Ontario D- Series Guidelines for land use compatibility.
 - The proposed light industrial use facilitates increased investment in an employment area.

- The proposed transportation terminal will support local employment of truck drivers and associated personal.
- The proposed use is considered a major goods movement facility. The location for this use is a short distance from the Highway 401 corridor and is ideal for interprovincial movement and access to international borders.

Official Plan Designation

6. The western portion of the subject property is designated Employment District and is located in the Urban Settlement Area of Glen Walter, the eastern portion of the subject property is designated Rural District. Section 3.4.6 Rural District. When a new industrial or commercial use is proposed in a Rural District, a zoning by-law amendment will be required if not otherwise permitted. Table 3.5 of the Official Plan outlines the permitted used. The Employment District permits class I, II and III industrial uses. The requested zoning amendment conforms to the Official Plan.

Zoning By-law:

7. The subject property is currently zoned Highway Commercial and Rural in the Township's Zoning By-Law 38-09.
8. The Township's Zoning By-law 38-09 conforms to the United Counties Official Plan and is consistent with the Provincial Policy Statement (PPS), 2020

Public Consultation:

9. The proposed amendment was circulated to the neighbouring property owners within 120 metres of the subject property; it was also advertised in The Glengarry News. A public meeting was held on June 20, 2022, no members of the public spoke in opposition or in support of this proposed amendment nor were any written comments received. The proposed amendment was also circulated to the City of Cornwall and the Raisin Region Conservation Authority (RRCA). The City of Cornwall did not submit any comments and the RRCA has no concerns with this zoning amendment application.
10. The Ontario Planning Act requires all zoning amendment applications to be processed and a decision to be made within 90 days of receipt of a complete application. A decision will be made on day 45.
11. This proposed Zoning By-law amendment is being recommended to be approved by Council as it is consistent with the PPS, 2020 and it conforms to the United Counties Official Plan.

12. Council also has the option to defer the application. Applications may be deferred if Council requires additional information, further staff review, or other reasons. Should Council wish to defer the applications, reasons for the deferral and direction to Staff will be required so that Staff can prepare an updated Staff Report for future consideration.

13. Council also has the option to refuse the applications. Should Council wish to refuse the applications, reasons for the refusal are required including a written explanation of the refusal.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 105-2022 be received and that By-law 47-2022, being by-law to amend By-law 38-09, the Comprehensive Zoning By-law for the Township of South Glengarry to rezone the property legally described as Part of Lots 15 to 18, Concession 2 I.L, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6275 Boundary Road from Highway Commercial (CH) and Rural (RU), to Light Industrial (ML) be read a first, second and third time, passed, signed and sealed in open council this 4th day of July 2022. 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.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 47-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO AMEND BY-LAW 38-09, THE COMPREHENSIVE
ZONING BY-LAW 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 pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended, Council of the Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

AND WHEREAS the Council of the Township of South Glengarry deems it advisable to amend by-law 38-09, a by-law that regulates the use of land and the use and erection of buildings and structures, as thereafter set forth;

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

1. **THAT** the area affected by this by-law is legally described as part of Lots 15 to 18, Concession 2 I.L, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6275 Boundary Road as indicated on Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the property located at part of Lots 15 to 18, Concession 2 I.L, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6275 Boundary Road, be rezoned from Highway Commercial (CH) and Rural (RU), to Light Industrial (ML).
3. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
4. **THAT** this by-law shall come into force and effect and take effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, as amended.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 4TH DAY OF JULY 2022.***

MAYOR:

CLERK:

BY-LAW 47-2022
EXPLANATORY NOTE

The purpose of this Amendment is to rezone the subject property from Highway Commercial (CH) and Rural (RU), to Light Industrial (ML) to permit uses such as, but not limited to a transportation terminal, warehouse, motor vehicle repair garage and office space. All other applicable provisions of by-law 38-09, as amended, shall continue to apply.

Schedule “A”



Lands to be zoned to Light Industrial (ML)

**This is Schedule “A” to By-law 47-2022
Adopted this 4th day of July, 2022**

**Township of
South Glengarry**

Mayor

Clerk



STAFF REPORT

S.R. No. 105-2022

PREPARED BY: Kelli Campeau, GM of Corporate Services/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: July 4, 2022

SUBJECT: Appointment of Lottery Licence Issuer

BACKGROUND:

1. Under the Order in Council 1413-08, municipal councils may, if deemed to be in the best interest of the inhabitants of the municipality, issue lottery licences to charitable organizations.
2. The Township of South Glengarry provides lottery licencing services on behalf of the Alcohol and Gaming Commission of Ontario in accordance with the *Alcohol and Gaming Regulation and Public Protection Act*, 1996.
3. Lottery licences are required for events such as 50/50 draws, raffles, bingos and break-open tickets.
4. Presently, there is only one member of staff who is appointed as a Lottery Licence Officer for the Township of South Glengarry (Clerk, Kelli Campeau).

ANALYSIS:

5. It is recommended that the Deputy Clerk (Crystal LeBrun) be appointed as a Lottery Licence Officer as a means of cross-training, to ensure that this service can continue to be provided in the absence of the Clerk.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Strengthen the effectiveness and efficiency of our organization

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 105-2022 be received and that By-law 46-2022, being a by-law to appoint lottery licence issuers for the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in open council this 4th day of July 2022.

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

THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 46-2022
FOR THE YEAR 2022

**BEING A BY-LAW TO PROVIDE FOR THE APPOINTMENT OF A LOTTERY
LICENSE OFFICER FOR THE CORPORATION OF THE TOWNSHIP OF SOUTH
GLENGARRY.**

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

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

AND WHEREAS the *Municipal Act 2001*, c. 25 S. 9 provides that the municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act;

AND WHEREAS the Order in Council 1413/08 provides that municipal councils may, if deemed to be in the best interest of the inhabitants of the municipality, issue or cause to be issued a license authorizing a charitable organization to conduct and manage the types of lottery schemes as may be specified by the Registrar and approved by the Minister.

AND WHEREAS the Township of South Glengarry provides Lottery Licensing Services for the issuance of Lottery Licenses to charitable organizations within the Township of South Glengarry on behalf of the Alcohol and Gaming Commission of Ontario in accordance with the *Alcohol and Gaming Regulation and Public Protection Act 1996*;

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

1. **THAT** Crystal LeBrun is hereby appointed as a Lottery Licensing Officer for the Township of South Glengarry.
2. **THAT** Crystal LeBrun shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by statute or by-law are, or may be, conferred or imposed upon the Lottery Licensing Officer.
3. **THAT** by-law 02-18 is hereby rescinded.

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 4TH DAY OF JULY 2022.**

MAYOR:

CLERK:

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: July 4, 2022

SUBJECT: 2023 Waste Collections Calendar

PREPARED BY: Sarah McDonald, P. Eng. – GM Infrastructure
Tim Mills - CAO

Waste Recycling Strategy - Promotion and Education Plan

The Township of South Glengarry's Promotion and Education Plan (P&E Plan) for waste management programs was developed in 2012 as part of the Township's larger Waste Recycling Strategy. The P&E Plan (attached) includes three types of annual print material communications to residents:

- Curbside Collection Calendar, estimated at \$5,700
- Brochure, estimated at \$1,000
- Notice / "Oops" Stickers, estimated at \$1,000

2022 Bag Tag Mailout

Following the introduction of bag limits (November 2021) and approaching the bag limit reduction from four-bags to three-bags (May 2022), Council directed Administration to mail-out ten complimentary bag tags to each resident. This complimentary service was not budgeted and had an approximate cost, exclusive of HST, of:

- Bag Tags: \$5,500 for 53,000 tags
- Postage: \$1,000 for 5,300 mailouts

2023 Collections Calendar

Administration will be publishing a single-page collections calendar for 2023 that will be available for download on the Township's website. Limited paper copies will be available at the Township office. With the introduction of weekly, single-stream recycling, there is no challenge to residents in identifying what to put curbside throughout the year. 2023 Special Pickups can be communicated through the annual brochure.

This approach aligns with the sustainability initiatives (less paper) and will mitigate the budget (monetary and staffing) overrun from the requested bag tag mailout.

The Corporation of the Township of South Glengarry Promotion and Education (P&E) Plan



March 2012

Prepared for:
The Township of South Glengarry
6 Oak Street
PO Box 220
Lancaster, ON
K0C 1N0

Prepared by:
GENIVAR Inc.
1345 Rosemount Avenue
Cornwall, ON K6J 3E5

Project No. 111-19431-00

Table of Contents

INTRODUCTION AND BACKGROUND	1
MISSION STATEMENT.....	1
GOAL.....	1
OBJECTIVE.....	1
TARGETS.....	1
TOWNSHIP CHARACTERISTICS	1
TARGET AUDIENCE	2
KEY MESSAGES	2
COMMUNICATION TOOLS	2
COMMUNICATION STRATEGIES	3
PRINT MATERIALS	4
INTERNAL COMMUNICATIONS	4
PUBLIC COMMUNICATIONS.....	4
PERFORMANCE MEASUREMENT	5
BUDGET	5

Introduction and Background

The Township of South Glengarry (Township) has prepared this Promotion and Education (P&E) Plan to support and enhance its waste management programs and increase its waste diversion efforts. This Plan will support all of the Township's waste management services and will serve as an integral part of its Waste Recycling Strategy (WRS).

The Township is responsible for the recycling and garbage collection and for the development and distribution of Promotion and Education (P&E) materials. Currently, the Township provides weekly garbage collection and bi-weekly recycling collection. Supporting the curbside program, the Township has a recycling depot at each of its two (2) active landfills.

Mission Statement

Working with Council, stakeholders and the public, the Township will provide informative and practical guidance for waste management issues. The programs and services offered will consider social, economic and environmental factors.

The main objective of this P&E Plan is to enhance the understanding and appreciation for the Township's waste management services.

Goal

To improve the Township's Best Practice Score, Performance Factor and Net Cost by maximizing the diversion and capture of materials through the blue box program.

Objective

To support the WRS targets of increasing the blue box diversion rate by 10% annually and blue box capture rate by 6% annually (2010 baseline year). Specifically, to effectively communicate and educate the public with respect to the current and future programs and services offered. This will be achieved by providing residents with instructions and with current informative program information addressing acceptable materials and set out instructions.

Targets

The targets established by the Waste Recycling Strategy (WRS) were:

Blue Box Diversion rate	Blue Box Capture rate
<ul style="list-style-type: none">By year end 2012, 21%By year end 2013, 23%By year end 2014, 25%By year end 2015, 28%By year end 2016, 31%	<ul style="list-style-type: none">By year end 2012, 54%By year end 2013, 58%By year end 2014, 61%By year end 2015, 65%By year end 2016, 69%

Township Characteristics

The Township (2010) comprises approximately 11,800 residents. The majority of the population is between the ages of 35 and 64, 47%. Residents under 34 represent approximately 37% and the rest of the Township is comprised of residents over 65, or 16%.

By understanding the age demographics of our community, we will be better equipped to communicate effectively using the most appropriate medium.

The Township (2010) has approximately 5,700 households; virtually all of which are rural, single family dwellings.

Target Audience

While the Target Audience of the broad messaging for this P&E Plan will be for all Township residents via broad based messaging. However, specific groups will be the subject of specific, targeted campaigns when specific events or reminders are warranted or during seasonal events and changes.

Key Messages

For the broad and targeted campaigns, we will strive to have focused and memorable key messages. These “bytes” of information will be those that we want the target audience to know and remember. The various campaign messaging will provide the key facts and figures on the topic and include of the purpose of the campaign, its benefits, expected outcomes and provide information on how residents can provide feedback. The key messages will work towards building a rapport with the target audience and will be derived from the Mission Statement.

Examples key messages would be:

- We provide waste management services to all residents and stakeholders
- We will strive to balance the social, economical and environmental factors behind every action
- We will work to provide practical, effective and efficient solutions for our waste management needs
- We are dedicated to providing cost efficient and effective waste diversion programs and services
- We will work to remove any barriers that may exist as we strive forward

Communication Tools

The following communication tools will be considered for use for each campaign (both broad based and targeted efforts) and the appropriate mix of utilized to achieve maximum return:

Print	Electronic	Social
<ul style="list-style-type: none"> ■ Annual Calendar ■ Brochures ■ Informational Column in community newspapers ■ Ads in community newspapers ■ Press Releases ■ Roadside and Facility Signage ■ New Resident Package ■ CAN/OCNA Linage ■ Newsletters 	<ul style="list-style-type: none"> ■ Township Website ■ Online Surveys ■ Social Media 	<ul style="list-style-type: none"> ■ Surveys ■ Facility Tours ■ Customer Service Line ■ Media Interviews

When Township staff engages, and is engaged, with the media, our approach will be amenable and cooperative as effective media relations will be a key component of both our broad and targeted communications. To provide accurate and timely information, to foster relationships and gain positive media coverage, the Township will:

Be Accessible by designating spokespersons who are knowledgeable and trained to speak on subjects within their responsibility

Be Prompt by always returning phone calls / emails in a timely fashion (even if it is to say, “let’s talk later”

Be Honest by always telling the truth

Be Knowledgeable by keeping up-to-date with current events to ensure that if asked (either internally or externally by the media) communication will be effective

Be Helpful by being a good source before being interviewed

Be Reliable by making commitments and following through

Communication Strategies

The Township will use the following regular communication strategies as part of its normal program and service delivery:

Action	Medium(s)	Frequency	Purpose	Monitoring	By Who
Provide up-to-date information via http://southglengarry.com	Township Website	Monthly	To provide residents with up-to-date information on schedules, events, activities, and reminders. Content will promote the “do’s and don’ts” of the program and communicate successes achieved.	Website “hits” will be tracked and compared to the same period in the previous period	Communications Coordinator
Provide current information via an Annual Waste Management Calendar	Print, direct mailing	Annually	To increase participation in all waste management programs to ensure residents are provided with current information on what is and is not recyclable, how to sort and scheduling.	Analysis of tonnage, capture rates and event/location participation rates of current year to previous	Communications Coordinator General Manager
Promote General Participation	Print, Internet and Social	Monthly	To maintain / increase participation in curbside programs; the Ads will provide information on acceptable materials, tips and FAQ’s. Will also direct residents to the Township Website.	Track Website “hits” after the Ads and follow-up with residents to inquire as to how the message was received	Communications Coordinator
Promote Material Specific Participation	Print, Internet and Social	Monthly	To maintain / increase participation in other diversion programs (WEEE, MHSW, depot usage, etc), the Ads will provide information on acceptable materials, provide tips and answer FAQ’s. Will also direct residents to the Website.	Track Website “hits” after the Ads and follow-up with residents inquire as to how the message was received	Communications Coordinator

The Township will use the following communication strategies as part both broad based and targeted campaigns:

Action	Medium(s)	Frequency	Purpose	Monitoring	By Who
Promote programs via ONA/OCNA Linage	Print	As required	To promote the curbside programs, special events and depot operations. Will provide a forum to address concerns, provide reminders, highlight successes and promote events. Will direct residents to the Website.	Website “hits” will be tracked and compared to the same period in the previous publication period	Communications Coordinator
Press Releases and Public Announcements	Print, Internet and Social	As required	Likely as part of targeted campaigns, to be used to communicate concerns, provide reminders, highlight successes and promote events. Will direct residents to the Website	Website “hits” will be tracked and compared to the same period in the previous publication period	Communications Coordinator
School presentations, facility tours and community events	Print, Internet and Social	As required	To raise awareness of the services offered and for sharing and explaining, first-hand, the purpose, rationale, etc of the programs.	Tracking the participation, obtaining feedback via surveys and Website “hits” following the events	Communications Coordinator
Gather “how we are doing” information via surveys (print and on-line)	Print, Radio, Internet and Social	Quarterly	To gather specific information on the opinions and perceptions of stakeholders on the programs and services offered.	Track survey completions and analyze the comments for continuous improvement	Communications Coordinator

Print Materials

Item	Frequency	Purpose	Projected Costs	By Who
Curbside collection calendar	Annual	To communicate the collection schedule across the Township inclusive of acceptable materials, set out requirements and other pertinent waste management and community information.	Design & Production . \$5,700 Distribution via direct mail outs with tax bill	Communications Coordinator
Brochure <ul style="list-style-type: none"> Blue Box Garbage Composting MHSW & WEEE 	Annual	To provide up-to-date information on how to sort, acceptable materials, set out requirements, restrictions, event days and depot information. Township contact information will be provided to ensue residents know who to contact for further information.	Design & Production . \$1,000 Distribution via direct mail outs with tax bill	Communications Coordinator
Notice / "Oops" stickers	Annual	For use by collection drivers to communicate to residents why their material was not collected (i.e. improper set out, non-recyclable material, etc). Will include Township contact information.	Design & Production \$1,000	Communications Coordinator Contractor

Internal Communications

Action	Method	Frequency	Purpose	Monitoring	By Who
Complaint database	Electronic	Daily	To track and categorize issues raised by the public for use during broad or targeted campaigns.	Caller contact information will be recorded to trend and track potential problem areas and specific issues	Communications Coordinator Township Receptionist
Contractor meetings	In-person	Monthly	To dialogue and exchange information with the collection contractor regarding curbside issues. To ensure the drivers are following the Township's program rules to guarantee consistent messaging is delivered to residents.	Ensure contractor buy-in and are following and equally applying the Township's rules	General Manager Communications Coordinator
Staff meetings	In-person	Monthly	To dialogue and exchange information with Township staff about issues, opportunities for improvement and challenges to address continuous improvement.	Ensure efficient use of staff time and resources to effectively deliver programs and services	General Manager

Public Communications

Item	Frequency	Purpose	Projected Costs	By Who
Surveys	Seasonal	To gather residents opinions on current programs and services offered and to solicit feedback on ways to improve	Electronic and In-person \$2,000	Communications Coordinator

Performance Measurement

By building and identifying the measurement benchmarks before a campaign begins, we will be able to identify how successful the efforts were both during and after the campaign.

For example, surveys distributed before, during and after a campaign can identify how opinions on different topics or issues change, either positively or negatively, which will be useful in determining how, or if, a particular program or service is offered.

For quantitative results, we will rely, in part, on Waste Diversion Ontario (WDO) Datacall figures for importation information on material tonnages, capture rates, diversion rates, etc.

The information will be used to measure the program successes (i.e. quarterly or annually). P&E efforts account for a portion of the overall results and any improvement in processing or collection statistics would have to be accounted for and objectives would be re-adjusted accordingly.

We will be able to track short term results based on feedback from those in the public that are responding to our messages via their interactions with us (via the Website, surveys, phone calls, etc) and records from our waste management facilities.

Budget

As noted in the *Blue Box Enhancement and Best Practices Report*¹, spending approximately \$1 per household for existing programs is appropriate to ensure maximum P&E messaging to maintain a capture rate of above 60% when programs are not undergoing any specific or dramatic change. In 2010, the Township spent approximately \$0.39 per household on P&E.

To assist in achieving the WRS targets, it will be necessary to increase our investment in P&E spending.

Based on 2010 household statistics, the Township should be spending approximately \$5,700 annually on P&E. This allocation would provide residents with accurate and detailed information regarding the Township's programs and services, acceptable materials and set out requirements. Furthermore, this level of spending would assist in breaking down any barriers (real or perceived) to increased program participation.

Per the WRS Option implementation plan, in the years when enhanced levels of service are to be offered or where changes to the program requirements are put into effect, approximately \$3 per household will be allocated to P&E spending. In these years, and based on the baseline year household count, this would equate to approximately \$17,100. This increased P&E spending will be more frequent use, and possibly multiple mediums, to inform and educate residents of the changes that are scheduled to take place, the schedule of events leading up to the implementation of the change and the specifics of how to fully participate.

¹ Established and Enforced Policies that Induce Waste Diversion, KPMG Final Report, July 2007, Stewardship Ontario Effectiveness and Efficiency (E&E) Fund project #226, page 64



June 20, 2022

**MINUTES OF
COMMITTEE OF ADJUSTMENT**

Township of South Glengarry

A meeting of the Committee of Adjustment was held at 5:30 pm on June 20, 2022 via a public meeting and zoom webinar.

Committee Members present were: Deputy Mayor Stephanie Jaworski (Acting Chairperson), Councillor Martin Lang, Councillor Sam McDonell, Councillor Rebecca Luck, Clerk Kelli Campeau, and Secretary-Treasurer Joanne Haley

Regrets: Mayor Lyle Warden

Deputy Mayor Jaworski assumed the role of Chair.

MOVED BY: Stephanie Jaworski

SECONDED BY: Martin Lang

BE IT RESOLVED THAT the Committee of Adjustment meeting of June 20, 2022 is hereby called to order.

CARRIED

Meeting was called to order at 5:30 pm

Chair Deputy Mayor Jaworski confirmed that there were no additions to the agenda.

Approval of Minutes

MOVED BY: Martin Lang

SECONDED BY: Rebecca Luck

BE IT RESOLVED THAT the Minutes of the June 6, 2022 meeting be approved as presented.

CARRIED

Declaration of Pecuniary Interest

None



Members of the public that participated in this meeting via zoom or in person were as follows:

- Lynn Lafave – 19698 Warren St - A-13-22 Applicant

Review of Application:

1. Application A-13-22-Lafave

- **Subject Property:**

Part of Lot 8, Registered Plan 19, in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 19698 Warren Street.

- **Proposed Minor Variance:**

- The owner is proposing to demolish an existing shed and to construct a residential detached garage in a similar location as the shed but west further, therefore the following relief from the Zoning By-Law 38-09 is requested:
 - Part 6.2- To reduce the front yard setback from 6 meters to 3.38 meters;
 - Part 3.39 (7) (c)- to reduce the watercourse setback from the municipal drain located on the east side of the subject property from 30 meters to 2.44 meters.
- The existing shed is located as close as 0.91 meters to the municipal drain.

- **Planning:**

- The property is designated Rural Settlement Area in the County Official Plan. This application conforms to the general intent of the Official Plan.
- The property is zoned Residential One (R-1) and conforms to the general intent of the Zoning By-law.

- **Consultation:**

- This application was circulated to all abutting property owners within 60 meters and applicable municipal staff including the Drainage Superintendent; we support this application and recommend it to be approved as the location of the new garage is improving the existing situation.
- This application was circulated to the RRCA. The RRCA requests that this application be deferred to allow for additional time to review the erosion concerns and potentially adjust the location of the garage outside of the erosion hazard.
- To date I have not received any written or oral comments from members of the public.



Discussion:

Member Martin Lang asked the applicant if the application was deferred would it delay the project. Lynn Lafave responded with yes and that they preferred to commence construction before next winter to have a garage to help protect the vehicles. She explained the bank does not change, nor has it eroded in years. The proposed structure will be 8 feet further from the bank than the existing structure.

Member Martin Lang asked Mrs. Joanne Haley if it would come back at the next meeting. Mrs. Haley explained that it would not be due to the requirement of an updated survey to reflect the new location of the proposed garage at a location satisfactory to the RRCA.

Lynn Lafave added that Stidwill Land Surveyor did the survey in the 1980's and she contacted him early winter. Stidwill said to wait until spring so they could determine top of bank with no snow. Stidwill is now retiring and the project may need to be started from scratch to get a new survey.

Member Sam McDonell indicated that the proposed structure is 11 feet from the bank, he had no issues with the project and would like to move the application forward at this meeting.

Member Rebecca Luck asked Mrs. Joanne Haley two questions. 1. What is needed to be updated on the survey? 2. If approved tonight would the RRCA follow up with comments?

Mrs. Joanne Haley explained 1. The site plan would need to be updated with new setbacks. The existing structure is currently 8 feet from the top of bank and the survey would need to be done by a qualified professional to reflect the new proposed location. 2. The area in question is not regulated by the RRCA therefore they will not issue a permit. The RRCA are circulated for comments due to the close proximity of the municipal drain. The comments from the RRCA would not interfere with the application. It is up to the committee to make a decision on the application based on the information provided and the application meeting the four tests.

Member Martin Lang added he appreciates the additional information provided and he respects the RRCA's opinion. In this case the structure has been existing for many years and he supports moving forward, he motioned to approve the minor variance as presented.

Chair Stephanie Jaworski explained she did not want to hold up the project. There are municipal drains on different properties where owners complain about erosion. She would not want the big tree to succumb as it would impact the bank and would like the applicant to have the proper information to move forward. She also noted this is not a cut and dried situation therefore she preferred to defer.



Mrs. Joanne Haley clarified the RRCA has the right to comment however they do not issue permits for municipal drains in this area. If the Committee approved the application, it would be approving the reduction of a watercourse setback to 2.44 meters which is an improvement from its current location. It is recommended that the RRCA work with Mrs. Lafave to relocate the garage as long as the approved setback is met, there would be no need to redo the minor variance process in this case. The RRCA's goal is a 6-meter setback; Mrs. Haley did not want to relocate the garage too close to the house to prevent parking.

Member Sam McDonell seconded the motion to move as presented.

Member Rebecca Luck expressed that the RRCA are a body of knowledge and she would like to know exactly what was going to happen and not want the garage to settle because of erosion. She considered deferring the application.

Chair Stephanie Jaworski stated that there is a motion to approve the application, if the motion is defeated then what would happen procedurally.

Mrs. Joanne Haley explained that a new motion could be put on the table to defer or refuse the application, providing the motion to approve the application was defeated.

Lynn Lafave explained her understanding of the decision if the minor variance is approved and if they decide to move the structure closer, they may be able to satisfy the RRCA without starting the process all over again.

Mrs. Joanne Haley confirmed that they do not want the applicant to start the process over. The benefit of deferring is to work together and not waste money on another application. If the application is approved and the reduced watercourse setback of 2.44 meters can be met then a building permit can be issued. When relocating the proposed garage, they must ensure that the minimum 3.38-meter front yard setback can also be met.

Chair Stephanie Jaworski summarized that the applicant understands the risks and suggests the applicant follows up with the RRCA. She would be in favour of moving forward as presented.

Member Sam McDonell agreed that the applicant was aware of the risks. He recommended moving 3 to 4 meters to allow for space to park. He is willing to approve. The vote was called.

MOVED BY: Martin Lang

SECONDED BY: Sam McDonell

CARRIED



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

Mrs. Joanne Haley stated there were currently two applications for the next meeting.

Next Meeting date: July 4, 2022

MOVED BY: Sam McDonell

SECONDED BY: Rebecca Luck

Adjournment

BE IT RESOLVED THAT the meeting of June 20, 2022 be adjourned to the call of the Chair @ 5:59pm



Corporation of the United Counties of Stormont, Dundas and Glengarry

REGULAR COUNCIL MINUTES

June 20, 2022, 9:00 a.m.

Council Chambers, Suite 321, 26 Pitt Street, Cornwall

Members Present: Warden C. Williams, Councillors, A. Armstrong, K. Gardner, S. Jaworski, F. Landry, J. MacDonald, B. McGillis, D. Smith, L. Warden, J. Wert

Staff Present: CAO Simpson, Clerk Casselman, Director de Haan, Director St-Onge, Director Young, Director Russell, Director Franklin, Manager of Infrastructure Jans, Communications Coordinator Lihou

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

Resolution No. 2022-112

Moved by Councillor MacDonald

Seconded by Councillor Warden

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

2. **Adoption of Agenda**

Resolution No. 2022-113

Moved by Councillor Armstrong

Seconded by Councillor Wert

THAT Council approve the agenda, as amended.
CARRIED

Councillor Jaworski requested that the Municipality of Shuniah Resolution be discussed under Miscellaneous Business.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

4.1 May 16, 2022

Resolution No. 2022-114

Moved by Councillor Armstrong

Seconded by Councillor MacDonald

THAT the minutes of the meeting, including the in-camera minutes, of the Council of the United Counties of Stormont, Dundas and Glengarry, held May 16, 2022, be adopted as circulated.

CARRIED

5. Delegations

5.1 2021 Financial Statements - Ian Murphy, MNP

Ian Murphy provided an overview of the 2021 Financial Statements.

Resolution No. 2022-115

Moved by Councillor Landry

Seconded by Councillor Armstrong

THAT Council receive the 2021 Financial Statements for the United Counties of Stormont, Dundas and Glengarry as presented by MNP LLP, Chartered Professional Accountants

CARRIED

5.2 Annual Staff Awards Ceremony

The annual staff awards ceremony was conducted at the end of the meeting.

The following staff members were recognized:

Customer Service Award: Todd Lihou

Innovation, Sustainability, and Leadership Award: Barry Gray

Safety Smart Award: Colleen Bissonnette

Long Service Awards: Darren Greer (20 years), Dale Hambleton (35 years), Harry Gores (35 years), Linda Prieur (25 years), Rita Pilon (15 years)

Retirement Presentation: Peter Leyenaar (11 years of service)

6. Action Requests

6.1 Corporate Services

a. Approval of the August Intake of Applications for the Regional Incentives Program

Resolution No. 2022-116

Moved by Councillor MacDonald

Seconded by Councillor Warden

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve funding under the Stay, Discover, Grow, Regional Incentives Program in the total amount of \$70,294.00 for the following five (5) projects:

1. Winchester Curling Club, Township of North Dundas - \$9,580.50
2. A Scottish Cottage, Township of North Glengarry - \$10,000
3. The Atlantic Pub, Eatery & Hotel (2776808 Ontario Inc.), Township of North Glengarry - \$19,497.50
4. Stonehouse Vineyard, Township of North Glengarry - \$27,268
5. Victoria Street Studios, Township of North Stormont - \$3,948

CARRIED

6.2 Financial Services

a. 2022 Excluded Expenses Report

Resolution No. 2022-117

Moved by Councillor Smith

Seconded by Councillor Armstrong

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve the 2022 Excluded Expenses Report as required under Ontario Regulation 284/09.

CARRIED

b. Court Services Coordinator Position

Resolution No. 2022-118

Moved by Councillor Warden

Seconded by Councillor MacDonald

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve the attached 'Court Services Coordinator' job description and its placement on the Salary Grid at Job Class 5; and

THAT the Chief Administrative Officer and the Director of Financial Services be authorized to begin recruitment and to amend pertinent

documents to reflect this change, including Schedule “A” to By-law No. 5038 (Salary Grid), organizational charts, and any other necessary documents.

CARRIED

6.3 Transportation

a. Setback at 18881 County Road 18

Resolution No. 2022-119

Moved by Councillor Armstrong

Seconded by Councillor Wert

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve a setback of 22.8 metres from the centreline of County Road 18 at civic 18881, Martintown, to facilitate the construction of a detached garage and authorize the Director of Transportation to issue a setback permit to recognize the same.

CARRIED

6.4 Planning

6.5 Court Services

6.6 County Library

6.7 IT Services

7. Tenders and Quotations

7.1 Plow and Spreader Purchase (2023 Unit)

Resolution No. 2022-120

Moved by Councillor MacDonald

Seconded by Councillor Landry

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept the price from Cornwall Freightliner for one Diesel Cab & Chassis at the total price of \$150,188.00 plus HST, and

THAT Council accept the tender from Gin-Cor Industries for associated plow equipment at their submitted price of \$169,790.00 plus HST, and

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

CARRIED

8. By-laws

8.1 Fees and Charges

Resolution No. 2022-121

Moved by Councillor MacDonald

Seconded by Councillor Smith

THAT By-law No. 5356, being a by-law to adopt a Fees and Charges By-law, be read and passed in Open Council, signed and sealed.

CARRIED

8.2 Encroachment at 18540 SDG 18 (Martintown)

Resolution No. 2022-122

Moved by Councillor Warden

Seconded by Councillor Wert

THAT By-law No. 5357, being a by-law for the purpose of establishing an encroachment agreement between the United Counties of Stormont, Dundas and Glengarry and 1882255 Ontario Inc. at 18540 County Road 18, Martintown, be read and passed in Open Council, signed and sealed.

CARRIED

8.3 Appointment of Weed Inspector

Resolution No. 2022-123

Moved by Councillor Smith

Seconded by Councillor Wert

THAT By-law Number 5358, being a by-law to appoint an Area Weed Inspector, be read and passed in open Council, signed and sealed.

CARRIED

8.4 Updated Entrance Bylaw

Resolution No. 2022-124

Moved by Councillor Wert

Seconded by Councillor MacDonald

THAT By-law No. 5359, being a by-law to regulate entrances onto a County Road and ditch filling, be read and passed in Open Council, signed and sealed.

CARRIED

8.5 NG9-1-1 Authority Service Agreement

Resolution No. 2022-125

Moved by Councillor Warden

Seconded by Councillor Landry

THAT By-law No. 5360, being a by-law to authorize the execution of the NG9-1-1 Authority Service Agreement between the United Counties of Stormont, Dundas and Glengarry and Bell Canada, be read and passed in Open Council signed and sealed.

CARRIED

8.6 Renewal of Corporate Insurance Policy

Resolution No. 2022-126

Moved by Councillor MacDonald

Seconded by Councillor Smith

THAT By-law No. 5361, being a by-law to authorize the acceptance of the Municipal Insurance Program proposal submitted by Marsh for the period July 1, 2022, to June 30, 2023, at a total premium of \$205,647, plus applicable taxes, be read and passed in Open Council, signed and sealed.

CARRIED

9. Consent Agenda

Resolution No. 2022-127

Moved by Councillor Warden

Seconded by Councillor Landry

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

CARRIED

9.1 Monthly Activity Summaries

9.2 Monthly Financial Summary

9.3 SDG Library Branch Reports

9.4 AMCTO CMO Maintenance of Designation Approval - T. Simpson

9.5 Municipality of Shuniah Resolution re: Community Schools Alliance Action Plan

10. Boards and Committees

Council members provided updates on various boards and committee activities.

11. Key Information

11.1 Regional Affordable Housing Working Group Update

CAO Simpson provided an update on the Regional Affordable Housing Working Group's first meeting and next steps.

11.2 2021 Surplus

Director Russell presented information on the 2021 surplus.

11.3 Transportation Services Projects Update

Manager of Infrastructure Jans provided an update on Transportation Services projects, including asphalt recycling, hot mix paving, storm CCTV, Black Creek Bridge, East Castor River Bridge, Ferguson Bridge, culvert replacements and the culvert lining contract, 2023 designs for bridge rehabilitation, the road needs study, and County Road 22 rehabilitation design.

11.4 Butterfly Habitat Project on SDG 31

Director de Haan provided an update on the butterfly pollinator roadside garden project, a collaborative project with South Nation Conservation. Director de Haan recognized the contributions of County staff that made the project a success.

11.5 Council Support for Regional Waste Management Communication Strategy

Director de Haan provided information on the proposed roll-out of the Regional Waste Management report.

12. Motions and Notices of Motions

12.1 Motion to Reconsider - Restricted Acts (Lame Duck) By-Law

Resolution No. 2022-128

Moved by Councillor Gardner

Seconded by Councillor MacDonald

THAT Council approve that the Restricted Acts (Lame Duck) By-Law be reconsidered at the County Council meeting of July 18, 2022.

CARRIED

13. Petitions

14. Miscellaneous Business

14.1 Municipality of Shuniah Resolution Support

Councillor Jaworski requested that Council support the resolution from the Municipality of Shuniah and provided a detailed overview of the resolution.

Resolution No. 2022-129

Moved by Councillor Jaworski

Seconded by Councillor Warden

THAT the Council of the United Counties of Stormont, Dundas and Glengarry support the resolution from the Municipality of Shuniah regarding the Community Schools Alliance Action Plan; and

THAT a copy of this resolution of support, and the resolution from the Municipality of Shuniah, be sent to local municipalities, local MPs and MPPs, the Minister of Education, and the Premier of Ontario.

CARRIED

15. Unfinished Business Summary

Council took a brief recess at 10:45 a.m. The meeting resumed at 10:56 a.m.

16. Closed Session

Resolution No. 2022-130

Moved by Councillor Smith

Seconded by Councillor MacDonald

THAT Council proceed in-camera pursuant to Section 239 (2) (b) of the *Municipal Act, 2001* - personal matters about an identifiable individual, including municipal or local board employees: Human Resources Matters.

CARRIED

Resolution No. 2022-131

Moved by Councillor MacDonald

Seconded by Councillor Landry

THAT Council rise and reconvene without reporting.

CARRIED

17. Ratification By-law

Resolution No. 2022-132

Moved by Councillor Landry

Seconded by Councillor Smith

THAT By-Law No. 5362, being a by-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed.

CARRIED

18. Adjournment by Resolution

Resolution No. 2022-132

Moved by Councillor MacDonald

Seconded by Councillor Landry

THAT Council adjourn to the call of the Chair.

CARRIED

Warden

Clerk



MEMORANDUM

To: Township of South Glengarry Council, CAO, and Clerk
From: Lisa Van De Ligt, Team Lead, Communications and Stewardship
Date: June 21, 2022
Subject: RRCA Board of Directors meeting highlights (June 16, 2022)

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

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

June 16, 2022 RRCA Board of Directors Meeting Highlights:

- Approved minutes from the May 19, 2022 Board of Directors meetings can be found at <http://www.rrca.on.ca/page.php?id=15>.
- Board received an update on the St. Lawrence River (Cornwall) Remedial Action Plan with emphasis on the status of the Beach Closings Beneficial Use Impairment.
- Board approved the RRCA's 2022-2023 tree planting services fee schedule.
- Board approved amending the RRCA's Regulations Policies to support the administration of Ontario Regulation 175/06 under Section 28 of the *Conservation Act*: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses.

Next RRCA Board meeting date: September 15, 2022

Jun 13, 2022

Municipal Councils of Ontario

Subject: The Retention of Professional Engineers at Ontario Municipalities

The purpose of this letter is to stress the importance that municipal engineers play in the successful operation of cities, counties, towns, and townships across Ontario.

The Municipal Engineers Association (MEA) is a non-profit association representing the municipal engineering field in Ontario. We have a membership base of over 1,000 municipal engineers across Ontario who are employed as professional engineers at Ontario municipalities and other provincial agencies serving in the engineering/public works field.

We advocate for sustainable municipal infrastructure practices and our members provide significant input into the development of processes, standards, and specifications for use in municipal infrastructure systems such as drinking water delivery, wastewater collection and treatment, storm water management, waste management and transportation systems.

The MEA has been the proponent for the *Municipal Class Environmental Assessment* process since the mid-1980s. We are also a co-proponent of *Ontario Provincial Standards & Specifications* that many Ontario municipalities use when planning for and tendering municipal engineering projects.

There are a number of examples in various current legislation, where the use of a professional engineer is referenced. Key tasks include roles in transportation, natural resources, health and safety, consumer services, environment, tourism, agriculture, climate change, and energy. It is essential that municipalities consider the appointment of professional engineers, especially within the areas of engineering and public works, to afford municipal councils the appropriate due diligence toward public safety. Unfortunately, we are observing a concerning trend where this is no longer the case.

Professional engineers, through education and practical experience requirements, have the knowledge and foresight to not only understand the 'how' of an issue, but also understand the 'why' behind issues as well. Professional engineers are licensed to practice in Ontario through the *Professional Engineers Act* and are bound by statutory accountabilities, which includes a code of ethics. Under this code, professional engineers are required to act at all times with fidelity to public needs; professional engineers regard their duty to public welfare and safety as paramount.

Professional engineers also provide significant value to municipalities through their understanding of risk management, which assists in lowering exposure to claims against a municipality. With insurance premiums rising every year, it is prudent that municipalities appoint a professional engineer to guide these decision-making processes.

As of December 31, 2019, there were 57,134 practicing professional engineers licensed and practicing in the Province of Ontario. Of this number, only 136 professional engineers work for municipalities with a population of 50,000 or less. This represents only 0.2% of licensed and practicing Ontario Professional Engineers being employed by Ontario municipalities serving populations of less than 50,000. Many of these smaller municipalities have a Public Works/Engineering Department head and would benefit by appointing a Professional Engineer.


The vast majority of professional engineers working at Ontario municipalities are employed by larger urban centres having a population greater than 50,000.

For smaller municipalities that do not have the financial resources to employ a full-time professional engineer on their staff, the MEA recommends the appointment of a professional engineer through a licensed consulting firm so that your municipality may meet the needs only a professional engineer can provide.

We would also like to take this opportunity to promote membership in the MEA. There are Ontario municipalities that currently do not have representation in the MEA. If you have a professional engineer(s) on staff and they are not MEA members, we encourage your municipality to have them apply. The MEA offers members access to knowledge, learning and the ability to stay up to date with current industry practices. It truly is great value for a very nominal fee.

On behalf of the MEA, we thank you for taking time to review this letter. Should you have any questions, please reach out to the MEA's Executive Director, Dan Cozzi, P. Eng. at dan.cozzi@municipalengineers.on.ca.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'J. Cozzi'.

**Jason Cole, P. Eng.,
MEA President 2021 - 2022**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 48-2022
FOR THE YEAR 2022**

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

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

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

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

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

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND
SEALED IN OPEN COUNCIL THIS 4TH DAY OF JULY 2022.***

MAYOR: _____ **CLERK:** _____