

**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING OF COUNCIL
Council Chambers, Municipal Office
Tuesday, February 19, 2019 7:00 PM**

Page

- 1. CALL TO ORDER**
- 2. O CANADA**
- 3. APPROVAL OF AGENDA**
 - a) Additions, Deletions or Amendments
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.
- 4. DECLARATION OF PECUNIARY INTEREST**
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- 5. APPROVAL OF MINUTES**
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 - a) **Staff Reports**
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 - ii. [Retaining 1997 GMC Fire Apparatus](#) 40 - 42
 - iii. [Glen Walter Water Waste Water Servicing Master Plan Study](#) 43 - 70
 - iv. [Sale of Surplus Properties - Lancaster Heights](#) 71 - 80

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8.	UNFINISHED BUSINESS	
9.	CLOSED SESSION	
a)	BE IT RESOLVED THAT Council convene to Closed Session to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001	
	(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,	
	(d) labour relations or employee negotiations;	
	-CBO Position Review	
	(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;	
	-Litigation Update	
10.	CONFIRMING BY-LAW	
a)	<u>Confirming By-law 14-2019</u>	163
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DECLARATION OF PECUNIARY INTEREST

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

Signature

MINUTES

THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD IN THE EVENING AT THE TOWNSHIP OFFICE, LANCASTER ON FEBRUARY 4, 2019.

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

STAFF PRESENT: Clerk Kelli Campeau, GM Community Services Joanne Haley, GM Infrastructure Services Ewen MacDonald, GM Corporate Services Lachlan McDonald, Fire Chief Dave Robertson.

1. CALL TO ORDER

Resolution No. 41-2019

Moved by Councillor McDonell

Seconded by Councillor Lang

BE IT RESOLVED THAT the February 4, 2019 Council Meeting of the Township of South Glengarry now be opened at 7:04 pm.

CARRIED

2. O CANADA

3. APPROVAL OF AGENDA

Resolution No. 42-2019

Moved by Councillor Jaworski

Seconded by Deputy Warden

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

-Items moved to Other Business from Information Only:

-7.d.i. 2018 Building Permit Activity

-7.d.ii. Website Refresh

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

- a) I, Martin Lang, declare a pecuniary interest on Agenda Item(s) for the meeting of February 4, 2019: Item 7.a.iv. (1799190 ON Inc.) as this company is owned by a family member.

5. APPROVAL OF MINUTES

- a) Previous Meeting Minutes - January 21, 2019

Resolution No. 43-2019

Moved by Councillor Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT the Minutes of the Regular Meeting of the Council of the Township of South Glengarry held on January 21, 2019 be adopted as circulated.

CARRIED

- b) Special Council Meeting Minutes - January 21, 2019

Resolution No. 44-2019

Moved by Deputy Warden

Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Minutes of the Special Council Meeting of the Council of the Township of South Glengarry held on January 21, 2019 be adopted as circulated.

CARRIED

- c) Public Meeting Minutes - January 21, 2019

Resolution No. 45-2019

Moved by Councillor McDonell

Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Minutes of the Public Meeting of the Township of South Glengarry held on January 21, 2019 be adopted as circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

- a) Compatibility of Roads and Motor Vehicles - Terry Tuppert

- b) Friends of the Summerstown Trails Update - Vic Leroux

7. NEW BUSINESS

- a) Staff Reports

- i) Staff-Council Relations Policy

Resolution No. 46-2019

Moved by Councillor Lang

Seconded by Deputy Warden

BE IT RESOLVED THAT Staff Report 14-2019 be received and that By-law 07-2019, being a by-law to adopt a Staff-Council Relations Policy be read a first and second time this 4th day of February, 2019.

CARRIED

- ii) Appointment of Committees

Resolution No. 47-2019

Moved by Councillor McDonell

Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 15-2019 be received and that By-law 08-2019, being a by-law for the appointment of officers, agents and committees of Council be read a first, second and third time, passed, signed and sealed in open Council this 4th day of February, 2019.

CARRIED

- iii) Enabling Accessibility Agreement

Resolution No. 48-2019

Moved by Councillor Jaworski

Seconded by Deputy Warden

BE IT RESOLVED THAT Staff Report 16-2019 be received and that Council approve the Agreement between the Township of South Glengarry and the Federal Government of Canada for funding to renovate the washrooms at the Glengarry Nor'Westers and Loyalist Museum from the Enabling Accessibility Fund and that the 2019 Budget include the Municipal funding for the project.

CARRIED

- iv) 1799190 Ontario Inc. Zoning Amendment

Resolution No. 49-2019

Moved by Deputy Warden

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 17-2019 be received and By-law 09-2019, being by-law to amend by-law 38-09, the Comprehensive Zoning By-Law for the Township of South Glengarry for the property legally

described as Part of Lot 11, Concession 1, Front, Parts 1 & 2 on Reference Plan 14R-2241 in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry also known as 19274 County Road 2 be rezoned from General Commercial (CG) & Flood Plain-Holding (FP-H) to Residential Four (R4) & Flood Plain (FP) - Exception 2 to permit an apartment with a maximum of 4 units on private services with a maximum lot coverage of 40%. The Council of the Township of South Glengarry confirms that the agency comments received on this application were carefully reviewed and considered, however there was no effect on the decision.
CARRIED

v) Gordon Zoning Amendment

Resolution No. 50-2019

Moved by Councillor Lang

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 18-2019 be received and By-law 10-2019 being a by-law to amend By-law 38-09, the Comprehensive Zoning By-Law for the Township of South Glengarry for the property legally described as Part of Lot C, Concession 1, SSRR in the former Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry also known as 19984 Loyalist Road be rezoned from Agricultural (AG) & Natural Hazard (NZ) to Agricultural (AG) & Natural Hazard (NZ) - Exception 20 to reduce the Natural Hazard Zone and to increase the Agriculture zone on a portion of the subject property to permit a residential addition to the existing single detached dwelling. The Council of the Township of South Glengarry confirms that no public comments were received on this application therefore there was no effect on the decision.

CARRIED

vi) Grant Marion Construction Ltd. Zoning Amendment

Resolution No. 51-2019

Moved by Councillor McDonell

Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 19-2019 be received and By-laws 11-2019 and 12-2019, being by-laws to amend By-law 38-09, the comprehensive Zoning By-Law for the Township of South Glengarry for the properties legally described as Part of Lot 12, Registered Plan No. 101, being Parts 2 and 3 on Reference Plan 14R-6380 located on Glen Walter Park Road, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry. The property located on Part 2 of Reference Plan 14R-6380 will be rezoned from Residential Two (R2) to Residential Three Exception 2 (R3-2) to permit the construction of a 3-unit Townhouse and to reduce the rear yard setback from 6 meters to 5.45 meters and the property located on Part 3 will be rezoned from Residential Two (R2) to Residential Three Exception 3 (R3-3) to permit the construction of a 3-unit Townhouse and to reduce the rear yard setback from 6 meters to 3.4 meters and to increase the lot coverage from 40% to 42%. The Council of the Township of South Glengarry confirms that no public comments were received on this application therefore there was no effect on the decision.

CARRIED

b) Other Business

- i) Communications Garbage & Recycling Collection (Deputy Mayor Warden)

- ii) Notice of Motion for Consideration at this Meeting Deputy Mayor Warden
Resolution No. 52-2019 Moved by Deputy Warden

Seconded by Councillor McDonell

BE IT RESOLVED THAT Administration be directed to prepare a report proposing alternative options for traffic at the Andrea Drive entrance into Cairn View Estates that will accommodate commercial vehicles.

CARRIED

- iii) 2019 Community Improvement Plan Approval
- iv) 2019 Business & Community Awards Gala
- v) 2018 Building Permit Activity as of December 30th
- vi) Website Refresh – Coming Soon!

Resolution No. 53-2019

Moved by Councillor Jaworski

Seconded by Deputy Warden

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

CARRIED

- c) Committee Reports

- i) Committee of Adjustment January 21 2019 Meeting Minutes

- d) For Information Only

- i) LPAT Decision Zoning Amendment Application Glen Walter
- ii) 2018 Land Use Planning Activity
- iii) Consent Decisions
- iv) Consent Summary
- v) Agricultural Drainage Infrastructure Program
- vi) Ontario Trillium Foundation Notice
- vii) Resolutions Regarding Voters List
- viii) Resolutions Regarding Bill 66
- ix) Resolution Retail Cannabis Stores (Niagara Falls)

8. UNFINISHED BUSINESS

- a) Unfinished Business Listing - February 4, 2019

9. CLOSED SESSION

Resolution No. 54-2019

Moved by Councillor Lang

Seconded by Councillor Jaworski

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

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

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

-Staff Report 20-2019

-Litigation Update

(3.1) Educational or training session

-Planning Roles & Processes
CARRIED

Resolution No. 55-2019 Moved by Deputy Warden
Seconded by Councillor McDonell
BE IT RESOLVED THAT the Council of the Township of South Glengarry
now rise and reconvene at 10:26 pm without reporting.
CARRIED

Resolution No. 56-2019 Moved by Councillor McDonell
Seconded by Councillor Lang
BE IT RESOLVED THAT Staff Report 20-2019 be received and that
Council direct the Manager of Corporate Services to proceed with Option 3
as presented in the Staff Report.
CARRIED

10.CONFIRMING BY-LAW
Resolution No. 57-2019 Moved by Councillor Lang
Seconded by Councillor Jaworski
BE IT RESOLVED THAT By-law 13-2019 to adopt, confirm and ratify
matters dealt with by resolution, be read a first, second and third time,
signed, sealed and passed in Open Council.
CARRIED

11.ADJOURNMENT
Resolution No. 58-2019 Moved by Deputy Warden
Seconded by Councillor McDonell
BE IT RESOLVED THAT the Council of the Township of South Glengarry
adjourn to the call of the chair at 10:27 pm.
CARRIED

Mayor

Clerk

MINUTES

THE SPECIAL MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD IN THE EVENING AT THE TOWNSHIP OFFICE, LANCASTER ON FEBRUARY 4, 2019.

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

STAFF PRESENT: Clerk Kelli Campeau

1. CALL TO ORDER

Resolution No. 32-2019

Moved by Deputy Warden

Seconded by Councillor Lang

BE IT RESOLVED THAT the Special Meeting of the Township of South Glengarry now be opened at 6:02 pm.

CARRIED

2. APPROVAL OF AGENDA

Resolution No. 33-2019

Moved by Councillor McDonell

Seconded by Councillor Jaworski

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

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

a) I, Frank Prevost, declare a pecuniary interest on Agenda Item(s) for the meeting of February 4, 2019 in regards to an Identifiable Individual for the Special Meeting in Closed Session.

b) I, Lyle Warden declare a pecuniary interest on Agenda Item(s) for the meeting of February 4, 2019 in Closed Session regarding the Identifiable Individual.

4. CLOSED SESSION

Resolution No. 33-2019

Moved by Councillor Jaworski

Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry convene to Closed Session at 6:03 pm to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001:

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

(b) personal matters about an identifiable individual, including municipal or local board employees;

-Identifiable Individual

(d) labour relations or employee negotiations;

-Staffing Review

CARRIED

Mayor Prevost and Deputy Mayor Warden exited Council Chambers during the discussion pertaining to an Identifiable Individual and did not participate in the votes relating to that item in Open Session. Councillor Lang assumed the Chair for that portion of the meeting.

Resolution No. 35-2019

Moved by Councillor McDonell
Seconded by Councillor Jaworski

CLOSED SESSION RESOLUTION.
CARRIED

Resolution No. 36-2019

Moved by Councillor Jaworski
Seconded by Councillor McDonell

CLOSED SESSION RESOLUTION.
CARRIED

Resolution No. 37-2019

Moved by Councillor McDonell
Seconded by Councillor Jaworski

CLOSED SESSION RESOLUTION.
CARRIED

Resolution No. 38-2019

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry now rise and reconvene at 6:16 pm into Open Session without reporting.
CARRIED

Resolution No. 39-2019

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Council be directed to carry out all actions as specified in the Minutes of the Closed Session of the Special Meeting of Council dated February 4, 2019.
CARRIED

5. ADJOURNMENT

Resolution No. 40-2019

Moved by Deputy Warden
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 6:12 pm.
Select Result

Mayor

Clerk



**Cornwall Flying Club (CFC)
EXECUTIVE**

President

Earle DePass
17437 Kings Rd.
Box 251
St. Andrews W, ON K0C 2A0
(613) 930 2145
e-mail: earfran@bell.net

Vice President

Gerald A Joannis
519 Oliver Lane
Cornwall ON K6H 2Y1
613-932-7272
e-mail: jerry.joannis@cogeco.ca

Treasurer

Legge Fergie
6248 Karen Drive
Bainsville ON K0C 1E0
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Secretary

Past President

R. Barry Franklin
19154 Gore Road, RR#1
Summerstown, ON K0C 2E0
613-931-3012
e-mail: barry.franklin@sympatico.ca

Web Site:

<https://flight59.copanational.org/about/>

E-Mail:

earfran@bell.net

Facebook:

<http://www.facebook.com/groups/CFCCOPAFit59/>

General Meetings

Each 2nd Saturday @ 0900AM in our
clubhouse located at: 19411 Airport Road,
Summerstown, ON K0C 2E0
at the Cornwall Regional Airport

**17437 Kings Rd., Box 251
St. Andrews W, ON K0C 2A0**
Established 1971 COPA Flight 59 Since 1997

February 12, 2019

Mrs. Kelli Campeau,
Clerk, *Township of South Glengarry*,
6 Oak Street, P.O. Box 220,
Lancaster, ON K0C 1N0.

Via email to; kelli@southglengarry.com

Mrs. Campeau and members of Council of the Township Of South Glengarry,

Re: Proposed Rogers Cellular Tower Near Cornwall Regional Airport

This is a request to be allowed to present a Delegation before Council on
February 19, 2019 to;

1. Request that you re-examine the proposed installation of a cellular tower close to the Cornwall Regional Airport. We further recommend that the tower be relocated to a location further away than proposed to reduce the likelihood of loss of life,
2. Share some thoughts on the consultation process for this tower, and,
3. Point out the differences between Instrument Flight Rules and the Visual Flight Rules which have not been considered.

As licensed pilots by Transport Canada we are charged/obligated and expected to make good "in-the-air" decisions about when and where we fly in order maximize our safety as well as that of our passengers and people on the ground. So, we have been puzzled for some time about why the Cornwall Regional Airport Commission wishes to proceed with the installation of a Cellular Tower in the vicinity of the airport which large, small aircraft, professional & recreational pilots utilize. Despite negative letters and the objections of several including the Township, it would appear that the decision has been made to proceed with the tower.

.../2

We refer to Township of South Glengarry Policy Number 156-07 Accountability and Transparency, which was approved by Council on Dec. 10, 2007 (attached). The policy refers to the Ontario Municipal Act, 2001 c 25 Section (270) and it highlights that the Township of South Glengarry acknowledges that it is responsible to provide good government for its residents in an accountable and transparent manner by:

- “Encouraging public access and participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions;
- Delivering high quality services to our citizens; and ,
- Promoting the efficient use of public resources.”

As users of the airport as well as hangar owners who support the airport financially, we note that the minutes of the Council meeting of **March 19, 2018** , Resolution No. 78-18, -Item 7.d.i. reflects the addition of: “...**Closed Session:** Potential Lease Agreement – Airport Road Lands.”

We also note that on page 66 of the minutes of the meeting of Council on **June 18, 2018** there is a lease agreement between Rogers and the Township of South Glengarry (attached). We have reason to believe that a lease agreement with *Rogers Communications Inc.* was put in place around that time and we note that the period for public consultation was set at **November 1, 2018**. It is therefore reasonable to conclude that the signing of the agreement precedes the end of the consultation process. We therefore believe that the consultation process is flawed, thereby making the agreement between the Township of South Glengarry and *Rogers Communications Inc.* invalid.

We therefore request that;

1. The members of council re-examine what we believe to be an inappropriate decision that has safety implications for people who use the Cornwall airport and stop the installation of this proposed cellular tower at this or any other location near the airport,
2. Recognize that Council has the right to refuse the proposed tower location on the grounds of safety concerns raised by users of the airport,
3. Recognize that while Mr. Cormier has provided input on aircraft and pilots who may fly using Instrument Flight Rules (IFR), concerns on behalf of the *Cornwall Flying Club/COPA Flight 59* are pilots who fly using Visual Flight Rules (VFR). The two flight methods are very different and our concerns have not been addressed.

Sincerely,



Earle DePass,
Captain/President, COPA Flight 59/Cornwall Flying Club

C: Mr. Steve Small, Airport Manager, Cornwall Regional Airport, (cycmanager@gmail.com)
Attachments



STAFF REPORT

S.R. No. 76-18

PREPARED BY: Ewen MacDonald – GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: June 18, 2018

SUBJECT: Roger Tower Lease Agreement

BACKGROUND:

1. Roger's Communications has requested to lease a portion of a parcel of land owned by the Township of South Glengarry for the erecting of a Communications Tower.
2. The location of the property is on Airport Road and is approximately 678 square metres.
3. A copy of the Site Plan and the lease are attached.

ANALYSIS:

4. Initially, the proposed tower was too high and had to be lowered to meet the Federal Transportation requirements to protect the airport users. This was recommended by the consultant who reviewed the tower for Roger's Communications.
5. The proposed tower would provide enhanced high speed wireless telecommunications coverage in an area that is otherwise currently underserved.
6. If Council approves the lease of the lands as per the noted conditions, Roger's Communications would then need to follow Industry Canada's Process for the approval of the tower.
7. Roger's will be required to post a notice in the local papers and also to circulate notifications to property owners within a radius of 3 times the tower height.
8. Further information on the Industry Canada Process is available at the following link: <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html#sec6>.



ALIGNMENT WITH STRATEGIC PLAN:

9. The Roger's Tower would improve High Speed Internet and would align with all of the Strategic Goals on the Strategic Plan

- Goal 1: Enhance economic growth and prosperity
- Goal 2: Invest in Infrastructure and its sustainability
- Goal 3: Strengthen the effectiveness and efficiency of our organization
- Goal 4: Improve quality of life in our community
- Goal 5: Improve internal and external communications.

IMPACT ON 2018 BUDGET:


10. The lease payments would be \$1,250.00 per month for a 5 year term commencing in October 2018.

11. There was no revenue from this property included in the 2018 budget.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 76-18 be received and that the Council of the Township of South Glengarry enter into a Lease Agreement with Roger's Communications for the lease of lands located at 19480 Airport Road as shown on Roger Communications Site Plan C6512; and furthermore that the Mayor and Clerk be authorized to sign all relevant documents.

Recommended to Council for
Consideration by:
BRYAN BROWN, CAO

South Glengarry			POLICY
Policy and Procedural Manual		Page Number:	1 of 3
Policy Number:	156-07	Review Frequency:	10 years
Approved By:	CAO	Date Approved:	Dec .10, 2007
		Revision Date:	Legislation changes
Subject:	Accountability and Transparency		

Purpose/Application

The *Municipal Act*, 2001, c. 25, Section (270) requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the Township of South Glengarry will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the Township of South Glengarry activities and services in accordance with the principles as outlined herein.

Definition(s): Accountability/Transparency

- 1) Accountability – The principle that the Township of South Glengarry will be responsible to its residents for decisions made and policies implemented, as well as its actions or inactions.
- 2) Transparency – The principle that the Township of South Glengarry actively encourages and fosters resident participation and openness in its decision making processes. Additionally, transparency means that the Township of South Glengarry's decision making process is open and clear to the public.

Policy Statement

The Council of the Municipality of South Glengarry acknowledges that it is responsible to provide good government for its residents in an accountable and transparent manner by:

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions;
- Delivering high quality services to our citizens; and
- Promoting the efficient use of public resources.

Accountability, transparency, and openness are standards of good government that enhance public trust. They are achieved through the municipality adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its residents. In addition, wherever possible, the Township of South

Glengarry will engage its residents throughout its decision making process which will be open, visible, and transparent to the public.

Policy Requirements

The principles of accountability and transparency shall apply equally to the political process and decision making and to the administrative management of the Township of South Glengarry.

1. Financial Matters

The Township of South Glengarry will be open, accountable, and transparent to its residents in its financial dealing as required under the Act. Some examples of how the Township of South Glengarry provides such accountability and transparency are as follows;

- Internal/External Audit
- Reporting/Statements
- Long Term Financial Planning
- Asset Management
- Procurement Policy
- Sale of Land Policy
- Budget Process

2. Internal Governance

The Township of South Glengarry's administrative practices ensure specific accountability on the part of its employees through the initiatives:

- Performance Management and Evaluation
- Hiring Policy
- Orientation /Continuing Education
- Health and Safety
- Compensation/Benefit
- Ensuring that administrative practices and procedures recognize Council's commitment to accountability and transparency.

3. Public Participation and Information Sharing

The Township of South Glengarry ensures that it is open and accountable to its residents through implementing processes outlining how, when, and under what rules meetings will take place. The municipality's meetings will be open to the public when as required under the *Municipal Act*, 2001 and members of the public will have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the Township of South Glengarry has adopted policies which ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print publications, websites, and notices to the public. Some specific examples include:

- Procedure By-law

- Strategic Plan
- Delegation Policy
- Records Retention
- Planning Process
- Public Notice By-law

COUNCIL PASSED POLICY AT THE DECEMBER 10th, 2007 COUNCIL MEETING

Site (legally described on Schedule "A"): Highway 401 & Fraser Rd.THIS AGREEMENT made this _____ day of May, 2018.

1. IN CONSIDERATION of \$ 2.00, the receipt of which Landlord acknowledges, Landlord leases to Tenant the premises shown on Schedule "B" at the Site described above, including the following:
(check appropriate box(es))

- ☒ Land comprised of approximately 678 square metres _____
☐ Building interior space of approximately _____ square _____
☐ Building exterior space for attachment of antennas
☐ Building interior space for attachment of antennas
☐ Space required for cables and wires
☐ Rooftop space
☒ Access road to be constructed by Tenant
☐ Space for generator and/or connector boxes
☐ Other

together with the non-exclusive right of unrestricted use of the rest of the Site for purposes of access, staging, construction, installation, removal and repair of telecommunications facilities, and connections to the appropriate utilities, fibre optic and telephone facilities ("access and utility rights").

2. TERM of 5 years beginning on October 1, 2018 ("Commencement Date").

3. RENT shall be paid monthly in advance in the amount of One Thousand Two Hundred Dollars (\$1250.00) plus HST, if applicable, starting on the first day of the month following the beginning of construction. Landlord confirms that its HST Number is _____, and acknowledges that payment of rent is contingent upon such number being accurate and correct. Commercial realty taxes attributed directly to the premises shall be payable by the Tenant.

4. EXTENSION of the initial term of this agreement is hereby granted to Tenant for 3 additional 5 year extension periods unless Tenant provides Landlord written notice of its intention not to extend at least 60 days prior to the expiration of the then current term. **Rent during the initial term and all extension periods shall increase 1.5% annually. All rent increases shall be cumulative.**

5. USE of the premises and access and utility rights by Tenant shall be for the purpose of installing, removing, replacing, relocating, maintaining, supplementing and operating, at its sole expense, telecommunications facilities and equipment for the provision of telecommunication services. Where applicable, Tenant may connect its equipment and provide telecommunication services by wireless, cables and/or wires to the equipment of other occupants at the Site.

6. UTILITIES required for the operation of the telecommunications facilities shall be the sole responsibility of Tenant, and electrical consumption shall be determined by: (check appropriate box(es))

- ☐ included in rent or not applicable
☒ separate meter with direct invoices from local utility, if available
☐ check meter installed by Tenant, with invoices from Landlord based on meter readings and Tenant's share of Landlord's electrical bill

7. EQUIPMENT, towers, poles, shelters, cabinets, pedestals, antennas and mounts shall remain the personal property of Tenant and shall be removed by Tenant upon expiration or termination of this agreement and the premises shall be restored to its original condition, reasonable wear and tear excepted. Tenant shall not be required to remove conduits, concrete foundations or roof piers at the end of the term.

8. NOTICES shall be in writing and sent by mail, postage prepaid, deemed received 3 days after mailing or by facsimile transmission, deemed received on date transmitted, to the address or facsimile number of the party set forth below.

9. ASSIGNMENT of this agreement by Tenant may be made to any corporate affiliate(s), principal lenders or a purchaser of part or all of Tenant's assets. Assignment or transfer of this Agreement or an interest therein by the Landlord may be made to its principal lenders or a purchaser of the Site. All other assignments require the other party's consent, at its sole discretion. Tenant may permit use of all or any portion of the premises and access and utility rights by others for telecommunications purposes.

10. TERMINATION of this agreement may be exercised by Tenant at any time on 30 days' notice without further liability if Tenant cannot obtain all necessary rights, postponements and approvals required from its senior management, any governmental authority and/or any third party to operate the telecommunications facility on conditions satisfactory to Tenant, or if any such right or approval expires, or is cancelled or terminated, or if for any other reason (e.g., interference with Tenant's signals, damage or destruction, site decommissioning) Tenant determines, in its discretion, that it will no longer use the premises or access rights for its intended purpose. Upon termination, all prepaid rent shall be adjusted to the date of termination. If Tenant defaults under this agreement and such default is not being diligently remedied within 30 days after notice (*force majeure* excepted), Landlord may terminate this agreement on 30 days' written notice.

11. INDEMNITY: Tenant and Landlord indemnify and hold the other harmless against any and all costs (including legal costs) and loss to person or property which arise out of the unlawful or negligent use and/or occupancy of the premises by such indemnifying party. Tenant shall maintain during the term and any extensions, public liability and property damage insurance

Location Code: C6512

coverage of not less than \$2,000,000 and upon notice Landlord shall be added as an additional insured and provided with evidence of coverage.

12. HAZARDOUS SUBSTANCES: Landlord represents that it has no knowledge of any substance on the Site that is identified as hazardous, toxic or dangerous in any applicable federal, provincial or local law or regulation. Landlord shall be responsible for any pre-existing contamination of the Site. Landlord and Tenant shall not introduce or use any such substance on the Site in violation of any applicable law.

13. MISCELLANEOUS:

(a) Tenant upon paying the rent shall have quiet possession of the premises. Landlord shall not cause interference or permit others to interfere with or impair the quality of the telecommunications services being rendered by Tenant from the Site. Landlord shall ensure that other carriers granted space on the Site co-ordinate site access and antenna placement with Tenant through Tenant's standard collocation procedures and conditions to ensure there is no interference or impairment and Tenant's quiet possession of the premises is protected. Tenant shall have 24 hours a day, 7 day a week access to the premises subject to Landlord's reasonable security requirements and access cards and/or keys provided by Landlord at Tenant's expense.

(b) Prior to initial installation, Tenant shall supply Landlord with plans and/or surveys as applicable (collectively the "plans"), which plans shall become schedules and form part of this agreement. Tenant's plans for changes to the telecommunications facilities shall also become schedules and form part of this agreement. Landlord shall, at Tenant's expense, assist and co-operate with Tenant in obtaining governmental approvals for Tenant's permitted uses. Landlord shall maintain and Tenant shall use the Site in compliance with all applicable laws, by-laws, rules and regulations of the appropriate jurisdictions pertaining to the environment, health, welfare and occupational safety.

(c) Landlord and/or its agent represents and warrants that it has full authority to enter into and sign this agreement and bind Landlord accordingly.

(d) This agreement contains all agreements, promises and understandings between Landlord and Tenant. All future plans shall become schedules and form part of this agreement.

(e) The terms and conditions of this agreement shall extend to and bind the heirs, personal representatives, successors and assigns of Landlord and Tenant.

(f) Landlord shall permit Tenant or its contractors full access to the Site and premises, in advance, for the purpose of satisfying itself, at its own expense, as to the appropriate conditions for the intended use of the premises, provided Tenant shall repair any damage caused by any tests or inspections.

(g) If Tenant remains in possession at end of term(s), Tenant shall be a monthly tenant at the then current rent.

(h) This agreement shall be governed by the laws of the province in which the Site is located. Invalid provisions are severable and do not impair the validity of the balance of this agreement. Landlord agrees to keep this agreement and its terms strictly confidential and not disclose them unless compelled by law.

~~(i) If a matrimonial home is located at the Site, Landlord's spouse hereby consents to the agreement.~~

14. ~~ADDITIONAL PROVISIONS: See Schedule C attached, if applicable.~~

Landlord

The Township of South Glengarry
 6 Oak Street, Box 220
 Lancaster, Ontario K0C 1N0
 Phone No. (613) 347-1166 ext. 228 Facsimile No. (613) 347-3411

Per: _____
 Name:
 Title:

I have authority to bind the Corporation

Per: _____
 Name:
 Title:

I have authority to bind the Corporation

Tenant

Rogers Communications Inc.
 c/o Cushman Wakefield
 One Mount Pleasant Rd., 2nd Floor
 Toronto, Ontario
 M4Y 2Y5 Facsimile No. (416) 935-7799
 Attention: Manager, Lease Administration

Per: _____
 Name:
 Title:

I have authority to bind the Corporation.

LEGAL DESCRIPTION OF LANDLORD'S LANDS ("SITE")

Site: C6512 - Highway 401 & Fraser Rd.
19480 Airport Rd, Summerstown, ON K0C 2E0

Property Identifier: 67131-0075 (LT)

W 1/2 LT 7 CON 2 FRONT CHARLOTTENBURGH LYING S OF AR19637, S/T AR 72073; SOUTH GLENGARRY

The Lands Titles Division for the Glengarry Land Registry Office (No. 14).

October 11, 2018

Earle DePass
Email: earfran@cogeco.ca

Official electronic mail sent by email. No hard copy to follow.

RE: Response – Proposed Rogers Tower at the Cornwall Regional Airport – Rogers Site
C6512 Highway 401 & Fraser Rd.

Dear Mr. DePass,

We acknowledge receipt of your comments, dated October 10, 2018 and thank you for contacting Rogers concerning the proposed wireless communications site at 19516 Airport Rd.

We would like to take this opportunity to provide a response to your comments. Please note that a copy of your comments and this response letter will be made part of a report issued to the Township of South Glengarry and Innovation, Science and Economic Development Canada (formerly Industry Canada).

Please find below your concerns and supporting responses.

- 1) **“The proposed 68 Metre (210') high tower causes me significant concern as it is planned so close to the downwind leg of runway 10 at the airport. A pilot who may have to execute a "missed approach" or is attempting to land on runway 28 and is off course is at great risk of colliding with the proposed tower. Also, any pilot attempting to navigate to the airport in bad weather also runs a similar collision risk.**

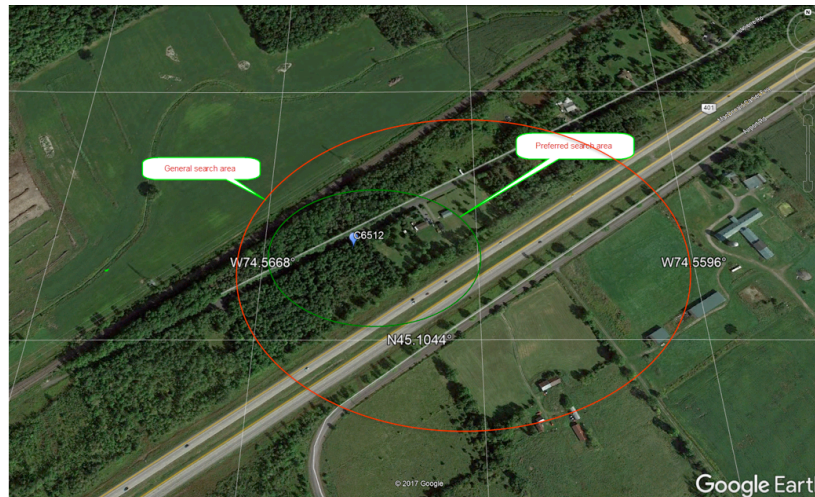
The planned location of this tower therefore causes a great safety risk to any user of the airport. I hope that I can call on your better judgement to please consider this a request to select a different location for this tower.”

The siting of tower locations is dependent on a number of factors. Rogers strives to be sympathetic to the surrounding land-use features and take all reasonable steps required by local land-use authorities to mitigate concerns with respect to planning and environmental matters. It is important to note that the selection of a site for a telecommunication antenna support structure does not occur randomly. Among the factors considered are:

1. expected usage patterns of service and proximity to users
2. local topography and building types
3. interaction with existing and future sites
4. line-of-sight requirements for high quality communications
5. opportunities to use existing structures
6. availability of a willing Landlord
7. the industry's commitment to high service standards and customer satisfaction

The cell network is an intricate puzzle and if the site were to be put too far away from the search area shown on the following page, there would be the following issues:

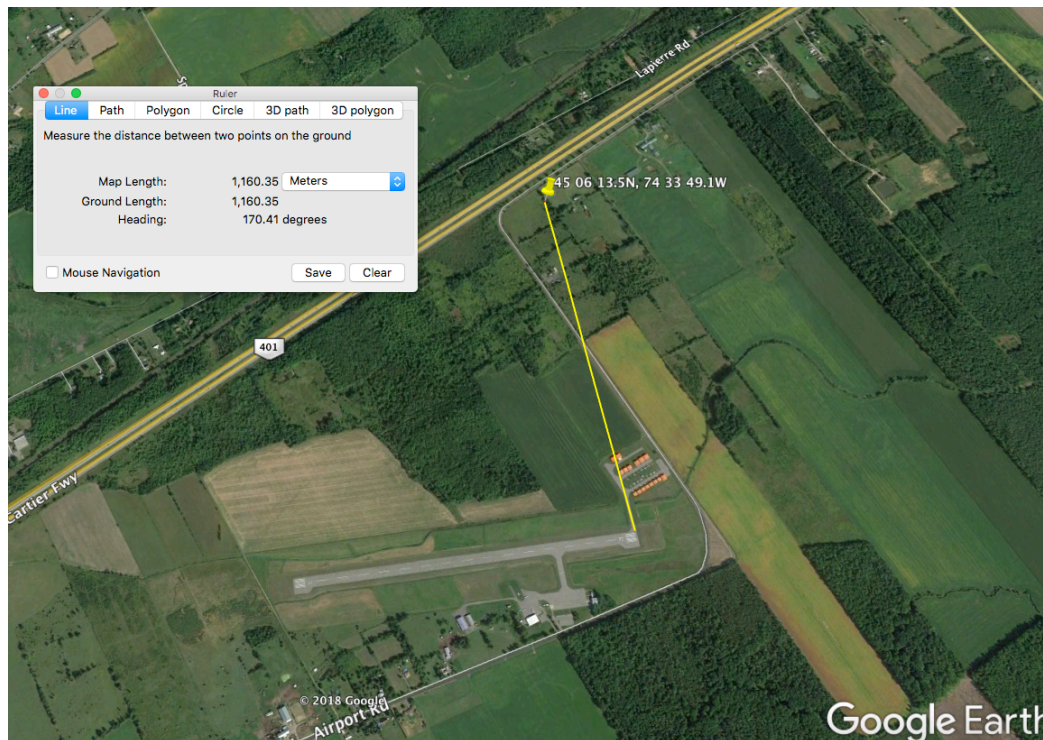
- area(s) of coverage overlap
- area(s) with poor coverage
- the requirement for additional tower(s)



The general search area for a 90m-100m tower initially proposed was centered over Highway 401, just west of Fraser Rd. As a result, a location was identified on the property at the corner of Airport Rd. that meets the network requirements for coverage to the existing homes & businesses in the area and travelers along Highway 401.

Extensive consultation occurred between Rogers and an aviation consultant before entering into a lease agreement with the landlord. Rogers has ensured that circling options for both approaches for RNAV RWY 10 would not be affected at a reduced tower height of 68m. Rogers will comply with lighting & marking requirements provided by Transport Canada.

The map below identifies the distance between the proposed tower's location and the runway:



The margin of more than 1150m is significant and places it laterally clear of the runway Obstacle Limitation Surfaces.

Rogers takes concerns or suggestions expressed by the public and the land-use authority as important elements to our proposal. We hope that the information provided regarding our obligations and siting requirements will help you to better understand our position.

Should you have any questions or concerns, please forward them to my attention no later than November 1, 2018.

Sincerely,

Eric Belchamber
Wireless Site Specialist
Eric Belchamber & Associates
666 Kirkwood Ave., Suite B100
Ottawa, ON K1Z 5X9
(613) 220-5970
eric.belchamber@rogers.com

On Contract to
Rogers Communications Inc.

cc.
Joanne Haley, General Manager – Community Services
Township of South Glengarry

October 15, 2018

Earle DePass
Email: earfran@cogeco.ca

Official electronic mail sent by email. No hard copy to follow.

RE: Response – Proposed Rogers Tower at the Cornwall Regional Airport – Rogers Site
C6512 Highway 401 & Fraser Rd.

Dear Mr. DePass,

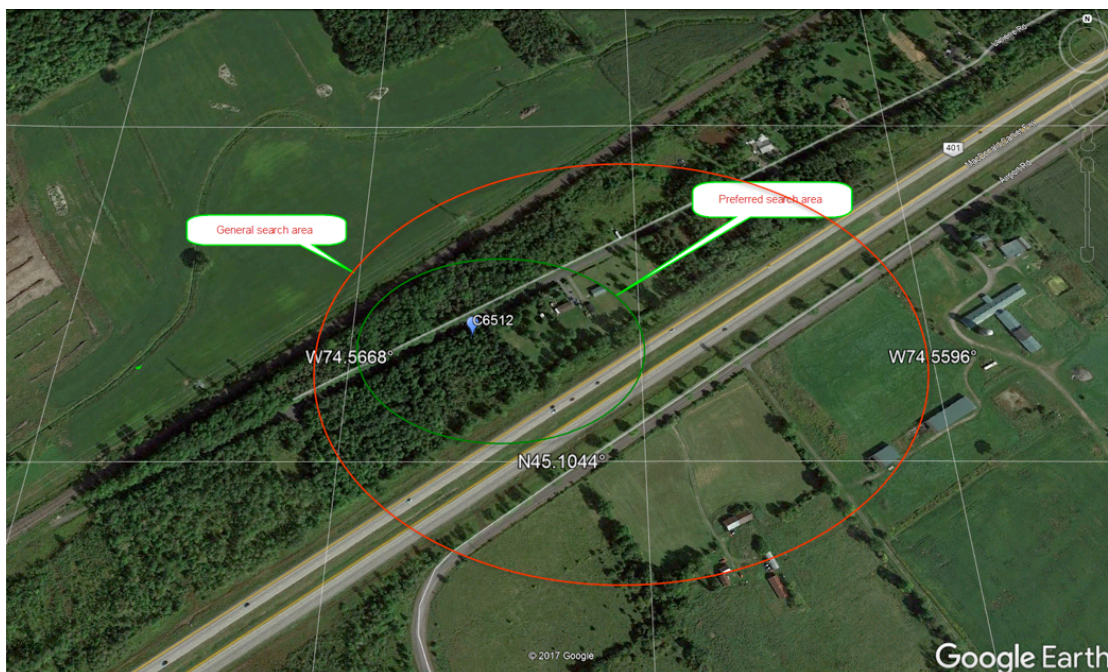
We acknowledge receipt of your comments, dated October 13, 2018 and thank you for contacting Rogers concerning the proposed wireless communications site at 19516 Airport Rd.

We would like to take this opportunity to provide a response to your comments. Please note that a copy of your comments and this response letter will be made part of a report issued to the Township of South Glengarry and Innovation, Science and Economic Development Canada (formerly Industry Canada).

Please find below your concerns and supporting responses.

- 1) **“Would you please send me;**
 - A copy of the consultants' report,**
 - Any input to date from Transport Canada, and,**
 - Any input from NAV CANADA? ”**

Rogers had initially sought a 90m-100m tower in the vicinity identified below:



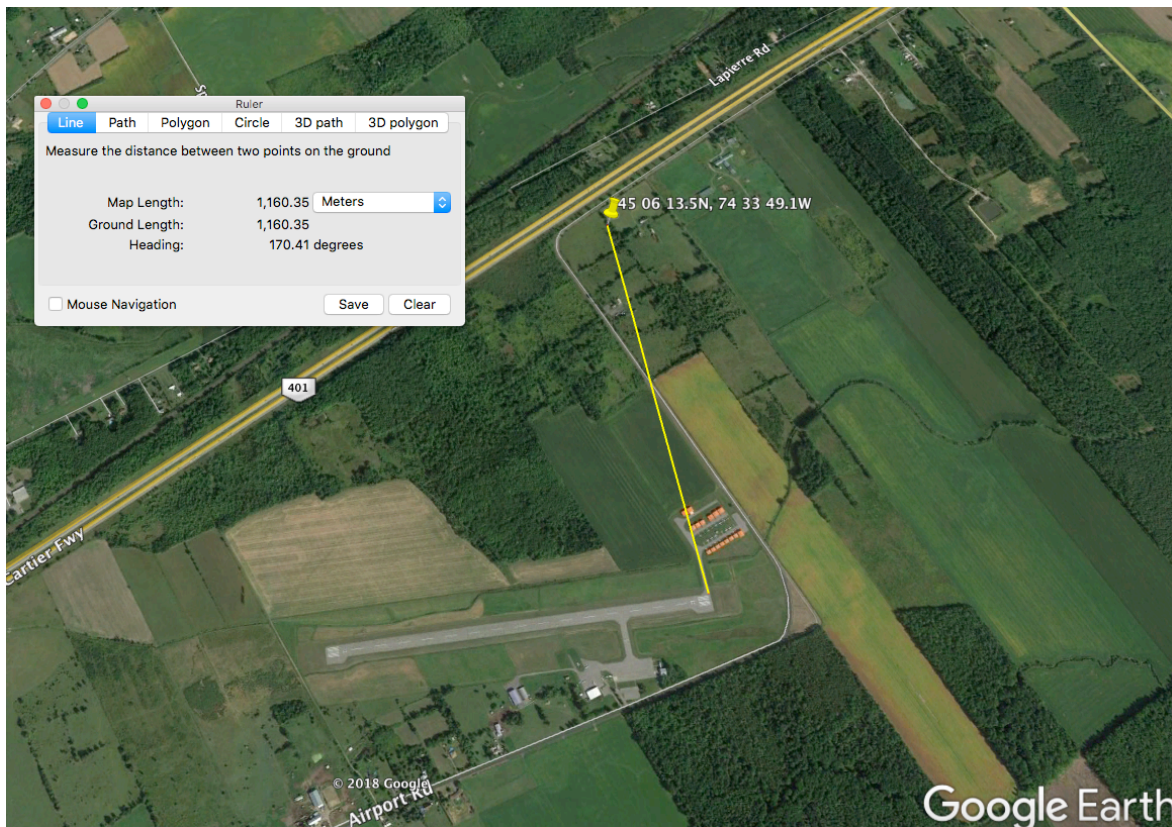
Rogers communicated with Stephen Small at the Cornwall Regional Airport in February 2018 and he reached out to Chas Cormier, an aviation consultant requesting that Rogers be provided with the information required to safely site a communication tower in the area. Mr. Cormier was instrumental in providing feedback regarding both the proposed location and cell tower height restrictions in place due to the airport.

No formal report was issued, however Mr. Cormier indicated in March 2018 that circling options for both approaches for RNAV RWY 10 would not be affected at the proposed location at a reduced tower height of 68m.

Rogers will comply with lighting & marking requirements provided by Transport Canada and these will be determined at a later date, once the required Aeronautical Assessment Form has been submitted.

NAV Canada's Land Use Proposal Submission Form will also be submitted at a later date.

The map below identifies the distance between the proposed tower's location and the runway:



The margin of more than 1150m is significant and places it laterally clear of the runway Obstacle Limitation Surfaces.

Rogers takes concerns or suggestions expressed by the public and the land-use authority as important elements to our proposal. We hope that the information provided regarding our obligations and siting requirements will help you to better understand our position. Rogers considers your reasonable and relevant concerns to have been addressed at this point.

Sincerely,

Eric Belchamber
Wireless Site Specialist
Eric Belchamber & Associates
666 Kirkwood Ave., Suite B100
Ottawa, ON K1Z 5X9
(613) 220-5970
eric.belchamber@rogers.com

On Contract to
Rogers Communications Inc.

cc.
Joanne Haley, General Manager – Community Services
Township of South Glengarry

Steve Small
Cornwall Regional Airport

New cell phone tower opposed by airport commission



Alan S. Hale

[More from Alan S. Hale](https://www.standard-freeholder.com/author/ahale) (<https://www.standard-freeholder.com/author/ahale>)

Published on: October 24, 2018 | Last Updated: October 24, 2018 7:51 PM EDT

The Cornwall Regional Airport on Wednesday October 24, 2018 in Cornwall, Ont. Alan S. Hale/Cornwall Standard-Freeholder/Postmedia Network *ALAN S. HALE / ALAN S. HALE/STANDARD-FREEHOLDER*

SOUTH GLENGARRY – Rogers Communications is continuing to work towards the construction of a new cell phone tower located along Highway 401 that was unanimously opposed by the Cornwall Airport Commission last March.

In a letter to the telecom company dated Oct. 22, the airport commission reminded it that it considers the tower to be “a serious safety hazard to aircraft operations at the airport.”

In response to concerns, the tower’s height has been reduced from the original 100-metres to 68 metres. The public comment period for the cell tower project is currently underway and will end on Oct. 27.

“Information provided by our instrument approach maintainer, Mr. Charles Cormier indicates that the tower would be infringing on our instrument approach procedure for runway 28,” reads the letter. “Many of our airport users rely on this instrument approach procedure, including the OPP, RCMP and Air Ambulance Operators like Ornge to name a few. Therefore the proposed tower will affect their ability to provide service to the community.”

The proposed site of the cell phone tower is 19516 Airport Road. A public notice published in the Glengarry News indicates the tower would be placed along the southern edge of Highway 401, which is about 1.2 kilometres from the airport’s runway.

Diagrams shown to the airport commission indicate the tower would be going on one of the parcels of land deeded to the Township of South Glengarry, although mayor Frank Prevost says that doesn't mean the township has much of a say.

"The issue for the municipality is that (Rogers) has applied for the permit and applied for whatever and it's hard for the township to turn them down because, legally, I don't think we can," said Prevost.

If South Glengarry was free to deny Rogers the ability to put up the tower, Prevost — who is also chair of the airport commission — said he would want to see the township adhere the commission's view that having the cell tower so close to the airport is unacceptable.

The township will have the opportunity to state its opposition or support to Innovation, Science and Economic Development Canada which has final say over whether the cell tower can be built or not.

As for the commission's concerns about the cell tower's proximity to the airport, there does not seem to be any hard rule about the distance of cell phone towers from such facilities. Instead, each project is evaluated on a case-by-case basis, with NAV Canada making the final determination of whether the tower will be a hazard to aviation.

Whether South Glengarry wants the tower or not, if the project does go ahead, it does stand to benefit financially.

Rogers' proposed lease agreement for the 678 square-metres needed to build the tower on was presented to the township council back in July. The telecom is offering the township \$1,250 per month for five years, with the rent adjusted by 1.5 per cent per year. The lease could also be extended by another five years up to three times, for a maximum of 20 years.

Township administration determined that \$15,000 per year in rent is slightly more than what Rogers' competitors are paying in the rest of SDG and concluded that it was "a good offer."

Staff members also noted that the tower would also have the benefit of improving internet speeds, which falls in line with the township's goals of economic growth and infrastructure investment.

The prospect of South Glengarry profiting from the cell phone tower has not sat well with James Marshall, who is one of Cornwall's lay appointees on the airport commission. He is concerned that the tower and some potential rezoning going on around the airport will impede efforts to expand and improve the facility.


Last week, Marshall sent a letter to Cornwall city councillors outlining his concerns and imploring them to step in to deal with the situation. If nothing else, Cornwall should be getting some of the money South Glengarry will receive from Rogers.

"The airport is a partnership between the City of Cornwall and the Township of South Glengarry, with costs for operations and capital improvements shared 85 per cent by the City of Cornwall and 15% by the Township of South Glengarry; it would seem then that any detriment to airport operations, or any enrichment from 'airport lands' would be of some interest to the City of Cornwall," he wrote to councillors.

Ahale@postmedia.com

twitter.com/alan_s_hale

Trending in Canada

 (<https://distroscale.com/>)



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You might call this a wealth-redistribution scheme. It certainly will take money from consumers, businesses and high-income families and reallocate it to others

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STAFF REPORT

S.R. No. 21-2019

PREPARED BY: Kelli Campeau, Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 19, 2019

SUBJECT: Staff-Council Relations Policy

BACKGROUND:

1. At the February 4, 2019 Council Meeting, Council gave a first and second reading to a Staff-Council Relations Policy.
2. This Policy is mandated in the *Municipal Act* through Bill 68: the *Modernizing Ontario's Municipal Legislation Act*.
3. This policy should be in place by March 1, 2019.

ANALYSIS:

4. The purpose of this policy is to provide guidance on how the Township of South Glengarry ensures a respectful, tolerant and harassment-free relationship and workplace between Members of Council and the officers and employees of the Township.
5. Since the February 4th meeting no comments or suggested revisions to the draft policy have been received from Members of Council; therefore, no changes have been made prior to the third and final reading before you this evening.

ALIGNMENT WITH STRATEGIC PLAN:

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

IMPACT ON 2018 BUDGET:

N/A

RECOMMENDATION:



BE IT RESOLVED THAT Staff Report 21-2019 be received and that By-law 07-2019, being a by-law to adopt a Staff-Council Relations Policy be read a third and final time, passed, signed and sealed in open Council this 19th day of February, 2019.

A handwritten signature in black ink, reading 'Kelli Campeau'. The signature is written in a cursive style and is positioned above a horizontal line.

**Recommended to Council for
Consideration by:
KELLI CAMPEAU - CLERK**

SG-I-19

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 07-2019
FOR THE YEAR 2019**

BEING A BY-LAW TO ADOPT A STAFF-COUNCIL RELATIONS POLICY.

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 on March 1, 2019, the day named by proclamation of the Lieutenant Governor, subsection 270 (1) of the *Municipal Act, 2001*, c. 25 is amended by adding the following, "A municipality shall adopt and maintain policies with respect to the following matters: the relationship between members of council and the officers and employees of the municipality."

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

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

READ A FIRST AND SECOND TIME THIS 4TH DAY OF FEBRUARY, 2019.

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

***READ A THIRD AND FINAL TIME, PASSED, SIGNED AND SEALED IN
OPEN COUNCIL THIS 19TH DAY OF FEBRUARY, 2019.***

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

Schedule A to By-law 07-2019

South Glengarry				POLICY	
Policy Number:	02-2019		Review Frequency:	4 Years	
Approved By:	Council of the Township of South Glengarry	Date Approved:		February 19, 2019	
		Revision Date:			
Subject:	Staff-Council Relations Policy				

PURPOSE

This policy provides guidance on how the Township of South Glengarry will promote a respectful, tolerant and harassment-free relationship and workplace between Members of Council and the officers and employees of the corporation, guided by the Code of Conduct for Members of Council, the Employee Code of Conduct, the Workplace Violence and Harassment Policy and the Procedural By-law.

APPLICATION

In accordance with Section 270 of the *Municipal Act, 2001*, this policy applies to all Members of Council and officers and employees of the Corporation.

POLICY REQUIREMENTS

The relationship between Members of Council and the officers and employees of the corporation is guided by the following:

1. Code of Conduct for Members of Council

The Code of Conduct for Members of Council establishes the ethical behaviour expected of Members of Council.

Section 4 of the “Interpersonal Behaviour” portion of the Code of Conduct states as follows:

Relationship with Staff

Members shall be respectful of the fact that staff work for the Township and make recommendations based on their professional and technical expertise as well as from a corporate perspective. Staff serve Council as a whole and no Member may direct staff absent of a resolution of Council. Council approves policy and the Chief Administrative Officer directs staff to ensure the direction of

Schedule A to By-law 07-2019

Council is achieved.

Members shall respect the role of staff to provide advice based on political neutrality and objectivity and shall not impose any undue influence on staff.

Many staff members are bound through professional associations to a code of ethics in the delivery of their services, and Members shall respect that staff provide their reports, observations and recommendations objectively and in the best interests of the Township.

Members shall not:

- i) maliciously or falsely injure the professional or ethical reputation of staff;
- ii) compel staff to engage in partisan political activities or be subjected to threats of discrimination for refusing to engage in such activities;
- iii) use their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any staff member with the intent of interfering with staff duties; and,

Operational inquiries and complaints received from the public will be addressed by members as follows:

- i) Members of Council who are approached by the public with inquiries/complaints regarding operational matters should encourage the party to contact the appropriate department for review/resolution.
- ii) where the member of the public is reluctant to contact the department directly, the member of Council may file a complaint on the member's behalf so long as all the necessary details are provided as per the Township's Complaint Policy 01-18.
- iii) members of the public are encouraged to provide their issue/matters of concern in writing to the appropriate department.
- iv) complaints that cannot be resolved through the Township's complaint process may be submitted to the Provincial Ombudsman's office in accordance with the provisions of Bill 8.

2. Employee Code of Conduct

The Employee Code of Conduct is intended to establish and communicate professional standards and guidelines that will assist employees of the Township in the discharge of their duties. The "Political Neutrality" section of the Employee Code of Conduct states:

Political Neutrality

Employees are entitled to exercise their right to support or be involved in the political campaign of a municipal, provincial or federal candidate or party,

Schedule A to By-law 07-2019

provided they do so on personal time and do not hold themselves out as representatives of the Township. However, employees must be politically neutral in their official employment duties in order to sustain public trust in local government. Employees should obtain approval of senior management prior to speaking publically on a matter where they may be perceived to be representing municipal policy.

Employees are permitted to participate in any campaign or political activity provided they do so outside of normal working hours or during an authorized leave of absence without pay for this purpose. Such activity must be as a citizen and not as a representative of the Township, whether real or perceived.

Employees shall treat all members of Council with professionalism and courtesy but must not favour, nor be seen to favour, the interests of one Councillor or other elected official over the interests of Council as a whole. Employees shall observe the approved processes the Township has implemented for reporting confidential information and other matters to Council.

3. Workplace Violence and Harassment Policy

The Workplace Violence and Harassment Policy states as follows:

POLICY STATEMENT

The Township of South Glengarry ("the Township") is committed to providing a safe and healthy workplace that is based on respect for the dignity and rights of everyone in the organization.

The Township will treat any complaint or instance of workplace harassment or violence as a serious matter.

GOAL

This goal of this policy is provide a healthy and safe work environment that is as free as possible from any form of violence or harassment. This policy establishes measures and procedures to respond to risks, complaints, and instances of workplace violence and/or harassment and is intended to ensure all complaints are handled in a timely and equitable manner.

4. Procedural By-law

Section 15.2 (a) of the Procedural By-law states:

No Member shall use offensive words or un-parliamentary language in or against Council or against any Member, staff or guest.

Schedule A to By-law 07-2019

RESPONSIBILITIES

Members of Council and officers and employees of the corporation are required to adhere to this policy and its governing provisions, including the Code of Conduct for Members of Council, the Employee Code of Conduct, the Workplace Violence and Harassment Policy and the Procedural By-law.

MONITORING/CONTRAVENTIONS

The Clerk shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the Clerk shall notify:

1. In the case of officers and employees of the corporation, the General Manager responsible for the employee and the Human Resources Advisor.

OR

2. In the case of Council, the Integrity Commissioner.

Where there is a discrepancy between the Council-Staff Relations Policy and the Code of Conduct for Members of Council or the Employee Code of Conduct, the language of the Code prevails.



STAFF REPORT

S.R. No. 22-2019

PREPARED BY: Dave Robertson, Fire Chief

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 19, 2019

SUBJECT: Retaining 1997 GMC Fire Apparatus

BACKGROUND:

1. The South Glengarry Fire Service has removed from service and replaced a 1997 GMC Fire Pumper.
2. At the January 21, 2019 Council Meeting, Council Members inquired if the vehicle should remain in the fleet as a backup (spare) vehicle as opposed to being sold. Administration was directed to investigate if this was a feasible idea.
3. Recent sales of similar vehicles on the GovDeals website were in the range of \$7,000 to \$25,000.

ANALYSIS:

4. If the vehicle remains in service with the fleet, its status as a backup and operational was assessed and the following options considered:
 - Remove from the fleet and only use for needed parts in the future.
 - While outdoor storage is feasible at various Township sites, the lifespan of the vehicle and parts would be limited due to weathering.
 - Winterize with no equipment and store outside.
 - If needed, it would take time to get back in ready service. Weathering issues would limit its lifespan.
 - Store at Station 1 in Glen Walter where there is room in the building but not in a state of readiness.
 - Indoor storage would maintain its condition but it would take time to make operational.
 - Store inside at Station 1 in Glen Walter, filled with water and minimal equipment so it is fully operational and ready to be deployed if needed (only if another vehicle is taken out of service).



- Minimal preparation time required to set up for placement into any station.
 - The vehicle would always be in a state of readiness.
 - Store inside at Station 1 in Glen Walter with water and minimal equipment so it is ready to be deployed if needed as a replacement or if we have a large scale incident.
 - This has the benefits of option d above along with the fact that brakes and other systems are kept in operating condition.
 - This would only happen in very limited situations and with authorization of the Fire Chief.
5. The value in keeping the vehicle in the fleet other than the reasons stated above would be that its resale value is low compared to the benefits of retaining unavailable parts and the operational difficulties experienced when we have vehicles taken out of service for various reasons and lengths of time.
 6. It is currently not in our interest to expand our fleet with an additional new or otherwise high value backup unit.
 7. It is not the intention to replace this backup vehicle with another if it becomes un-operational without considering replacing with another existing truck in our fleet at such a time as when it is replaced.

ALIGNMENT WITH STRATEGIC PLAN:

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

IMPACT ON 2018 BUDGET:

9. This vehicle received significant repairs and upgrades from 2016 to 2019, including a transmission overhaul, engine seals, water tank repairs and new brakes, with a total cost of \$30,000 over 3 years.
10. Comparison of annual costs of the Martintown and Williamstown pumpers, which are identical but have not had sizeable repairs, would average about \$2,500 per year. This includes annual safety work and pump certification.
11. Administration will budget \$2,000 per year for the maintenance of this vehicle.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 22-2019 be received and that the 1997 GMC Fire Pumper Apparatus be retained in the fire fleet as a backup vehicle to be used as a temporary replacement vehicle when needed and at the discretion of the Fire Chief.



A handwritten signature in black ink that reads "Kelli Campeau". The signature is written in a cursive style and is positioned above a solid horizontal line.

**Recommended to Council for
Consideration by:
KELLI CAMPEAU - CLERK**



STAFF REPORT

S.R. No. 23-2019

PREPARED BY: Ewen MacDonald, GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 19, 2019

SUBJECT: Glen Walter Water Waste Water Servicing Master Plan Study

BACKGROUND:

1. Council awarded Request for Proposal 16-13 for the Glen Walter Area Water and Waste Water Master Servicing Plan to WSP as per their submission of \$144,338 plus HST in October 2016.
2. The objective of developing a Master Servicing Plan was to conduct a Municipal Class Environmental Assessment (Based on Approach #1 in Section 4.4 of the Municipal Class EA document, prepared by the MEA) in order to identify a phased solution to provide water and wastewater service in the most efficient manner possible that will support the existing population and foreseen growth within the study area.
3. The Township was approved for a Clean Water and Wastewater Fund (CWWF) Grant in April 2017 for the completion of an update to the Glen Walter Master Servicing Plan.
4. The eligible cost through the CWWF for the project is \$146,733.31 and Federal and Provincial contributions would be \$93,492.07, with the Township's contribution to the project being \$53,281.24.
5. The timeframe for the completion of the project was initially March of 2018; however, in March of 2018 CWWF announced a program-wide extension for the completion of the projects to March of 2020.
6. Initially, WSP was to have the study completed in August of 2017, however as a result of internal changes to the company, the report was not completed (in draft form) until the fall of 2018.
7. WSP presented the draft Master Plan Study at the November 5, 2018 Council Meeting. A copy of their presentation is appended to this report.



8. The Study was conducted in accordance with Municipal Class Environmental Assessment process as approved by the Ministry of Environment and the process included 5 phases:

- Phase 1: Problem Definition
- Phase 2: Identification and Evaluation of Alternative Solutions to determine a Preferred Solution
- Phase 3: Examination of Alternative Methods of Implementation of the preferred Solution
- Phase 4: Documentation of the Planning, Design and Consultation Process
- Phase 5: Implementation and Monitoring

9. The consultant developed the following Problem Statement:

The Glen Walter Area Water and Wastewater Servicing Master Plan seeks to identify a cost effective, environmentally sound, and socially acceptable solution to provide safe municipal drinking water and wastewater servicing to the current municipal water and wastewater serviced population of Glen Walter.

10. Based on the findings from the survey conducted with Glen Walter area residents who currently are not connected to the Township's Water or Waste Water System, it was recommended that the existing private services appear to be satisfactory and that servicing of the existing subdivisions would not be considered as part of the Master Plan.

11. The recommended preferred alternative solution presented at the November 5th Council Meeting is described as follows:

- All lots currently on private well and/or septic systems will continue to be serviced privately.
- New developments (excluding Area D) will be serviced by private well and septic systems.
- Areas currently receiving municipal servicing (including infill lots) plus Area D will continue to be serviced municipally.
- The preferred municipal water servicing alternative solution includes a new water storage tank, Water Treatment Plant high lift pump upgrades, upsizing of some existing watermains, and addition of new hydrants.
- The preferred municipal wastewater servicing alternative solution includes sewer rehabilitation (underway), a new equalization tank, Bray Street Pumping Station upgrades, and upsizing of some existing sewers.



12. Council did not accept the draft Report and expressed concerns with the findings. Administration was directed to follow up with the Consultant on the concerns with the recommendations.

ANALYSIS:

13. Administration followed up with WSP subsequent to the November 5, 2018 meeting and a review of the Scope of Work described in the Request for Proposal. The findings and recommendations concluded that the scope of work has been adequately fulfilled. The mutually-agreed proposed course of action was that WSP submit the Draft Report as “Final” and that the Township consider the Contractual Agreement fulfilled.
14. WSP has acknowledged that the Township might be interested in exploring servicing options for existing or new development. The Final Report could be used as the basis for further study of servicing options.
15. Administration is recommending the proposed course of action and would further recommend that the Final Report be “peer reviewed” by EVB Engineering.
16. EVB has submitted a proposal to review the WSP Report

Phase 1 of the assignment will be a background review and data gathering exercise, as further detailed as follows:

- Gather all data, technical memoranda, drawings and reports previously prepared by WSP;
- Review data and reports;
- Analyze evaluation of alternatives completed by WSP and the preferred solution;
- Meet with Township staff and/or Council to discuss the report, preferred solution, EVB’s comments, and additional alternatives that should be evaluated to satisfy the Township’s goals and the project intent;
- Develop technical memorandum detailing EVB’s recommendations to advance the project file and to complete the Master Plan. Present recommendations to Staff and/or Council if needed.

17. Once this review has been completed Council could then continue with Phase 2 of the assignment with EVB.
18. Phase 2 of the assignment will be to implement the accepted recommendations from the first phase of the assignment and complete the Master Plan Update prior to the specified completion date for the funding program.



ALIGNMENT WITH STRATEGIC PLAN:

- 19. Goal 1: Enhance economic growth and prosperity
- 20. Goal 2: Invest in infrastructure and its sustainability
- 21. Goal 3: Strengthen the effectiveness and efficiency of our organization
- 22. Goal 4: Improve quality of life in our community

IMPACT ON 2019 BUDGET:

- 23. The cost for phase 1 of the project has been budgeted for an upset limit of \$5,000.
- 24. Since the scope of the second phase of the project is unknown at this time, EVB recommends that a separate proposal for this phase of the project is provided once the first phase is completed and the scope is further developed.
- 25. There are additional costs for the completion of a this review, however, the Township would likely have to return a portion or all of the \$93,492.07 to the Province if the Master Plan Process is not completed as per the Transfer Payment Agreement with the Canadian Water and Wastewater Fund.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 23-2019 be received and that Council direct Administration to advise WSP to submit the Draft Master Servicing Plan as "Final", that EVB Engineering conduct a review of the Report with recommendations to complete the Master Plan to be presented to Council and furthermore that pending this review and the implementation of the recommendations that the Township proceed with a Public Meeting and submit the Master Plan to the Ministry of Environment to fulfill the requirements of the Master Plan Process.

Recommended to Council for
Consideration by:
KELLI CAMPEAU - CLERK



Glen Walter Area Water & Wastewater Servicing Master Plan Update

Township of South Glengarry Council Presentation



October 15, 2018

Glen Walter Area Water and Wastewater Servicing Master Plan Update



Agenda

- Study Overview
- Master Plan EA Process
- Review of Existing Conditions
- Future Requirements
- Problem Statement and Alternatives
- Evaluation of Alternative Solutions
- Preferred Alternative Solutions
- Next Steps

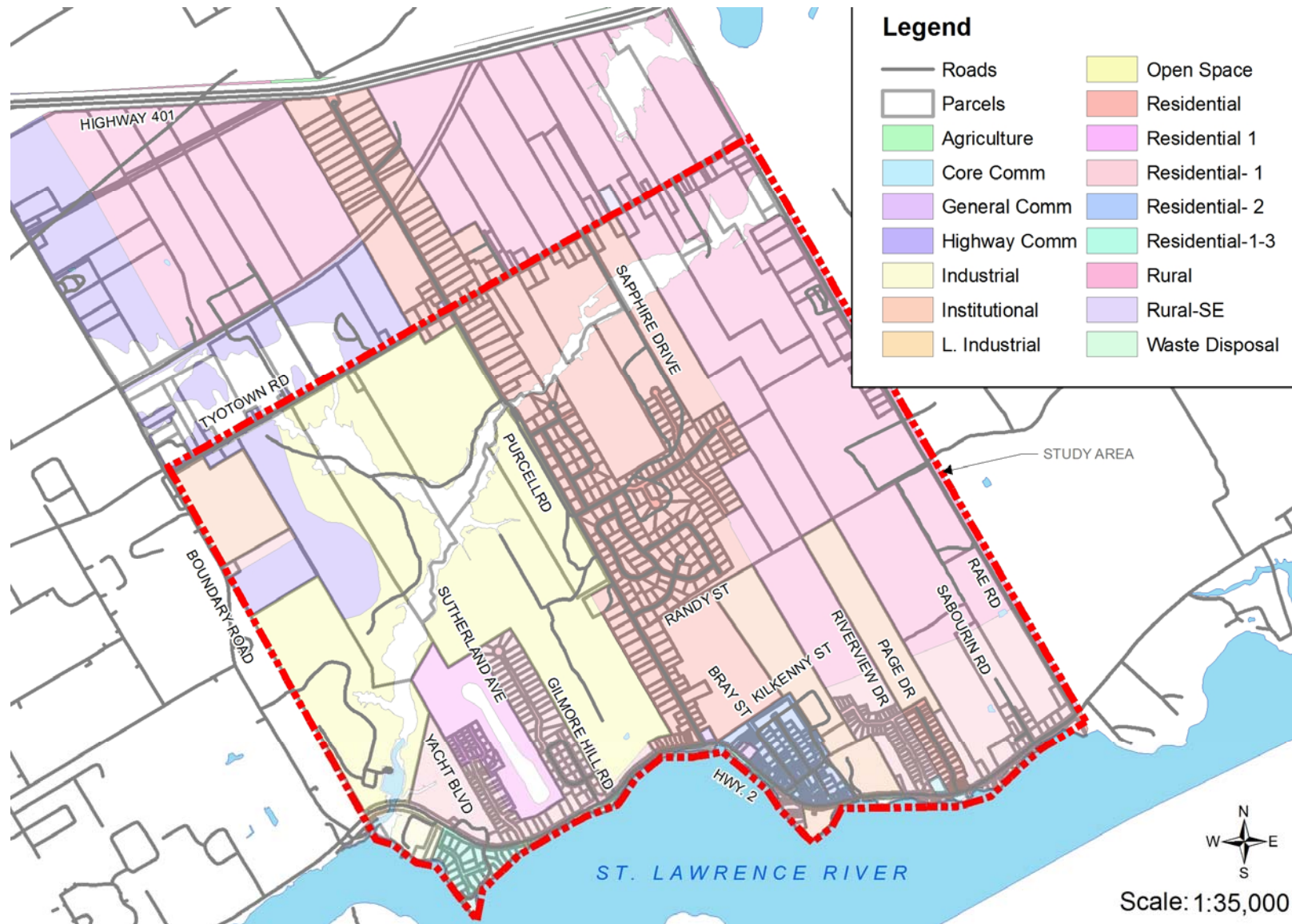


Glen Walter Area Water and Wastewater Servicing Master Plan Update

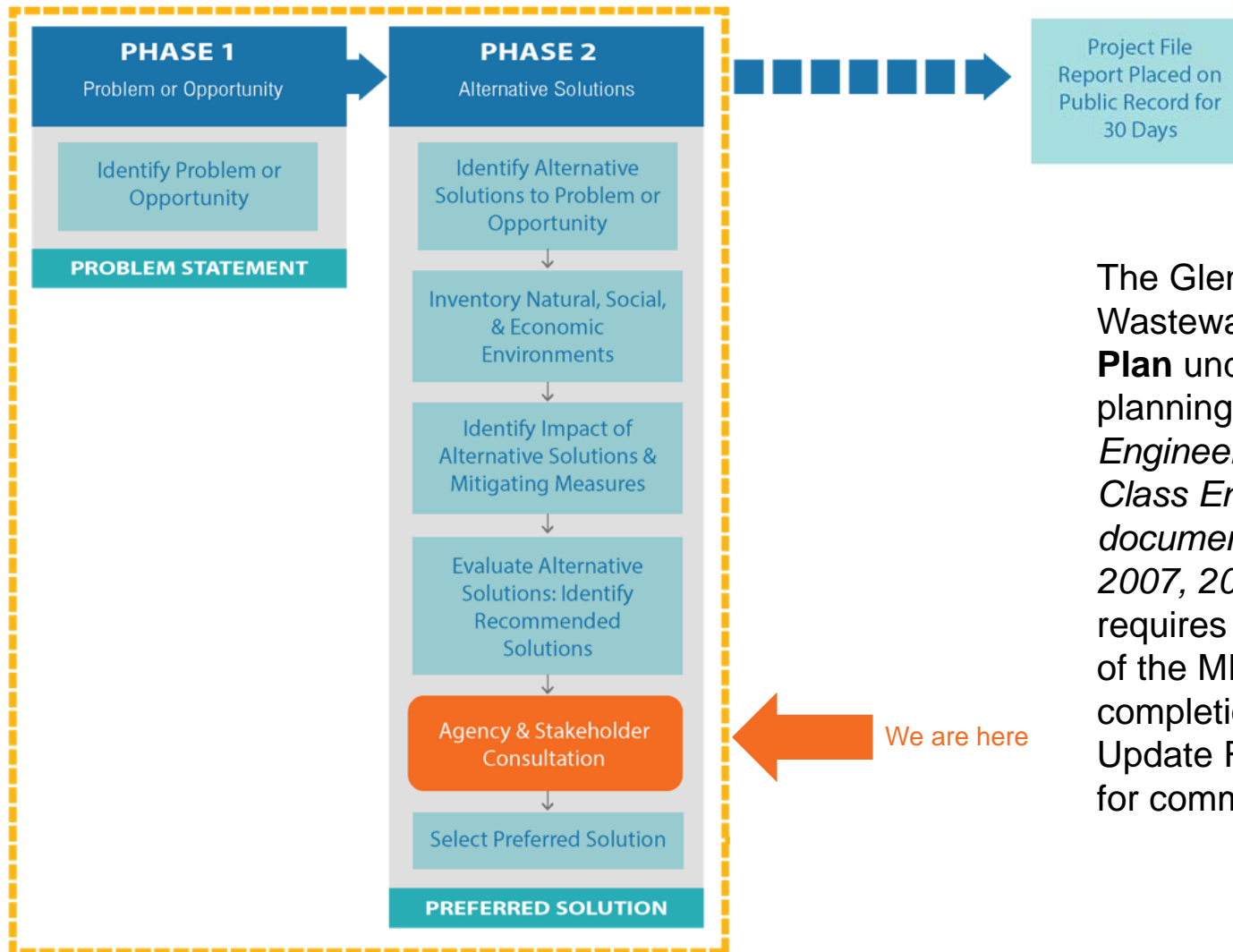


Study Area

The Glen Walter Study Area is bounded by Boundary Road (City of Cornwall) to the west, Tyotown Road to the north, Rae Road to the east, and the St. Lawrence River to the south. The study area includes communities with municipal water and wastewater servicing, communities with municipal water servicing only, communities with private water and septic services, as well as potential growth areas.



Municipal Class Environmental Assessment (Class EA) Process



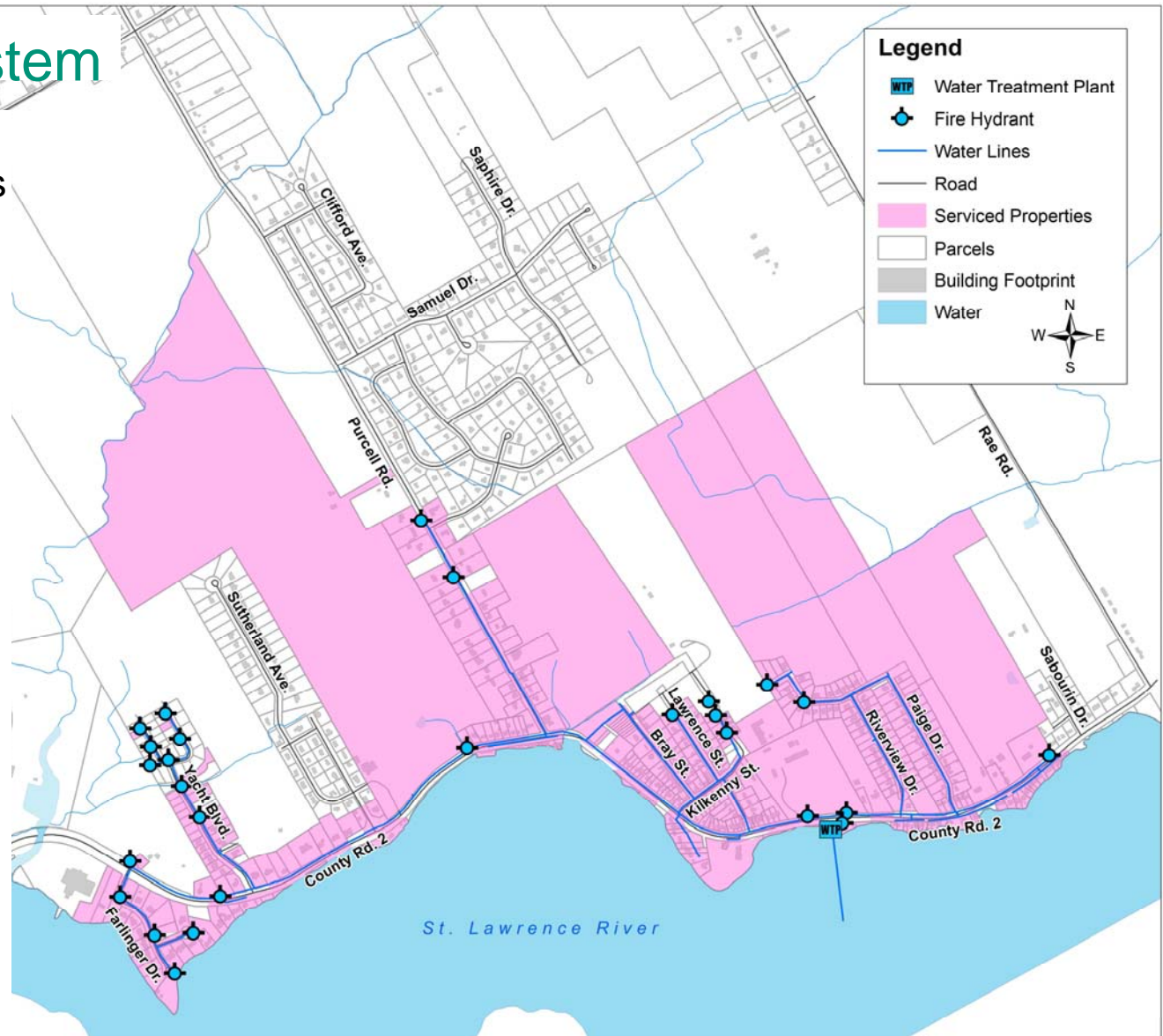
The Glen Walter Area Water and Wastewater Servicing Study is a **Master Plan** undertaking, in accordance with the planning process outlined in the *Municipal Engineers Association (MEA) Municipal Class Environmental Assessment document (October 2000, amended in 2007, 2011, and 2015)*. As such, the Study requires the completion of Phases 1 and 2 of the MEA Class EA process. Upon completion of the Study, a Master Plan Update Report will be prepared and filed for comment.

Glen Walter Area Water and Wastewater Servicing Master Plan Update



Glen Walter Water System

- Mixture of Private Wells and Municipally Serviced Properties
- Municipal System includes single Water Treatment Plant (WTP) system with no Booster Stations or Storage Facilities.
- Municipal System does not service 'Fire Flow' conditions
- 49% water loss reported in 2016 water consumption records and Annual Reports
- System is able to service Average Day Demand (ADD) and Maximum Day Demand (MDD) for Serviced Area
- System Meets MECP Quality Treatment Requirements

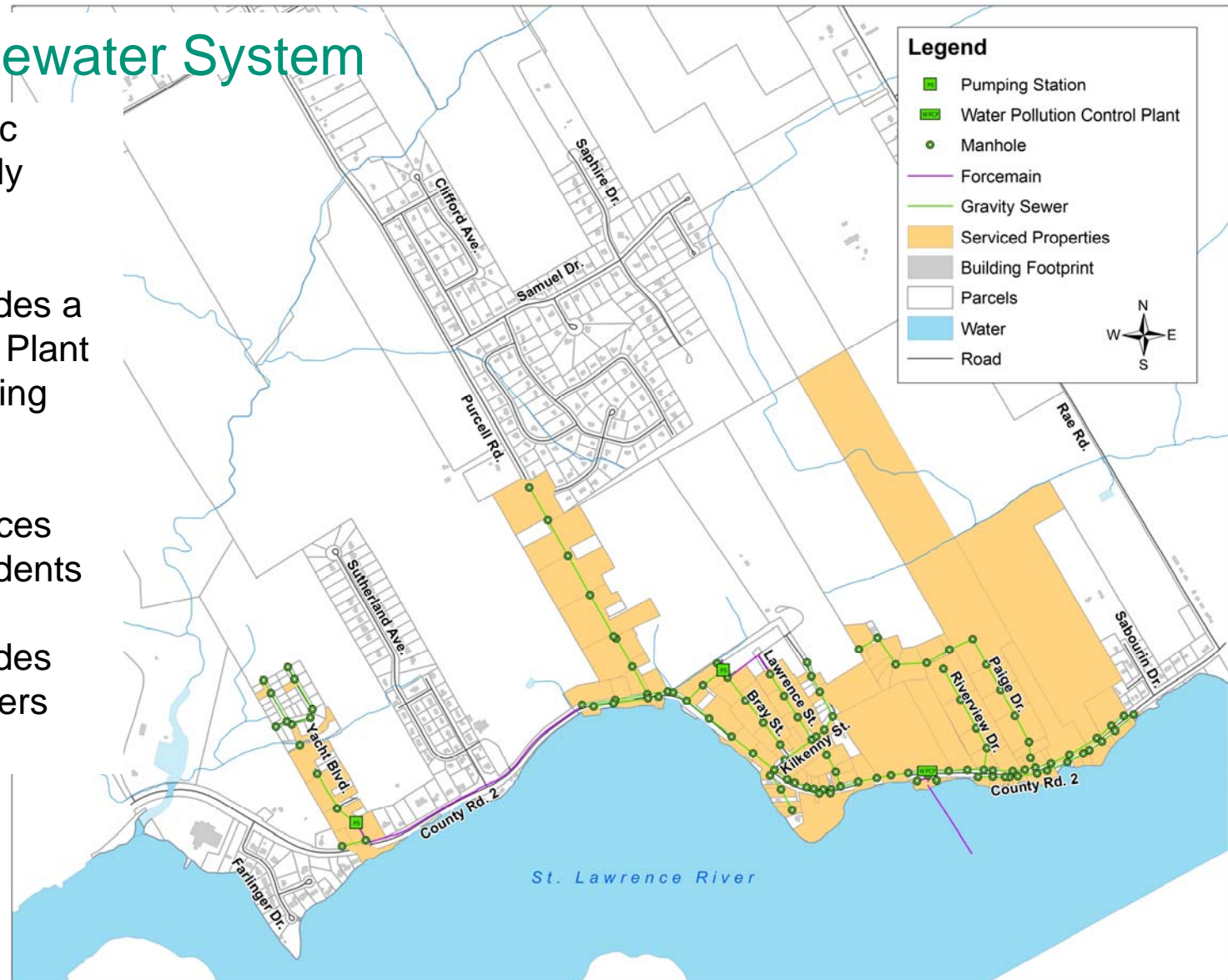


Glen Walter Area Water and Wastewater Servicing Master Plan Update



Glen Walter Wastewater System

- Mixture of Private Septic Systems and Municipally Serviced Properties
- Municipal System includes a Water Pollution Control Plant (WPCP) and two Pumping Stations (PSs)
- Municipal System services Approximately 962 residents
- Municipal System includes separated sanitary sewers from stormwater

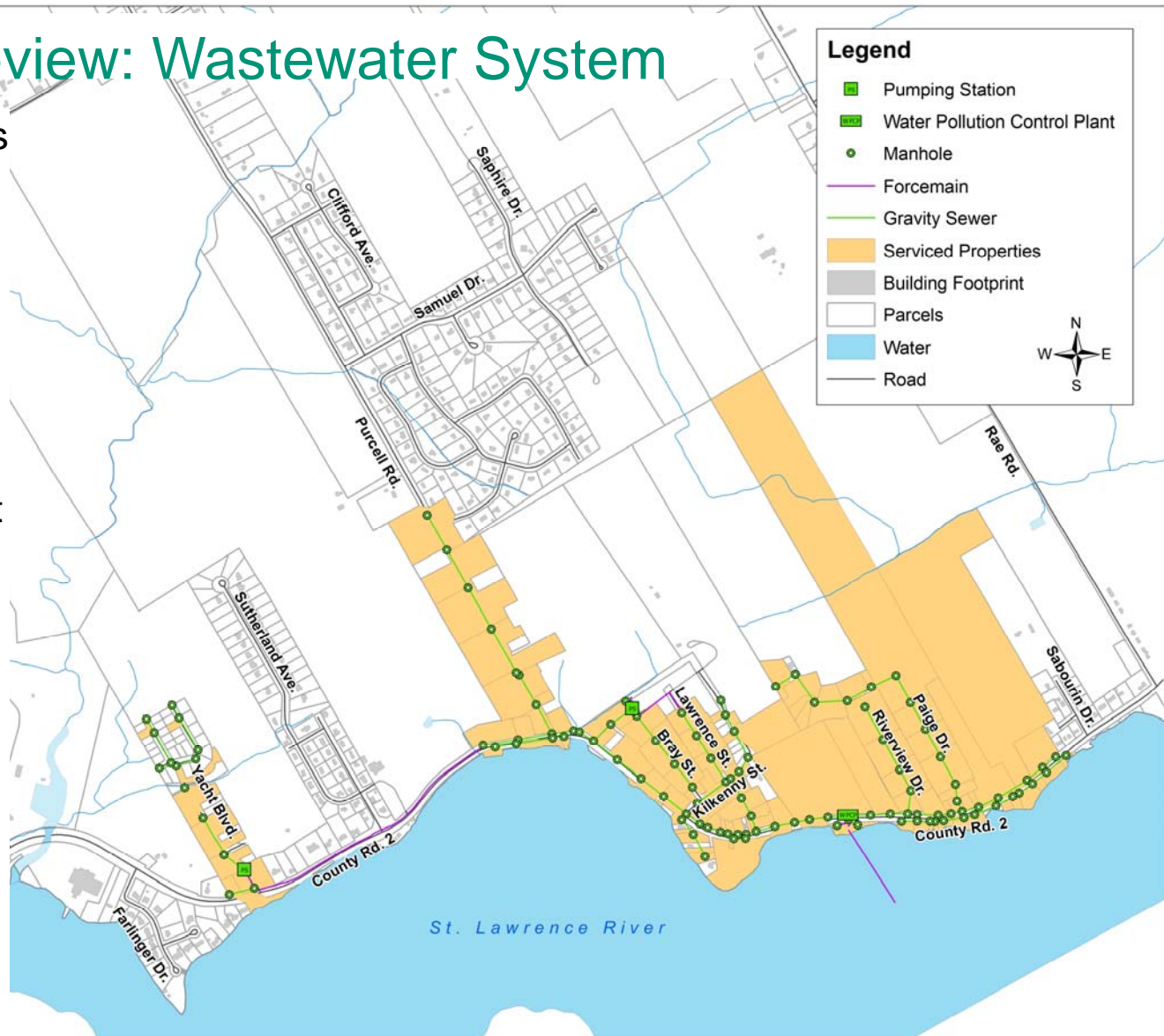


Glen Walter Area Water and Wastewater Servicing Master Plan Update



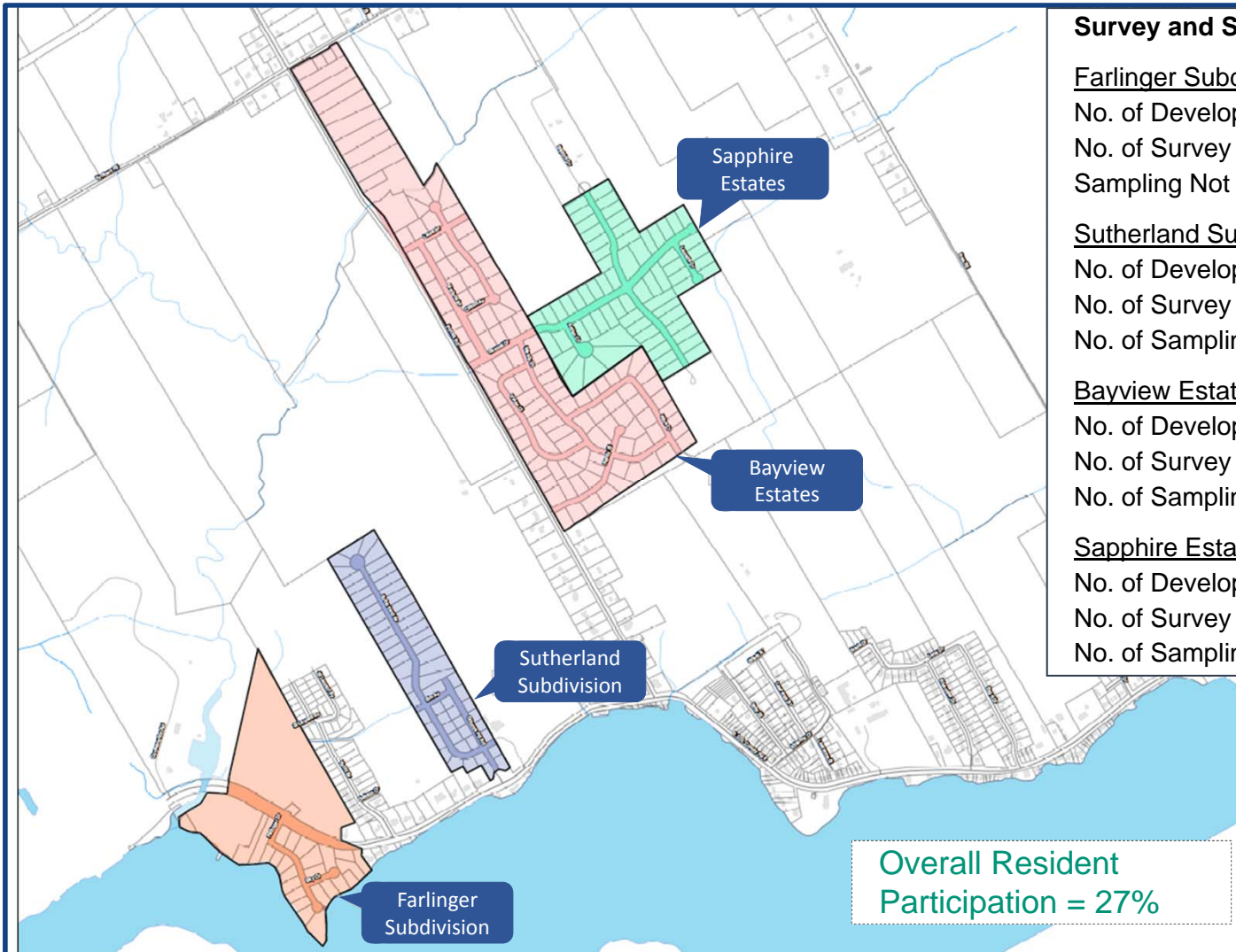
Existing Conditions Review: Wastewater System

- The WPCP is operating near its rated capacity of 787 m³/d
- A Flow Monitoring Program was conducted in Spring/Summer of 2017
- High infiltration and inflow (I/I) rates observed in annual report flows and 2017 flow monitoring program
- Overflow conditions observed at the Bray St. PS in the summer of 2017 and January of 2018
- The WPCP consistently meets MECP effluent quality requirements





Existing Conditions Review: Door-to-Door Survey



Survey and Sampling Participation Summary

Farlinger Subdivision

No. of Developed Lots.....25
 No. of Survey Participants.....5
 Sampling Not Required

Sutherland Subdivision

No. of Developed Lots.....56
 No. of Survey Participants.....20
 No. of Sampling Participants.....5

Bayview Estates

No. of Developed Lots.....121
 No. of Survey Participants.....35
 No. of Sampling Participants.....9

Sapphire Estates

No. of Developed Lots.....59
 No. of Survey Participants.....12
 No. of Sampling Participants.....6

- Overall, private septic and well systems appear to be performing well.
- No ODWQS exceedances of health-related parameters observed.
- Residents may benefit from information regarding care and maintenance of well and septic systems.

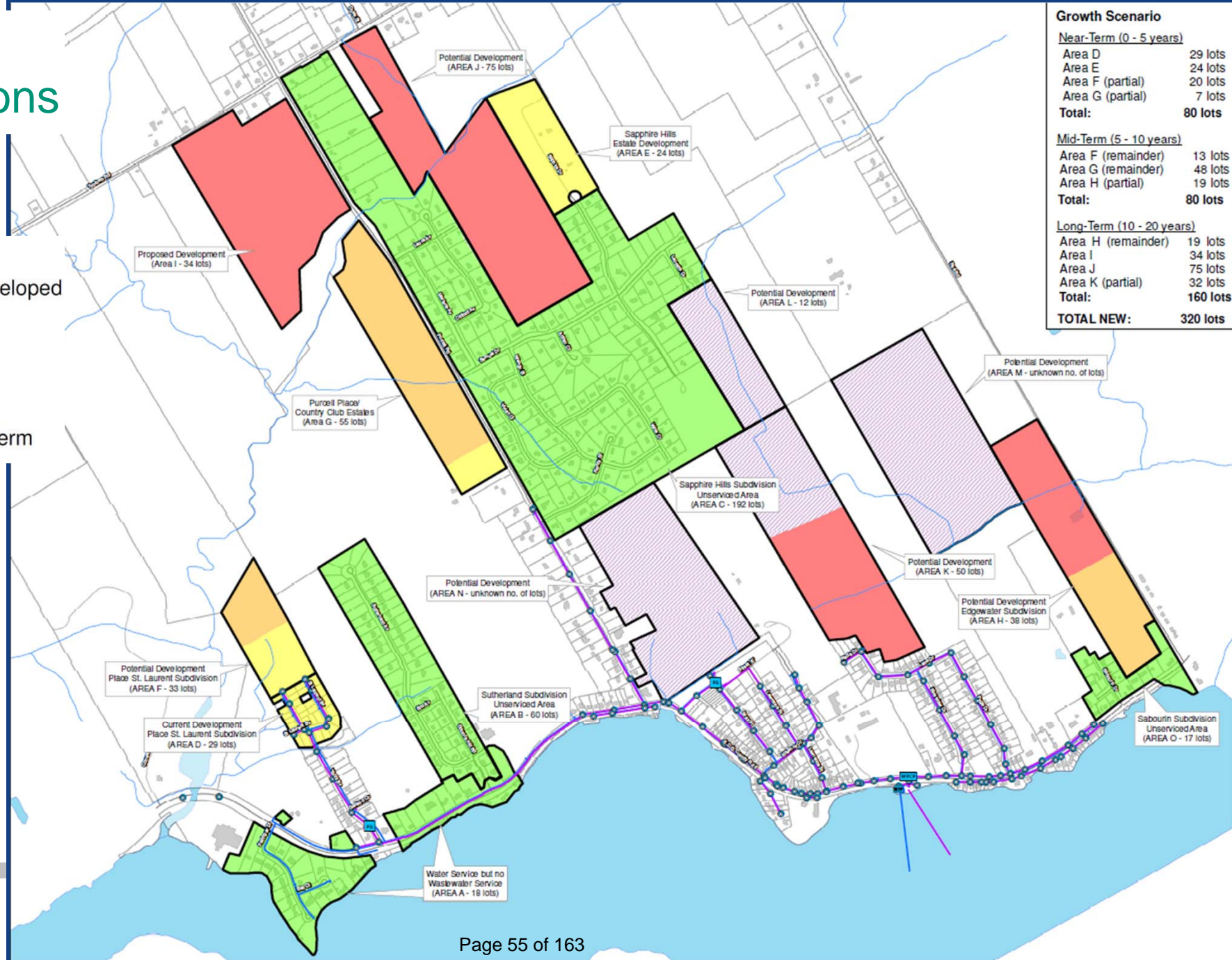
Glen Walter Area Water and Wastewater Servicing Master Plan Update



Growth Projections

Growth Scenario

- Already Developed
- Near-Term
- Mid-Term
- Long-Term
- Very Long-Term



Growth Scenario

Near-Term (0 - 5 years)

Area D	29 lots
Area E	24 lots
Area F (partial)	20 lots
Area G (partial)	7 lots
Total:	80 lots

Mid-Term (5 - 10 years)

Area F (remainder)	13 lots
Area G (remainder)	48 lots
Area H (partial)	19 lots
Total:	80 lots

Long-Term (10 - 20 years)

Area H (remainder)	19 lots
Area I	34 lots
Area J	75 lots
Area K (partial)	32 lots
Total:	160 lots

TOTAL NEW: 320 lots



Future Requirements – Water System

Level of Service (LOS) Requirements

- Watermains must:
 - To service average day demand (ADD), maximum day demand (MDD), peak hour demand (PHD) and MDD+Fire Flow.
 - Maintain a minimum 40 psi service pressure and 20 psi pressure under MDD+Fire Flow.
- Water Storage
 - Meet MECP requirements for functional, emergency and fire flow storage.
- Water Treatment Plant
 - To service ADD, MDD, PHD and MDD+Fire Flow projections.

Infrastructure Gap Analysis

- Watermains are not sized to service MDD+Fire Flow conditions.
- Pressure targets are not currently achieved.
- MDD+Fire Flow storage requirements are not met. No storage facilities or adequate boosting facilities.
- Existing facility meets servicing requirement



Future Requirements – Wastewater System

Level of Service (LOS) Requirements

- Sewers must:
 - Have a hydraulic grade line (HGL) from the 100yr storm of more than 2m below the finished ground in wet-weather conditions.
 - Dry weather flow is less than the sewer capacity.
- Pumping Stations
 - Dry Weather flows and 10yr storm flows are less than the pumping stations firm capacity.
- Forcemains
 - Velocity in pipe is less than 2 m/s.
- Water Pollution Control Plant
 - Achieve required effluent requirements.

Infrastructure Gap Analysis

- Under wet-weather conditions there is approximately 2.8 km of sewer that does not meet LOS criteria
- Under dry-weather conditions all were found to meet the LOS criteria
- Bray St PS does not meet requirements
- Yacht St. PS meets requirements, however nearing 10yr storm flow capacity.
- Both PSs meet velocity requirements under existing conditions.
- In the 10yr storm analysis, the peak flow to the WPCP exceeds its capacity.



Problem Statement

The purpose of the Problem Statement is to define the starting point of the Master Plan Study and assist in defining the scope of the project. It reflects the review of existing conditions, assessment of growth scenarios, and strives to address the identified servicing gaps.

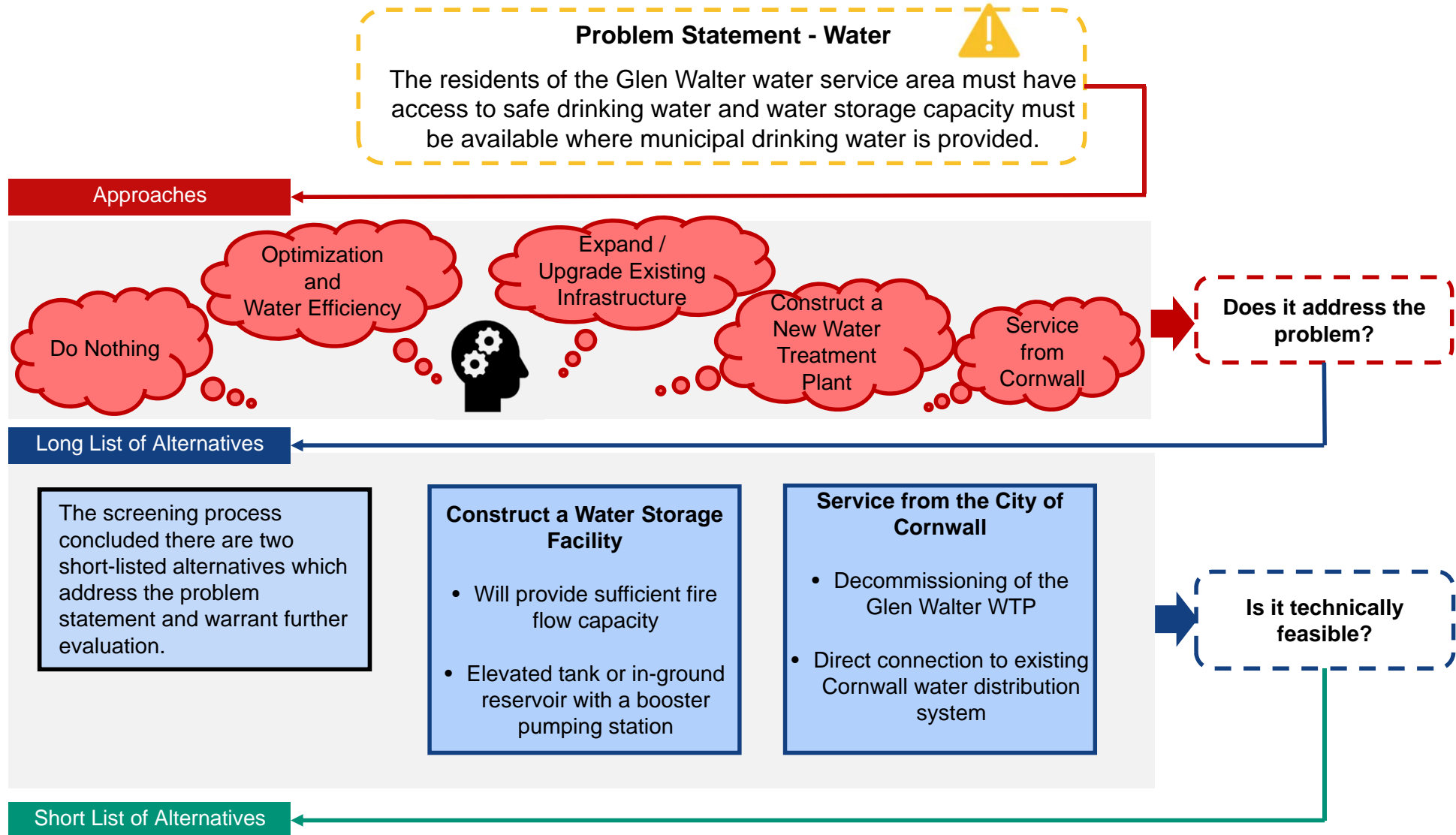
Problem Statement:

The Glen Walter Area Water and Wastewater Servicing Master Plan seeks to identify a cost-effective, environmentally sound, and socially acceptable solution to provide safe municipal drinking water and wastewater servicing to the current municipal water and wastewater serviced population of Glen Walter.

The Master Plan Study evaluates alternative solutions to address the Problem/Opportunity Statement identified above for the Existing + Area D growth scenario only.

The Existing + Area D growth scenario considers areas currently being serviced by the Township, infilling, and Area D. Area D is included as water and wastewater servicing infrastructure is already in place for this development.

Glen Walter Area Water and Wastewater Servicing Master Plan Update



Glen Walter Area Water and Wastewater Servicing Master Plan Update



Problem Statement - Water

The residents of the Glen Walter water service area must have access to safe drinking water and water storage capacity must be available where municipal drinking water is provided.

Approaches

Long List of Alternatives

Short List of Alternatives

Construct a Water Storage Facility

- Will provide sufficient fire flow capacity
- Water storage tank with a booster pumping station
- Opinion of probable capital cost is \$8.6M to \$10.2M

Service from the City of Cornwall

- Decommissioning of Glen Walter Water Treatment Plant
- New watermain from Cornwall to Glen Walter
- Opinion of probable capital cost is \$11.4M to \$15.6M

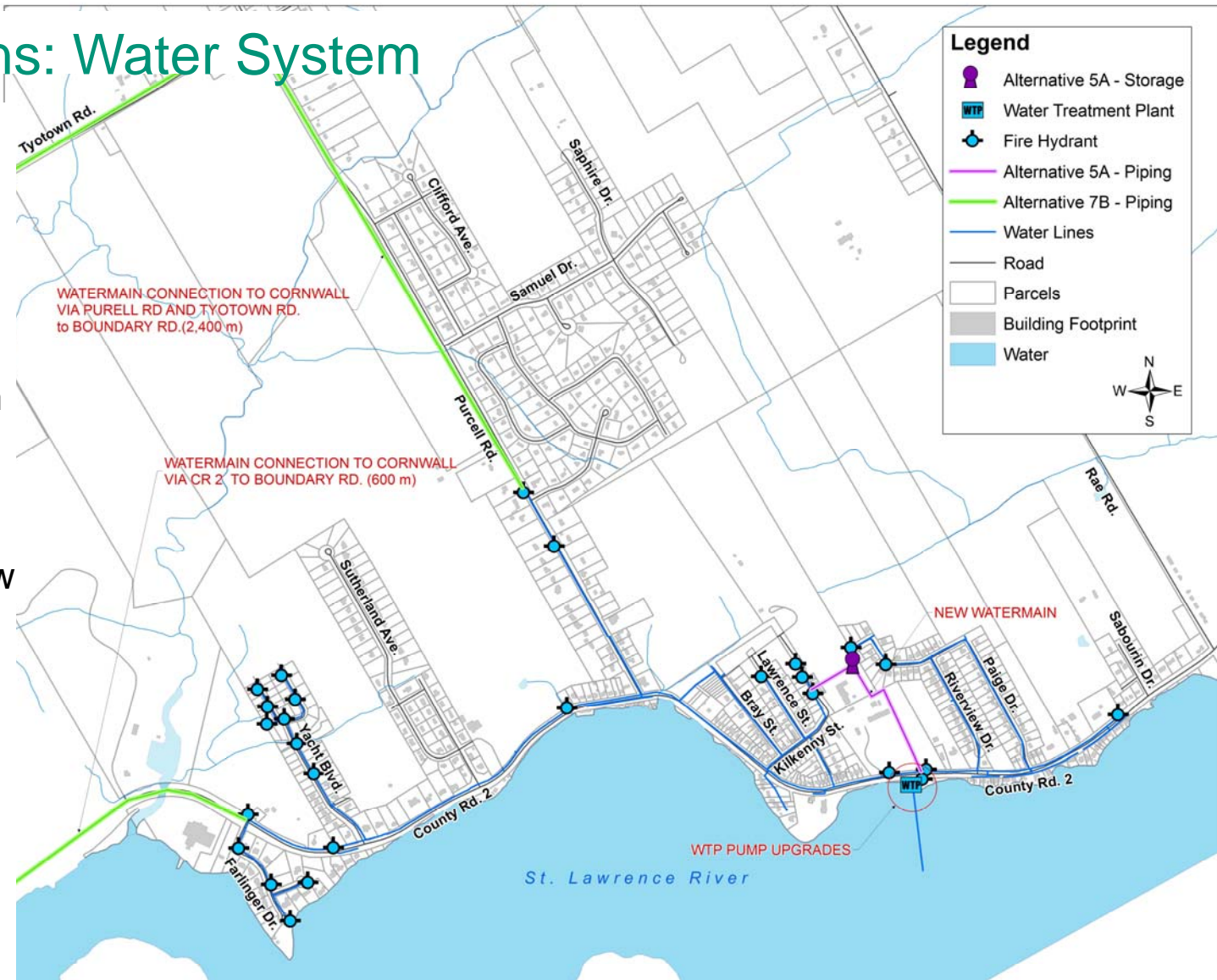
Evaluation Matrix

Glen Walter Area Water and Wastewater Servicing Master Plan Update

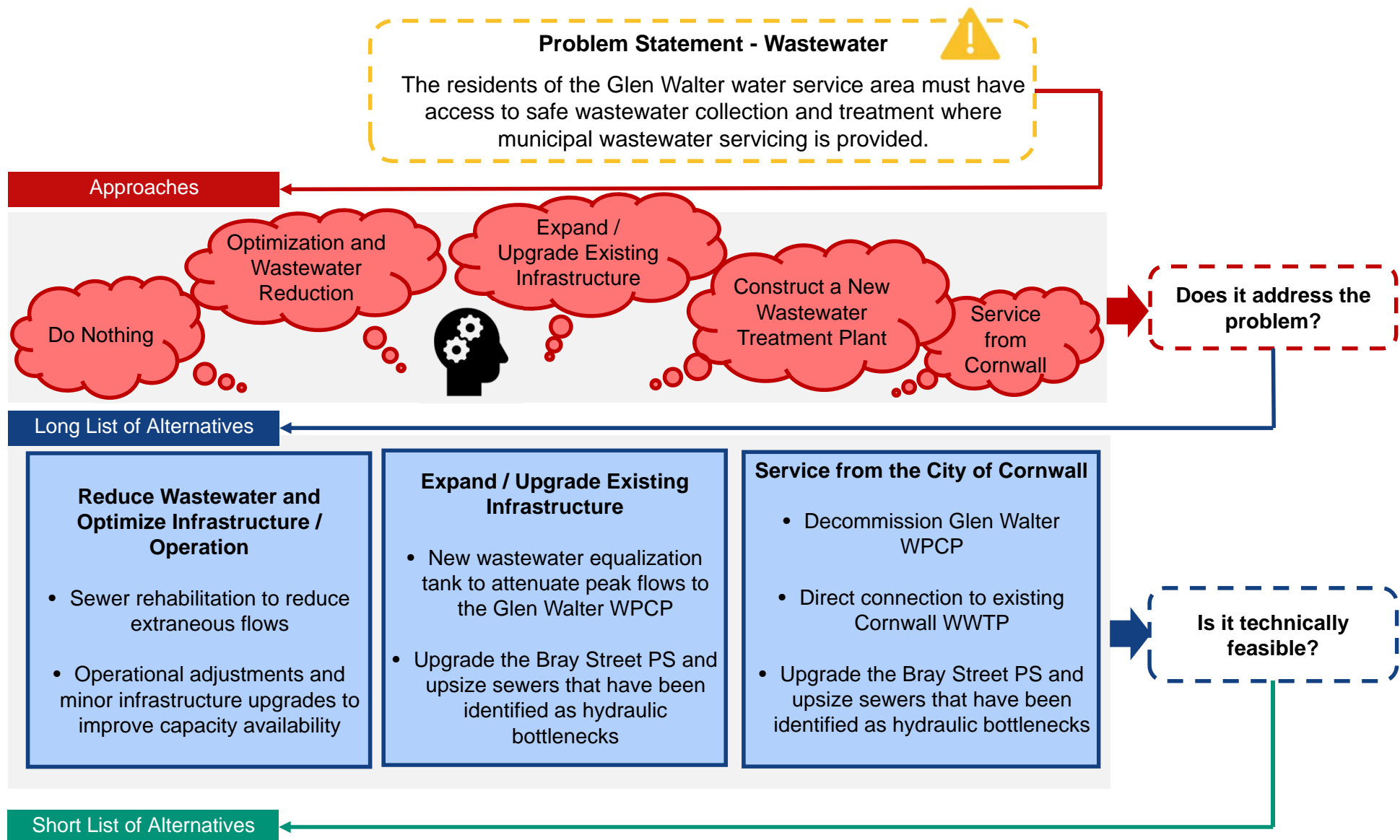


Alternative Solutions: Water System

- 50 new hydrants with hydrant leads and connections required for fire flow servicing (all alternatives)
- Approximately 500-750 m of additional watermain looping to remove dead-end connections and increase available fire flow for subdivisions (all alternatives)
- WTP decommission to occur for the connection to Cornwall alternative (Alternative 7B)



Glen Walter Area Water and Wastewater Servicing Master Plan Update



Glen Walter Area Water and Wastewater Servicing Master Plan Update



Problem Statement - Wastewater



The residents of the Glen Walter water service area must have access to safe wastewater collection and treatment where municipal wastewater servicing is provided.

Approaches

Long List of Alternatives

Short List of Alternatives

Reduce Wastewater and Optimize Infrastructure / Operation

- Sewer rehabilitation to reduce peak flows
 - Flow monitoring program to confirm improvement in the presence of extraneous flows in the wastewater collection system
 - Unit process capacity assessment optimization study of the Bray Street PS and Glen Walter WPCP
- Implement operational adjustments and minor infrastructure upgrades to improve capacity availability, if dictated by the optimization study

Expand / Upgrade Existing Infrastructure

- Construct a new wastewater equalization tank to attenuate peak flows to the Glen Walter WPCP
 - Upgrade the Bray Street PS (by approximately 1,000 m³/d)
- Upsize approximately 2.8 km of sewer that have been identified as hydraulic bottlenecks

Service from the City of Cornwall

- Decommissioning of the Glen Walter WPCP treatment facilities
- Increase pumping capacity at the Glen Walter WPCP
 - Upgrade the Bray Street PS (by approximately 1,000 m³/d)
- Upsize sewers that have been identified as hydraulic bottlenecks
- Construct a new forcemain (approximately 4km) from the Glen Walter boundary to the existing Cornwall WWTP

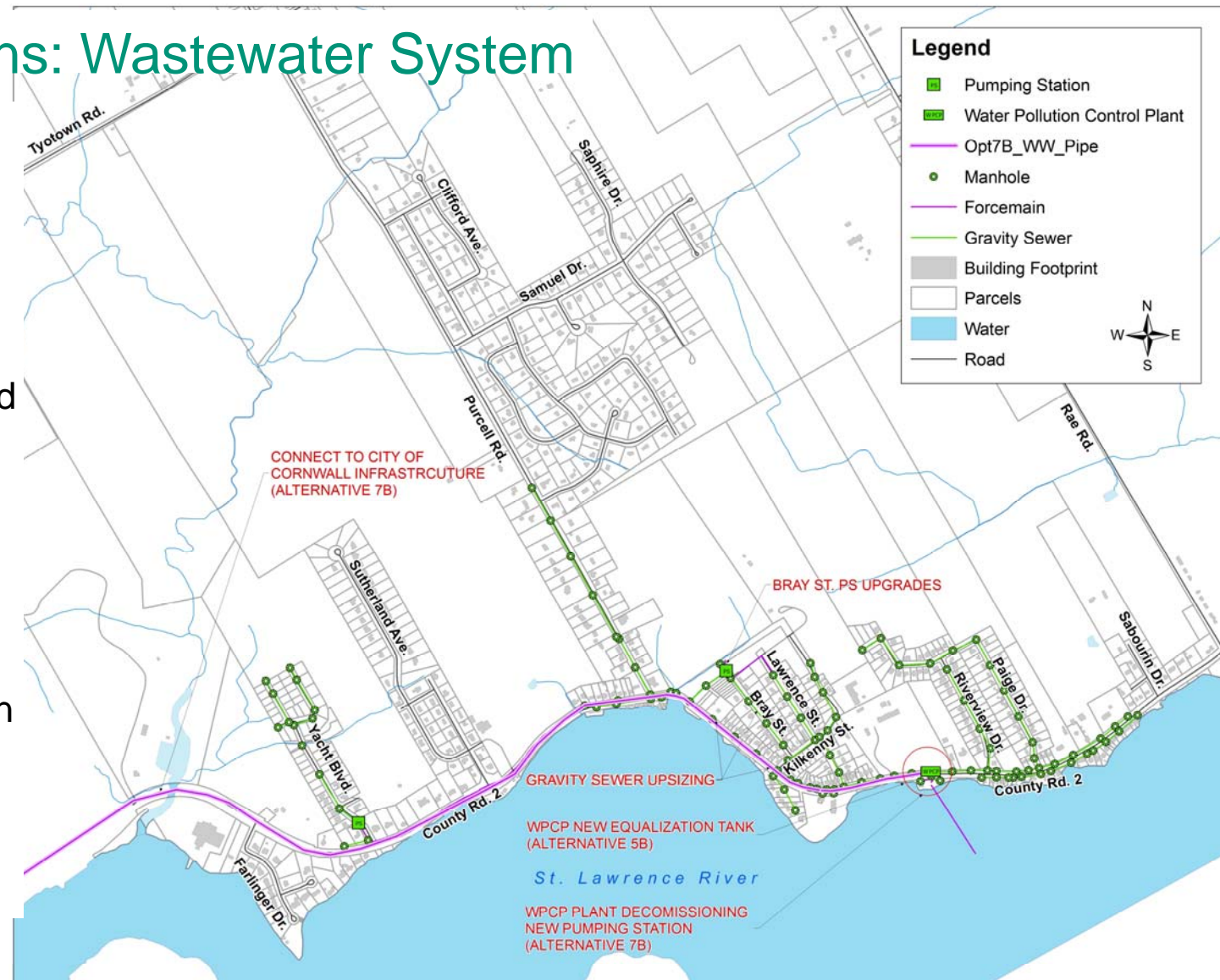
Evaluation Matrix

Glen Walter Area Water and Wastewater Servicing Master Plan Update



Alternative Solutions: Wastewater System

- Bray St. PS upgrades to service LOS existing conditions (all alternatives)
- Gravity sewer upsizing/twinning required for relevant surcharging pipes. (all alternatives)
- Degree of upgrades dependant on effectiveness of infiltration and inflow reduction strategies (all alternatives)



Evaluation Criteria

- 1. Natural Environment:** Refers to any potential impact to natural areas or features, groundwater quality, surface water, erosion, and flood control.
- 2. Social & Cultural Environment:** Refers to any potential impact to residents, built-up areas, and regulatory requirements.
- 3. Technical:** Refers to system operation, ability to measure performance, future expansion, ability to provide consistent and efficient servicing, and phasing of required infrastructure.
- 4. Economic/Financial:** Refers to the capital cost, operating cost, and phasing (implementation).

Glen Walter Area Water and Wastewater Servicing Master Plan Update



Evaluation of Alternatives - Water

EVALUATION CRITERIA	ALTERNATIVE 5A: CONSTRUCT A NEW WATER STORAGE TANK	ALTERNATIVE 7A: CONNECT TO EXISTING WATER INFRASTRUCTURE IN CORNWALL
Natural Environment	<ul style="list-style-type: none"> No impacts to surface water anticipated. Groundwater dewatering, if necessary, may disturb the River. Less dewatering than Alternative 7A. Potential for tree-removal and ground disruption. 	<ul style="list-style-type: none"> Some surface water disruption anticipated with creek crossing(s). Groundwater dewatering, if necessary, may disturb the River. More dewatering than Alternative 5A. Potential for tree-removal and ground disruption.
Social and Cultural Heritage	<ul style="list-style-type: none"> New storage tank may be located on a new site (an site owned by the Township is currently available and could be used). Less opportunity to achieve more servicing capacity. Elevated water storage tanks are perceived to be desirable landmarks. 	<ul style="list-style-type: none"> New watermain to be located through previously unimpacted lands. Greater opportunity to achieve more servicing capacity. Dependent on Cornwall for drinking water access.
Technical Suitability	<ul style="list-style-type: none"> Existing site access. Potential for less construction if looping is required for Cornwall connection. Minor WTP shutdown during connection. Minor increase in operational complexity from current. Opportunity to retrofit equalization tank if needed, in the future. Improvement to availability of stored water during power outages. Improved redundancy with functional storage provided to distribution network 	<ul style="list-style-type: none"> No existing site access. Potential for more construction if looping is required for Cornwall connection. Minor WTP shutdown during connection. Significant reduction in operation and maintenance efforts (limited to watermains and water storage, if any). Connects to Cornwall system in proximity to water reservoir. Many unknown factors regarding availability of capacity. Improved redundancy with functional storage provided to distribution network
Economic Viability	<ul style="list-style-type: none"> Lower opinion of probable capital cost (\$8.6M to \$10.2M) Lower operational and maintenance costs. 	<ul style="list-style-type: none"> Higher opinion of probable capital cost (\$11.4 to \$15.6M) Higher operational and maintenance costs (to be paid to City).
Least Preferred	Most Preferred	

Glen Walter Area Water and Wastewater Servicing Master Plan Update



Evaluation of Alternatives - Wastewater

EVALUATION CRITERIA	ALTERNATIVE 5B: CONSTRUCT A NEW WASTEWATER EQUALIZATION TANK	ALTERNATIVE 7B: CONNECT TO EXISTING WASTEWATER INFRASTRUCTURE IN CORNWALL
Natural Environment	<ul style="list-style-type: none"> Negligible impacts as design effluent limits will be met. Groundwater dewatering, if necessary, may disturb the River. Less dewatering than Alternative 7B. Potential for tree-removal and ground disruption. 	<ul style="list-style-type: none"> Negligible impacts as Cornwall WWTP will meet effluent limits. Groundwater dewatering anticipated for forcemain and PS upgrades, may disturb the River. More dewatering than Alternative 5B. New forcemain will need to cross under a creek, therefore some surface water disruption anticipated. Potential for tree-removal and ground disruption.
Social and Cultural Heritage	<ul style="list-style-type: none"> New tank may be located on a new site (i.e. not on the existing WPCP site). Greater opportunity for odours, however can be mitigated through odour control. Less opportunity to achieve more servicing capacity. 	<ul style="list-style-type: none"> Most infrastructure required on new lands and through Cornwall's ROW along Hwy 2 (high disruption due to construction). Ownership and maintenance of forcemain based on shared agreement. Greater opportunity for odours, however can be mitigated. Greater opportunity to achieve more servicing capacity, allowing for flexibility in the future for expansion of the municipally serviced area. Dependent on City for wastewater treatment.
Technical Suitability	<ul style="list-style-type: none"> Existing site access. Minor WPCP shutdown/bypass during connection Change in operation from current – increase in operation complexity. Opportunity to retrofit equalization tank if needed, in the future. Improvement to the accommodation of high flows that may occur due to climate change. 	<ul style="list-style-type: none"> Existing site access except for forcemain through Cornwall. Minor WPCP shutdown/bypass during connection Reduction in operation and maintenance efforts (limited to PSs and sewers). Significant PS upgrades required. Less attenuation of high flows that may occur due to climate change. Many unknown factors regarding availability of capacity.
Economic Viability	<ul style="list-style-type: none"> Lowest opinion of probable capital cost (\$13.3M). Lower operational and maintenance costs. 	<ul style="list-style-type: none"> Highest opinion of probable capital cost (\$27.6M). Higher operational and maintenance costs (to be paid to the City). BAF systems use more energy than conventional systems.
Least Preferred	Most Preferred	

Glen Walter Area Water and Wastewater Servicing | Master Plan Update



Preferred Water Servicing Alternative

The preferred water system alternative solution is the Construction of a Water Storage Tank. This solution satisfies the Problem Statement and has the lowest capital and operation and maintenance costs.

PROJECT	YEAR REQUIRED	OPINION OF PROBABLE COST (2017\$)	CLASS EA SCHEDULE	TRIGGER
New Water Storage Tank and WTP High Lift Pump Upgrades	2019-2021	\$3.3M to \$4.3M	Schedule B	Water storage tank required to provide security of fire flow supply and redundancy in the distribution system.
Upsizing of Existing Watermains and Addition of Hydrants	2022-2025	\$2.3M	Schedule B	Prioritize by areas with known high leakage.

Glen Walter Area Water and Wastewater Servicing | Master Plan Update



Preferred Wastewater Servicing Alternative

The preferred water system alternative solution is a phased approach to the Construction of a Wastewater Equalization Tank. This solution satisfies the Problem Statement and has the least impact to the natural, social/cultural, technical, and economic environments.

Phase 1 of this alternative includes:

- Completion of the sewer rehabilitation program followed by flow monitoring to quantify improvements; and,
- Unit process capacity assessment and optimization study of the Glen Walter WPCP to support plant re-rating (if warranted based on the results of the flow monitoring program).

Phase 2 is the construction of a new equalization tank and upgrade of the Bray Street PS.

PROJECT	YEAR REQUIRED	OPINION OF PROBABLE COST (2017\$)	CLASS EA SCHEDULE	TRIGGER
Sewer Rehabilitation	2018	Already approved	n/a	Already triggered by significant I&I in the sewer system.
New Equalization Tank	2019-2021	\$1.1M	Schedule B	Equalization storage tank required to attenuate peak inflows to the WPCP and to reduce overflows.
Bray Street PS Upgrades	2021-2025	\$2.9M	Schedule B	PS upgrades required immediately, however equalization tank is required prior to upgrades. Trigger upgrades following review of I&I reduction initiative results.
Upsizing of Sewer Network	2019-2025	-	Schedule A	Following I/I reduction initiatives and in conjunction with preferred alternative upgrades.



Next Steps

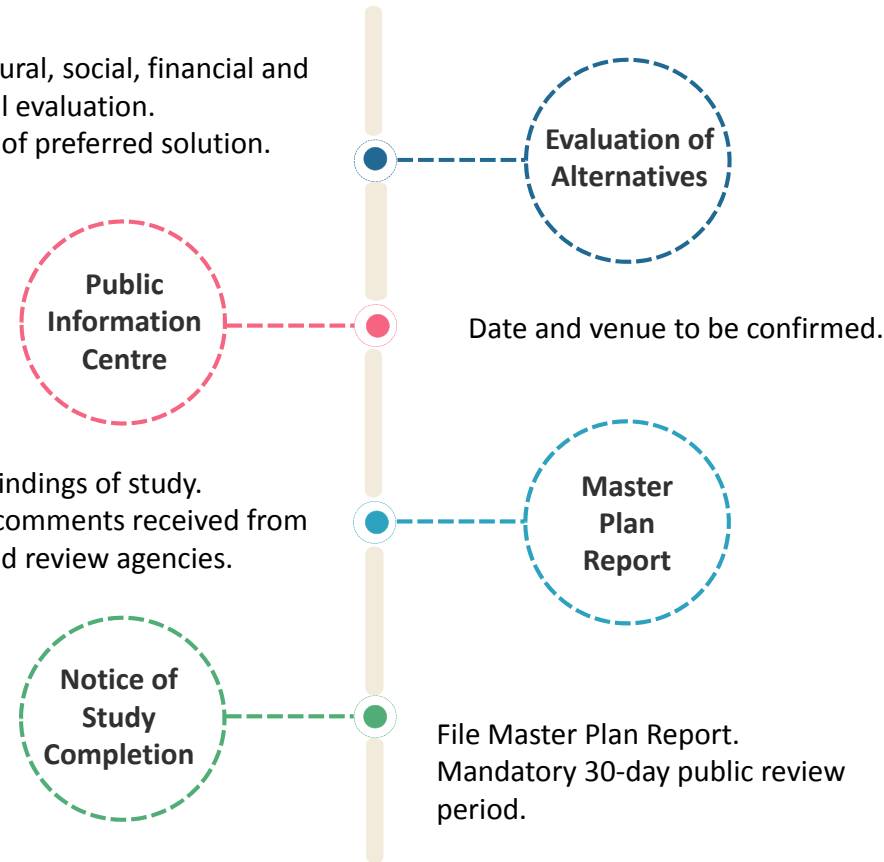
- Host a Public Information Centre to receive comments.
- Incorporate comments from the PIC into draft Master Plan Report.
- File Master Plan Report for 30-day public and stakeholder review period.
- Issue Notice of Study Completion.

Thank you!

Carla Fernandes, P.Eng.
Project Manager
WSP Canada Limited
P: 613-856-0323
E: Carla.Fernandes@wsp.com

Michael Flowers, P.Eng.
Municipal Project Engineer
WSP Canada Limited
P: 613-856-0305
E: Michael.Flowers@wsp.com

Technical, natural, social, financial and archaeological evaluation.
Identification of preferred solution.





STAFF REPORT

S.R. No. 24-2019

PREPARED BY: Kelli Campeau, Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 19, 2019

SUBJECT: Sale of Surplus Properties - Lancaster Heights

BACKGROUND:

1. Council has previously declared a number of lots in Lancaster Heights as surplus to the needs of the Township and has established prices for the respective lots.
2. The Township has received offers to purchase Parts 3 and 4 on Reference Plan 14R-3037.
3. The lots are located on Parkhill Circle in Lancaster Heights.

ANALYSIS:

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

ALIGNMENT WITH STRATEGIC PLAN:

5. Goal 1: Enhance economic growth and prosperity.

IMPACT ON 2019 BUDGET:

6. The sale of the properties will result in an income of \$35,000.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 24-2019 be received and that By-law 15-2019, being a by-law to approve the sale of Parts 3 and 4 on 14R-3037, legally described as Part Lot 4-5, Concession 9, Lancaster Parts 3 and 4, 14R-3037, South Glengarry be read a first, second and third time, passed signed and sealed in open Council this 19th day of February, 2019 and furthermore that the Mayor and Clerk be authorized to sign all related documents.



A handwritten signature in black ink that reads "Kelli Campeau". The signature is written in a cursive style and is positioned above a solid horizontal line.

**Recommended to Council for
Consideration by:
KELLI CAMPEAU - CLERK**

SG-J-19

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 15-2019
FOR THE YEAR 2019**

BEING A BY-LAW TO AUTHORIZE THE SALE OF SURPLUS LANDS IN ACCORDANCE WITH THE TERMS OF BY-LAW 11-18, BEING THE SALE AND PURCHASE OF PROPERTY BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF 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 By-law 7-95 passed by the Council of the Corporation of the Township of Lancaster (predecessor to the Corporation of the Township of South Glengarry) declared PT LT 4-5 CON 9 LANCASTER PT 3 & 4 14R3037, SOUTH GLENGARRY as surplus.

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

1. **THAT** the lands described as PT LT 4-5 CON 9 LANCASTER PT 3 14R3037, SOUTH GLENGARRY be sold and transferred to Jean-Francois Lemire pursuant to the Agreement of Purchase and Sale.
2. **THAT** the lands described as PT LT 4-5 CON 9 LANCASTER PT 4 14R3037, SOUTH GLENGARRY be sold and transferred to Jean-Francois Lemire AND Andreanne Turmel pursuant to the Agreement of Purchase and Sale.
3. **THAT** the Mayor and Clerk be authorized to execute such documents as may be necessary therefore, and to attach the Corporate seal thereto.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 19TH DAY OF FEBRUARY, 2019.

MAYOR: **CLERK:**

ACKNOWLEDGEMENT AND DIRECTION

TO: Paul D. Syrduk
(Insert lawyer's name)

AND TO: PAUL D. SYRDUK LAW OFFICE
(Insert firm name)

RE: The Corporation of The Township of South Glengarry sale to Lemire - Part ("the transaction")
Lot 4 Concession 9, Part 3 on 14R-3037, Parkhill Circle, North Lancaster,
Ontario
(Insert brief description of transaction)

This will confirm that:

- I/We have reviewed the information set out in this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on my/our behalf the Documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Upper Canada as the date of the Agreement of Purchase and sale herein. I/We hereby acknowledge the said Agreement has been reviewed by me/us and that I/We shall be bound by its terms;
- The effect of the Documents has been fully explained to me/us, and I/we understand that I/we are parties to and bound by the terms and provisions of the Documents to the same extent as if I/we had signed them; and
- I/we are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.
- I, _____, am the spouse of _____, the (Transferor/Chargor) , and hereby consent to the transaction described in the Acknowledgment and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

DESCRIPTION OF ELECTRONIC DOCUMENTS

The Document(s) described in the Acknowledgement and Direction are the document(s) selected below which are attached hereto as "Document in Preparation" and are:

- ☒ A Transfer of the land described above.
- ☐ A Charge of the land described above.
- ☐ Other documents set out in Schedule "B" attached hereto.

Dated at _____, **this** _____ **day of** _____, **20** ____.

WITNESS

(As to all signatures, if required)

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

FRANK PREVOST, MAYOR

KELLI CAMPEAU, CLERK

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 67153 - 0458 PT LT 4-5 CON 9 LANCASTER PT 3 14R3037; SOUTH GLENGARRY

BY: THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
TO: LEMIRE, JEAN-FRANCOIS

1. LEMIRE, JEAN-FRANCOIS

- I am
- ☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
 - ☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
 - ☒ (c) A transferee named in the above-described conveyance;
 - ☐ (d) The authorized agent or solicitor acting in this transaction for _____ described in paragraph(s) () above.
 - ☐ (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for _____ described in paragraph(s) () above.
 - ☐ (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$17,500.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$0.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$17,500.00
(h) VALUE OF ALL CHATTELS -items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$17,500.00

6. Other remarks and explanations, if necessary.

- The information prescribed for purposes of section 5.0.1 of the Land Transfer Tax Act is not required to be provided for this conveyance.
- The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "specified region" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
- (a) This is not a conveyance of land that is located within the "specified region".
- The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.
- The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.

PROPERTY Information Record

- A. Nature of Instrument: Transfer
LRO 14 Registration No. Date:
- B. Property(s): PIN 67153 - 0458 Address LANCASTER Assessment - Roll No
- C. Address for Service: 26 rue Besner # 2
Coteau-du-lac, QC J0P 1B0
- D. (i) Last Conveyance(s): PIN 67153 - 0458 Registration No.
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes ☐ No ☒ Not known ☐

ACKNOWLEDGEMENT AND DIRECTION

TO: Paul D. Syrduk
(Insert lawyer's name)

AND TO: PAUL D. SYRDUK LAW OFFICE
(Insert firm name)

RE: The Corporation of The Township of South Glengarry sale to Lemire/Turmel ("the transaction")
- Part Lot 4, Concession 9, Part 4 on 14R-3037, Parkhill Circle, North
Lancaster, Ontario
(Insert brief description of transaction)

This will confirm that:

- I/We have reviewed the information set out in this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on my/our behalf the Documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Upper Canada as the date of the Agreement of Purchase and sale herein. I/We hereby acknowledge the said Agreement has been reviewed by me/us and that I/We shall be bound by its terms;
- The effect of the Documents has been fully explained to me/us, and I/we understand that I/we are parties to and bound by the terms and provisions of the Documents to the same extent as if I/we had signed them; and
- I/we are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.
- I, _____, am the spouse of _____, the (Transferor/Chargor) , and hereby consent to the transaction described in the Acknowledgment and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

DESCRIPTION OF ELECTRONIC DOCUMENTS

The Document(s) described in the Acknowledgement and Direction are the document(s) selected below which are attached hereto as "Document in Preparation" and are:

- ☒ A Transfer of the land described above.
- ☐ A Charge of the land described above.
- ☐ Other documents set out in Schedule "B" attached hereto.

Dated at _____, **this** _____ **day of** _____, 20 ____.

WITNESS

(As to all signatures, if required)

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

FRANK PREVOST, MAYOR

KELLI CAMPEAU, CLERK

LRO # 14 **Transfer**

In preparation on 2019 02 07 at 11:36

This document has not been submitted and may be incomplete.

yyyy mm dd Page 1 of 2

Properties

PIN 67153 - 0458 LT Interest/Estate Fee Simple ☒ Split
Description PT LT 4-5 CON 9 LANCASTER PT 4 14R3037; SOUTH GLENGARRY
Address LANCASTER

Consideration

Consideration \$17,500.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

Name THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
 Acting as a company
Address for Service 6 Oak Street, Lancaster, ON, K0C 1N0
I, Frank Prevost (Mayor) and Kelli Campeau (Clerk), have the authority to bind the corporation.
This document is not authorized under Power of Attorney by this party.

Transferee(s)	Capacity	Share
----------------------	-----------------	--------------

Name	LEMIRE, JEAN-FRANCOIS	Tenants In Common
	Acting as an individual	
Date of Birth	1980 12 16	
Address for Service	26 rue Besner # 2	
	Coteau-du-lac, QC J0P 1B0	

Name	TURMEL, ANDREANNE	Tenants In Common
	Acting as an individual	
Date of Birth	1989 08 18	
Address for Service	13 rue Messier	
	Vercheres, QC J0L 2R0	

Statements

Schedule: The Transferee, his heirs, etc. . . . covenants and agrees that, after installation by the Township of South Glengarry, the cost of operation and maintenance of the street lighting system shall remain the responsibility of the lots within the development and that an annual special charge will be levied by the municipality to recuperate the costs of operation. The Transferee, his heirs, etc. . . . covenants and agrees that the lands shall be subject to the following restrictions: 1. No more than one dwelling shall be erected on the lands herein conveyed. 2. No part of the lands herein conveyed shall be severed. The said restrictions shall run with the lands.

STATEMENT OF THE TRANSFEROR (S): The transferor(s) verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene the Planning Act.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEROR (S): I have explained the effect of the Planning Act to the transferor(s) and I have made inquiries of the transferor(s) to determine that this transfer does not contravene that Act and based on the information supplied by the transferor(s), to the best of my knowledge and belief, this transfer does not contravene that Act. I am an Ontario solicitor in good standing.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEE (S): I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in the Planning Act, and to the best of my knowledge and belief this transfer does not contravene the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing.

Calculated Taxes

Provincial Land Transfer Tax \$87.50

File Number

Transferor Client File Number : 219-013
Transferee Client File Number : 2575-001 / 00370JL

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 67153 - 0458 PT LT 4-5 CON 9 LANCASTER PT 4 14R3037; SOUTH GLENGARRY

BY: THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
TO: LEMIRE, JEAN-FRANCOIS Tenants In Common
TURMEL, ANDREANNE Tenants In Common

1. LEMIRE, JEAN-FRANCOIS AND TURMEL, ANDREANNE

- I am
- ☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
 - ☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
 - ☒ (c) A transferee named in the above-described conveyance;
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Roll No
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Coteau-du-lac, QC J0P 1B0
13 rue Messier
Vercheres, QC J0L 2R0
- D. (i) Last Conveyance(s): PIN 67153 - 0458 Registration No.
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes ☐ No ☒ Not known ☐

PROVINCE

REVISED - SEPT. 2015



STAFF REPORT

S.R. No. 25-2019

PREPARED BY: Ewen MacDonald, GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 19, 2019

SUBJECT: Water and Sewage Plants Annual Reports

BACKGROUND:

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

ANALYSIS:

4. Appended are the six (6) reports showing compliance/non-compliance for the Glen Walter, Lancaster and Redwood Estates Water Treatment Plants for 2018 and the Glen Walter, Lancaster and Green Valley Sewage Treatment Plants for 2018.
5. Administration has added additional information to the Organic and Inorganic Parameters tables for Council's information, which are appended to this report.
6. The reports contain detailed information on the plants and the reports are being provided to Council for your review at this time.



7. Questions on the reports should be directed to Administration in the next 2 weeks so that we can prepare a Staff Report to approve the reports for the March 4th Council Meeting.

ALIGNMENT WITH STRATEGIC PLAN:

8. Goal 2: Invest in infrastructure and its sustainability
9. Goal 4: Improve quality of life in our community

IMPACT ON 2019 BUDGET:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 25-2019 be received and that the Council of the Township of South Glengarry receive the 2018 Annual Reports for the Redwood Estates, Lancaster and Glen Walter Water Treatment Plants and the Lancaster, Green Valley and Glen Walter Sewage Treatment Plants and furthermore, that a Staff Report to approve the reports be prepared for the March 4, 2019 Council Meeting.

Recommended to Council for
Consideration by:
KELLI CAMPEAU - CLERK



**REDWOOD WATER TREATMENT
Annual Report 2018**

(as per O. Reg. 170/03 – Section 11)

and

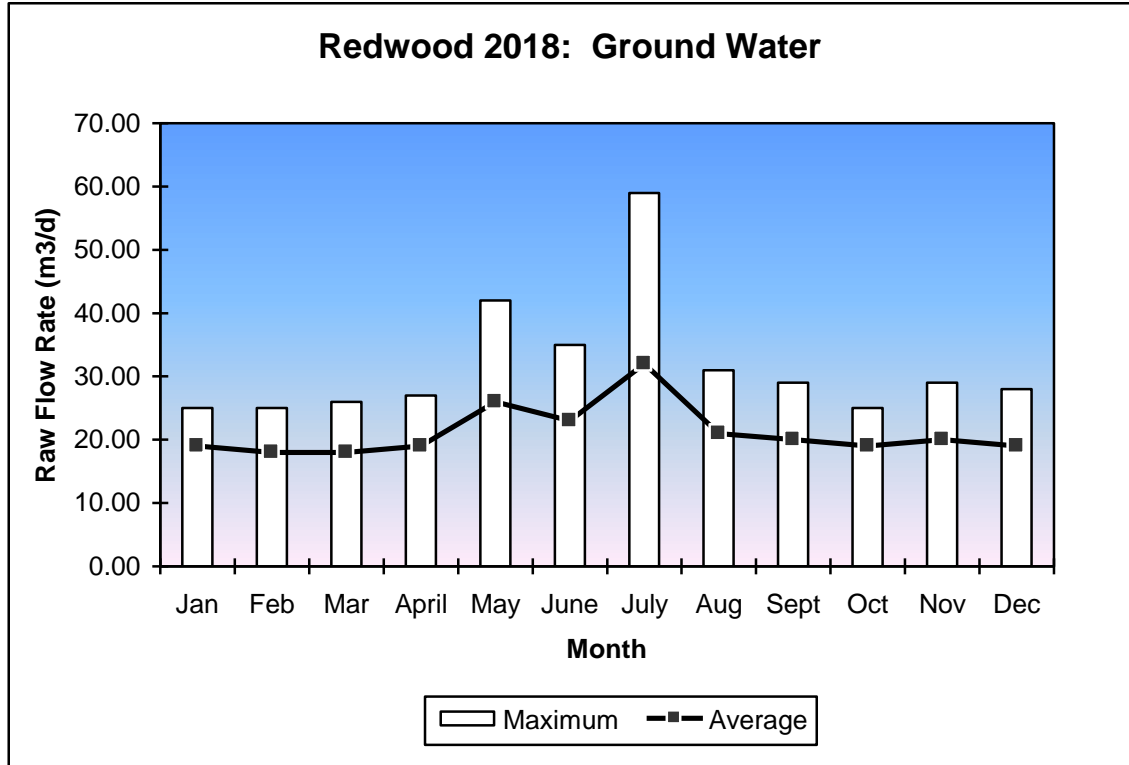
2018 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

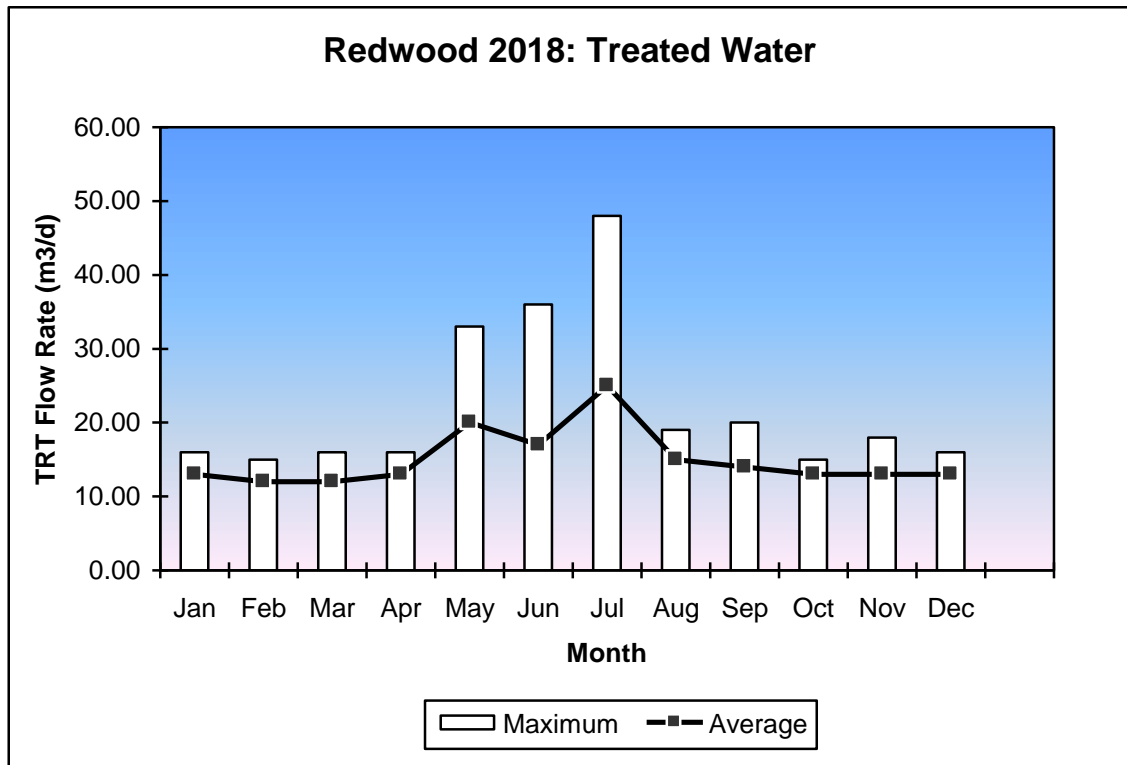
**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 12, 2019

Comparison of Daily Average and Maximum Raw Daily Flows for 2018



Comparison of
Daily Average and Maximum Treated Daily Flows for 2018



**The Corporation of the Township of South Glengarry
Redwood Estates Water Treatment Plant
2018 Annual Performance Report**

OVERVIEW

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

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

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

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

EQUIPMENT

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

PROCESS

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

UPGRADES

N/A

REPORTING

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

Ontario Drinking Water License# 185-103

The Township of South Glengarry Water Treatment Department operated the Redwood Estates Water Treatment Plant for the year 2018 and met all terms of the Ontario Drinking Water System Regulation 170/03. The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all of its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

A total of 7,944 cubic meters of water had been treated for the year 2018 with a monthly average of 21m³ per day and a maximum flow of 59m³ /day for the year. Maximum flow is equivalent to 39% of the plant capacity.

The Redwood Estates Water Treatment Plant uses Sodium Hypochlorite for disinfection. A total of 57.24 kg of chlorine had been utilized for the year at an average of 7.20mg/liter.

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

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

Annau Report Data
2018

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

Description: Greensand Pressure Filtration - Sodium Hypochlorite Disinfection

	Raw Water Flow			Treated Water Flow			Chemical	Treated Water								Distribution Water				Backwash Water Flow						
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Free Cl2 Residual mg/L			Average Turbidity NTU	Average Colour TCU	Sodium mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Iron mg/L NO2 mg/L	Free Cl2 Residual mg/L			THM ug/L	Lead ug/L	CBOD5 mg/L	TSS mg/L	Iron mg/L NO2 mg/L	Mn mg/L	
								Min.	Max.	Avg.							Min.	Max.	Avg.							
January	0.601	0.019	0.025	0.404	0.013	0.016	3.77	1.31	2.46	1.66	0.13	0		0.1	0.1	0.005	1.29	1.76	1.60	12		3	14	2.660	1.130	
February	0.528	0.018	0.025	0.349	0.012	0.015	3.32	0.54	4.06	1.36	0.13	0					1.04	1.63	1.22							
March	0.585	0.018	0.026	0.402	0.012	0.016	3.94	1.05	1.97	1.50	0.14	0					0.83	1.65	1.41							
April	0.595	0.019	0.027	0.401	0.013	0.016	3.96	1.15	2.43	1.53	0.19	0		0.1	0.1	0.015	0.92	1.56	1.38	19		3	6	0.832	0.155	
May	0.818	0.026	0.042	0.628	0.020	0.033	5.74	0.70	2.03	1.40	0.29	0					0.81	1.63	1.30							
June	0.705	0.023	0.035	0.520	0.017	0.036	5.04	0.32	5.04	1.39	0.14	0					0.47	1.48	1.24							
July	1.000	0.032	0.059	0.804	0.025	0.048	7.92	0.39	0.32	1.80	0.17	0		0.1	0.1	0.040	0.15	2.24	1.41	76		3	3	0.177	0.043	
August	0.672	0.021	0.031	0.481	0.015	0.019	4.83	0.54	2.38	1.42	0.18	0					0.80	1.97	1.32							
September	0.619	0.020	0.029	0.430	0.014	0.020	4.69	1.05	1.87	1.33	0.16	0					0.95	1.80	1.31							
October	0.604	0.019	0.025	0.411	0.013	0.015	4.59	0.40	4.36	1.49	0.12	0		0.1	0.1	0.024	1.22	1.64	1.39	55		3	11	3.270	0.452	
November	0.606	0.020	0.029	0.419	0.013	0.018	5.10	0.96	2.84	2.04	0.18	0					1.61	2.26	1.92							
December	0.611	0.019	0.028	0.424	0.013	0.016	4.34	1.05	2.13	1.63	0.24	0					1.22	1.84	1.55							
Total	7.944			5.403			57.24																			
Average	0.662	0.021	0.032	0.450	0.015	0.022	4.770	0.79	2.6575	1.55	0.17	0	#DIV/0!	0.1	0.1	0.021	0.94	1.79	1.42	40.500		3	8.5	1.73475	0.445	
Criteria			0.151					0.2				5	20	10	1		0.05			100	10					
Maximum			0.059					0.32				0		0.1	0.1		0.15			40.5						
Compliance			Yes				Yes				Yes			Yes	Yes		Yes			Yes						

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
February	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
March	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
April	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
May	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
June	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
July	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
August	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
September	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
October	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
November	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
December	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
Total	12							0							52						

REDWOOD WATER TREATMENT PLANT						
INORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
Antimony	Jan-8-18	0.0001	0.006	mg/L	No	2
Arsenic	Jan-8-18	0.0008	0.025	mg/L	No	3
Barium	Jan-8-18	0.175	1	mg/L	No	18
Boron	Jan-8-18	0.19	5	mg/L	No	4
Cadmium	Jan-8-18	0.00002	0.005	mg/L	No	0
Chromium	Jan-8-18	0.002	0.05	mg/L	No	4
Lead	Year 2014	0.945	10	ug/L	No	9
Mercury	Jan-8-18	0.00002	0.001	mg/L	No	2
Selenium	Jan-8-18	0.001	0.01	mg/L	No	10
Sodium	Jan-26-16	95.1	200	mg/L	No	48
Uranium	Jan-8-18	0.00006	0.02	mg/L	No	0
Fluoride	Jan-26-16	0.2	1.5	mg/L	No	13
Nitrite	Year 2018	0.1	1	mg/L	No	10
Nitrate	Year 2018	0.1	10	mg/L	No	1
Eastern Ontario Health Unit MAC						
Sodium	Jan-26-16	95.1	20	mg/L	Yes	476

REDWOOD WATER TREATMENT PLANT								
ORGANIC PARAMETERS								
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%		MAC mg/L
Benzene	Jan-8-18	0.5	5	µg/L	No	10		0.005
Carbon Tetrachloride	Jan-8-18	0.2	5	µg/L	No	4		0.005
Dichlorobenzene, 1,2-	Jan-8-18	0.1	200	µg/L	No	0		0.2
Dichlorobenzene, 1,4-	Jan-8-18	0.2	5	µg/L	No	4		0.005
Dichloroethane, 1,2-	Jan-8-18	0.1	5	µg/L	No	2		0.005
Dichloroethene, 1,1-	Jan-8-18	0.1	14	µg/L	No	1		0.014
Dichloromethane (Methylene Chloride)	Jan-8-18	0.3	5	µg/L	No	6		0.005
Monochlorobenzene (Chlorobenzene)	Jan-8-18	0.02	80	µg/L	No	0		0.08
Tetrachloroethylene	Jan-8-18	0.2	30	µg/L	No	1		0.03
Trichloroethylene	Jan-8-18	0.1	5	µg/L	No	2		0.005
Vinyl Chloride	Jan-8-18	0.2	2	µg/L	No	10		0.002
Alachlor	Jan-8-18	0.3	5	µg/L	No	6		0.005
Atrazine + Metabolites	Jan-8-18	0.5	5	µg/L	No	10		0.005
Azinphos-methyl	Jan-8-18	1	20	µg/L	No	5		0.02
Benzo (a) pyrene	Jan-8-18	0.005	0.01	µg/L	No	50		0.00001
Bromoxynil	Jan-8-18	0.3	5	µg/L	No	6		0.005
Carbaryl	Jan-8-18	3	90	µg/L	No	3		0.09
Carbofuran	Jan-8-18	1	90	µg/L	No	1		0.09
Chlorpyrifos	Jan-8-18	0.5	90	µg/L	No	1		0.09
Diazinon	Jan-8-18	1	20	µg/L	No	5		0.02
Dicamba	Jan-8-18	5	120	µg/L	No	4		0.12
Dichlorophenol,2,4-	Jan-8-18	0.1	900	µg/L	No	0		0.9
Dichlorophenoxy acetic acid,2,4- (2,4-D)	Jan-8-18	5	100	µg/L	No	5		0.1
Diclofop-methyl	Jan-8-18	0.5	9	µg/L	No	6		0.009
Dimethoate	Jan-8-18	1	20	µg/L	No	5		0.02
Diquat	Jan-8-18	5	70	µg/L	No	7		0.07
Diuron	Jan-8-18	5	150	µg/L	No	3		0.15
Glyphosate	Jan-8-18	25	280	µg/L	No	9		0.28
Malathion	Jan-8-18	5	190	µg/L	No	3		0.19
Metolachlor	Jan-8-18	3	50	µg/L	No	6		0.05
Metribuzin	Jan-8-18	3	80	µg/L	No	4		0.08
Paraquat	Jan-8-18	1	10	µg/L	No	10		0.01
Pentachlorophenol	Jan-8-18	0.1	60	µg/L	No	0		0.06
Phorate	Jan-8-18	0.3	2	µg/L	No	15		0.002
Picloram	Jan-8-18	5	190	µg/L	No	3		0.19
Poly-Chlorinated Biphenyls (PCBs)	Jan-8-18	0.05	3	µg/L	No	2		0.003
Prometryne	Jan-8-18	0.1	1	µg/L	No	10		0.001
Simazine	Jan-8-18	0.5	10	µg/L	No	5		0.01
Terbufos	Jan-8-18	0.3	1	µg/L	No	30		0.001
Tetrachlorophenol,2,3,4,6-	Jan-8-18	0.1	100	µg/L	No	0		0.1
Triallate	Jan-8-18	10	230	µg/L	No	4		0.23
Trichlorophenol, 2,4,6-	Jan-8-18	0.1	5	µg/L	No	2		0.005
Trifluralin	Jan-8-18	0.5	45	µg/L	No	1		0.045
THM (NOTE:Show Latest Annual Average)	Year 2018		100	ug/L	No	0		0.1
MCPA	Year 2018		100	ug/L	No	0		0.1
HAA	Year 2018		80	ug/L	No	0		0.08



**LANCASTER WATER TREATMENT
Annual Report 2018**

(as per O. Reg. 170/03 – Section 11)

and

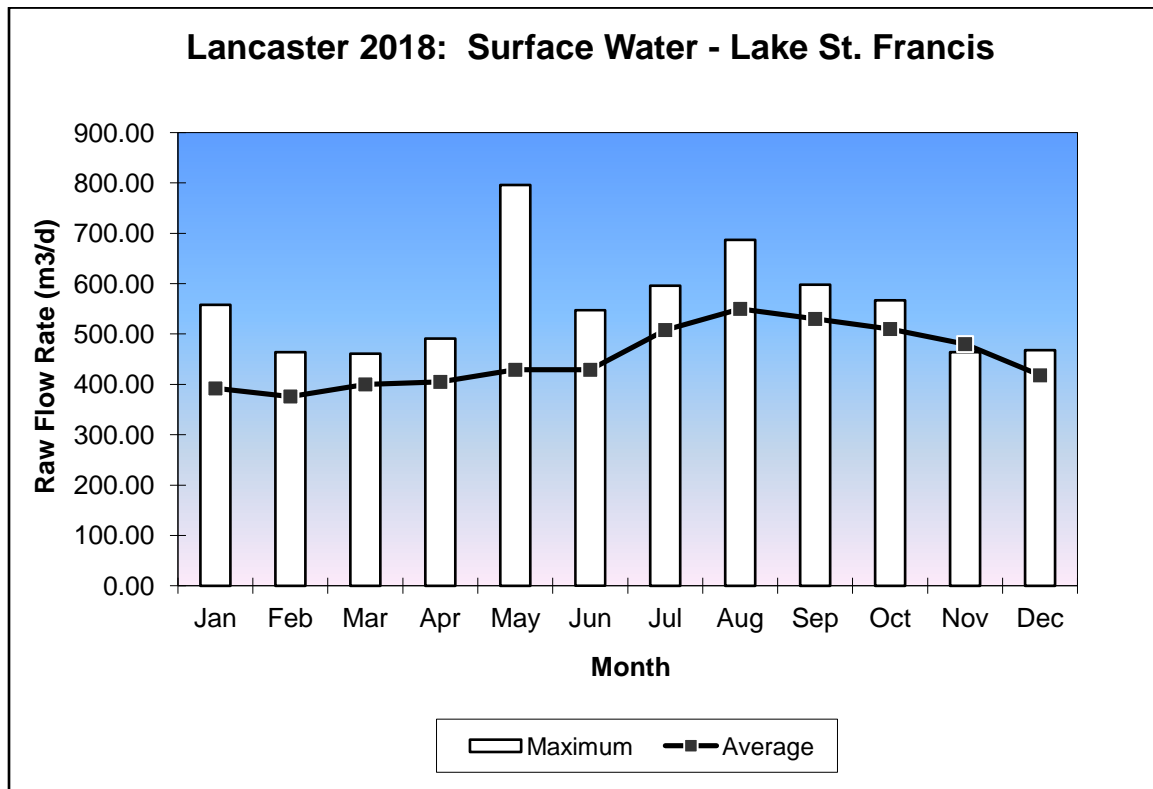
2018 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

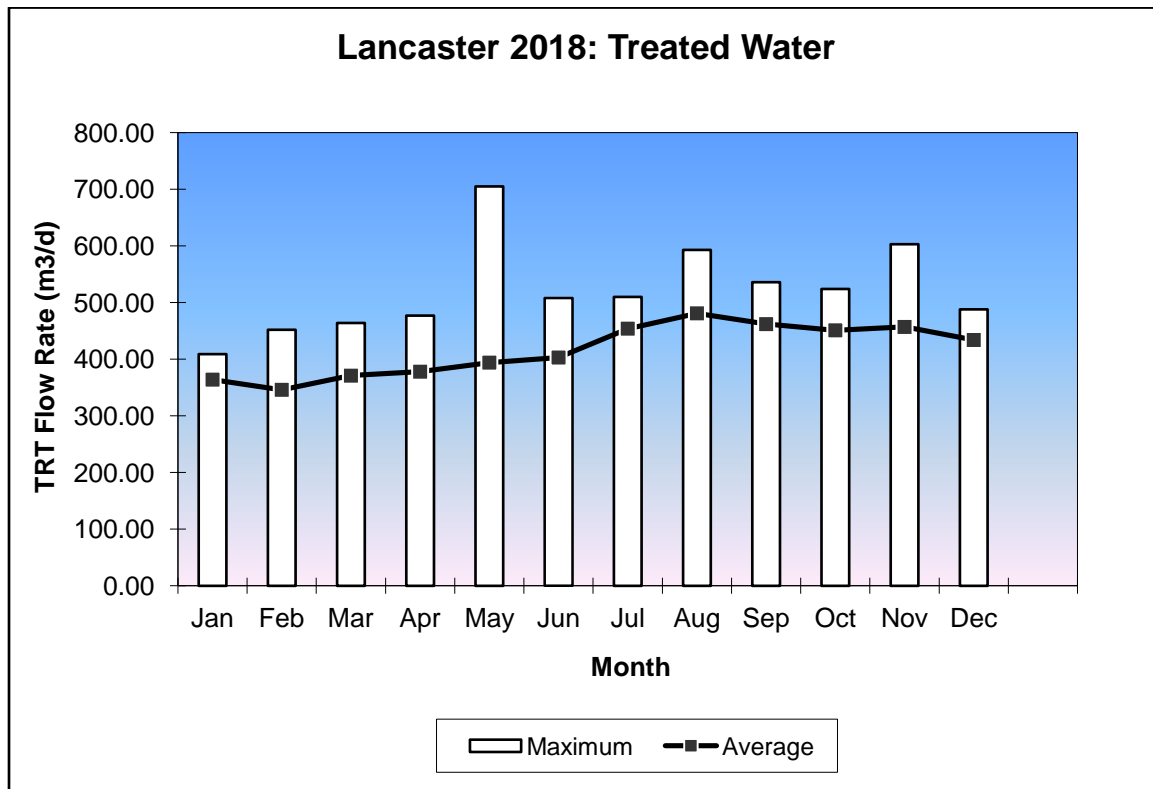
**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 12, 2019

Comparison of
Daily Average and Maximum Raw Daily Flows for 2018



Comparison of
Daily Average and Maximum Treated Daily Flows for 2018



The Corporation of the Township of South Glengarry Lancaster Water Treatment Plant 2018 Annual Performance Report

OVERVIEW

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

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

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

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

EQUIPMENT

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

PROCESS

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

UPGRADES

No new upgrades

REPORTING

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

Ontario Drinking Water License #185-101

The Township of South Glengarry Water Treatment Department operated the Lancaster Water Treatment Plant for the year of 2018 and met all terms of the Ontario Drinking Water System Regulation 170/03, under the Safe Drinking Water Act. The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all its customers, meet or exceed the requirements of all legislation and regulations applicable to the drinking water and maintain and continually improve its quality management system.

A total of 163,291m³ of raw water had been treated for the year 2018 with a monthly average of 452m³ per day and a maximum flow of 796m³ /day for the year. Maximum flow is equivalent to 55% of plant capacity.

The Lancaster Water Treatment Plant uses sodium hypochlorite for disinfection. A total of 662kg of sodium hypochlorite has been utilized for the year at an average dosage rate of 4.06mg/litre.

The Lancaster Water Treatment Plant also uses aluminum sulphate as a coagulant in the treatment process. A total of 3.08m³ of aluminum sulphate had been used.

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

Municipality: Township of South Glengarry Project: Lancaster W.T.P DWS # 260006867	Annau Report Data 2018	Water Source: Lake St. Francis Design Capacity: 1.440 x 1000 m3/D
---------------------------------------------------------------------------------------------------------------	-----------------------------------------	------------------------------------------------------------------------------------

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

	Raw Water Flow			Treated Water Flow			Chemical Usage		Treated Water								Distribution Water							
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Alum Total m3 Used	Free Cl2 Residual mg/L Min. Max. Avg.			Average Turbidity NTU	Average Colour TCU	Average Aluminum mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Free Cl2 Residual mg/L Min. Max. Avg.			THM ug/L	Lead µg/L	Lead µg/L		
January	12.172	0.392	0.558	11.285	0.364	0.409	39.76	0.228	1.52	1.99	1.74	0.03	0	0.041	0.2	0.1	1.26	1.45	1.34	36.5				
February	10.548	0.376	0.464	9.715	0.346	0.452	30.16	0.194	0.80	3.00	1.48	0.04	0	0.046			0.88	1.32	1.06					
March	12.419	0.400	0.461	11.514	0.371	0.464	41.19	0.226	0.88	1.92	1.38	0.06	0	0.030			0.74	1.52	1.13					
April	12.174	0.405	0.491	11.342	0.378	0.477	43.85	0.227	1.32	1.84	1.48	0.07	0	0.043	0.3	0.1	1.02	1.38	1.21	42.6				
May	13.299	0.429	0.796	12.221	0.394	0.705	48.44	0.249	0.92	1.53	1.30	0.06	0	0.039			0.76	1.17	1.02					
June	12.887	0.429	0.547	12.097	0.403	0.508	62.79	0.223	0.80	3.00	1.27	0.06	0	0.090			0.83	1.26	1.07					
July	15.771	0.508	0.596	14.098	0.454	0.510	78.17	0.297	1.05	1.56	1.32	0.04	0	0.090	0.2	0.1	0.92	1.26	1.10	99.2				
August	17.056	0.550	0.687	14.928	0.481	0.593	84.59	0.323	0.44	2.03	1.53	0.09	0	0.110			0.86	1.67	1.24					
September	15.911	0.530	0.598	13.865	0.462	0.536	77.42	0.300	1.02	1.78	1.45	0.05	0	0.110			0.94	1.54	1.24					
October	15.834	0.510	0.567	13.992	0.451	0.524	69.30	0.308	0.77	1.60	1.42	0.05	0	0.100	0.1	0.1	0.70	1.36	1.19	65				
November	12.252	0.480	0.464	13.739	0.457	0.603	44.66	0.249	1.04	1.62	1.37	0.05	0	0.080			0.98	1.36	1.26					
December	12.968	0.418	0.468	13.466	0.434	0.488	42.00	0.256	0.80	1.63	1.38	0.06	0	0.053			1.04	1.37	1.27					
Total	163.291			152.262			662.33	3.08																
Average	13.607583	0.452	0.558	12.689	0.416	0.522	55.19	0.257	0.95	1.96	1.43	0.06	0	0.069	0.2	0.1	0.91	1.39	1.18	60.8	#DIV/0!	#DIV/0!		
Criteria			1.440						0.2				5	0.1	10	1	0.05			100	10	10		
Maximum			0.796						0.77				0	0.069	0.3	0.1	0.7			60.8				
Compliance	Yes						Yes					Yes		Yes	Yes	Yes	Yes	Yes				Yes		

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximun	Average	Minimum	Maximun	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	5	0	3	0.80	2	16	6.40	5	5	0	5	0	5	0	15	15	0	15	0	15	0
February	4	0	2	0.50	2	24	7.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
March	4	0	1	0.25	2	2	2.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
April	5	0	1	0.40	2	8	3.20	5	5	0	5	0	5	0	15	15	0	15	0	15	0
May	4	0	2	0.50	2	10	4.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
June	4	0	1	0.25	2	82	22.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
July	5	0	0	0.00	2	2	2.00	5	5	0	5	0	5	0	15	15	0	15	0	15	0
August	4	0	0	0.00	0	2	1.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
September	4	0	3	0.75	2	12	4.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
October	5	0	6	2.40	6	28	13.60	5	5	0	5	0	5	0	15	15	0	15	0	15	0
November	4	0	3	1.50	2	12	8.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
December	4	0	4	1.25	4	18	11.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
Total	52							52							156						

LANCASTER WATER TREATMENT PLANT

INORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
ANTIMONY	Jan-8-18	0.0001	0.006	mg/L	No	2
ARSENIC	Jan-8-18	0.0004	0.025	mg/L	No	2
BARIUM	Jan-8-18	0.018	1	mg/L	No	2
BORON	Jan-8-18	0.023	5	mg/L	No	0
CADMIUM	Jan-8-18	0.00002	0.005	mg/L	No	0
CHROMIUM	Jan-8-18	0.002	0.05	mg/L	No	4
LEAD	Year 2017	0.04	10	ug/L	No	0
MERCURY	Jan-8-18	0.00002	0.001	mg/L	No	2
SELENIUM	Jan-8-18	0.001	0.01	mg/L	No	10
SODIUM	Aug-8-17	17.8	200	mg/L	No	9
URANIUM	Jan-8-18	0.00019	0.02	mg/L	No	1
FLUORIDE	Aug-8-17	0.1	1.5	mg/L	No	7
NITRITE	Year 2018		1	mg/L	No	0
NITRATE	Year 2018		10	mg/L	No	0
Eastern Ontario Health Unit MAC						
Sodium	Aug-8-17	17.8	20	mg/L	No	89

LANCASTER WATER TREATMENT PLANT							
ORGANIC PARAMETERS							
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%	MAC mg/L
ALACHLOR	Jan-8-18	0.3	5	ug/L	No	6	0.005
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-8-18	0.5	5	ug/L	No	10	0.005
AZINPHOS-METHYL	Jan-8-18	1	20	ug/L	No	5	0.02
BENZO(A)PYRENE	Jan-8-18	0.005	0.01	ug/L	No	50	0.00001
BENZENE	Jan-8-18	0.5	5	ug/L	No	10	0.005
BROMOXYNIL	Jan-8-18	0.3	5	ug/L	No	6	0.005
CARBON TETRACHLORIDE	Jan-8-18	0.2	5	ug/L	No	4	0.005
CARBARYL	Jan-8-18	3	90	ug/L	No	3	0.09
CARBOFURAN	Jan-8-18	1	90	ug/L	No	1	0.09
CHLORPYRIFOS	Jan-8-18	0.5	90	ug/L	No	1	0.09
1,2-DICHLOROBENZENE	Jan-8-18	0.1	200	ug/L	No	0	0.2
1,4-DICHLOROBENZENE	Jan-8-18	0.2	5	ug/L	No	4	0.005
1,2-DICHLOROETHANE	Jan-8-18	0.1	5	ug/L	No	2	0.005
1,1-DICHOETHENE	Jan-8-18	0.1	1.4	ug/L	No	7	0.0014
DICHLOROMETHANE	Jan-8-18	0.3	50	ug/L	No	1	0.05
DIAZINON	Jan-8-18	1	20	ug/L	No	5	0.02
DICAMBA	Jan-8-18	5	120	ug/L	No	4	0.12
2-4 DICHLOROPHENOL	Jan-8-18	0.1	900	ug/L	No	0	0.9
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-8-18	5	100	ug/L	No	5	0.1
DICLOFOP-METHYL	Jan-8-18	0.5	9	ug/L	No	6	0.009
DIMETHOATE	Jan-8-18	1	20	ug/L	No	5	0.02
DIQUAT	Jan-8-18	5	70	ug/L	No	7	0.07
DIURON	Jan-8-18	5	150	ug/L	No	3	0.15
GLYPHOSATE	Jan-8-18	25	280	ug/L	No	9	0.28
MONOCHLOROBENZENE	Jan-8-18	0.2	80	ug/L	No	0	0.08
MALATHION	Jan-8-18	5	190	ug/L	No	3	0.19
METOLACHLOR	Jan-8-18	3	50	ug/L	No	6	0.05
METRIBUZIN	Jan-8-18	3	80	ug/L	No	4	0.08
PARAQUAT	Jan-8-18	1	10	ug/L	No	10	0.01
PENTACHLOROPHENOL	Jan-8-18	0.1	60	ug/L	No	0	0.06
PHORATE	Jan-8-18	0.3	2	ug/L	No	15	0.002
PICLORAM	Jan-8-18	5	190	ug/L	No	3	0.19
POLYCHLORINATED BIPHENYLS(PCB)	Jan-8-18	0.05	3	ug/L	No	2	0.003
PROMETRYNE	Jan-8-18	0.1	1	ug/L	No	10	0.001
SIMAZINE	Jan-8-18	0.5	10	ug/L	No	5	0.01
TETRACHLOROETHYLENE	Jan-8-18	0.2	30	ug/L	No	1	0.03
TRICHLOROETHYLENE	Jan-8-18	0.1	5	ug/L	No	2	0.005
TERBUFOS	Jan-8-18	0.3	1	ug/L	No	30	0.001
2,3,4,6-TRICHLOROPHENOL	Jan-8-18	0.1	5	ug/L	No	2	0.005
TRIALATE	Jan-8-18	10	230	ug/L	No	4	0.23
2,4,6-TRICHLOROPHENOL	Jan-8-18	0.1	5	ug/L	No	2	0.005
Vinyl Chloride	Jan-8-18	0.2	2	ug/L	No	10	0.002
TRIFLURALIN	Jan-8-18	0.5	45	ug/L	No	1	0.045
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2018		100	ug/L	No	0	0.1
MCPA	Year 2018		100	ug/L	No	0	0.1
HAA	Year 2018		80	ug/L	No	0	0.08



**GLEN WALTER WATER TREATMENT
Annual Report 2018**

(as per O. Reg. 170/03 – Section 11)

and

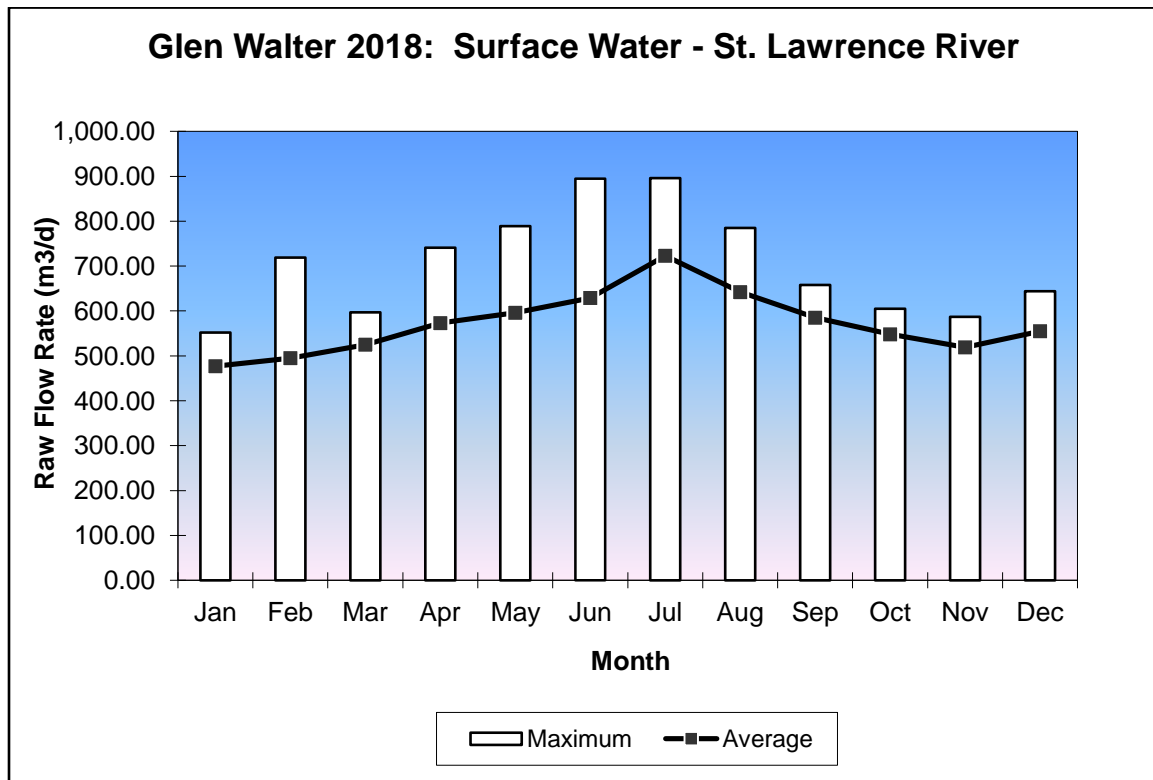
2018 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

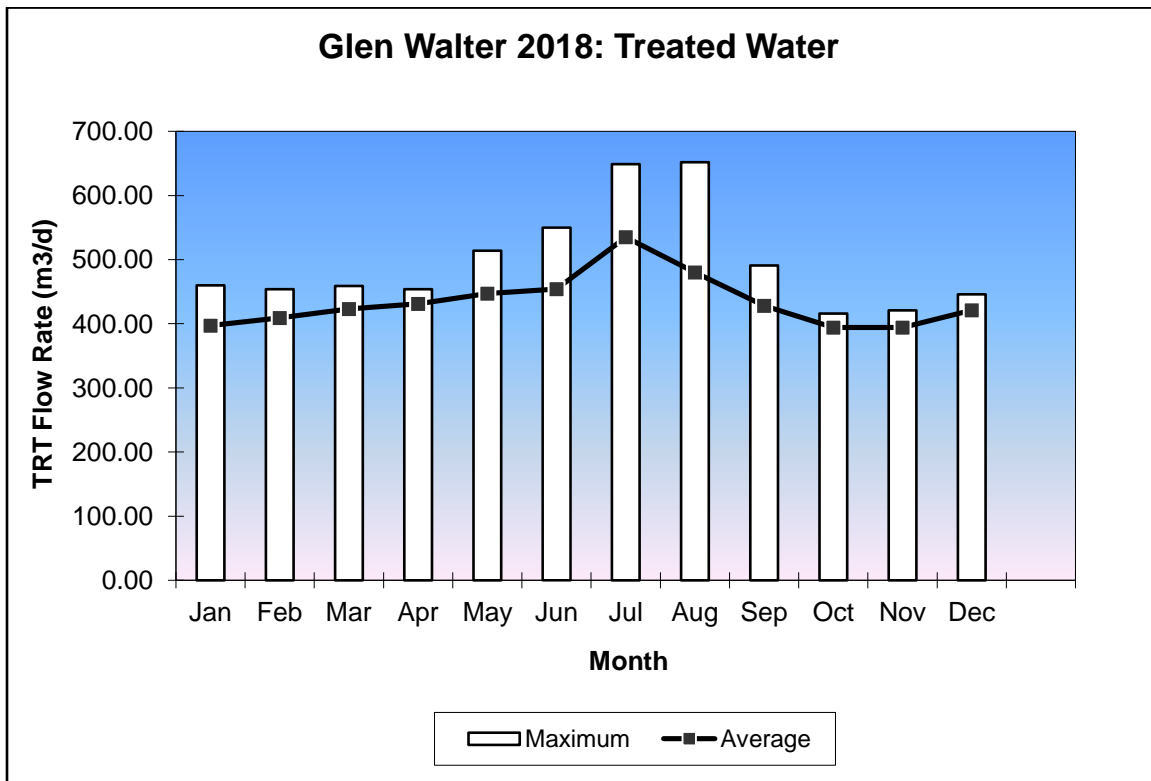
**Prepared by Shawn Killoran
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 12, 2019

Comparison of
Daily Average and Maximum Raw Daily Flows for 2018



Comparison of
Daily Average and Maximum Treated Daily Flows for 2018



**The Corporation of the Township of South Glengarry
Glen Walter Water Treatment Plant
2018 Annual Performance Report**

Overview

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

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

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

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

Equipment

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

Process

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

Upgrades

Installed new filter media for filter 1 and filter 2 (anthracite).

Operational Issues

Failed 1,4-Dichlorobenzene testing with 7.6ug/L (Criteria=5ug/l as per Ontario Drinking Water Quality Standards) On October 1st 2018

Reporting

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

Ontario Drinking Water License #185-102

The Township of South Glengarry Water Treatment Department operated the Glen Walter Water Treatment Plant for the year 2018 and met all terms of the Ontario Drinking Water System Regulation 170/03, under the Safe Drinking Water Act. The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all of its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

A total of 209,286m³ of raw water had been treated for the year 2018 with a monthly average of 572m³ per day and a maximum flow of 896m³/day for the year. Maximum flow is equivalent to 90% plant capacity.

The Glen Walter Water Treatment Plant uses sodium hypochlorite for disinfection. A total of 703kg of sodium hypochlorite had been utilized for the year at an average dosage rate of 3.36mg/litre.

The Glen Walter Water Treatment Plant also uses aluminum sulphate as a coagulant in the treatment process. A total of 3.2m³ of aluminum sulphate was used.

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

Municipality: Township of South Glengarry Project: Glen Walter W.T.P DWS # 210001861							Annual Report Data 2018					Water Source: St. Lawrence River Design Capacity: 0.995 x 1000 m3/D													
Description: Pressure Filter System - Carbon Contactors - Alum Coagulation - Chlorine Gas Disinfection																									
	Raw Water Flow			Treated Water Flow			Chemical Usage		Treated Water							Distribution Water									
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Alum Total m3 Used	Free Cl2 Residual mg/L Min. Max. Avg.			Average Turbidity NTU	Average Colour TCU	Average Aluminum mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Free Cl2 Residual mg/L Min. Max. Avg.			THM ug/L	Lead µg/L	Lead µg/L			
January	14.812	0.477	0.552	12.336	0.397	0.460	47.91	0.228	0.91	1.66	1.55	0.12	0	0.046	0.2	0.1	0.94	1.38	1.22	16.9					
February	13.867	0.495	0.719	11.477	0.409	0.454	42.42	0.217	1.36	1.66	1.53	0.10	0	0.045			1.10	1.34	1.28						
March	16.287	0.525	0.597	13.138	0.423	0.459	45.13	0.243	0.84	1.64	1.53	0.11	0	0.028			1.00	1.26	1.15						
April	17.201	0.573	0.741	12.941	0.431	0.454	50.20	0.268	0.94	2.16	1.48	0.14	0	0.033	0.3	0.1	1.01	1.26	1.13	36.2					
May	18.487	0.596	0.789	13.885	0.447	0.514	52.06	0.251	0.54	1.42	1.27	0.14	0	0.056			0.82	1.04	0.91						
June	18.890	0.629	0.895	13.636	0.454	0.550	75.52	0.284	0.82	1.50	1.30	0.08	0	0.062			0.78	0.99	0.92						
July	22.440	0.723	0.896	16.590	0.535	0.649	94.76	0.361	0.49	1.42	1.29	0.06	0	0.092	0.2	0.1	0.83	1.21	0.96	78.2					
August	19.923	0.642	0.785	14.890	0.480	0.652	84.25	0.310	0.48	1.36	1.23	0.10	0	0.093			0.77	0.97	0.86						
September	17.569	0.585	0.658	12.852	0.428	0.491	73.75	0.276	1.14	1.60	1.45	0.08	0	0.077			0.76	1.11	0.98						
October	17.001	0.548	0.605	12.237	0.394	0.416	64.76	0.287	1.37	1.60	1.47	0.09	0	0.049	0.1	0.1	0.71	1.27	1.00	52.0					
November	15.577	0.519	0.587	11.826	0.394	0.421	37.53	0.248	1.38	2.15	1.56	0.10	0	0.040			0.82	1.38	1.13						
December	17.232	0.555	0.644	13.065	0.421	0.446	35.60	0.278	1.38	1.98	1.48	0.11	0	0.037			0.94	1.26	1.12						
Total	209.286			158.873			703.89	3.251																	
Average	17.441	0.572	0.7056667	13.239	0.434	0.497	58.658	0.271	0.97	1.68	1.43	0.10	0.00	0.055	0.2	0.100	0.87	1.21	1.06	45.825	#DIV/0!	#DIV/0!			
Criteria						0.995			0.2				5	0.1	10	1	0.05			100	10	10			
Maximum						0.652			0.48				0	0.93	0.3	0.1	0.71			45					
Compliance						Yes			Yes						Yes	Yes	Yes	Yes	Yes				Yes		

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximun	Average	Minimum	Maximun	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	5	0	7	1.80	2	38	12.40	5	5	0	5	0	5	0	15	15	0	15	0	15	0
February	4	0	1	0.50	2	14	5.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
March	4	0	2	0.75	2	6	3.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
April	5	2	5	3.00	6	32	13.20	5	5	0	5	0	5	0	15	15	0	15	0	15	0
May	4	0	2	0.75	4	6	5.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
June	4	0	13	3.75	2	28	9.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
July	5	0	5	1.80	2	20	8.00	5	5	0	5	0	5	0	15	15	0	15	0	15	0
August	4	0	6	1.50	0	4	2.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
September	4	0	7	2.25	2	24	10.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
October	5	0	11	3.20	2	24	7.20	5	5	0	5	0	5	0	15	15	0	15	0	15	0
November	4	2	15	7.50	6	32	19.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
December	4	0	8	3.50	2	40	17.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
Total	52							52							156						

GLEN WALTER WATER TREATMENT PLANT						
INORGANIC PARAMETERS						
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%
ANTIMONY	Jan-8-18	0.0001	0.006	mg/L	No	2
ARSENIC	Jan-8-18	0.0004	0.025	mg/L	No	2
BARIUM	Jan-8-18	0.014	1	mg/L	No	1
BORON	Jan-8-18	0.022	5	mg/L	No	0
CADMIUM	Jan-8-18	0.00002	0.005	mg/L	No	0
CHROMIUM	Jan-8-18	0.002	0.05	mg/L	No	4
LEAD	Year 2017	0.24	10	ug/L	No	2
MERCURY	Jan-8-18	0.00002	0.001	mg/L	No	2
SELENIUM	Jan-8-18	0.001	0.01	mg/L	No	10
SODIUM	Aug-8-17	19.2	200	mg/L	No	10
URANIUM	Jan-8-18	0.00018	0.02	mg/L	No	1
FLUORIDE	Aug-8-17	0.1	1.5	mg/L	No	7
NITRITE	Year 2018		1	mg/L	No	0
NITRATE	Year 2018		10	mg/L	No	0

Eastern Ontario Health Unit MAC						
Sodium	Aug-8-17	19.2	20	mg/L	No	96

GLEN WALTER WATER TREATMENT PLANT							
ORGANIC PARAMETERS							
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE	%	MAC mg/L
ALACHLOR	Jan-8-18	0.3	5	ug/L	No	6	0.005
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-8-18	0.5	5	ug/L	No	10	0.005
AZINPHOS-METHYL	Jan-8-18	1	20	ug/L	No	5	0.02
BENZO(A)PYRENE	Jan-8-18	0.005	0.01	ug/L	No	50	0.00001
BENZENE	Jan-8-18	0.5	5	ug/L	No	10	0.005
BROMOXYNIL	Jan-8-18	0.3	5	ug/L	No	6	0.005
CARBON TETRACHLORIDE	Jan-8-18	0.2	5	ug/L	No	4	0.005
CARBARYL	Jan-8-18	3	90	ug/L	No	3	0.09
CARBOFURAN	Jan-8-18	1	90	ug/L	No	1	0.09
CHLORPYRIFOS	Jan-8-18	0.5	90	ug/L	No	1	0.09
1,2-DICHLOROBENZENE	Jan-8-18	0.1	200	ug/L	No	0	0.2
1,4-DICHLOROBENZENE	Jan-8-18	0.2	5	ug/L	No	4	0.005
1,2-DICHLOROETHANE	Jan-8-18	0.1	5	ug/L	No	2	0.005
1,1-DICHOETHENE	Jan-8-18	0.1	1.4	ug/L	No	7	0.0014
DICHLOROMETHANE	Jan-8-18	0.3	50	ug/L	No	1	0.05
DIAZINON	Jan-8-18	1	20	ug/L	No	5	0.02
DICAMBA	Jan-8-18	5	120	ug/L	No	4	0.12
2-4 DICHLOROPHENOL	Jan-8-18	0.1	900	ug/L	No	0	0.9
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-8-18	5	100	ug/L	No	5	0.1
DICLOFOP-METHYL	Jan-8-18	0.5	9	ug/L	No	6	0.009
DIMETHOATE	Jan-8-18	1	20	ug/L	No	5	0.02
DIQUAT	Jan-8-18	5	70	ug/L	No	7	0.07
DIURON	Jan-8-18	5	150	ug/L	No	3	0.15
GLYPHOSATE	Jan-8-18	25	280	ug/L	No	9	0.28
MONOCHLOROETHYLENE	Jan-8-18	0.2	80	ug/L	No	0	0.08
MALATHION	Jan-8-18	5	190	ug/L	No	3	0.19
METOLACHLOR	Jan-8-18	3	50	ug/L	No	6	0.05
METRIBUZIN	Jan-8-18	3	80	ug/L	No	4	0.08
PARAQUAT	Jan-8-18	1	10	ug/L	No	10	0.01
PENTACHLOROPHENOL	Jan-8-18	0.1	60	ug/L	No	0	0.06
PHORATE	Jan-8-18	0.3	2	ug/L	No	15	0.002
PICLORAM	Jan-8-18	5	190	ug/L	No	3	0.19
POLYCHLORINATED BIPHENYLS(PCB)	Jan-8-18	0.05	3	ug/L	No	2	0.003
PROMETRYNE	Jan-8-18	0.1	1	ug/L	No	10	0.001
SIMAZINE	Jan-8-18	0.5	10	ug/L	No	5	0.01
TETRACHLOROETHYLENE	Jan-8-18	0.2	30	ug/L	No	1	0.03
TRICHLOROETHYLENE	Jan-8-18	0.1	5	ug/L	No	2	0.005
TERBUFOS	Jan-8-18	0.3	1	ug/L	No	30	0.001
2,3,4,6-TETRACHOLOPHENOL	Jan-8-18	0.1	5	ug/L	No	2	0.005
TRIALATE	Jan-8-18	10	230	ug/L	No	4	0.23
2,4,6-TRICHLOROPHENOL	Jan-8-18	0.1	5	ug/L	No	2	0.005
TRIFLURALIN	Jan-8-18	0.5	45	ug/L	No	1	0.045
Vinyl Chloride	Jan-8-18	0.2	2	ug/L	No	10	0.002
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2018		100	ug/L	No	0	0.1
MCPA	Year 2018		100	ug/L	No	0	0.1
HAA	Year 2018		80	ug/L	No	0	0.08



**LANCASTER SEWAGE TREATMENT
Annual Report
2018**

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

Date Prepared/Submitted: February 12, 2019

**The Corporation of the Township of South Glengarry
Lancaster Sewage Treatment
(Sewage Plant)
2018 Annual Performance Report**

In accordance with the Certificate of Approval, Number 8124-4L9KB9, Issue date July 17, 2000 the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2018; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

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

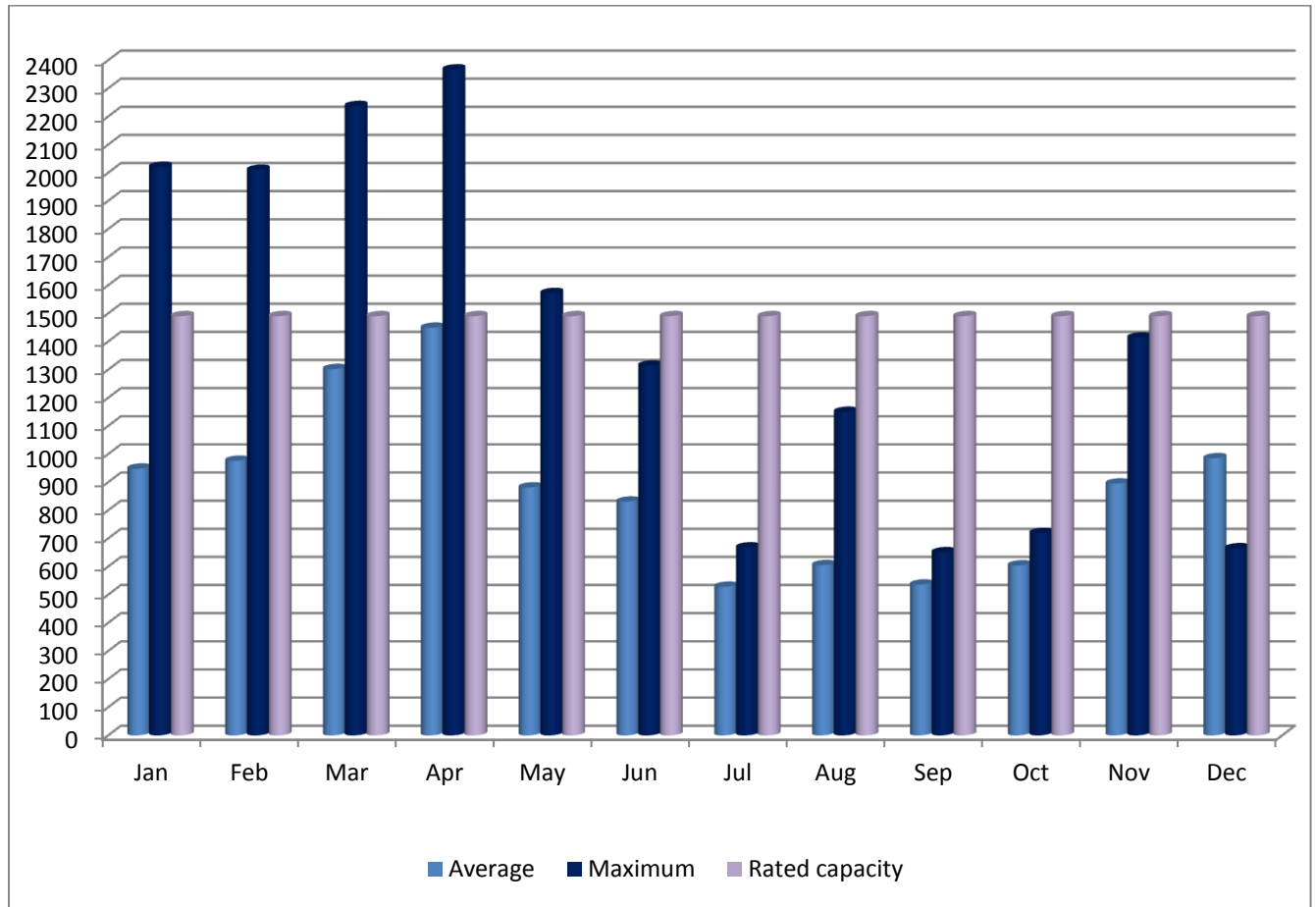
The Lancaster WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 8124-4L9KB9, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions, and,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

Rated Capacity

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

The rated capacity of the Lancaster WPCP is 1,490 cubic meters per day (m³/day); that is raw influent (flow) into the lagoon for treatment. During the reporting year 2018.

Monthly Average and Maximum Daily Flows for 2018
(Rated capacity 1,490 m³/day)



EFFLUENT OBJECTIVES

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

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

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

EFFLUENT LIMITS

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

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

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

MONITORING AND RECORDING

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

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

Effluent Monitoring

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

LABORATORY

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

2018 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	5.17	30	4.78	44.7
Total Suspended Solids	11.68	40	11.71	59.6
Total Phosphorus				
Summer – June 1 to November 30	0.07	0.5	0.05	0.75
Winter – December 1 to May 31	0.19	1.0	0.2	1.5
Total Ammonia Nitrogen:				
Summer – June 1 to November 30	2.84	13	2.02	19.4
Winter- December 1 to May 31	7.32	20	7.5	30.0
<i>E. Coli</i>	55.18		-	-

In the reporting year 2018, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded

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

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

INVENTORY

Chemical	Annual Status	Units
Alum	57	Cubic meters

MAINTENANCE

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

MONTHLY

- Checked operations and performance of sewage pumps.

Treatment Plant:

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

Pump Stations:

- Pumps tested

QUARTERLY

- N/A

SEMI-ANNUALLY

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

ANNUALLY

- Annual calibration of monitoring equipment – Flowmetrix Technical Services Inc.
- Annual calibration of flow meters – Flowmetrix Technical Services Inc.

OPERATIONAL ISSUES

N/A

BIOSOLID (SLUDGE) SUMMARY

The Glen Walter WPCP has a program in place for the removal of biosolids transferred from the Glen Walter W.P.C.P *Works to the Lancaster lagoons*; volume totaling 446 m³ for the fiscal year 2018. Joseph Romeo René Goulet (Certificate of Approval Hauler # A 920463) is contracted and hauled/transported 446 m³ to the Lancaster Lagoons for disposal.

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

COMPLAINTS

No complaints were lodged in the fiscal year January 01 – December 31, 2018.

BY-PASS REPORT(S)

N/A

REPORTS

Appendix A – Lancaster Sewage Annual Performance Report 2018 (Attached)

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

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

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

**APPENDIX – A –
Lancaster Lagoons
2018**

Municipality: Township of South Glengarry
Project: Lancaster Lagoons

Annual Report Data
2018

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

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

	Influent Flow			Effluent Flow - Total X 1000 m3/D	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Ammonium Average Effluent mg/L	Waste Loadings				Alum m3 Used
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent		BOD Kg/D	TSS Kg/D	TP Kg/D	N-NH3 Kg/D	
January	29.401	0.948	2.021	22.010	108.00	8.40	92.22	93.00	23.20	75.05	2.43	0.24	90.12	10.21	5.96	16.47	0.17	7.25	3.768
February	30.277	0.976	2.010	25.590	72.00	4.50	93.75	43.00	24.00	44.19	1.68	0.27	83.93	8.09	4.11	21.91	0.25	7.39	2.796
March	40.371	1.302	2.237	38.894	36.00	4.50	87.50	68.00	21.25	68.75	1.54	0.19	87.66	8.8	5.64	26.65	0.24	11.04	5.218
April	43.492	1.449	2.367	41.099	47.00	10.80	77.02	44.00	28.40	35.45	1.86	0.21	88.71	6.62	14.79	38.88	0.29	9.06	5.475
May	27.329	0.881	1.572	30.721	79.00	3.25	95.89	77.50	14.75	80.97	3.31	0.16	95.17	5.8	3.22	14.62	0.16	5.75	7.140
June	24.945	0.831	1.314	24.939	158.00	3.75	97.63	126.00	3.25	97.42	3.87	0.12	96.90	7.11	3.12	2.70	0.10	5.91	4.799
July	16.375	0.528	0.668	16.375	228.00	3.80	98.33	216.00	3.40	98.43	6.99	0.07	99.00	3.88	2.01	1.80	0.04	2.05	5.099
August	18.771	0.605	1.150	18.771	156.00	3.75	97.60	138.00	3.75	97.28	3.19	0.08	97.49	3.64	2.27	2.27	0.05	2.20	4.752
September	16.082	0.536	0.651	16.082	163.00	3.75	97.70	136.00	3.00	97.79	3.74	0.05	98.66	0.39	2.01	1.61	0.03	0.21	4.637
October	18.748	0.604	0.719	18.748	162.00	3.00	98.15	173.00	3.40	98.03	4.62	0.06	98.70	0.42	1.81	2.05	0.04	0.25	4.597
November	26.873	0.895	1.414	27.981	104.00	5.50	94.71	91.00	6.00	93.41	2.11	0.08	96.21	1.63	5.13	5.59	0.07	1.52	4.750
December	30.554	0.985	1.464	32.153	75.00	7.00	90.67	93.00	5.75	93.82	2	0.12	94.00	4.4	7.26	5.96	0.12	4.56	4.299
Total	323.218			313.363											57.32	140.51	1.55	57.18	57.330
Average	26.935	0.878	1.466	26.114	115.67	5.17	93.43	108.21	11.68	81.72	3.11	0.14	93.88	5.08	4.78	11.71	0.13	4.77	
Criteria		1.49				30			40			S 0.5		S 13	44.7	59.6	S 0.75	S 19.4	
												W 1.0		W 20			W 1.5	W 30	
Maximum		1.449				10.8			28.4			0.27		10.21	14.79	38.88	0.29	11.04	
Compliance		Yes				Yes			Yes			Yes		Yes	Yes	Yes	Yes	Yes	
	Effluent Flow																		
	Average m3/D																		
January	0.71																		
February	0.913																		
March	1.254																		
April	1.369																		
May	0.991																		
June	0.831																		
July	0.528																		
August	0.605																		
September	0.536																		
October	0.604																		
November	0.932																		
December	1.037																		
Average	0.859																		



**GREEN VALLEY SEWAGE TREATMENT
Annual Report
2018**

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

Date Prepared/Submitted: February 12, 2019

**The Corporation of the Township of South Glengarry
Green Valley Sewage Treatment
(Sewage Plant)
2018 Annual Performance Report**

In accordance with the Certificate of Approval, Number 3-2012-88-896, Issue date August 1, 1989 the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2018; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

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

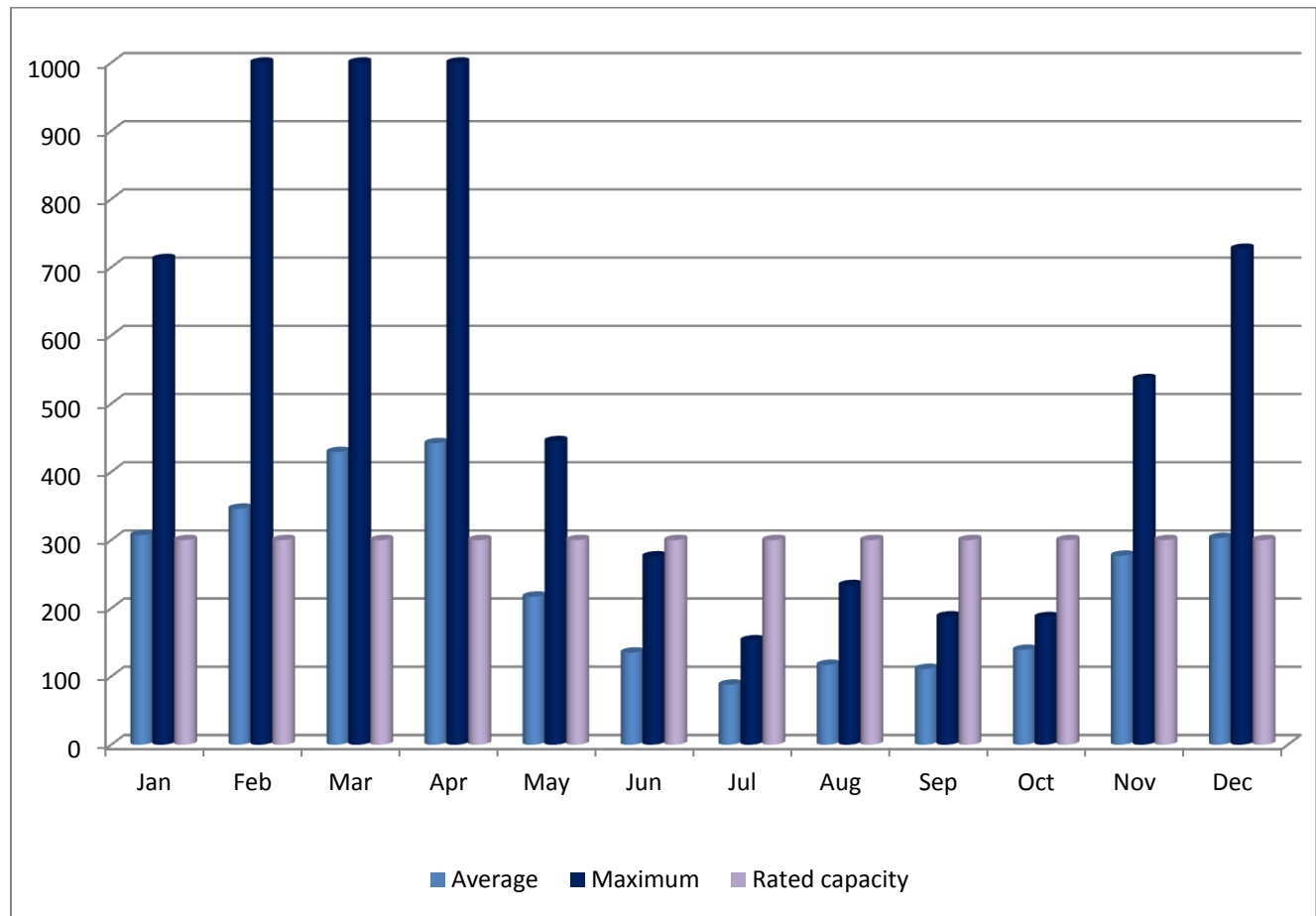
The Green Valley WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 3-2012-88-896, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions,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

Rated Capacity

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

The rated capacity of the Green Valley WPCP is 300 cubic meters per day (m³/day); that is raw influent (flow) into the lagoon for treatment. During the reporting year 2018.

Monthly Average and Maximum Daily Flows for 2018
(Rated capacity 300 m³/day)



EFFLUENT LIMITS

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

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

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

MONITORING AND RECORDING

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

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

Effluent Monitoring

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

LABORATORY

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

2018 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	5.25	30	24.44	214.3
Total Suspended Solids	15.75	30	73.33	214.3
Total Phosphorus	0.27	1.0	1.26	7.1

In the reporting year 2018, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded in the effluent from the *Works*; in compliance with the ECA requirements for the effluent limits parameters.

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

INVENTORY

Chemical	Annual Status	Units
Alum	14	Cubic meters

MAINTENANCE

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

MONTHLY

- Checked operations and performance of sewage pumps.

Pump Stations:

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

QUARTERLY

- N/A

SEMI-ANNUALLY

- N/A

ANNUALLY

- Annual calibration of monitoring equipment – Flowmetrix Technical Services Inc.
- Annual calibration of flow meters – Flowmetrix Technical Services Inc.

OPERATIONAL ISSUES

- The facility did meet all operational requirements for the fiscal year January 01 – December 31, 2018.

COMPLAINTS

- No complaints were lodged in the fiscal year January 01 – December 31, 2018.

BY-PASS REPORT(S)

- By-passed January 12, 2018; April 17, 2018; December 28, 2018

GREEN VALLEY WASTEWATER TREATMENT LAGOON PERFORMANCE 2018

On May 1st, 2018 the Township of South Glengarry Wastewater Department dosed the twin celled lagoon system with 14,000 litres of Alum for phosphorus removal. Each cell is equipped with a level marker which read 1.8 meters, that is equal to approximately 108,000 cubic meters of raw sewage.

On May 2nd, 2018 at approximately 10:30 am, the lagoon discharge commenced and the first set of samples were collected. The flow was set at approximately 6,800 cubic meters per day. On May 22nd, 2018 the discharge was terminated as per C of A 3-2012-88-896 which states: the sewage works shall be operated on an annual discharge basis with the effluent discharge commencing not earlier than March 15th or terminating not later than May 25th of each year. A total of 97,784 cubic meters have been recorded on the Manta Ray Level Velocity Logger.

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

REPORTS

Appendix A – Green Valley Sewage Annual Performance Report 2018 (Attached)

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

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

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

APPENDIX – A –
Green Valley Lagoons
Sewage Annual Performance Report

2

Municipality: Township of South Glengarry
Project: Green Valley Lagoons

Annual Report Data
2018

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

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

	Influent Flow			Effluent	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Waste Loadings			Alum
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Flow - Total X 1000 m3/D	Average Influent mg/L	Average Effluent mg/L		Average Influent mg/L	Average Effluent mg/L		Average Influent mg/L	Average Effluent mg/L		BOD Kg/D	TSS Kg/D	TP Kg/D	m3 Used
January	9.522	0.307	0.712	0	225	0		302	0		6.08	0		0.00	0.00	0.00	0
February	9.715	0.346	1.173	0	67	0		820	0		3.23	0		0.00	0.00	0.00	0
March	13.313	0.429	1.084	0	57	0		420	0		2.37	0		0.00	0.00	0.00	0
April	13.287	0.442	1.067	0	60	0		80	0		1.94	0		0.00	0.00	0.00	0
May	6.731	0.217	0.445	4.656	77	5.25		92	15.75		2.01	0.27		24.44	73.33	1.26	14
June	4.196	0.135	0.276	0	117	0		180	0		3.46	0		0.00	0.00	0.00	0
July	2.748	0.088	0.153	0	319	0		250	0		9.05	0		0.00	0.00	0.00	0
August	3.643	0.117	0.234	0	174	0		184	0		5.22	0		0.00	0.00	0.00	0
September	3.335	0.111	0.188	0	80	0		36	0		3.47	0		0.00	0.00	0.00	0
October	4.321	0.139	0.187	0	174	0		200	0		5.61	0		0.00	0.00	0.00	0
November	8.594	0.277	0.536	0	117	0		160	0		1.86	0		0.00	0.00	0.00	0
December	9.401	0.303	0.727	0	578	0		1600	0		6.55	0		0.00	0.00	0.00	0
Total	88.806			4.656										24.44	73.33	1.26	14
Average	7.4005	0.243	0.565	4.656	170.42	5.25		360.33	15.75		4.24	0.27		24.44	73.33	1.26	
Criteria		0.3							25					214.3	214.3	7.1	
Maximum		0.442				5.25			15.75			0.27					
Compliance	No			Yes			Yes			Yes			Yes			Yes	

	Influent				Effluent		Effluent									
	BOD Average mg/L	TKN Average mg/L	TP Average mg/L	NH3 Average mg/L	Average Flow X1000 m3/D		BOD mg/L	TSS mg/L	TP mg/L	NH3 mg/L	pH	TKN mg/L	NO2 mg/L	NO3 mg/L	E. Coli cfu/100ml	T. Coli cfu/100ml
						Sample Date:										
January	225	47.60	6.08	24.60	0.000	May 2 2018	6	24	0.37	4.68	7.98	7.9	0.1	0.1	260	3800
February	67	28.60	3.23	16.90	0.000	May 7 2018	7	17	0.22	2.09	8.16	4.7	0.9	0.8	116	700
March	57	17.50	2.37	6.30	0.000	May 15 2018	3	11	0.17	0.04	8.46	2	0.1	0.1	4	20
April	60	15.10	1.94	6.78	0.000	May 22 2018	5	11	0.31	0.2	8.08	3.2	0.1	0.1	172	260
May	77	18.10	2.01	10.20	4.656											
June	117	24.30	3.46	12.80	0.000											
July	319	57.40	9.05	39.60	0.000											
August	174	39.20	5.22	18.20	0.000											
September	80	36.00	3.47	31.90	0.000											
October	174	51.10	5.61	36.20	0.000											
November	117	17.40	1.86	10.10	0.000											
December	578	42.30	6.55	5.44	0.000											
Average	170.42	32.88	4.24	18.25	4.656		5.25	15.75	0.27	1.75	8.17	4.45	0.30	0.28	138	1195



**GLEN WALTER SEWAGE TREATMENT
Annual Report
2018**

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

Date Prepared/Submitted: February 12, 2019

**The Corporation of the Township of South Glengarry
Glen Walter Water Pollution Control Plant
(Sewage Plant)
2018 Annual Performance Report**

In accordance with the Amended Certificate of Approval, Number 3-0464-84-889, Notice 3 issue date March 23, 2015, the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2018; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

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

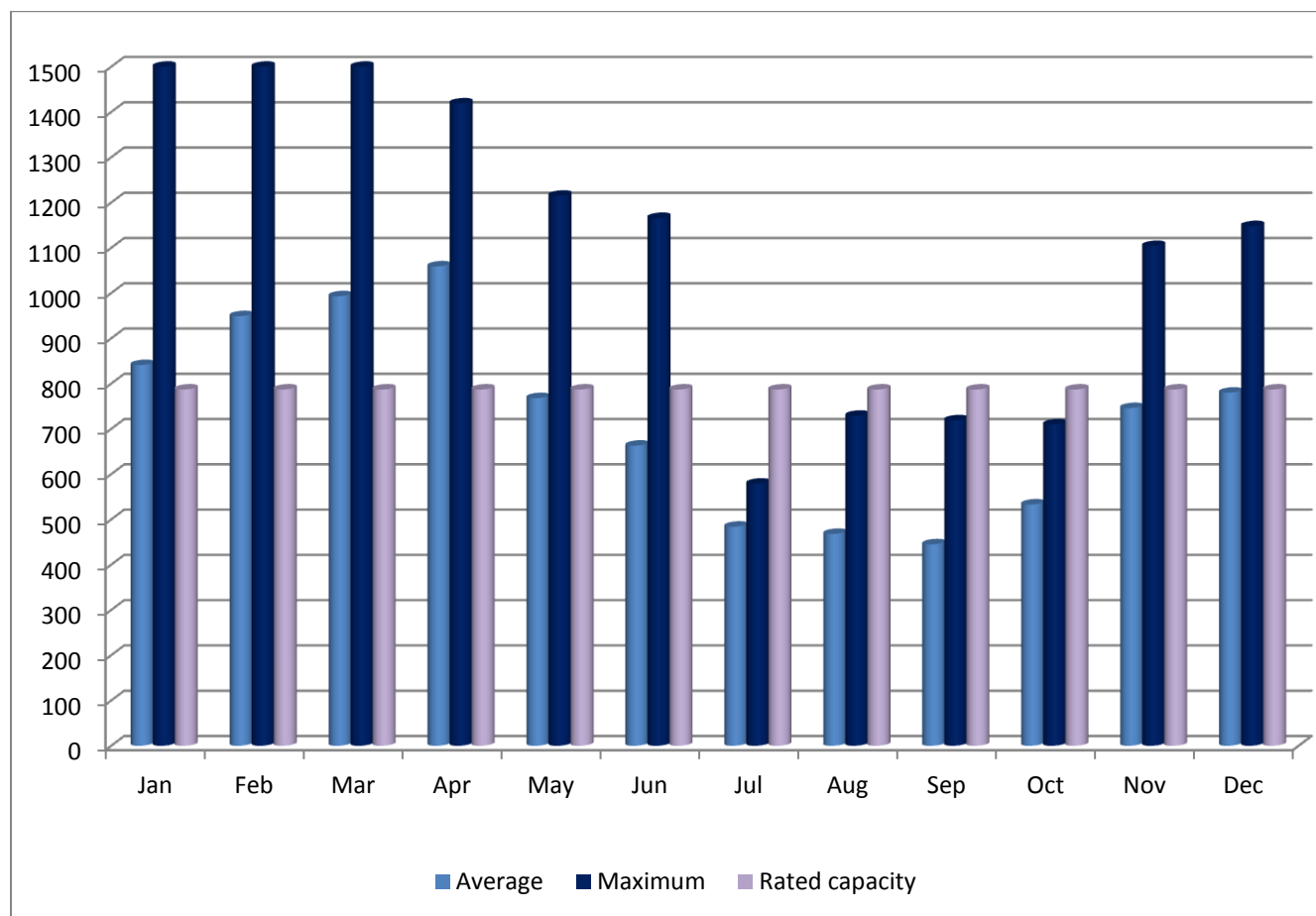
The Glen Walter WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 3-0464-84-889, original, Notice #1 and Notice #2 and Notice #3 documents, in accordance with Section 53 of the Ontario Water Resources Act. The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

Rated Capacity

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

The rated capacity of the Glen Walter WPCP is 787 cubic meters per day (m³/day); that is raw influent (flow) into the plant for treatment. During the reporting year 2018, the Glen Walter WPCP exceeded the rated capacity of 787 m³/day one hundred and thirty days (130) days.

Monthly Average and Maximum Daily Flows for 2018
(Rated capacity 787 m³/day)



EFFLUENT OBJECTIVES

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

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

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

EFFLUENT LIMITS

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

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

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

	100 millilitres	-
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MONITORING AND RECORDING

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

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

Effluent Monitoring

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

LABORATORY

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

2018 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	3.20	25	2.32	15.63
Total Suspended Solids	7.37	25	5.6	15.63
Total Phosphorus	0.24	0.86	0.17	0.54
Total Ammonia Nitrogen:				
Summer - 14° C (May 1 to September 30)	1.42	4.0	0.69	2.5
Winter- 4° C (October 1 – April 30)	0.14	8.0	0.12	5.0
<i>E. Coli</i> (monthly geometric mean density)	7.3	200 organisms per 100 millilitres	-	-

In the reporting year 2018, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded in the effluent from the *Works*; in compliance with the ECA requirements for the effluent limits parameters.

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

INVENTORY

Chemical	Annual Status	Units
Alum	10.4	Cubic meters

MAINTENANCE

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

MONTHLY

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

Treatment Plant:

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

Pump Stations:

- Greased check valves at SPS #2

QUARTERLY

N/A

SEMI-ANNUALLY

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

ANNUALLY

- Annual calibration of monitoring equipment – Flowmetrix Technical Services Inc.
- Annual calibration of flow meters – Flowmetrix Technical Services Inc.

OPERATIONAL ISSUES

The facility met all operational requirements for the fiscal year January 01 – December 31, 2018.

BIOSOLID (SLUDGE) SUMMARY

The Glen Walter WPCP has a program in place for the removal of biosolids transferred from the *Works*; volume totaling 446 m³ for the fiscal year 2018. Joseph Romeo René Goulet (Certificate of Approval Hauler # A 920463) is contracted and hauled/transported 446 m³ to the Lancaster Lagoons for disposal.

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

COMPLAINTS

No complaints were lodged in the fiscal year January 01 – December 31, 2018.

BY-PASS REPORT(S)

By-passing occurrences: January 12, 2018; February 21, 2018; March 31, 2018; April 30, 2018,

REPORTS

Appendix A – Annual Performance

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

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

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

APPENDIX – A –
Glen Walter Annual Performance Report
2018

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

Annual Report Data 2018

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

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

	Influent Flow			Effluent Flow	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Ammonium	Waste Loadings				Alum	Effluent Flow	
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Total X 1000 m3/D	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L		Removal Percent	Average Effluent mg/L	BOD Kg/D	TSS Kg/D			TP Kg/D
January	26.101	0.841	1.719	26.101	106	3.00	97.17	110	5.60	94.91	3.23	0.19	94.12	0.17	2.52	4.71	0.16	0.14	0.840	0.841	
February	26.591	0.949	1.841	26.591	113	3.00	97.35	160	5.25	96.72	3.44	0.11	96.80	0.15	2.85	4.98	0.10	0.14	0.806	0.949	
March	30.790	0.993	1.600	30.790	76	3.00	96.05	80	8.00	90.00	2.42	0.15	93.80	0.09	2.98	7.94	0.15	0.09	0.892	0.993	
April	31.794	1.059	1.419	31.794	51	3.00	94.12	60	7.25	87.92	1.29	0.17	86.82	0.27	3.18	7.68	0.18	0.29	0.864	1.059	
May	23.837	0.768	1.215	23.837	67	3.00	95.52	64	5.40	91.56	1.58	0.27	82.91	0.06	2.30	4.15	0.21	0.05	0.864	0.768	
June	19.899	0.663	1.166	19.899	62	3.00	95.16	108	3.50	96.76	2.67	0.08	97.00	0.31	1.99	2.32	0.05	0.21	0.864	0.663	
July	15.018	0.484	0.579	15.018	157	3.40	97.83	160	5.00	96.88	7.30	0.23	96.85	2.33	1.65	2.42	0.11	1.13	0.892	0.484	
August	14.533	0.468	0.729	14.533	167	3.00	98.20	200	3.50	98.25	5.89	0.27	95.42	4.35	1.40	1.64	0.13	2.04	0.892	0.468	
September	13.375	0.445	0.719	13.375	135	3.00	97.78	152	4.50	97.04	5.65	0.19	96.64	0.09	1.34	2.00	0.08	0.04	0.864	0.445	
October	16.553	0.533	0.710	16.553	77	3.20	95.84	134	6.20	95.37	4.33	0.23	94.69	0.1	1.71	3.30	0.12	0.05	0.892	0.533	
November	22.398	0.746	1.104	22.398	96	4.75	95.05	82	21.00	74.39	2.19	0.53	75.80	0.1	3.54	15.67	0.40	0.07	0.864	0.746	
December	24.200	0.780	1.148	24.200	31	3.00	90.32	85	13.25	84.41	0.15	0.48	-220.00	0.15	2.34	10.34	0.37	0.12	0.892	0.78	
Total	265.089			265.089										8.17	27.79	67.15	2.07	4.36	10.426	8.73	
Average	22.091	0.727		22.09	94.83	3.20	95.87	116.25	7.37	92.02	3.35	0.24	65.90	0.68	2.32	5.60	0.17	0.36	0.869	0.73	
Criteria		0.787				25			25			0.86		4	15.63	15.63	0.54	S 2.5			
																			W 5.0		
Maximum Compliance		1.059				4.75			21			0.53			3.54	15.67	0.4	2.04			
		No				Yes			Yes			Yes		Yes	Yes	Yes	Yes	Yes			

	<i>Effluent E-Coli</i>		
	Min	Max	Geo. Mean
<i>January</i>	2	8	4.0
<i>February</i>	2	64	11.3
<i>March</i>	2	500	31.6
<i>April</i>	2	8	4.0
<i>May</i>	2	30	7.7
<i>June</i>	2	2	2.0
<i>July</i>	2	110	14.8
<i>August</i>	2	2	2.0
<i>September</i>	2	2	2.0
<i>October</i>	2	2	2.0
<i>November</i>	2	4	2.8
<i>December</i>	2	6	3.5

Average	2	61.5	7.3
Criteria		200	

Maximum	500
Compliance	No

INFORMATION REPORT



REPORT TO: Council of the Township of South Glengarry

MEETING DATE: February 19, 2019

SUBJECT: Township Signage Policy

PREPARED BY: Shauna Baggs, Economic Development & Tourism Coordinator

Over the last few months there has been active community interest in improving municipal signage. Municipal signage is an excellent opportunity for the Township to promote local businesses and attractions through consistent, recognizable signage that reinforces the Township “Ontario Celtic Heartland” brand. A strong community brand is important for attracting visitors, future residents and businesses.

The attached draft signage policy is a comprehensive guideline of all Township signage. Pending budget approval, the following timeline is suggested for spring/summer 2019:

Action 1:

Design a family of signs that represents the existing South Glengarry branding and is applied in different spaces.

Action 2:

Final signage policy to Council for approval, including signage design details.

Action 3:

Parking signage will be the first to be implemented and will focus on customer parking signage along Military Road in Lancaster.


Action 4:

Hamlet signage at the entrance of each hamlet. It is recommended that the Township install a banner along the bottom of each hamlet sign showcasing “Ontario Celtic Heartland” branding.

CONCLUSION

Although signage seems simple, it is an excellent tool to highlight unique attributes of South Glengarry and make South Glengarry community presence strong and unified.

Administration looks forward to Council feedback and suggestions and will bring forward the final Signage Policy, including design, pending budget approval.

South Glengarry				POLICY
Policy Number:	XX-19	Review Frequency:		
Approved By:	Council of the Township of South Glengarry	Date Approved:		
		Revision Date:		
Subject:	Signage Policy - DRAFT			

PURPOSE

The Township of South Glengarry has created a signage policy:

1. To ensure a consistent signage program that improves the visitor experience through a family of signs while maintaining and celebrating the uniqueness and historical significance of the Township.
2. To ensure signage conforms with the Township of South Glengarry brand standards and guidelines.

SCOPE

1. To encourage a consistent message and to provide a community resource for various levels of signage throughout the Township.
2. To provide clear design guidelines which identify specific colours, materials, font styles and symbols that support existing branding.
3. To provide a resource that will outline installation and maintenance criteria.

DEFINITIONS

Brand means what is what distinguishes a product or place from others. For municipalities, branding is a reflection of the unique attributes of a community through recognizable colours, words and overall appearance.

Village Signage means signs that are located at the entry points of each village on major routes.

Parking Signage means signs indicating available street parking and municipal parking lots.

Street Signage means signs that display local street name.

Destination Signage means interpretive signage that would be located at specific locations across the Township and provide information about key points of interest that highlight South Glengarry culture.

Directional Signage means signs that are placed at high traffic points across the Township and offer directions to key points of interest.

Fingerboard Signage means additional signage inside the “main streets” within specified communities that is separated into three categories; Explore, Food & Drink and Stay. Explore includes specific business, attractions and municipal buildings. Food & Drink includes restaurants, pubs, cafe, winery and breweries. Stay includes B&B's, Inn, Hotels, Motels, Campgrounds, etc. Can be combined with directional signage.

BACKGROUND

In 2010, a cultural branding project was commissioned by the Township of South Glengarry and the Township of North Glengarry.

A study was conducted through interviews, survey distribution, stakeholder meetings, and historical research. The researched focused on elements such as Glengarry's unique and distinctive culture and features, competitive advantages, stakeholder concerns, public image, quality of life, style and standards.

The project consisted of four main objectives:

1. Raise awareness of the area
2. Preserve and promote local heritage and culture
3. Attract visitors and potential business investors
4. Help grow the area (tourists and tourism investment, residents and businesses)

The “*Ontario Celtic Heartland*” brand was created by applying the above objectives into the below brand criteria:

- Community brand building is not solely an exercise in communication
- It starts with an authentic experience of ‘place’; a set of unique products & services
- Community branding (marketing) is about identifying, organizing and coordinating all the variables that have an impact on the community image.

The following branding statement was developed:

“Glengarry County is a unique area of eastern Ontario that values its rich Scottish and French heritage and proudly celebrates them through numerous festivals and events. Visitors and residents alike enjoy discovering our celebration of Celtic culture and history.”

BRANDING IMPLEMENTATION: SIGNAGE

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

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

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

TYPES OF SIGNAGE

There are various types of signage that enhance the appearance and accessibility of a municipality such as:

- Village Signage
- Parking Signage
- Street Signage
- Destination Signage
- Directional Signage
- Fingerboard Signage

These guidelines are designed to offer guidelines in support of two types of signage:

Village Signage

The Town Sign is designed to allow for each village to maintain image to reflect the village personality and culture. The sign frame work and materials are in keeping with the South Glengarry family sign palette as well as complimentary image (thistle).

As new signage is required, signs will be replaced to follow consistent branding.

A banner will be added to each village sign showcasing Township “Ontario Celtic Heartland” branding under each village sign for consistency.

Design, height, size – pending budget approval.

Tagline

A banner sign that reflects “Ontario Celtic Heartland” branding will be placed under each town sign.

Parking Signage

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

Parking signage will primarily encourage customer parking along Military Road street in Lancaster.

- Install parking signs in front of each business to identify complimentary customer parking.
 - Indicate parking spaces by painting parking lines on either side of the road.
- Benefits include:

Design, height, size – pending budget approval.

Street Signage – Design, height, size – pending budget approval.

Destination Signage - Design, height, size – pending budget approval.

Directional Signage - Design, height, size – pending budget approval.

Fingerboard Signage - Design, height, size – pending budget approval.

INSTALLATION AND MAINTENANCE

The Township will be responsible for the installation and maintenance of all signs erected under this policy.

Installations and maintenance will be included in yearly budget.

REFERENCE INFORMATION

Colour Palette

Signage Colour Palette is a reflection of the colours outlined within the Township Identity Manual

Pantone 276 blue



Pantone 1805 red



Glengarry Official Tartan



Image





February 4, 2019

MINUTES OF
COMMITTEE OF ADJUSTMENT

Township of South Glengarry

A meeting of the Committee of Adjustment was held at 6:30 pm on February 4, 2019 in the Council Chambers at the municipal building in Lancaster, Ontario.

Committee Members present were: Deputy Mayor Lyle Warden, Councillor Stephanie Jaworski, Councillor Sam McDonell and Secretary- Treasurer Joanne Haley.

MOVED BY: Stephanie Jaworski

SECONDED BY: Sam McDonell

BE IT RESOLVED THAT the Committee of Adjustment meeting of February 4, 2019 is hereby called to order.

CARRIED

Meeting was called to order at 6:35 pm

Approval of Agenda

MOVED BY: Sam McDonell

SECONDED BY: Stephanie Jaworski

BE IT RESOLVED THAT the Agenda be approved as presented.

CARRIED

Approval of Minutes

MOVED BY: Sam McDonell

SECONDED BY: Stephanie Jaworski

BE IT RESOLVED THAT the Minutes of the January 21, 2019 meeting be approved as presented.



CARRIED

Members of the public at this meeting were as follows:

Frank Mitchell- Applicant- A-01-19
Frank Sinfield- Agent- A-02-19
Tom Hughes- Member of the public- A-02-19
John Wittkamp- Member of the public
Terry Tuppert- Member of the public

No Pecuniary Interest was declared

Review of Application:

Application A-01-19 Mitchell

J Haley provided to the Committee the following information:

- Subject Property:
- Part of Lot 10, Concession 1, Broken Front, Indian Lands, in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 18244 County Road 2
- Proposed Minor Variance:
 - Part 3.39 (7) (c) - to reduce the Watercourse Setback from 30 meters to 1.8 meters to the existing exterior staircase and to also request to reduce the Watercourse Setback from 30 meters to 2.78 meters to the south east corner of the existing addition and to 2.79 meters to the south west corner of the existing addition
- A minor variance was applied for and approved in 2003 to grant the following:
To reduce the front yard to 1 meter and to reduce the 19.7 feet at the rear (water side)
- Existing House Constructed with permit in 2003 – Permit # 03B233.
- Occupancy Inspection conducted and Passed 09-Jan-2004.
 - The building appears to have been constructed about 5' larger in depth than illustrated on the permit drawings.
 - 03B233 Permit Drawings illustrate a building depth of 23'
 - Drawings received as part of Permit Application P18-206 illustrate a building depth of 28'
- The Front Deck appears to have been constructed larger than illustrated on the permit drawings.



- The survey by K. Adams Surveying Ltd. illustrates a 0.91 metre Front Yard Setback where a minimum of 1 metre is required per A-05/03
- Front Deck steps encroach onto County Road No. 2 right-of-way.
- Existing rear yard deck was constructed without a permit
- Sunroom Construction:
 - Construction was commenced without first obtaining the required permit.
 - An Informal Notice (Door Knocker) was left on site in the mail box 07-Sep-2018 advising that a permit is required and to contact our office.
 - Permit Application received 12-Sep-2018.
- Applicant advised in writing that the permit application is incomplete and that a minor variance is required for the proposed Sunroom construction.
- It was observed on 28-Nov-2018 that construction of the Sunroom had continued subsequent to the informal notice and Permit Application.
- Order to Comply was issued 28-Nov-2018.
- Building Staff met with Applicant to explain why the new construction did not conform to the OBC and why the existing deck may not support the sunroom
- The RRCA was circulated on this application. The RRCA is not supportive of this application.
- Staff respectfully request the Committee to defer this application to permit adequate time to meet with the applicant and the RRCA to understand options, if any

Discussion:

Chair Deputy Mayor Warden asked if an encroachment agreement is required between the applicant and the United Counties. J Haley confirmed that the County had no comments on this application.

Mr. Mitchell addressed the Committee; explained to the Committee that he feels that he is not required to go through this process as he does not want his native rights encroached upon.

Chair Deputy Mayor Warden explained to Mr. Mitchell that the Committee wants to be respectful of his rights and suggested that deferring the application will allow staff and the Committee to obtain information to better understand these rights and to work with the RRCA to address the comments that were provided.

MOVED BY: Sam McDonell

SECONDED BY: Stephanie Jaworski

This application has been **deferred** as additional information is required from the Raisin Region Conservation Authority (RRCA) and possibly new measurements may be required as per the RRCA's request.

CARRIED



Application A-02-19 1844534 Ontario Inc.

J Haley provided to the Committee the following information:

- Subject Property:
 - Part of Lot H, Concession 1, in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 20210 County Road 2
- Proposed Minor Variance:
 - Part 3.39 (7) (c) - to reduce the Watercourse Setback from 30 meters to 22.4 meters from the east side of the canal to the proposed workshop.
- The property is designated Commercial District in the County Official Plan. This application conforms to the general intent of the Official Plan
- The property is zoned Floodplain -Holding
- This application conforms to the general intent of the Township's zoning By-Law
- This application was circulated to applicable municipal staff, Planning and Building have no concerns with this application
- The RRCA supports this application
- I have received no formal comments from the public to date

MOVED BY: Sam McDonell

SECONDED BY: Stephanie Jaworski

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; therefore the committee **approves** the application.

CARRIED

Next Meeting date: TBD

Adjournment

BE IT RESOLVED THAT the meeting of February 4, 2019 be adjourned to the call of the Chair @ 6:54pm.

INFORMATION REPORT



REPORT TO: Council of the Township of South Glengarry

MEETING DATE: February 19, 2019

SUBJECT: Business & Community Awards Gala Update

PREPARED BY: Shauna Baggs, Economic Development & Tourism Coordinator

Administration has finalized the date for the 2019 Business and Community Awards Gala. The event will take place on Saturday, April 6, 2019 in the Tartan Hall, Williamstown.

All businesses registered on the business directory will receive an invitation to attend and sponsor the event. An online invite will be sent through the business newsletter. The event will be promoted in the Glengarry News and online.

The nomination forms will be available online, at the Township Office and local library branch. Nominations are open until March 20, 2019 and new this year, all names entered will be retained for five years for the chance to win in future.

Individual tickets will be \$50.00 and new this year a table of eight can be purchased for \$320.00. Henderson's Grocery has agreed to sell tickets at the store on the Township's behalf and tickets will be available online through Eventbrite to purchase by credit card.

Sneak peak theme:



INFORMATION REPORT



REPORT TO: Council of the Township of South Glengarry

MEETING DATE: February 19, 2019

SUBJECT: Local Dining Promotion - March Meal Ticket

PREPARED BY: Shauna Baggs, Economic Development & Tourism Coordinator

On the heels of the success of the Holiday Tymes shopping promotion, Administration has organized a second community economic development promotion highlighting local dining.

This new initiative, called March Meal Ticket, will take place the month of March 2019. Similar to the holiday shopping promotion, customers will get a stamp for each visit over \$20.00.


The promotion will be advertised in the Glengarry News, Seaway News and online. Ballots will be available on the advertisements, at the Township office and at local participating locations.

For every three stamps, the customer will have a chance to fill in the ballot for a chance to win \$300.00 South Glengarry Dining Card (see ad attached)

Township of

SOUTH

GLENGARRY



meal

ticket

What are you hungry for?

EAT

 at three local restaurants
for your chance to

WIN

 a

\$300

 South Glengarry Dining Card!

Participating South Glengarry Locations:

Lancaster Pizzeria

The South Glengarry Restaurant

Bourdeau Restaurant

Martintown Diner

The Grand Hotel

Papa's Perfect Pizza

Ye Old Cafe

Jack's Pub

The Blue Anchor

Sheep's Head Bistro

For menu and details visit each location online.

Eat at three local restaurants for your chance to WIN a \$300 South Glengarry Dining Card!

Only one stamp per visit.
Completed ballots are for
every three unique visits. A new ballot
can be entered after once complete.
Drop off in ballot box at restaurant.
www.southglengarry.com

Name: _____

Email: _____

Phone: _____

Postal Code: _____

Contest open March 1- March 31, 2019

Page 151 of 163

INFORMATION REPORT



REPORT TO: Council of the Township of South Glengarry

MEETING DATE: February 19, 2019

SUBJECT: 2018 By-law Enforcement Activities

PREPARED BY: Gary Poupart – Manager Property Standards & Enforcement

2018 BY-LAW ENFORCEMENT ACTIVITIES

The By-law Enforcement officer provides a wide array of services, including traditional by-law roles such as dealing with animal control, property standards, yard maintenance, noise complaints and zoning compliance etc.

By-laws are primarily enforced on a reactive basis to complaints made to the department.

KEY HIGHLIGHTS INCLUDE THE FOLLOWING

By-law Enforcement managed 87 complaints:

- Animal control complaints (not including those received by Kevin Cassleman): 16 complaints – 6 dog attacks, 5 constant barking and 5 roaming off property.
- Building complaints: 3 complaints – 1 drainage, 2 building without a permit.
- Fire complaints: 2 complaints – both regarding open air burning.
- General complaints: 2 complaints – 1 snow mobile trail in front of property, 1 municipality blowing snow on private property.
- Property standards complaints: 59 complaints – 27 Long grass and weeds, 29 unmaintained property, 1 unmaintained swimming pool, 2 failed sewage systems
- Zoning complaints: 5 complaints.

BY-LAW DISPUTES/COURT ADMINISTRATION:

41 Orders to comply were issued.

- 30 orders resulted in the property owner bringing their properties in to compliance on their own;
- The Township intervened in 9 orders and brought the properties into compliance at the property owner's expense;
- 2 were disputed and were appealed through the Property Standards Committee. Both appeals resulted in extra time to comply. The extended time of one expired in November. The other appeal was extended to the summer of 2019.


ANIMAL CONTROL - POUND

In addition to by-law enforcement, the Township's dog pound is contracted to Kevin Cassleman in Williamsburg, Municipality of South Dundas.

Mr. Cassleman is responsible for picking up stray dogs within the boundaries of the Township when called for by our residents, the OPP or Township staff. He operates a provincially regulated dog pound in Williamsburg and is connected to the SD&G Animal Shelter.

In 2018, Mr. Cassleman received 79 complaints for stray dogs; he impounded 50, euthanized 11, kept or adopted out 39 and returned 2 to their owners.

STATISTICS



The Township of South Glengarry

6 Oak Street,
Lancaster, Ontario K0C 1N0
613-347-1166

Main
Service Requests
Administration
Reporting
Logout
Help

Service Request Statistics

Community Services

All Business Units

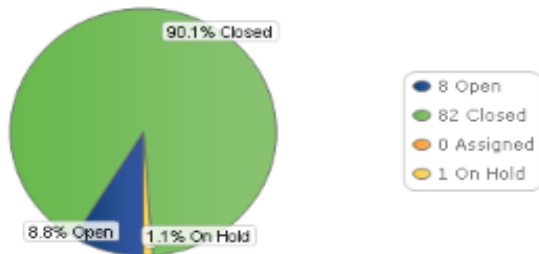
Filter by Reported Date:

Start Date: 1/1/2018

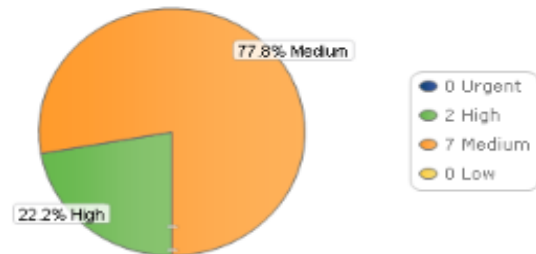
End Date: 12/31/2018

Update Filter Date

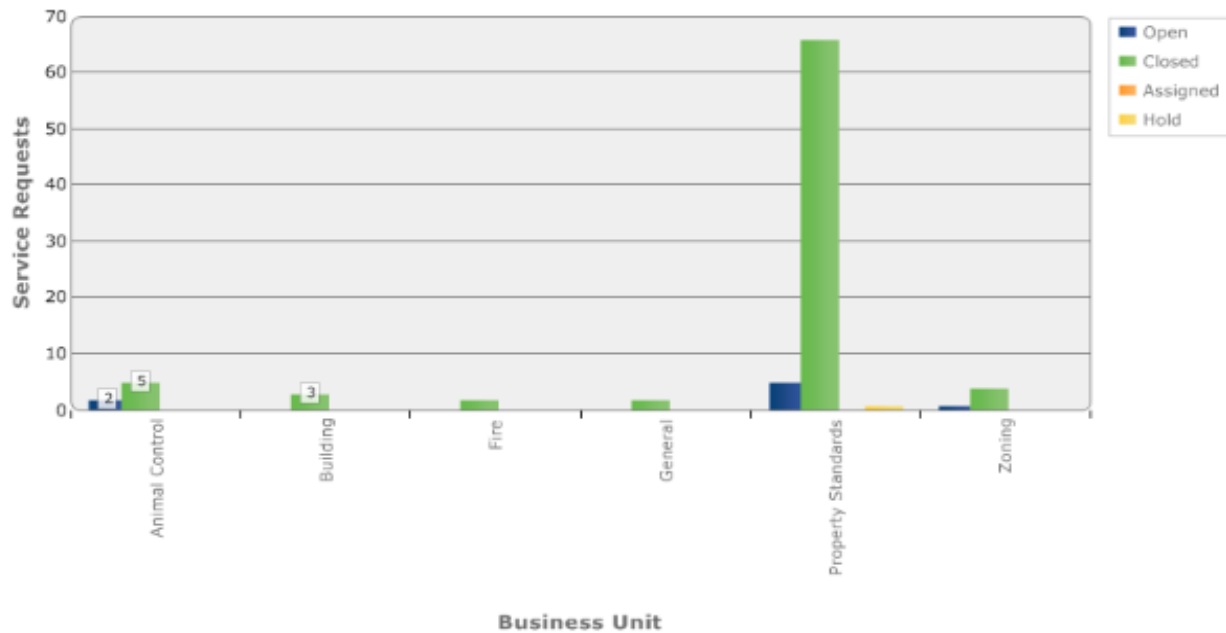
Service Requests by Status



Service Requests by Priority (Not Closed)



Service Requests By Business Unit



] Show Business Units with 0 Requests



Notice of Public Meeting Concerning a Proposed Amendment To the Zoning By-law of the Township of South Glengarry

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry will hold a public meeting on the 4th day of March, 2019 at 6:00 p.m. in the Council Chambers of the Municipal Building at 6 Oak Street, Lancaster to consider a proposed zoning amendment to the Municipality's Zoning By-law under Section 34 of the *Planning Act*, R.S.O. 1990, as amended, for the property legally described as Part of Lot 3, Registered Plan No. 101, in the former Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Residential One-Holding (R1-H) to Residential One – Exception 15 (R1-15) to permit a residential garage to be the primary use on the subject property.



ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment. If a person or public body that files an appeal of a decision of the Council of the Township of South Glengarry in respect to the proposed zoning by-law does not make oral submissions at a public meeting or make written submissions to the Municipality of the Township of South Glengarry before the proposed zoning by-law is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

ADDITIONAL INFORMATION relating to the proposed Zoning By-law amendment is available between 8:30 a.m. and 4:00 p.m. Monday to Friday at the Township office.

**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 11th DAY OF FEBRUARY, 2019**

Joanne Haley
General Manager – Community Services
Township of South Glengarry
6 Oak Street, P.O. Box 220
Lancaster, Ontario K0C-1N0
Telephone: 613-347-1166 ext. 231
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www.southglengarry.com

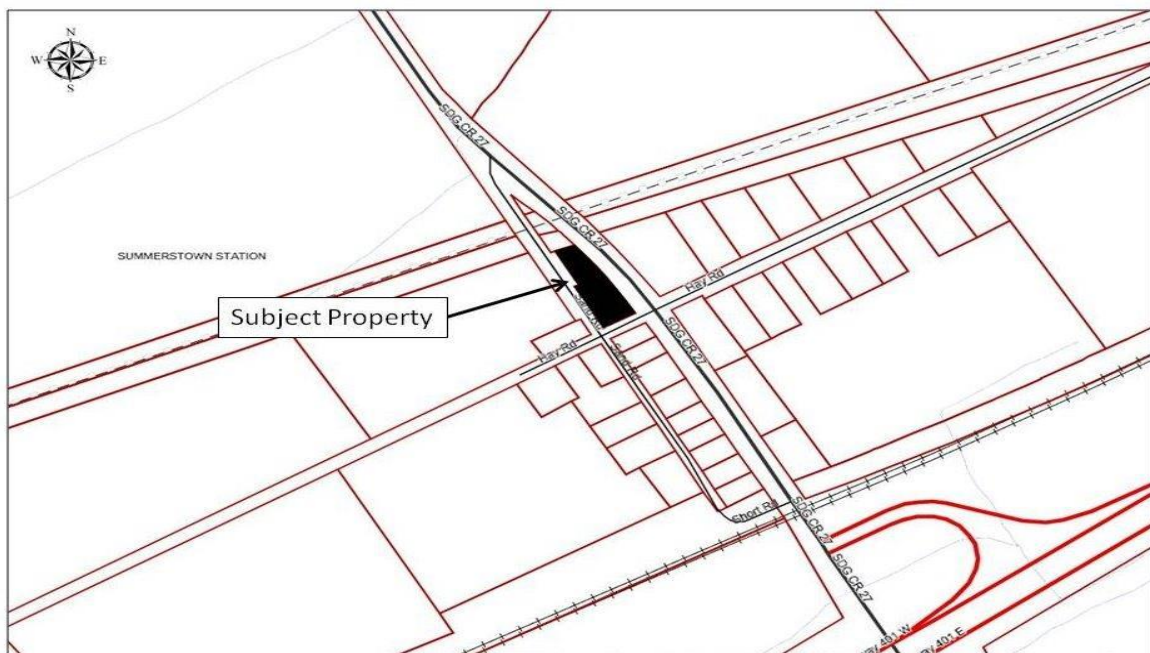


Notice of Public Meeting Concerning a Proposed Amendment To the Zoning By-law of the Township of South Glengarry

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry will hold a public meeting on the 4th day of March, 2019 at 6:00 p.m. in the Council Chambers of the Municipal Building at 6 Oak Street, Lancaster to consider a proposed zoning amendment to the Municipality's Zoning By-law under Section 34 of the *Planning Act*, R.S.O. 1990, as amended, for the property legally described as Part of Lot 13, Concession 3 Front, in the former Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry also known as 6280 County Road 27.

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from General Commercial (CG) to Residential One – Exception 12 (R1-12) to permit a single detached dwelling with an apartment unit and to reduce the Front Yard Setback from 6 meters to 2.6 meters and to reduce the Exterior Side Yard setback 6 meters to 4 meters to accommodate the existing structure.



ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment. If a person or public body that files an appeal of a decision of the Council of the Township of South Glengarry in respect to the proposed zoning by-law does not make oral submissions at a public meeting or make written submissions to the Municipality of the Township of South Glengarry before the proposed zoning by-law is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

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**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 11th DAY OF FEBRUARY, 2019**

Joanne Haley
General Manager – Community Services
Township of South Glengarry
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Notice of Public Meeting Concerning a Proposed Amendment To the Zoning By-law of the Township of South Glengarry

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry will hold a public meeting on the 4th day of March, 2019 at 6:00 p.m. in the Council Chambers of the Municipal Building at 6 Oak Street, Lancaster to consider a proposed zoning amendment to the Municipality's Zoning By-law under Section 34 of the *Planning Act*, R.S.O. 1990, as amended, for the property legally described as Part of Lot 10, Concession 2, NRR in the former Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Agriculture (AG) to Agriculture – Exception 21 (AG-21) to reduce the Minimum Lot Area from 20 hectares to 8 hectares and to prohibit residential construction.



ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment. If a person or public body that files an appeal of a decision of the Council of the Township of South Glengarry in respect to the proposed zoning by-law does not make oral submissions at a public meeting or make written submissions to the Municipality of the Township of South Glengarry before the proposed zoning by-law is adopted, the Local Planning Appeal Tribunal (LPAT) may dismiss all or part of the appeal.

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**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 11th DAY OF FEBRUARY, 2019**

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NOTICE OF DECISION OF A ZONING BY-LAW AMENDMENT BY THE TOWNSHIP OF SOUTH GLENGARRY

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry passed By-law 10-19 on February 4, 2019 under Section 34 of the *Planning Act*, R.S.O. 1990, as amended; to rezone Part of Lot C, Concession 1, SSRR in the former Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry also known as 19984 Loyalist Road.

AND TAKE NOTICE any person or agency may appeal to the Local Planning Appeal Tribunal (LPAT) in respect of the By-law by filing with the Clerk of the Township, not later than the **27th day of February, 2019** a Notice of Appeal setting out the objections to the By-law and the reasons in support of the objection and must be accompanied by the fee (\$300.00) required by the LPAT made payable to the Minister of Finance.

Only individuals, corporations and public bodies may appeal a zoning by-law to the LPAT. An unincorporated association or group may not file a Notice of Appeal. However, a Notice of Appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Agricultural (AG) & Natural Hazard (NZ) to Agricultural (AG) & Natural Hazard (NZ) - Exception 20 to reduce the Natural Hazard Zone and to increase the Agricultural zone on a portion of the subject property to permit a residential addition to the existing detached dwelling.

**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 7TH DAY OF FEBRUARY, 2019**


Joanne Haley
 General Manager-Community Services
 Township of South Glengarry
 6 Oak Street, P.O. Box 220
 Lancaster, Ontario K0C 1N0
 Phone: 613-347-1166 ext. 231
 Fax: 613-347-3411
 e-mail: jhaley@southglengarry.com
 Website: www.southglengarry.com



NOTICE OF DECISION OF A ZONING BY-LAW AMENDMENT BY THE TOWNSHIP OF SOUTH GLENGARRY

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry passed By-law 02-19 on February 4, 2019 under Section 34 of the *Planning Act*, R.S.O. 1990, as amended; to rezone Part of Lot 11, Concession 1, Front, Parts 1 & 2 on Reference Plan 14R2241 in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry also known as 19274 County Road 2.

AND TAKE NOTICE any person or agency may appeal to the Local Planning Appeal Tribunal (LPAT) in respect of the By-law by filing with the Clerk of the Township, not later than the **27th day of February, 2019** a Notice of Appeal setting out the objections to the By-law and the reasons in support of the objection and must be accompanied by the fee (\$300.00) required by the LPAT made payable to the Minister of Finance.

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EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from General Commercial (CG) & Flood Plain-Holding (FP-H) to Residential Four (R4) & Flood Plain (FP) - Exception 2 to permit an Apartment with a maximum of 4 units on private services with a maximum lot coverage of 40%.

**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 7TH DAY OF FEBRUARY, 2019**


Joanne Haley
 General Manager-Community Services
 Township of South Glengarry
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NOTICE OF DECISION OF A ZONING BY-LAW AMENDMENT BY THE TOWNSHIP OF SOUTH GLENGARRY

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry passed By-law 11-19 on February 4, 2019 under Section 34 of the *Planning Act*, R.S.O. 1990, as amended; to rezone Part of Lot 12, Registered Plan No. 101, being Part 2 on Reference Plan 14R 6380 located on Glen Walter Park Road, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.


AND TAKE NOTICE any person or agency may appeal to the Local Planning Appeal Tribunal (LPAT) in respect of the By-law by filing with the Clerk of the Township, not later than the **27th day of February, 2019** a Notice of Appeal setting out the objections to the By-law and the reasons in support of the objection and must be accompanied by the fee (\$300.00) required by the LPAT made payable to the Minister of Finance.

Only individuals, corporations and public bodies may appeal a zoning by-law to the LPAT. An unincorporated association or group may not file a Notice of Appeal. However, a Notice of Appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Residential Two (R2) to Residential Three- Exception 2 (R3-2) to permit the construction of a 3 unit Townhouse and to reduce the rear yard setback from 6 meters to 5.45meters.

**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 7TH DAY OF FEBRUARY, 2019**


Joanne Haley
 General Manager-Community Services
 Township of South Glengarry
 6 Oak Street, P.O. Box 220
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NOTICE OF DECISION OF A ZONING BY-LAW AMENDMENT BY THE TOWNSHIP OF SOUTH GLENGARRY

TAKE NOTICE that the Council of the Corporation of the Township of South Glengarry passed By-law 12-19 on February 4, 2019 under Section 34 of the *Planning Act*, R.S.O. 1990, as amended; to rezone Part of Lot 12, Registered Plan No. 101, being Part 3 on Reference Plan 14R 6380 located on Glen Walter Park Road, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

AND TAKE NOTICE any person or agency may appeal to the Local Planning Appeal Tribunal (LPAT) in respect of the By-law by filing with the Clerk of the Township, not later than the **27th day of February, 2019** a Notice of Appeal setting out the objections to the By-law and the reasons in support of the objection and must be accompanied by the fee (\$300.00) required by the LPAT made payable to the Minister of Finance.

Only individuals, corporations and public bodies may appeal a zoning by-law to the LPAT. An unincorporated association or group may not file a Notice of Appeal. However, a Notice of Appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Residential Two (R2) to Residential Three Exception 3 (R3-3) to permit the construction of a 3 unit Townhouse and to reduce the rear yard setback from 6 meters to 3.4 meters and to increase the lot coverage from 40% to 42%.

**DATED AT THE TOWNSHIP OF SOUTH GLENGARRY
THIS 7TH DAY OF FEBRUARY, 2019**


Joanne Haley
 General Manager-Community Services
 Township of South Glengarry
 6 Oak Street, P.O. Box 220
 Lancaster, Ontario K0C 1N0
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TOWNSHIP OF SOUTH FRONTENAC

4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 2222 or 1-800-559-5862
amaddocks@southfrontenac.net



February 7, 2019

Doug Brewer
Director of Policy
Ministry of Municipal Affairs
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Toronto ON
M5G 2E5

Minister's Chief of Staff
Ministry of Finance
Frost Building South, 7th Floor
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Toronto ON
M7A 1Y8

Carla Y. Nell
Vice President, Municipal and Stakeholder
Relations
Municipal Property Assessment Corp
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Pickering ON L1V 0C4

Angela Morgan, CMO, AOMC
President
AMCTO
2680 Skymark Ave
Mississauga ON
L4W 5L6

Stephane Perrault
Chief Electoral Officer of Canada
Elections Canada
30 Victoria St
Gatineau, Quebec
K1A 0M6

Greg Essensa
Chief Electoral Office of Ontario
Elections Ontario
51 Rolark Dr
Toronto ON
M1R 3B1

Re: Maintaining the Voters List for Municipal Elections

Please be advised that the Council of the Township of South Frontenac passed the following resolution at their meeting held February 5, 2019:

"That Council of the Township of South Frontenac support the resolution passed by the City of Hamilton regarding the maintenance of the Voters' List specifically items (a), (b), (d) and (e) and advise other municipalities, AMO and the Ombudsman of Ontario of our concerns. Carried"

We look forward to any action taken regarding improvements to the accuracy of the Voters List.

I trust this is satisfactory for your purposes.

Yours truly

Angela Maddocks
Clerk

c.c. Stephanie Paparella, Legislative Coordinator, City of Hamilton
Paul Dube, Ombudsman of Ontario
Jamie McGarvey President, Association of Municipalities of Ontario
All Other Ontario Municipalities

SG-M-19

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 14-2019
FOR THE YEAR 2019**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of February 19, 2019 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 19TH DAY OF FEBRUARY, 2019.***

MAYOR: CLERK: