

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

Tuesday, August 8, 2023, 7:00 PM
Electronic Meeting

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
5. APPROVAL OF MINUTES	
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10.i	Resolution - Local Emergency Response System Code Red and Black (Town of Essex)	329
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**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES**

**July 17, 2023, 7:00 p.m.
Electronic Meeting**

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

STAFF
PRESENT: Acting CAO/Clerk Kelli Campeau, GM Finance/Treasurer Suday Jain, GM Planning, Building & Enforcement Joanne Haley, GM Infrastructure Sarah McDonald, GM Parks, Recreation & Culture Sherry-Lynn Servage, Fire Chief Dave Robertson, Economic Development Officer Jennifer Treverton and Deputy Clerk Kayce Dixon.

1. CALL TO ORDER

Resolution No. 211-2023

Moved by Deputy Lang
Seconded by Councillor Bougie

BE IT RESOLVED THAT the July 17th, 2023 Council Meeting of the Township of South Glengarry now be opened at 7:01 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

4. APPROVAL OF AGENDA

Added to agenda:

-Closed session item: personal information about an identifiable individual

-Closed session item: litigation update

Items pulled from the Consent Agenda:

-10.e. Departmental Update - Infrastructure Services (May/June 2023)

-10.j. Resolution - Increase of licensed child care spaces

-10.k. Resolution – MFIPPA Time for Change

Resolution No. 212-2023

Moved by Councillor Jaworski
Seconded by Councillor Bougie

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

CARRIED

5. APPROVAL OF MINUTES

Resolution No. 213-2023

Moved by Councillor Jaworski
Seconded by Councillor McDonell

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

- Previous Meeting Minutes - July 4th, 2023
- Public Meeting Minutes - July 4th, 2023

CARRIED

5.1 Previous Meeting Minutes - July 4, 2023

5.2 Public Meeting Minutes - July 4, 2023

6. PRESENTATIONS AND DELEGATIONS

7. ACTION REQUESTS

7.1 Vacant Land Designations - Future Municipally-Operated Affordable Housing Developments (Joanne Haley)

Resolution No. 214-2023

Moved by Councillor McDonell
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 93-2023 be received and that the Council of the Township of South Glengarry designates all or a portion of Township owned lands known as PIN 671290462 fronting onto Glen Walter Park Road, or a portion of PIN 671290582, located at 6618 Glen Walter Park Road for a future affordable housing development in trust for the Cornwall SDG Human Services Department. The exact portion of the land will be determined in consultation with the Cornwall SDG Human Services Department at a later date but no later than December 31, 2031.

CARRIED

8. BY-LAWS

8.1 1498057 Ontario Inc. Zoning By-law Amendment (Joanne Haley)

Resolution No. 215-2023

Moved by Councillor Jaworski
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 94-2023 be received and that By-law 48-2023, being a by-law to amend By-law 38-09 to rezone the property described as Part of Lot 18 Concession 2 IL in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry located at 950 Boundary Rd from Highway Commercial (CH) and Floodplain-Holding (FP-H) to Highway Commercial Exception Nine (CH-9) to remove the Floodplain-Holding zone and permit the following additional uses: Transportation Terminal, Retail Store, and Warehouse-Distribution Center, be read a first, second and third, passed, signed and sealed in open council this 17th day of July 2023. The Council of the

Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

CARRIED

- 8.2 2187566 Ontario Limited (Martintown Animal Hospital) Zoning By-law Amendment (Joanne Haley)

Resolution No. 216-2023

Moved by Deputy Lang
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 95-2023 be received and that By-law 49-2023, being by-law to amend By-law 38-09 to rezone a 1.12 acre area of the land legally described as Part of Lot 11, Plan 107, being part 1 of Reference Plan 14R2989 in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry located at 4910 Nine Mile Rd, Martintown, from Residential One (R1) to Hamlet commercial (C1) to permit the expansion of the existing Martintown Animal Hospital property, be read a first, second and third time passed, signed and sealed in open council this 17th day of July 2023. The Council of the Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

CARRIED

- 8.3 Sale of Township Owned Land (Joanne Haley)

Resolution No. 217-2023

Moved by Councillor Bougie
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 96-2023 be received and that By-laws 50-2023, 51-2023, 52-2023, 53-2023 and 54-2023, being by-laws to authorize the sale of lands in accordance with the terms of the sale and purchase of property by-law be read a first, second and third time, passed, signed and sealed in open council this 17th day of July 2023.

CARRIED

- 8.4 Rural Economic Development (RED) Grant - Transfer Payment Agreement (Jennifer Treverton)

Resolution No. 218-2023

Moved by Councillor Jaworski
Seconded by Deputy Lang

BE IT RESOLVED THAT Staff Report 97-2023 be received and that By-law 55-2023, being a by-law to enter into a Transfer Payment Agreement with His Majesty the King in right of Ontario as represented by the Ontario Ministry of Agriculture, Food and Rural Affairs be read a first, second and

third time, passed, signed and sealed in open Council on this 17th day of July 2023

CARRIED

9. ITEMS FOR CONSIDERATION

9.1 Departmental Update - Infrastructure (May and June 2023)

9.2 Resolution - Increase of licensed child care spaces (Town of Petrolia)

Deputy Mayor Lang requested that Administration prepare a support resolution for the next meeting.

9.3 Resolution - MFIPPA Time for Change (Municipality of Chatham-Kent)

Deputy Mayor Lang requested that Administration prepare a support resolution for the next meeting.

10. CONSENT AGENDA

Resolution No. 219-2023

Moved by Councillor Bougie

Seconded by Councillor McDonell

BE IT RESOLVED THAT Council accepts the items listed on the Consent Agenda.

CARRIED

10.1 Departmental Update - Corporate Services (June 2023)

10.2 Departmental Update - Finance (June 2023)

10.3 Departmental Update - Planning, Building, and Enforcement (June 2023)

10.4 Departmental Update - Parks, Recreation and Culture (June 2023)

10.5 Departmental Update - Infrastructure (May and June 2023)

10.6 Second Quarter 2023 Building Permit Activity

10.7 DSM Technical Bulletin Letter_2023-07-04

10.8 Proposal to Amend Three Regulated Manual under Crown Forest Sustainability Act_2023-06-12

10.9 Support Resolution - Rural Education Funding (Champlain)

10.10 Resolution - Increase of licensed child care spaces (Town of Petrolia)

10.11 Resolution - MFIPPA Time for Change (Municipality of Chatham-Kent)

10.12 Resolution - Right to Repair (Town of Bradford West Gwillimbury)

10.13 Resolution - Short Term Rentals (Selwyn Township)

11. CLOSED SESSION

Resolution No. 220-2023

Moved by Councillor McDonell

Seconded by Deputy Lang

BE IT RESOLVED THAT Council convene to Closed Session at 7:42 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;

-Specifically: Committee Applicants

-Specifically: identifiable individual

(e) litigation or potential litigation

-Specifically: litigation update

CARRIED

Resolution No. 221-2023

Moved by Councillor Bougie

Seconded by Deputy Lang

BE IT RESOLVED THAT Council rise and reconvene at 8:11 pm into open session without reporting.

CARRIED

Resolution No. 222-2023

Moved by Councillor Bougie

Seconded by Deputy Lang

BE IT RESOLVED THAT Administration be directed to carry out all actions as specified in the Closed Session minutes.

CARRIED

12. CONFIRMING BY-LAW

Resolution No. 224-2023

Moved by Deputy Lang

Seconded by Councillor Jaworski

BE IT RESOLVED THAT By-law 56-2023, being a by-law to adopt, confirm and ratify matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 17th day of July 2023.

CARRIED

12.1 Confirming By-law 56-2023

13. ADJOURNMENT

Resolution No. 224-2023

Moved by Deputy Lang
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry
adjourn to the call of the chair at 8:13 pm.

CARRIED

Mayor

Clerk



MORRISON HERSHFIELD

Butternut Lane Bridge – Renewal Options Study

August 8, 2023

Presentation Outline

1. Existing Structure
2. Design Criteria
3. Renewal Options
4. Costs
5. Next Steps



Existing Structure - Location



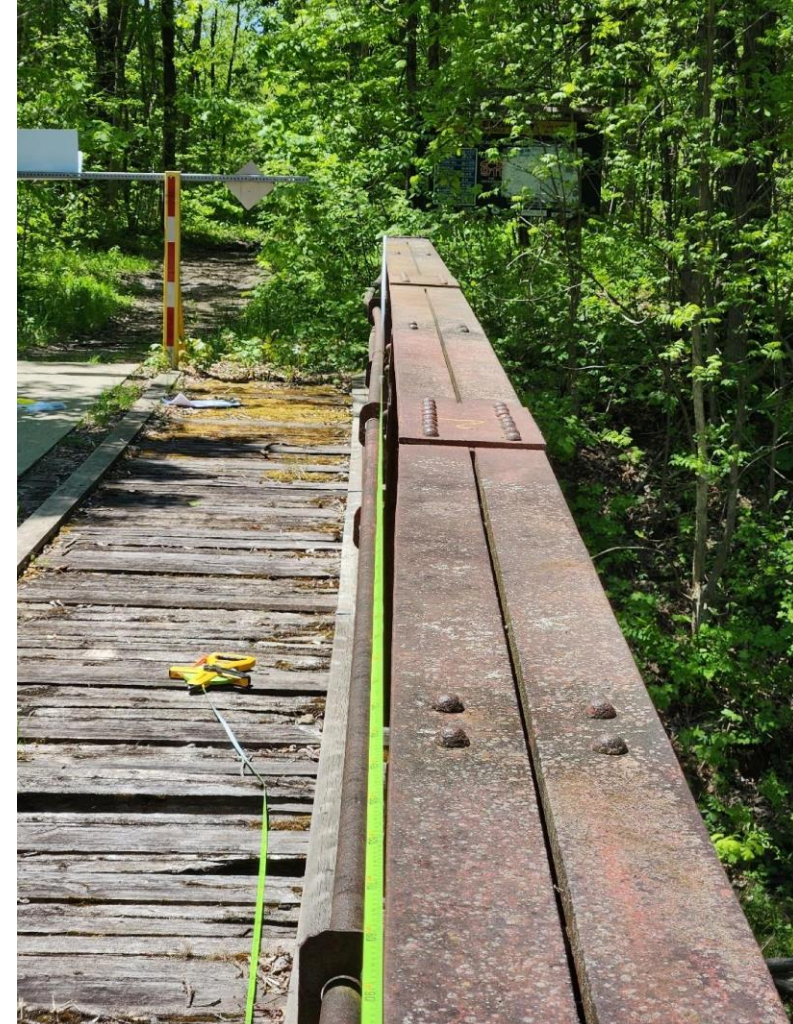
Existing Structure

- 16.4 m Span Pony Truss
- 5.5 m wide (4.9 m clear)
- Masonry abutments
- No original drawings, foundation conditions unknown
- Supports ATV's, Snowmobiles, Pedestrians and Equestrian Users



Existing Structure – Condition

Chord / Global Buckling:



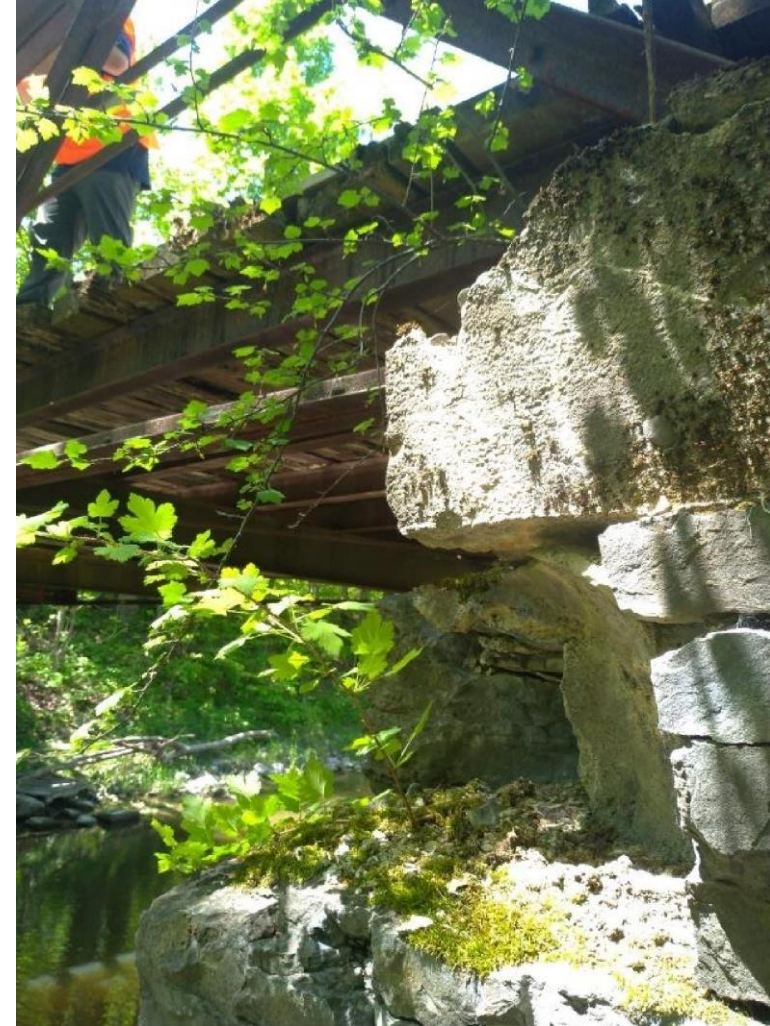
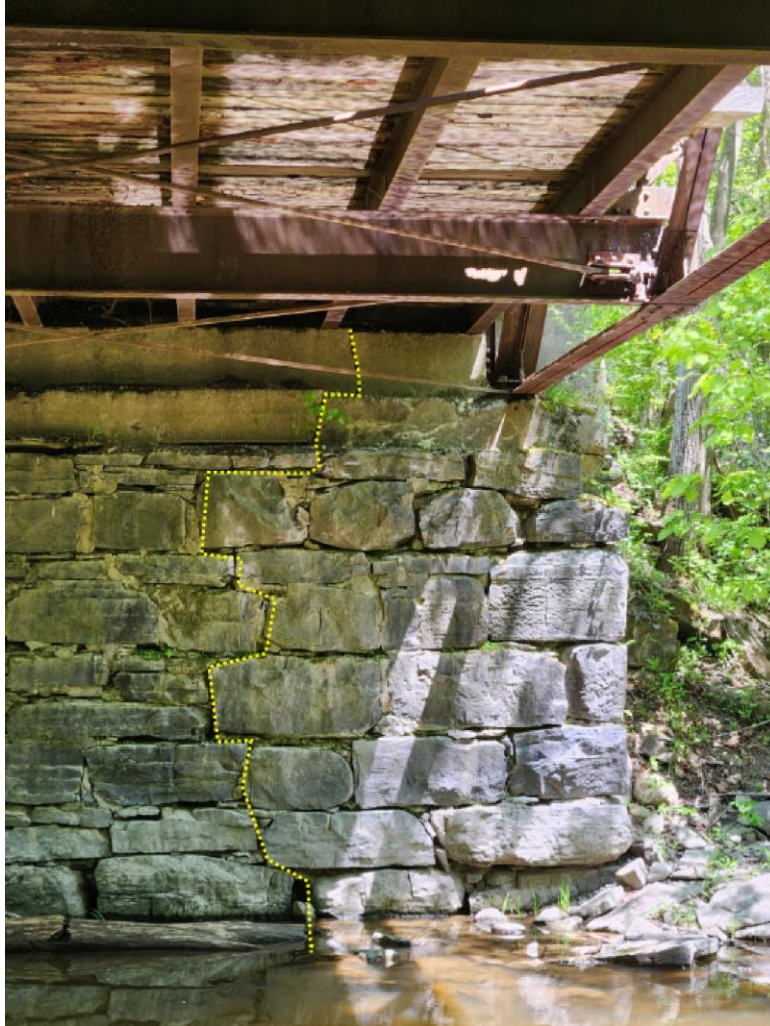
Existing Structure – Condition

Perforation in Bottom Chord:



Existing Structure – Condition

Abutments



Design Criteria

Clear Width



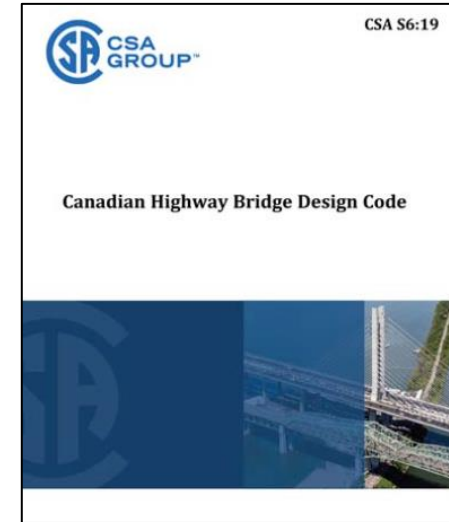
Maintain Hydraulic Opening



Design Criteria

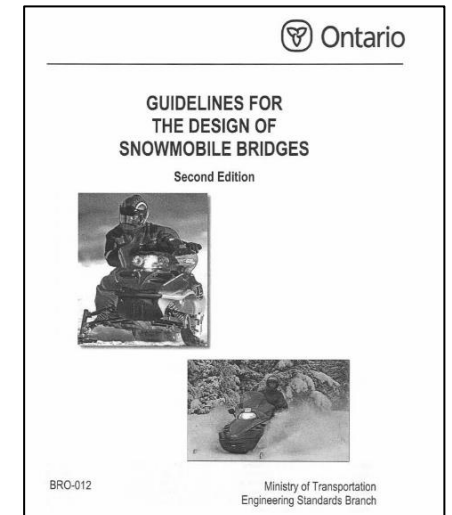
Canadian Highway Bridge Design Code:

- *Pedestrian Loading*
- *Maintenance Vehicle*



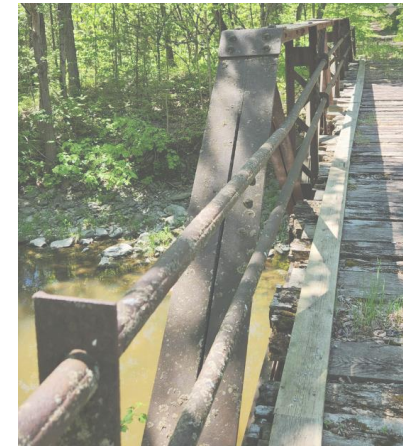
MTO Guidelines for the Design of Snowmobile Bridges:

- *Groomer Live Load*
- *Snow Loading*



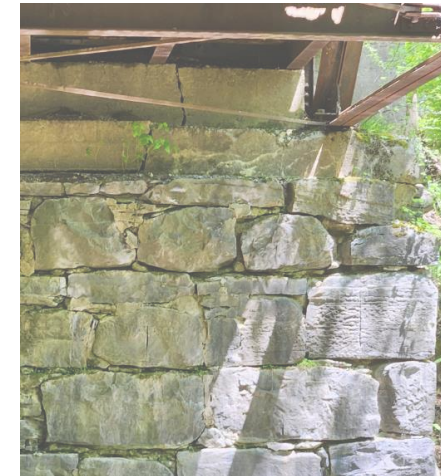
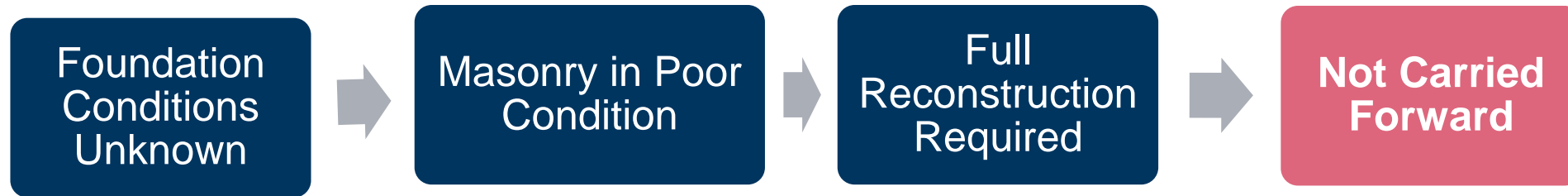
Renewal Options – Initial Development

1. Comprehensive Superstructure Rehabilitation



Renewal Options – Initial Development

2. Abutment Re-Use



Renewal Options – Initial Development

3. Superstructure Type



Precast Concrete Girders

Cost Prohibitive for non-vehicular Structures

Not Carried Forward



Prefabricated Steel Plate Girder Structure

Moderately Cost Effective

Not Carried Forward



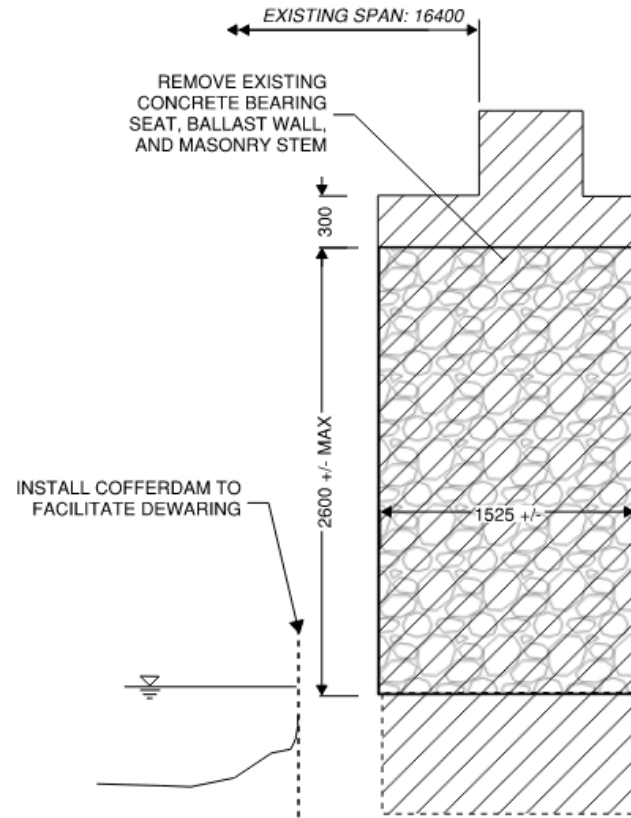
Prefabricated Truss

Most Cost Effective

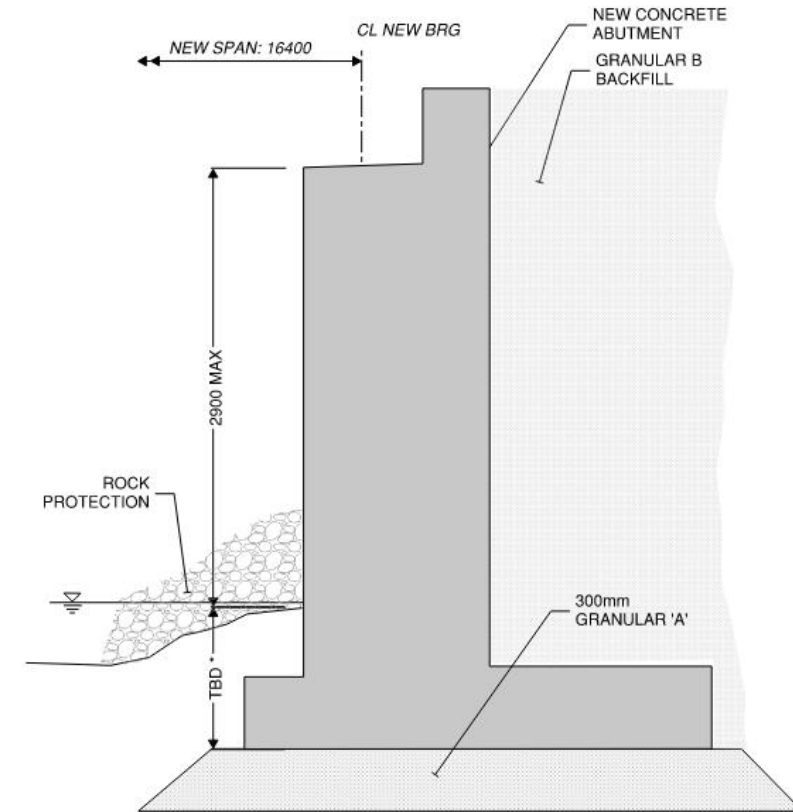
Preferred

Renewal Options Analysis

Option 1: Replacement In-kind



REMOVALS



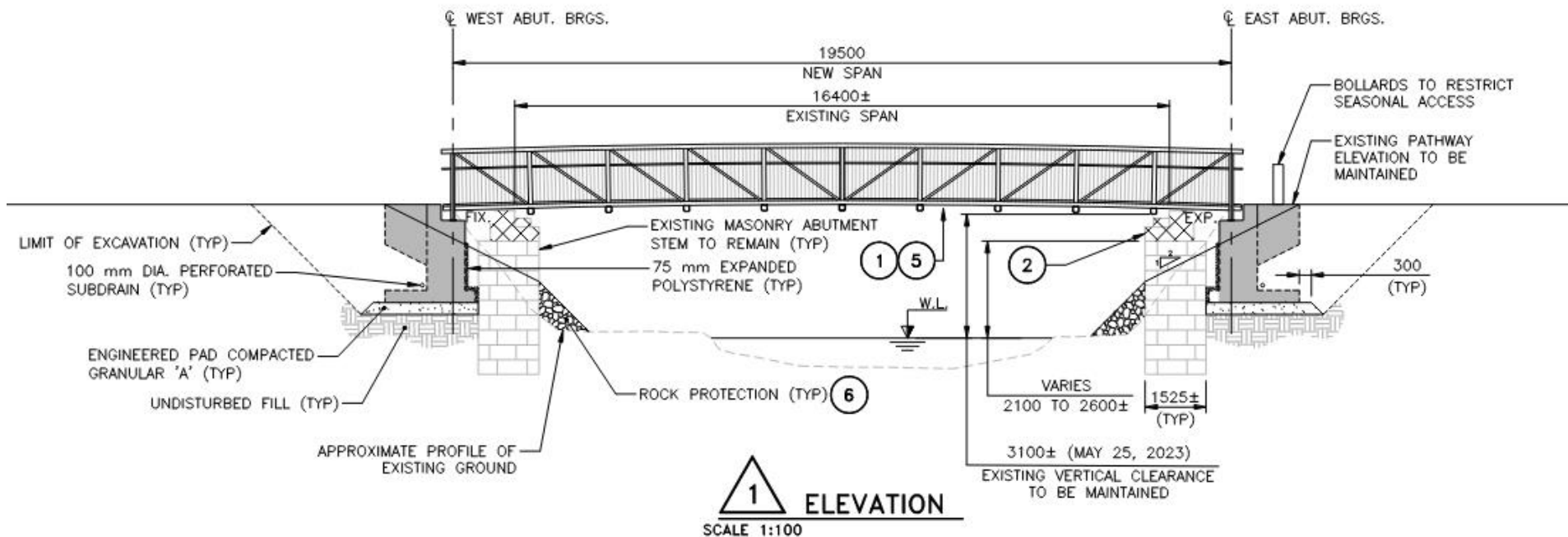
NEW CONSTRUCTION

Option 2: Perched Abutments Behind Existing Masonry

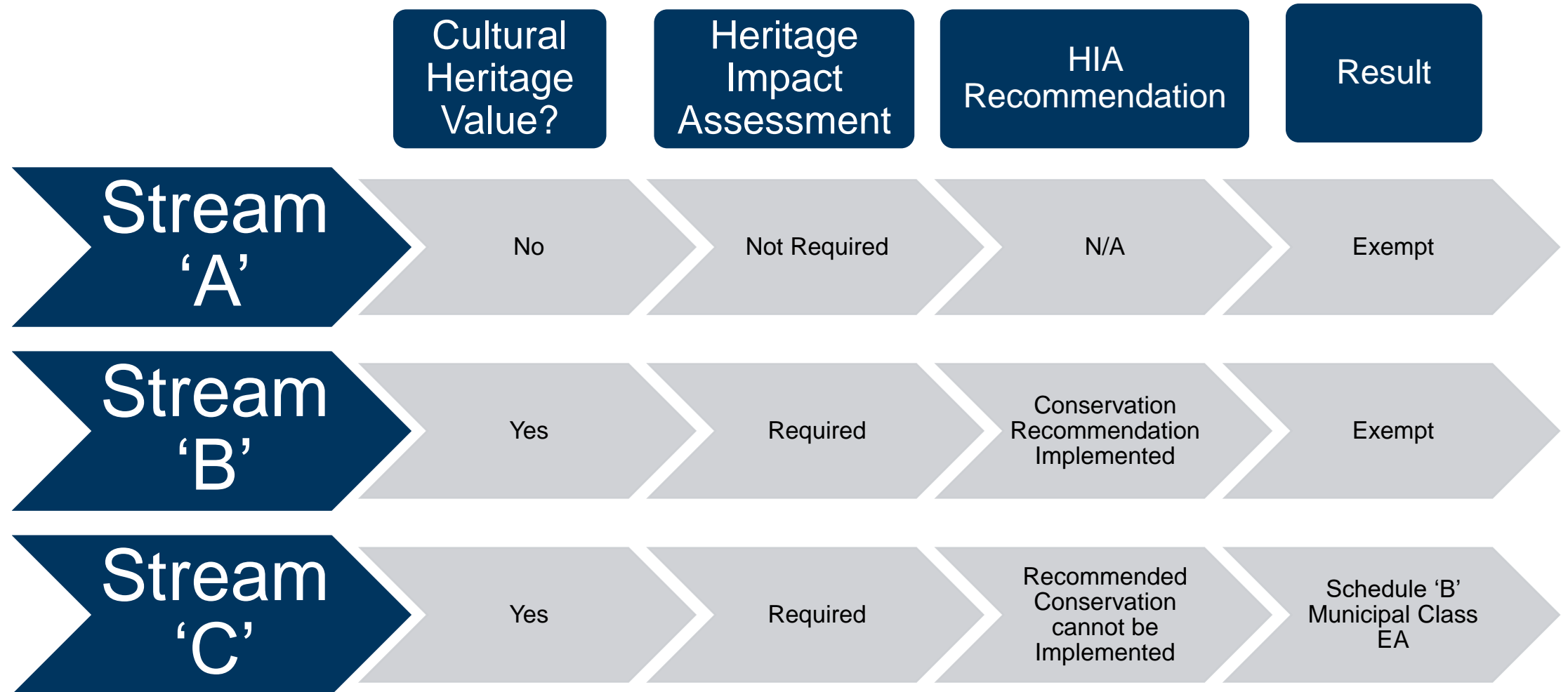


Costs

	Option 1 <i>Replacement in-kind (16.4 m span)</i>	Option 2 <i>19.5 m span on perched abutments</i>
TOTAL (Rounded):	\$640,000.00 (+34%)	\$478,000.00 (-)



Next Steps - Heritage



Next Steps

- Stakeholder Consultation
- Utility Coordination / Engagement
- Geotechnical Investigation
- Topographic Survey
- Heritage Assessment
- Environmental Review

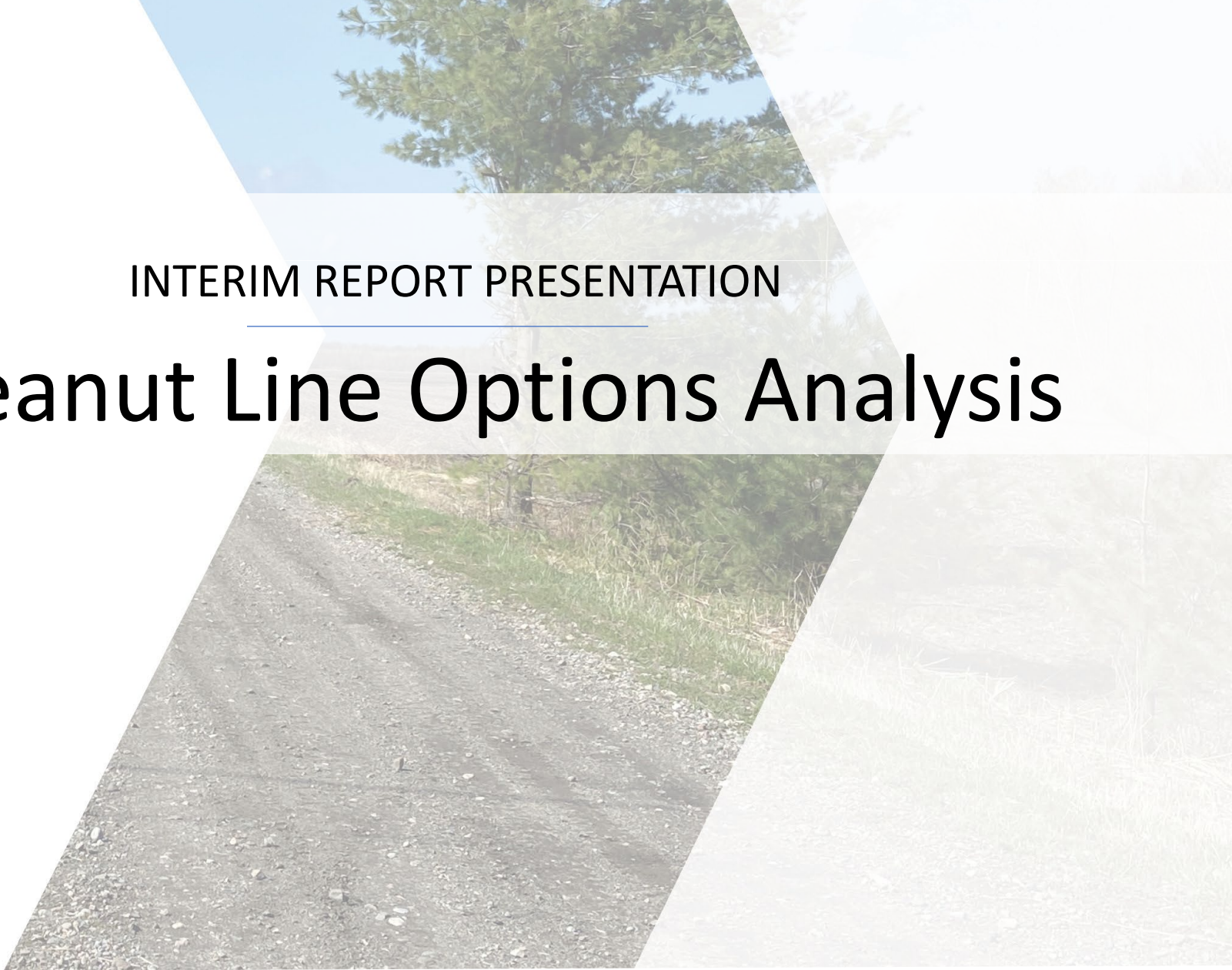


MORRISON HERSHFIELD



INTERIM REPORT PRESENTATION

Peanut Line Options Analysis



Indigenous Land Acknowledgement

- We acknowledge the land that our trail planning will take place on is the unceded and sovereign territory of the Akwesasne Mohawk and their ancestors.
- We also acknowledge the Algonquin, Haudenosaunee (Hoden-o-show-nee) (Iroquois), Huron-Wendat (huron-wen-dat), and Abenaki who are neighbors and partners to the Akwesasne Mohawk.
- In times of great change, we recognize more than ever the importance to honour Indigenous history and culture and are committed to moving forward in the spirit of reconciliation, respect and good health with all First Nation, Métis and Inuit people and our community as a whole.
- As representatives of the people of the Township of South Glengarry, we are grateful to have the opportunity to work and live on these lands.



Project Scope

PROJECT PURPOSE:

- Develop options for the future of the Peanut Line Trail informed through public engagement
- Provide design standards and precedents for operations & maintenance, guidance on land-use/partnership agreements and road crossing typologies.
- Provide best practice examples, cost estimates for trail infrastructure & annual maintenance, and recommendations for the future of the trail.



EXISTING CONDITIONS



3 Bridge crossings requiring biennial inspections.



45 agricultural access points



7+ Road crossings that require upgrades & on-road signage.



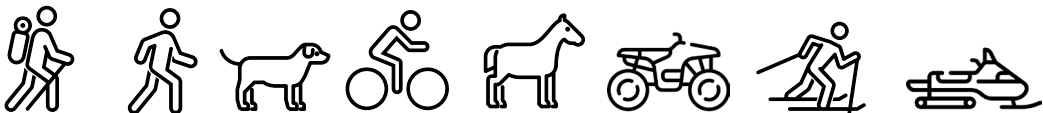
Limited staff resources



57 Steel & concrete culverts



31km of trail to upgrade & maintain



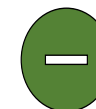


OPPORTUNITIES & CONSTRAINTS

OPPORTUNITIES:



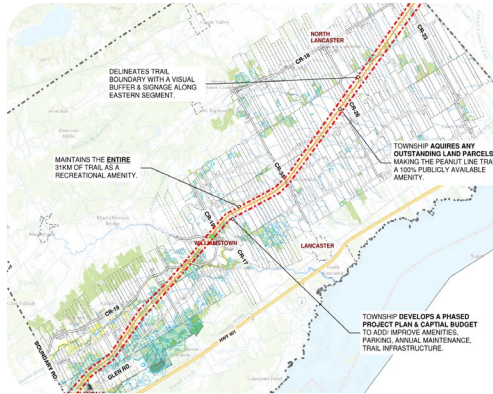
- Connectivity
- Linear Route
- Scenic Value
- Historic Preservation
- Reduced Environmental Impact



CONSTRAINTS:

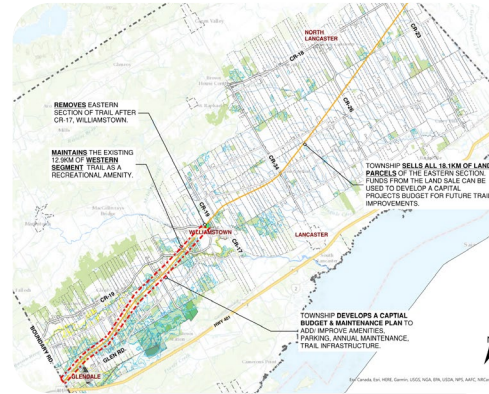
- Financial & Staffing Limitations
- Infrastructure & Safety Upgrades
- Maintenance & Management
- Land Ownership
- Land-use Conflicts
- Environmental Regulations

TRAIL OPTIONS



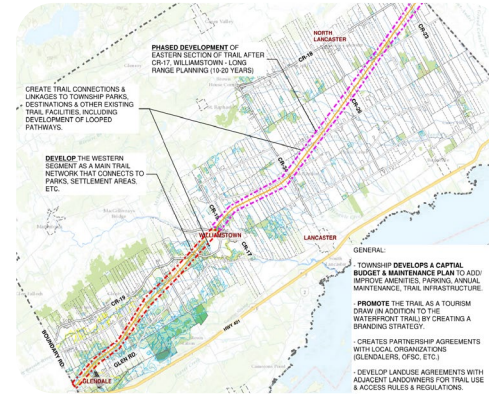
OPTION 1

Formalize trail as a township-wide trail system



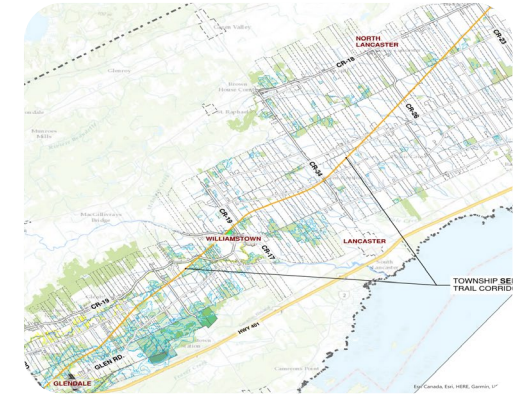
OPTION 2

Keep western portion and close eastern portion of trail and sell public lands.



OPTION 3

Hybridize trail and land usage approach
(phased 10–20 year plan)



OPTION 4

Sell entire trail corridor

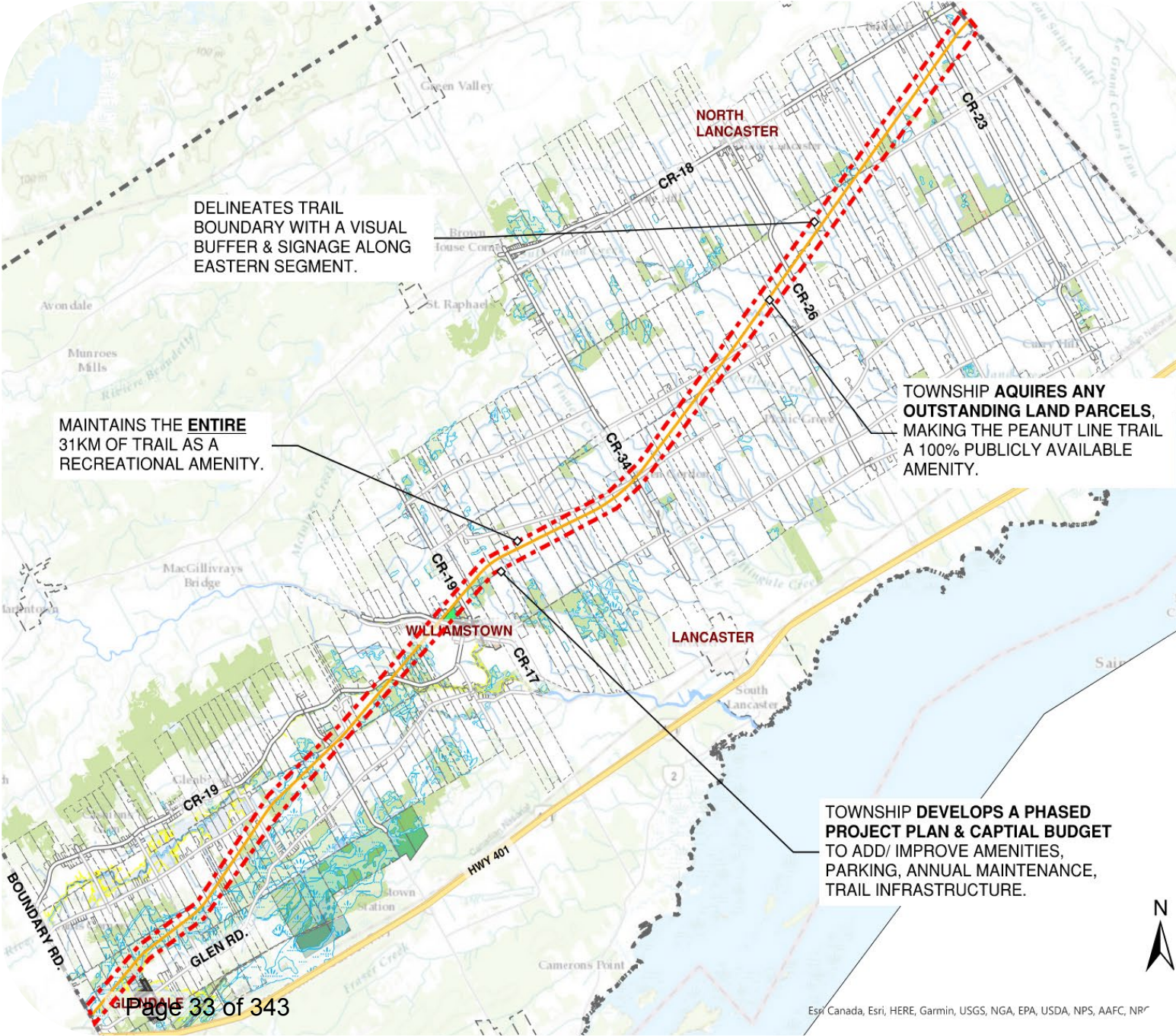
OPTION 1: FORMALIZE TRAIL AS A TOWNSHIP-WIDE TRAIL SYSTEM

PROS

- Creates a unified trail system for multiple users to enjoy and access year-round.
- Provides a compromised solution delineating public vs. private lands.
- Allows adjoining agricultural lands to access their lands on either side of the trail corridor.
- Opportunity to create partnership agreements with passionail trail user groups/ agencies to share resources & expertise.

CONS

- Trespassing is a private property concern, and no solution is 100% feasible.
- Purchasing all outstanding land parcels may prove difficult or length process resulting in delayed trail access, and a fragmented trail system.
- Peanut Line Trail would not be 100% public lands until purchasing is complete or shared-use agreements are formalized.
- Will require additional resources to implement agreements and enhance trail.
- High cost to maintain all infrastructure



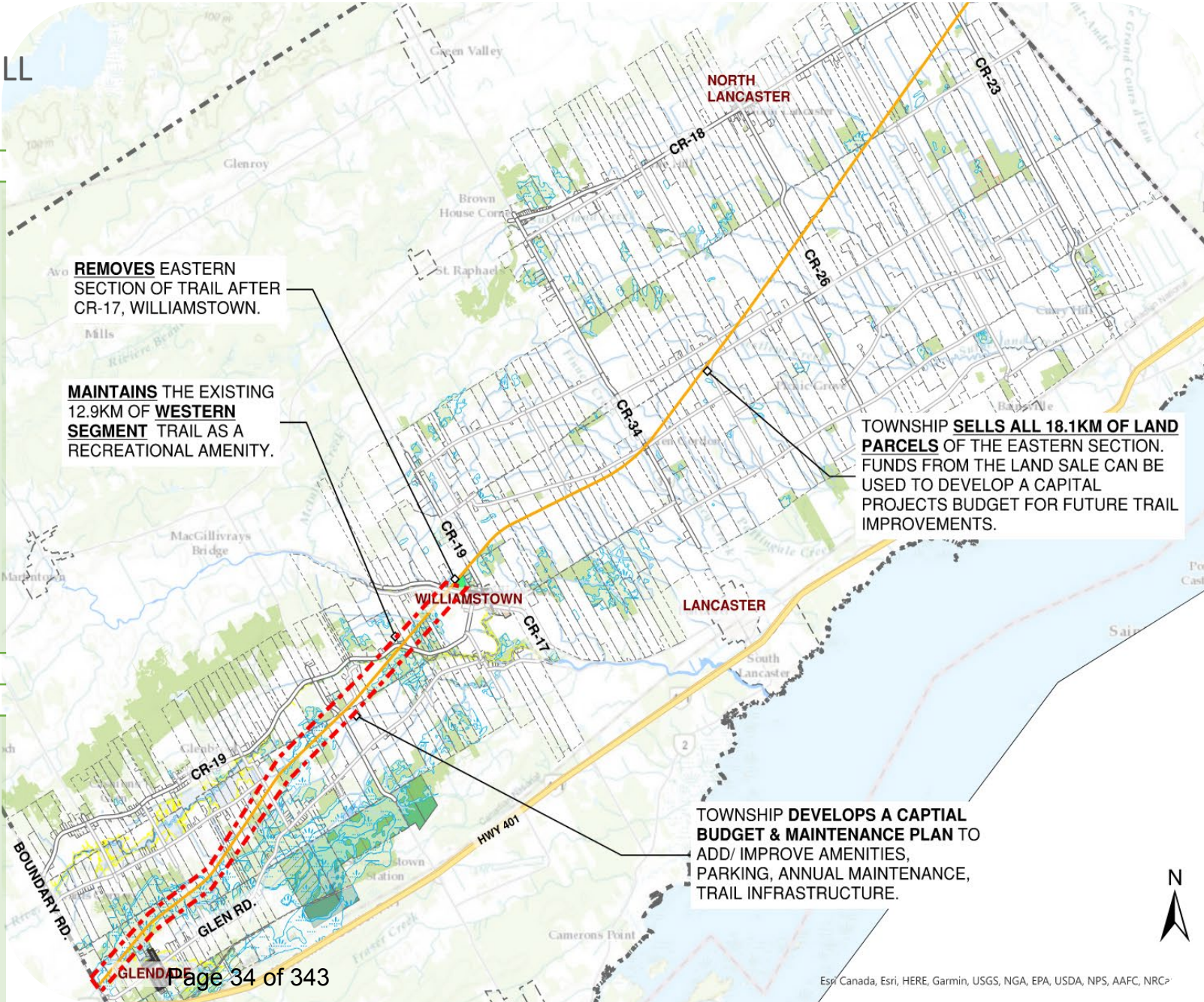
OPTION 2: KEEP WESTERN PORTION AND CLOSE EASTERN PORTION OF TRAIL AND SELL PUBLIC LANDS

PROS

- Decreases the extent of trail maintenance and infrastructure costs for the Township (limited funds & staffing).
- Decreases the safety & liability concerns of the eastern portion of the trail on the Township.
- Allows the Township to continue to enhance the trail, incorporate events, programming, and promotion including a branding strategy in a quicker timeframe.
- Township funding can be used for infrastructure and amenity improvements (“more bang for the buck”).
- Decreases the cost to maintain infrastructure (13km vs. 31km).

CONS

- Consensus with the public is to retain the entire trail corridor.
- Once the eastern land parcels are sold, it will be extremely difficult for the Township to repurchase at a later date, if ever. No true control over who the purchaser may be (trail organization vs. private person(s)).
- Potential loss to residents and visitors for having access to eastern section of the existing trail system.



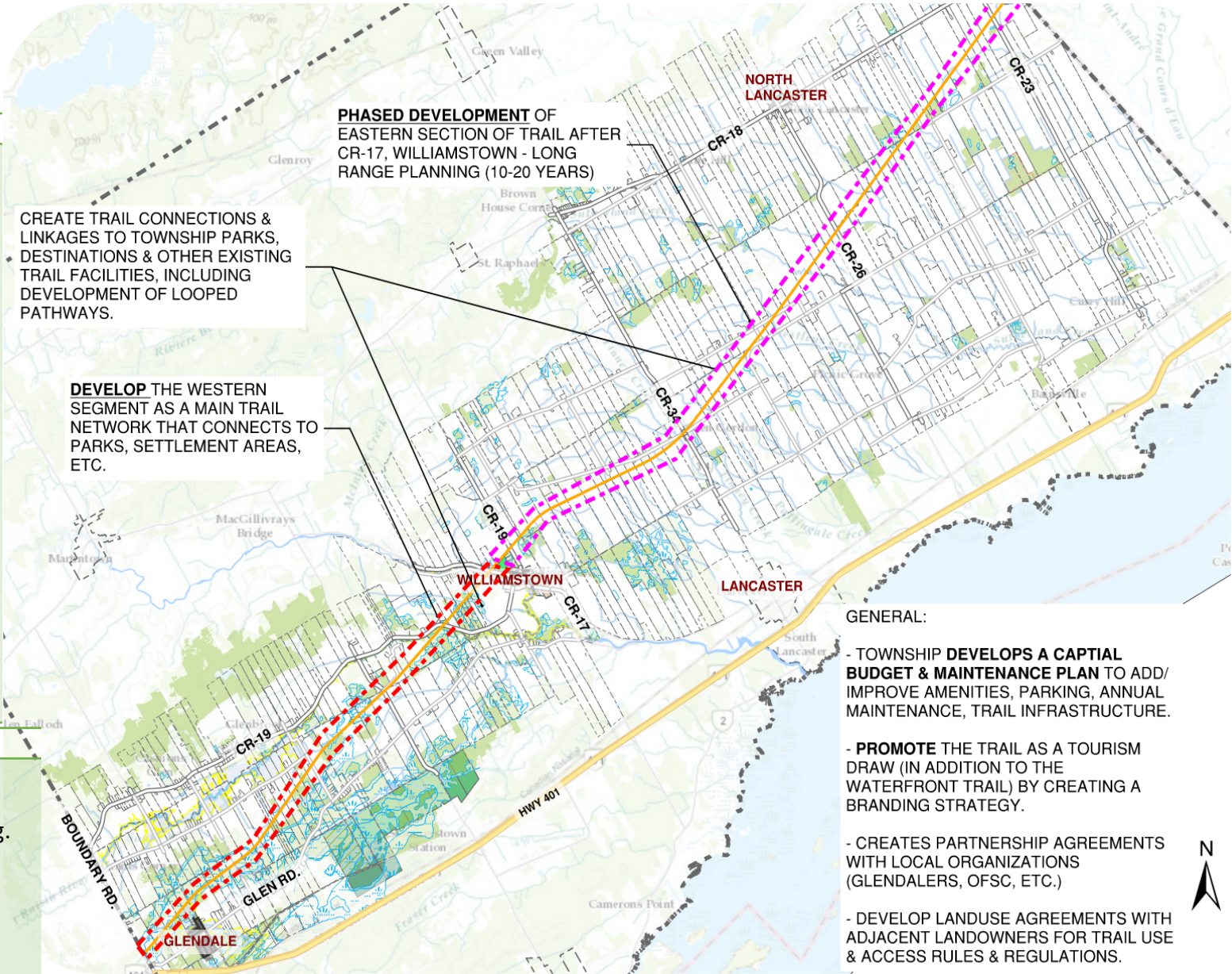
OPTION 3: HYBRIDIZE TRAIL AND LAND USAGE APPROACH (PHASED 10–20 YEAR PLAN)

PROS

- Incorporates both option 1 and 2.
- Allows time to develop a trails management plan and funding projections for a phased capital project implementation plan.
- Allows time for the Township to pursue purchasing outstanding private lands within the trail corridor.
- Cements this trail corridor as a publicly accessible recreational amenity, tourism destination, and wildlife corridor.
- Supports and incorporates public engagement feedback and findings.
- Encourages a multi-party partnership approach through leveraging volunteers, resources and expertise of local municipalities, conservation authorities, etc.
- Creates opportunity for a long-term land use lease with adjacent landowners.

CONS

- This is a long-term, multi-year process with multiple phases.
- Will require additional studies to be conducted and additional funding.
- Will require additional resources to implement agreements and enhance trail infrastructure & amenities.
- High cost to maintain all infrastructure, even with partnership agreements, Township is still ultimately responsible for the trail conditions.



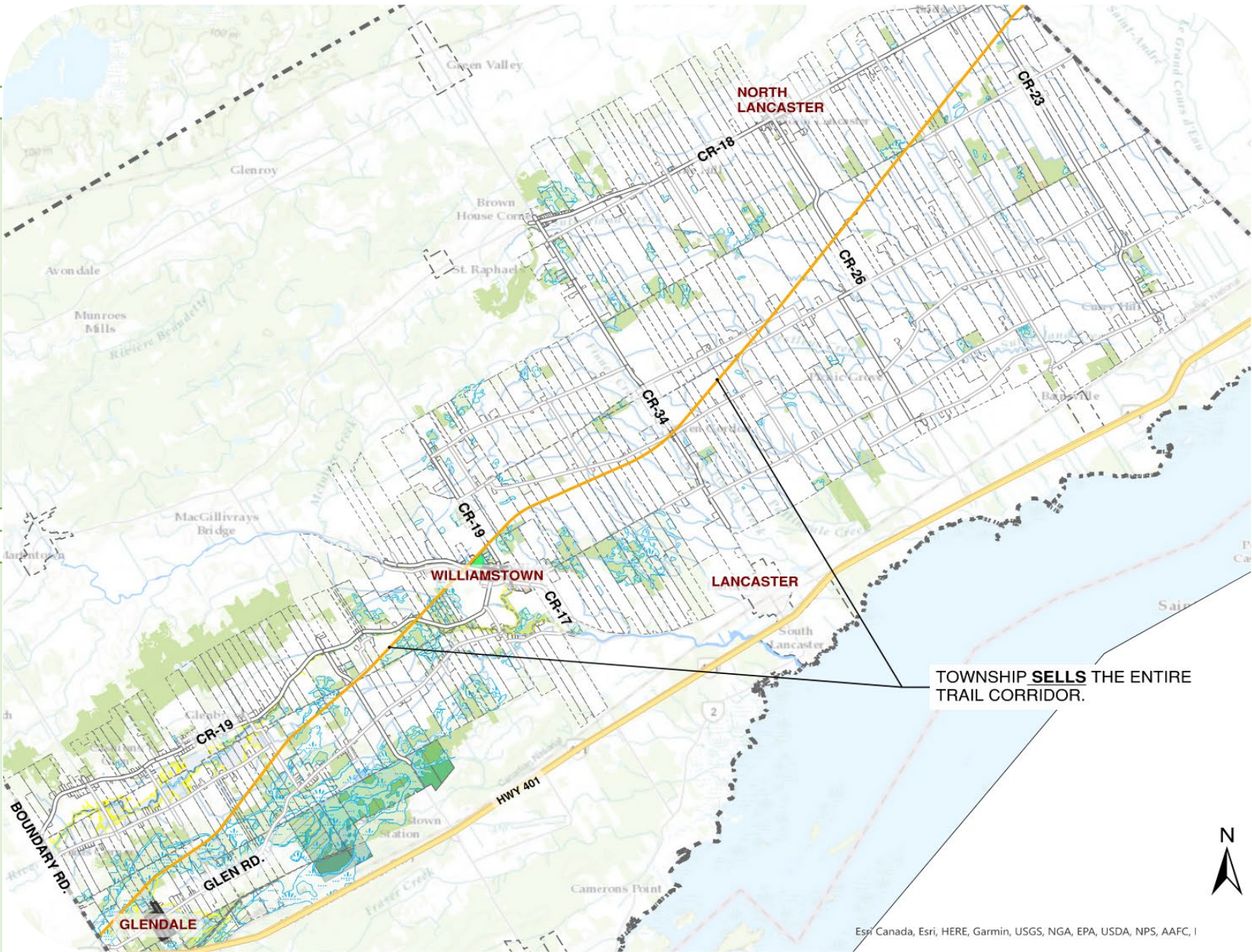
OPTION 4: SELL ENTIRE TRAIL CORRIDOR

PROS

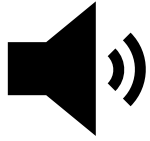
- Provides opportunity for a trail user group, community organizations or agency to take over ownership, operation, and maintenance of the trail.
- Eliminates the need for additional Township staffing, resources and funding to manage and operate the trail.
- Trail interests may be represented more adequately by a specialized agency compared to a public authority managing diverse departments.
- Private owner may have more resources for trail monitoring and improvements.

CONS

- Once lands are sold, it will be difficult for the Township to acquire such an amenity in the future.
- No guarantee who buyer(s) may be.
- The Township could remain as a partner with the new buyer however final decisions on the future of the trail rests with the new owner.
- Public feedback to date prefers keeping the trail lands as a public resource.
- If private owner decides to close or shorten the trail in the future, the public will have limited recourse for voicing their opinions or concerns.



WHAT WE'VE HEARD



Key findings from Phase 2 of engagements to date including:

- Stakeholder meeting #1,
- Online survey, and
- Adjacent landowner & stakeholder/ general public open house.

TOP CONCERNS:

Liability, Risk and Responsibilities

Trespassing, property damage, and Illegal Dumping

Lack of agricultural considerations

Encroachment and loss of natural areas



331

People participated in the online survey.



85%

Feel Township should retain ownership of the entire trail.



15%

Of survey respondents were Farmers.



Demographic projections forecast increase in senior vs. children/ youth demographic = more passive recreation needs.

TOP TRAIL OPTION FINDINGS: amongst both adjacent landowners & general public/ stakeholders:

OPTION 1 = MOST PREFERRED

OPTION 2 = SECOND PREFERRED

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GENERAL CONSENSUS:

- 10–20-year timeline is too long, &
- Maintenance & safety should remain a top priority.

NEXT STEPS

PHASE 3

- FINAL OPTIONS ANALYSIS RECOMMENDATIONS
 - Evaluation & Assessment of Options & Priority (short-mid-long-term)
- BUDGET CONSIDERATIONS FOR EACH OPTION
 - Opinion of Probable Cost assumes highest level of elements implemented (general, amenity costs, infrastructure costs, crossing costs, additional studies, other cost factors, and contingency).
 - The opinion of probably cost for both Lifecycle & Project Cost and Annual maintenance & operating cost does not include legal fees, purchasing or selling of land, legal surveys, environmental assessments, additional studies, permitting or approvals, etc. that may be required in next steps of the process.
- HIGH-LEVEL COST ESTIMATE FOR RECOMMENDED TRAIL OPTION
 - Capital Cost
 - Annual Maintenance and Operating Costs
- DEVELOPMENT OF FINAL REPORT & COUNCIL PRESENTATION



QUESTIONS?



Thank
You

allison.good@wsp.com

Allison Good

Sr. Landscape Architect
WSP

amy.purvis@wsp.com

Amy Purvis

Intermediate Landscape Designer
WSP

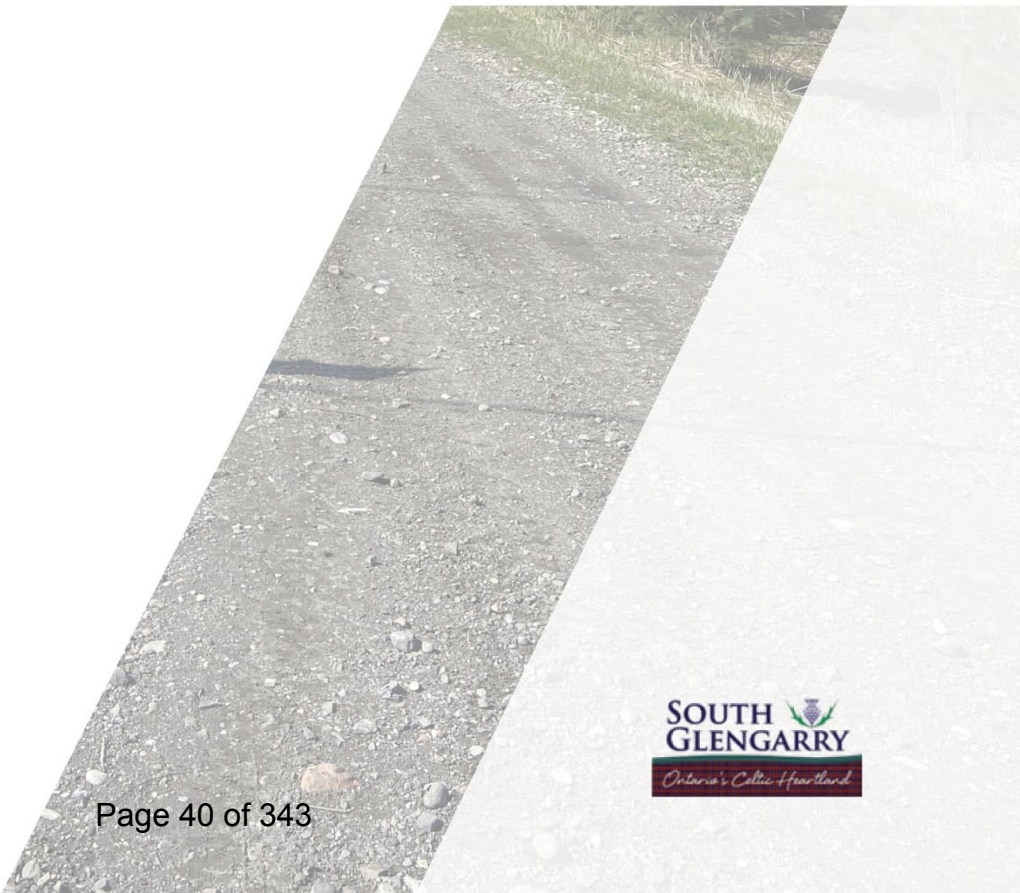
2023

TOWNSHIP OF SOUTH GLENGARRY
AUGUST 2023



PEANUT LINE TRAIL

OPTIONS ANALYSIS- Interim Report





PEANUT LINE TRAIL OPTIONS ANALYSIS

TOWNSHIP OF SOUTH GLENGARRY

INTERIM REPORT

PROJECT NO.: CA0002229.3054

CLIENT REF: TOWNSHIP OF SOUTH GLENGARRY

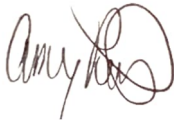
DATE: AUGUST 08, 2023

WSP

WSP.COM

SIGNATURES

PREPARED BY



Amy Purvis, MLA
Intermediate Landscape Designer

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1 INTRODUCTION

1.1 PROJECT BACKGROUND

The Township of South Glengarry is located along the north shore of the St. Lawrence River in Eastern Ontario, between the City of Cornwall and the Province of Quebec. South Glengarry is a lower-tier municipality, within the United Counties of Stormont, Dundas & Glengarry, covering 605 km². WSP was retained to provide consulting services to create an Options Analysis for the existing Peanut Line Trail.

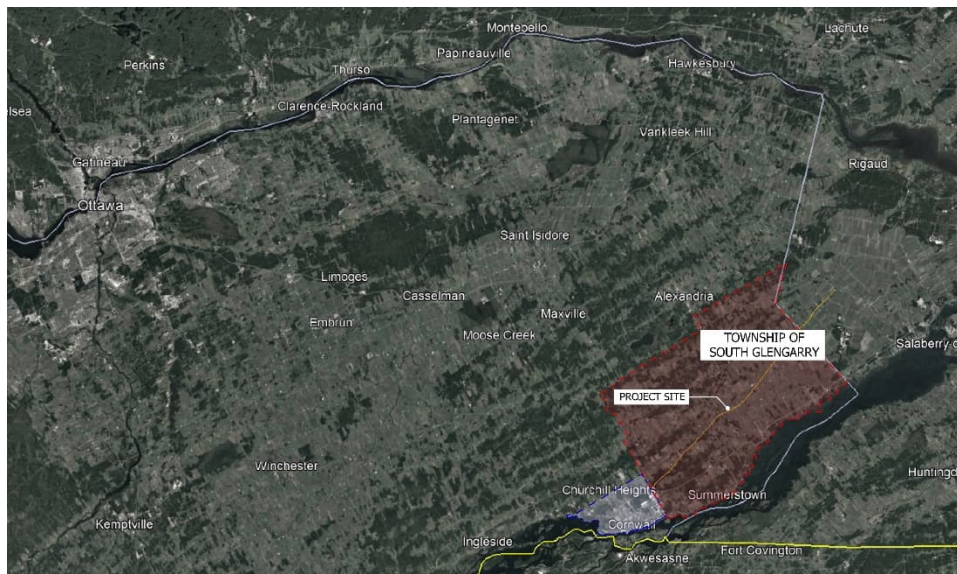


Figure 1: Project Site Key Map

This trail is a 31km rail bed located in the Township that runs from Boundary Road to the Quebec Border. The rail was active through 1980 prior to be decommissioned and removed in the early to mid 1990's. The trail includes:

- Approximately 100 ft. wide rail bed, expanding up to 200ft at former station locations,
- Approximately 3 main bridge structures in addition to steel and concrete culverts,
- Utilized as a multi-purpose trail that includes motorized recreational vehicles and OFSC trail use during the winter months, and
- Primary surfacing is granular and/or soil.

A unique aspect of this trail is the fact that it crosses through approximately 12 rural communities such as Glendale, Williamstown, Glen Gordon, North Lancaster and Bridge End, with a large portion of the trail on the east side being predominantly agricultural lands. The south end of the Township is geographically dominated by the St. Lawrence River which provides large natural areas and many recreational opportunities along the waterfront, including access to the Great Lakes Waterfront Trail.

The following report outlines and identifies the future opportunities for this piece of property, including an analysis of the physical, environmental, and future options of the trail alignment, trail crossing best practice review, land-use options including best practices for land-use agreements with users and adjacent landowners, maintenance standards, and next step recommendations.

We acknowledge the land that the Peanut Line Trail is the unceded and sovereign territory of the Akwesasne Mohawk and their ancestors. We also acknowledge the Algonquin, Haudenosaunee (Hoden-o-show-nee) (Iroquois), Huron-Wendat (huron-wen-dat), and Abenaki who are neighbors and partners to the Akwesasne Mohawk.

In times of great change, we recognize more than ever the importance to honour Indigenous history and culture and are committed to moving forward in the spirit of reconciliation, respect and good health with all First Nation, Métis and Inuit people and our community as a whole.

As representatives of the people of the Township of South Glengarry, we are grateful to have the opportunity to work and live on these lands.



Figure 2: Indigenous Lands Map

1.1.1 STUDY GOALS & OBJECTIVES

The purpose of this study is to evaluate potential trail development, expansion, or improvement options within the project area. To make informed decisions, it is essential to assess the current state of the trail, considering its physical attributes, environmental factors, user needs, and surrounding land use.

This study will provide the Township with options that outline long- and short-term direction for the future of the Peanut Line Trail through the follow objectives:

- Develop a strategic plan for the provision of the Peanut Line Trail that is informed through the consultation and engagement process which included key stakeholders, adjacent landowners, trail users, and the municipality.
- Provide options for future maintenance, land use, and trail segment ownership which is guided by the consideration of existing limited maintenance of the trail along the eastern section and current use by adjacent landowner properties.
- Provide best practices, trail options, and recommendations for the future of the trail.

1.1.2 PREPARING THE STUDY

The process undertaken to develop a cohesive options analysis, informed through extensive consultation, was accomplished via three-step approach:

- 1- Background review and existing conditions analysis, which included the review of the Township's Official Plan, Strategic Plan, Recreation and Parks Master Plan, and demographics study, and other related policy documents including the County, Conservation Authority, etc.
- 2- Extensive community consultation and engagement sessions, including virtual and in-person workshops with trail users, adjacent-landowners, key stakeholders, and the municipality. Indigenous consultation with the Mohawk Council of Akwesasne. (TBD – they have been contacted however we are still waiting on a response at this time for consultation/engagement)
- 3- Analysis of best practices for trail crossings (road intersections) and review of industry standards and studies with municipal examples.

1.2 EXISTING CONDITIONS

The intent of the Trail Options Analysis is to provide a comprehensive analysis of the existing conditions of the Peanut Line Trail, building upon the successes, lessons learned, and existing support for this recreational trail within the municipality. To do this, there needs to be a clear understanding of the existing conditions of the trail. Existing conditions, within this trails study context, refers to the existing infrastructure that is currently on the ground, the facilities and support for an overall trail network that have been previously identified in past planning and policy documents, as well as the current demand and usage for cycling, walking, and motorized use of this recreational trail. By examining the existing conditions, this report serves as a foundation for identifying opportunities, addressing constraints, and exploring viable trail options that align with the project's objectives.

1.2.1 SITE CONTEXT

To highlight the existing conditions, figure 3 outlines the study area. As shown in figure 3, the trail runs along the entire width of the Township, from the edge of Cornwall to the Quebec Boarder. Due to the scale, length, and existing conditions of the trail, it has been separated into two sub-categories:

- Western Section, approximately 12.9km in length; running from Boundary Rd. to John St. and
- Eastern Section, approximately 18.1km in length; running from John St. to the Quebec boarder.

The western section is well maintained and highly active compared to the eastern section which is in poor condition, varying surface conditions, and blends into the existing agricultural landscape.

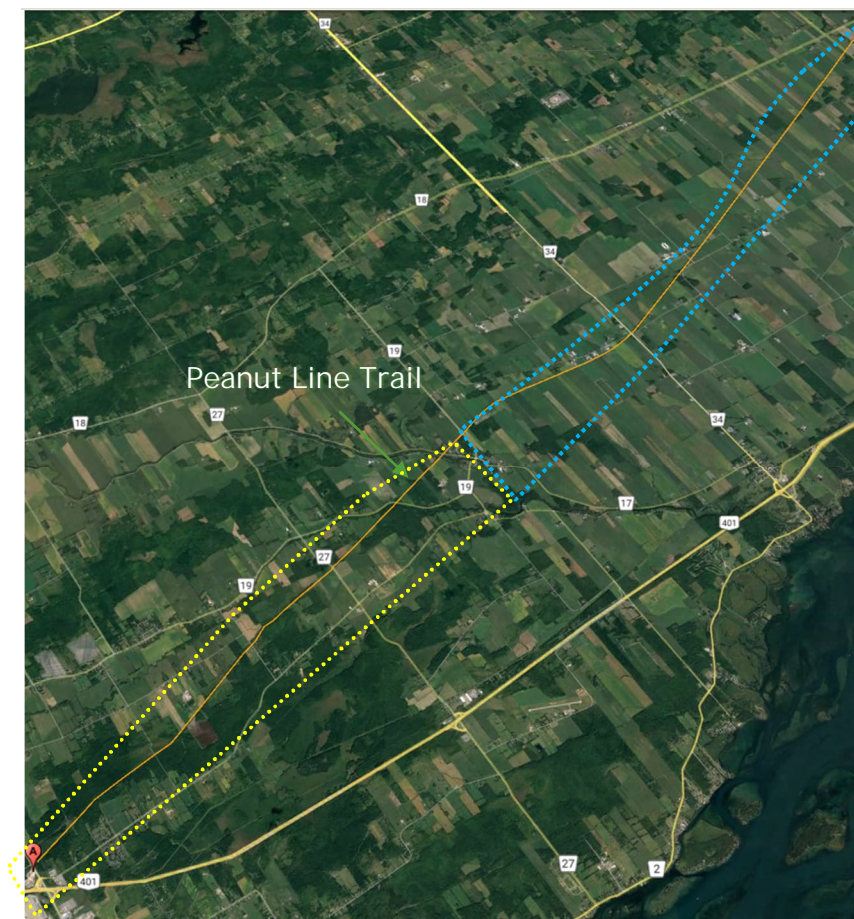


Figure 3: PROJECT SITE LOCATION & SEGMENT SECTIONS

1.2.2 PEANUT LINE TRAIL

The existing conditions of the project sites are separated into three (3) main categories:

- Peanut Line Trail - Rail Corridor:
 - The trail is 31 km in length from Boundary Road to the Quebec border.
 - The rail corridor is an approximately 100 ft. wide rail bed, expanding up to 61 m (200 feet) at former station locations.
 - There are approximately 57 steel and concrete culverts.
 - The trail is currently utilized as a multi-purpose trail that includes motorized recreational vehicles and OFSC trail use during the winter months.
 - The primary surfacing is granular and/or soil. The granular varies from compacted to loose, 40mm clear stone/ ballast stone which makes walking/cycling difficult.
 - The western section of the trail has kilometer markers (on-going).

- Road Crossings:
 - There is a total of seven (7) County Road (CR) crossings along the trail corridor. There are no signs, road crossings, crosswalks, or crossovers including pavement markings to warn vehicles of the approaching trail crossing.
 - Caution and Stop signs are located along the trail when approaching a road crossing.
 - Many of the roadways have deep drainage ditches on either side with culverts.
 - Based on the site visit, it is assumed there are utilities running parallel along the roadway (i.e., Bell, Hydro, etc.).

- Bridge Crossings:
 - There are a total of three (3) metal bridge structure crossings along the trail corridor, with two (2) in the western section and one (1) in the eastern section.
 - One (1) location at the ON/QC border within the eastern section may require review for accessibility and safety measures as per the Canadian Highway Bridge Design Code and/or O. Reg. 104/97 Standards for Bridges. Recommended work as outlined in the 2022 Structure Inspection Summary (Structure 3A) included:
 - Rehabilitation within 1-5 years, including re-grading of approaches, adjusting hazard signs, installation of railing system on both sides of the structure and concrete and crack repairs to substructure concrete components.
 - Investigate if steel is weathering steel and re-coating the bridge if not, and
 - Complete a substructure condition survey.
 - The bridge crossings along CR19 and CR17 were recently rehabilitated and include rubber mats to improve surface crossing conditions.

- Trail Crossings:
 - Approximately 45 farm access points are located along the trail corridor. Amongst those crossings, there are a few locations which farm equipment travels along the trail to access neighbouring fields.

PHOTO INVENTORY

A site visit to confirm existing conditions of the trail, roadways, and infrastructure (storm water, hydrology, etc.) was conducted on April 27, 2023. The following images highlight key concerns/ opportunities that will influence proposed design considerations.

A full photographic inventory, including photograph location mapping, is provided in Appendix A. All images were geotagged and added to a google earth map for viewing & locating by the Township.



Trail Head signage with maps.



Strong wayfinding signage across entire trail system. Mile markers installed along eastern half to Williamstown. Remainder to come.



Trail surfacing in good condition, buffer edge well maintained.



Poor trail conditions, mainly used by vehicles (eastern section shown).




Bridge crossing with new aggregate surfacing. Potential liability due to no guardrail and minimal mats to assist users to cross floor grating.



Poor transition from road edge to trail. Trail disappears into existing agricultural lands. Appears to be plowed/ planted over.

 <p>Trail encroachment by farmer – stop sign to notify farm vehicles of trail & barn built adjacent to trail edge.</p>	 <p>Trail blends into existing agricultural lands, rail bed & vegetation buffer removed and leveled out.</p>	 <p>Unauthorized signage posted along trail by ATV club.</p>
 <p>Bridge recently rehabilitated with guard rails and rubber mats to improve crossing conditions for pedestrian/equestrian/dog walking users.</p>	 <p>Bell lines and potential other utilities running along ROW of road perpendicular to trail. Potentially located along trail.</p>	 <p>Recently rehabilitated bridge crossing and look out/ rest spot along Eastern section of trail near CR-19. View of Rasin River.</p>

 <p>Advertising Billboard – overly large. May cause traffic sightline issues. Sponsorship/ promotional material for businesses and events at Boundary Rd. trail access. No formal agreement with Township regarding signage.</p>	 <p>One of numerous culverts along rail bed that require ongoing maintenance/ repairs by the Township.</p>	 <p>Trail at Fairgrounds blends into existing roadway. Can lead to confusion for users re: direction and no differentiation between vehicular & trail user interface. Potential dangerous intersection.</p>
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STAFF RESOURCES

The Parks, Recreation and Culture Department currently has 4 full time and 2 part time (student) staff who are responsible for maintaining 13 facilities, the Peanut Line Trail, 16 parks, and various local school/sports fields.

The Roads Division undertakes a vast amount of maintenance upgrades along the Peanut Line annually, which includes gravel and culvert maintenance due to their experience and expertise with gravel road maintenance. The Roads Division is part of Infrastructure Services which is compiled of 9 full-time staff and 2 part-time staff, who also maintain 385 kilometers of roads.

From both an availability and financial perspective, staffing resources proves to be the greatest barrier – the challenge of having:

- limited capacity among Township staff, in relation to addressing stakeholder/user ideas and support forward,
- limited capacity to address key concerns, maintenance issues, and ability to implement any new programs as staff are largely already operating at or above capacity,
- need to adjust capital and operating budgets to maintain and enhance the trail experience has significant financial impacts including:
 - general trail conditions and infrastructure inspections/ maintenance of trail surfacing, vegetation buffers, culverts, amenities, etc.) on an annual basis,
 - bridge inspections and repairs (on a biennial basis as per OSIM); and

- as the trail network expands (or in this case, general maintenance and surfacing requirements are met to unify the entire trail experience), limited operating funds may be available, competing with other demonstrated Township needs and priorities, resulting in not being able to meet evolving user expectations or levels of service.

1.2.3 DEMOGRAPHICS AND GROWTH PREDICTIONS

As of 2016 census, the Township has a population of 13,150, with the majority of residents falling in the age group of 18 to 64 years of age (8,370). Around 2,900 residents are considered seniors (over 65) and 1,880 residents are in the 0–14-year age group.

The population growth predictions by the Government of Ontario² for 2021-2046, for the census division of SDG County is expected to have a 0-25% growth. All regions in Ontario are projected to see a continuing shift to an older age composition of their population. The largest shifts in age structure are projected to take place in census divisions, many in rural areas. SDG Counties is estimated to see 27-30% of the population to be seniors by 2046.

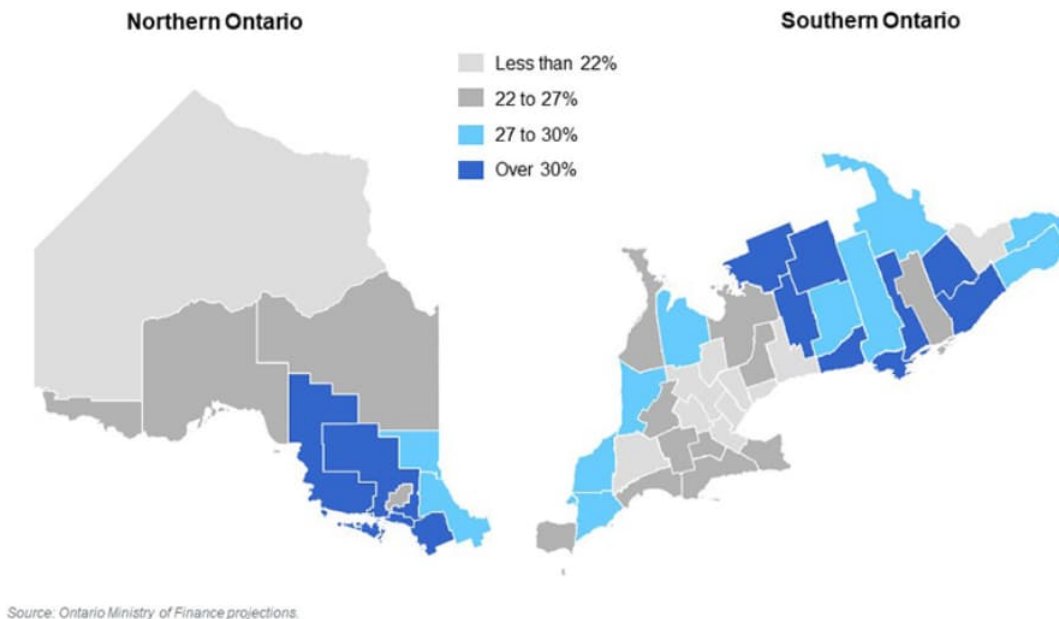


Figure 4: Share of seniors in population census division in 2046.

When developing policies and guidelines for recreational amenities (such as trails), it is important to be away of the current trends. The senior demographic prefers passive recreation and tend to have more free time and interest in volunteering with the community. The population projections for this areas census division in 2046 shows a positive increase in the senior's age demographic and a decline in children/ youth age group, thus passive recreational opportunities should be sought and planned for.

² Source: Government of Ontario Growth Predictions 2021-2046, <https://www.ontario.ca/page/ontario-population-projections#:~:text=From%20a%20rate%20of%200.5.per%20cent%20by%202045%E2%80%93346>.

The "Population and Growth Projections" report by Hemson Consulting Ltd., published in January 2013, supports the above projections. This document provides an analysis of population and growth trends for the United Counties of Stormont, Dundas, and Glengarry in Ontario, Canada. The report focuses on projecting population changes and growth patterns over a specified time frame to assist in future planning and development efforts.

The key findings of the report include:



Projected population growth rates to grow slightly & demographic shifts to a more senior population.



Implications for various sectors such as housing (surplus of lands in most settlement areas), and employment (decreasing as more people are projected to retire and join the senior 65+ age range).

1.2.4 LAND OWNERSHIP

The Canadian Pacific Railway owned the rail corridor until its decommissioning when the lands were sold to the Township of South Glengarry in 2009. Based on documents retained to date, the majority of the former rail corridor is now fully owned by the Township. There are a few small segments of trail that are privately owned for agricultural access to land-locked agricultural land parcels for abutting landowners.

1.2.5 PARKS AND RECREATION MASTER PLAN (2023)

The following is a summary of the Township of South Glengarry Park and Recreation Master Plan (PRMP) document sections that are Peanut Line Trail specific. This summary document only discusses the sections within the master plan that directly referenced the Peanut Line. There are sections within the master plan that may also apply to the Peanut Line for example 6.5.1 Accessibility, that were not summarized.

The trail's main uses are walking/ dog walking, cross-country skiing, snowshoeing, cycling / biking, motorized sports, and equestrian. Its important to note that not all activities are permitted in all sections of the trail. The Peanut Line is a unique municipal asset and recreation amenity for year-round use by residents and visitors.

Its current classification in the proposed Municipal Parks Classification System is Trails, and current provision is noted as N/A. Future development considerations may include design based on targeted trail uses and amenities may include wayfinding signage, benches, lighting and trailheads with parking, bike racks, bike repair stations, washrooms, and mapping.

The following highlights of specific trail related sub sections and findings from the comprehensive engagement executed during the PRMP process will supplement engagement results conducted during this options analysis process.

Key findings from the PRMP include section 6.3 of the master plan which discusses Community Interest.

- Section 6.3.2 Trail Use portion of the online household survey and the telephone survey found:
 - o 84% use trails in South Glengarry (SG) that completed the online household survey compared to 48% that use the trails via the phone survey.
 - o Both the phone and household survey indicate that walking/dog walking is the top use of the trails in SG. The most frequently selected trail used is Summerstown Trails, and Peanut Line Boundary Rd. to Williamstown section (59%).
- Section 6.3.4 Trail Needs portion of the online household survey and the telephone survey found:
 - o 32% stated peanut line trail needs improvements.
 - o Better trail maintenance (63%)
 - o More/improved trail heads (57%)
 - o Links to Summerstown/ Waterfront Trails (54.4%)

Section 6.4 of the PRMP discusses Guiding Principles: Environmentally Focused Parks and Trails.

- Section 6.4.1 Stewardship found:
 - o Environmental concerns were identified during the consultation including wildlife disturbance along trail due to night time motorized vehicle use and damage and damage/ removal of trees and shrubs.
 - o The way in which the Township develops and manages the development of the Peanut Line and Cairnview Park can set a precedent about how environmental needs are, and should continue to be, integrated in parks and trail projects.

2 WHERE ARE WE NOW?

2.1 RATIONALE FOR THE STUDY

The development and implementation of municipal trails can have a significant impact on the community. There are many reasons why there should be additional consideration for and commitment to trails in South Glengarry, including supportive policies, guidelines and community and individual benefits. Each are outlined in more detail below.

2.1.1 POLICY SUPPORT

In the past decade, there has been an increase in support for active transportation and recreation from all levels of government. Provincial, County, and Municipal governments are now working together and establishing policies, research, strategies, and initiatives which provide support for investments and improvements which accommodate self propelled forms of transportation and improve the overall community quality of life.

To inform the development of the Trails Options Analysis, policies at each level of government were reviewed. Table 1 provides an overview of the policies that were reviewed.

Table 1: Summary of Policies Reviewed for the Study

PROVINCE OF ONTARIO	SDG COUNTY	TOWNSHIP OF SOUTH GLENGARRY
<ul style="list-style-type: none">— Trails Strategy— Cycling Strategy: #CycleON— Cycling Tourism Plan— Ontario Traffic Manual Book 18: Cycling Facilities— Climate Change Action Plan— Provincial Policy Statement— Accessibility for Ontarian's with Disabilities Act— Ontario Trails Act	<ul style="list-style-type: none">— SDG Counties Official Plan	<ul style="list-style-type: none">— Strategic Plan— Parks and Recreation Master Plan— Age-Friendly Community Action Plan— Concept 1 and Concept 2 Plan for CPR Right-of-Way Acquisition (2009) by McIntosh Perry

The Ontario Trails Act - 2016

The Ontario Trails Act is legislation enacted by the Government of Ontario in 2002 to support the development, management, and use of trails in the province. The Act establishes a framework for the creation, maintenance, and protection of trails, aiming to enhance recreational opportunities, promote healthy and active lifestyles, and conserve natural and cultural heritage. It provides definitions, establishes the authority and responsibilities of trail managers and landowners, and outlines various provisions related to trail planning, development, operation, and enforcement. The Act also enables the establishment of a voluntary trails classification system and grants certain legal protections for landowners who allow trails on their property. It is designed to facilitate collaboration among various stakeholders, including municipalities, landowners, trail user groups, and conservation authorities, in order to ensure the sustainable and responsible management of trails across Ontario.

The Ontario Trails Act includes provisions that aim to protect landowners who allow trails on their property. These protections are intended to provide reassurance and incentives for landowners to permit trail access on their lands. Some ways in which the Act offers protections for landowners include:

- **Liability protection:** The Act includes provisions that limit the liability of landowners who allow trails on their property. It states that landowners are not liable for injuries or damages that occur as a result of ordinary trail use, unless the landowner deliberately created the hazard or acted recklessly.
- **Indemnification:** The Act allows the government to indemnify landowners against legal actions related to trail use. This means that if a landowner is sued because of trail activities, the government may provide legal defense and cover any damages awarded.
- **Agreement requirements:** The Act enables landowners and trail authorities to enter into agreements that define the terms and conditions of trail use. These agreements can outline specific responsibilities, rights, and obligations of both parties, providing clarity and legal protection.
- **Compensation:** In certain circumstances where a trail use agreement affects the landowner's property rights or significantly interferes with their land use, the Act allows for compensation to be provided to the landowner.

These protections are intended to encourage landowners to participate in trail initiatives by alleviating concerns about legal liabilities and providing mechanisms for fair agreements and compensation. It helps foster a cooperative relationship between landowners and trail authorities for the benefit of trail users and the overall trail network.

The Ontario Trails Act applies to trails in the province of Ontario, regardless of whether they are located on lands owned by lower-tier municipalities or crown lands. The Act provides a framework for the establishment, management, and use of trails in Ontario, and it applies to various types of trails, including those owned by municipalities, conservation authorities, private landowners, and crown agencies. The Act

sets out the general rules and regulations that govern the development, maintenance, and use of trails, and it provides guidance on matters such as liability, agreements, permits, and trail management. However, it's important to note that specific details and requirements may vary depending on the jurisdiction and landowner involved. Local municipalities and landowners may have additional bylaws or agreements in place that complement or expand upon the provisions of the Ontario Trails Act.

2.1.2 TOWNSHIP REPORTS, STUDIES, AND POLICIES

The Township of South Glengarry has developed and adopted several standards, policies and guidelines which provide staff and partners with the necessary direction to plan, design and implement services and infrastructure Township-wide. Select standards and guidelines refer to the planning, design and construction of trail infrastructure were reviewed with an overview of those resources provided below in Table 2.

As part of the development of the Trails Options Analysis a comprehensive review of these guidelines and standards was completed. The review was completed to ensure that the trail recommendations align with and are supported by the trail policies and guidelines identified by the Township and current best practices in trail design.

Table 2: Supporting Documents & Policies

REPORT / GUIDELINE/ POLICY	APPLICABILITY
AGE- FRIENDLY COMMUNITY ACTION PLAN (JUNE 2016)	<p>Developed in 2016, TSG Age-Friendly Community Action Plan emphasizes the need for improved transportation and safe walking/cycling options, highlights the value placed on local recreation facilities and trails by the community, and identifies the strong interest of older adults in expanding outdoor active recreation programs. The plan also recognizes the significance of the trail network, volunteer groups, and meeting accessibility requirements for enhancing trail experiences and promoting age-friendly communities.</p> <ul style="list-style-type: none"> AODA requirements are important for trail improvement initiatives such as public washrooms year-round, warming stations, shelters, seating areas, shade, and wayfinding/ signage
PARKS & RECREATION MASTER PLAN (JAN 2023)	<p>Developed in 2023, the PRMP focuses on improving and enhancing the existing trail network, particularly the Peanut Line Trail. The plan recognizes the importance of trails for outdoor recreation, highlights the community's interest in trail usage, and acknowledges the need for trail improvements and connections.</p> <p>Rather than considering options to eliminate the trail, the master plan emphasizes the need for better trail maintenance, improved amenities along</p>

	<p>the trail, enhanced trailheads, and strengthened connections to other trails and community areas (such as parks). The plan also suggests conducting a Peanut Line Trail Study to address existing issues and inform future infrastructure work.</p> <p>Overall, the Township of South Glengarry Park and Recreation Master Plan aligns with the goal of preserving and expanding the trail network, making it more accessible, engaging, and enjoyable for residents and visitors. It aims to capitalize on the community's interest in trail-based recreation and recognizes the value of trails in promoting active and healthy lifestyles.</p> <p>Two key findings relating to this trail options analysis include:</p> <ul style="list-style-type: none"> • Peanut Line Trail Infrastructure: The master plan provides an overview of the Peanut Line Trail and identifies the opportunities it offers for multi-use trail-based recreation but also highlights areas that require improvement, such as seating, lighting, trash receptacles, parking, washrooms, and warming stations. The trail lacks direct connections to Township parkland and needs better links to communities and recreation areas. • Community Interest and Trail Use: Survey findings reveal that a significant percentage of residents use trails in South Glengarry, with walking and dog walking being the most common activities. The Summerstown Trails and the Peanut Line Trail section from Boundary Road to Williamstown are the most frequently utilized trails. Recommendations include better trail maintenance, improved trailheads, and connections to the Summerstown and Waterfront Trails.
STRATEGIC PLAN (2019-2022)	<p>Developed in 2019, the Township of South Glengarry developed a strategic plan for the Township. Five strategic goals are identified with Goal 1 (Enhance economic growth and prosperity), Goal 2 (Invest in infrastructure and its sustainability), and goal 4 (Improve quality of life in our community) directly correlate to recreational trails.</p>
GLENDALER'S COMMUNITY PARTNERSHIP AGREEMENT (2015-2016)	<p>By-law 02-16 was developed and approved January 2016 by the Township to permit members of the Glendaler's Winter Sports Club to use the Peanut Line Trail for ATV's and Snowmobiles from November 2015 through March 2025. The community partnership agreement outlines responsibilities of both parties.</p>
TSG RECREATION STANDARDS BY-LAW (2012)	<p>By-law 47-12 sets the recreation standards for the Township and includes the definition of recreational trails. Recreational trails are to be inspected twice per year.</p>

Two policies were created by the Township for the Peanut Line in 2012: a Trail User Policy and Trail Maintenance Policy. Both policies are draft documents and have not been formalized. They will require review and revision to align with the chosen option for the future of the trail.

- Peanut Line Trail User Policy (DRAFT):
 - o This policy outlines the permitted users on the trail, which is classified as a multi-use trail for motorized recreational vehicles (i.e., ATV/Snowmobile) and non-motorized (i.e.: pedestrian, cycling, snowshoeing, etc.). Responsibilities by the Township and Abutting property owners are addressed.
 - o Although automobiles and trucks are not allowed on the trail, property owners who need to access the trail must notify the Township with a written request and wait for a response on acceptance or denial.
- Peanut Line Maintenance Policy (DRAFT):
 - o The objective of this policy is to outline policies to ensure the safety of users on the trail and a systematic approach to the maintenance of the trail facilities. Trail reporting through bi-annual inspections and normal maintenance tasks are to be performed and captured in the maintenance logbook. Inspections are to occur in the spring and fall prior to the winter months (peak season use) in addition to a minimum of 2 additional inspections per year for further preventative measures. Inspections on the existing conditions, including all deficiencies regarding surface conditions, bridges and culverts, drainage, brushing, tree trimming and removal, debris and litter, and trespassing are to be recorded with exact locations.

2.1.3 ADDITIONAL SUPPORTING STUDIES

In 2009 the Township of South Glengarry contracted McIntosh Perry Consulting Engineers³ to conduct a high-level overview of two (2) concept plans for acquiring the decommissioned CP railway right-of-way (ROW) in the Township. The report outlines the objectives, methodology, and findings related to the proposed acquisition of the railway corridor for potential future use as a recreational trail. The concept plans explore the feasibility, benefits, and challenges associated with repurposing the railway ROW to enhance the recreational opportunities and community connectivity within South Glengarry. The report serves as a foundational document to guide decision-making and future planning processes for the acquisition and development of the railway corridor as a valuable asset for the township and its residents.

A summary of the recommendations and conclusions for both Concept 1 and Concept 2 can be found in [appendix xx](#).

³ Source: McIntosh Perry Consulting Engineers Ltd. (May 2009) – Concept 1 and Concept 2 Plan for CPR Right-of-Way Acquisition, Township of South Glengarry.

In summary, Concept 1 Plan was identified in the approved Communications Plan as essentially a status report on the condition of the Peanut Line. The Concept 2 plan required a more in-depth analysis of policy documents and more detailed engineering inspections of the existing structures. The County, Regional and Township planning and recreational documents all support the public ownership and use of the property for recreational purposes. CN, the vendor of the property had also recognized the importance of this ROW being in public ownership and thus resisted the sale of the property to private interests – even at a substantial premium. The former track bed itself is somewhat fragmented, but the ROW is a continuous parcel of land that will not be available again if sold to private interests. There will be considerable discussion regarding the use and maintenance of the ROW, but it is likely that the concerns and desires of all stakeholders can be accommodated to some extent.

If the Township decides to purchase then it is recommended that the Township partner with all stakeholders including the County, Raisin River Conservation Authority, the public and the users of the trail (like the Glendaler's) to develop a trails master plan. Short-term, medium-term and longer-term goals should be identified and coordinated with the Township's capital improvement programme.

A formal letter was sent to all abutting landowners of the CPR ROW on May 28, 2009, from the Township. Enclosed was a copy of the conclusions, recommendations, and next steps received from the Consultant in Concept 2 Plan with a notification of a presentation to Council.

2.1.4 ADDITIONAL TRAIL INFLUENCES:

The following section highlights clubs, developments, and surrounding trail networks that can influence the final recommendations for the Peanut Line Trail.

Motorized Trail Networks:

The Glendalers Winter Sports Club has an agreement with the Township regarding usage and maintenance. The agreement allows for the Glendalers Winter Sports Club to help with maintenance on the trail. The agreement permits members of the Glendaler's Winter Sports Club to use the trail for All Terrain Vehicles (ATV's) but in no way provides exclusive use by The Glendalers Winter Sports Club. Under the terms of the agreement, they are to provide inspections on a semi-annual basis as well and insurance documents. It is noted that the agreement was formed in 2016 and should be revisited to ensure it meets the needs of the Peanut Line, the Glendalers Winter Sports Club, users and the Township.

The following map shows the existing snowmobile trail network for the Glendaler's Winter Sports Group:



Figure 5: Existing Snowmobile Routes

Adjacent Trail Networks:

There are a few existing trail networks throughout the Township of which potential linkages could be made to the Peanut Line, creating a large Township-wide trail network. These trails include:

- The Great Lakes Waterfront Trail – this is a trail that is part of a national trail system. The segment within the Township boundary is on-road from the South Service Road between CR-34 and 4th Line before rejoining CR-2. The trail then moves off-road from Boundary Rd. to the paved trail system in Cornwall.
- Raisin Region Conservation Authority - The trail network spans across various natural areas and conservation lands, providing access to scenic landscapes and ecological habitats. The trail network consists of well-maintained paths that cater to a range of activities, including hiking, walking, cycling, and nature observation. The trails are designed to accommodate different skill levels and interests, offering both easy and challenging routes. One notable trail within the network is the Greys Creek Conservation Area Trail (owned by Raisin Region Conservation Authority), which meanders along the picturesque Raisin River and outlets to the St. Lawrence River. This trail provides scenic views, wildlife viewing opportunities, and a tranquil atmosphere for visitors to immerse themselves in nature.
- Friends of Summerstown Trail – Is a community organization that maintains and promotes the trail network in Summerstown, Ontario. The trail network offers groomed cross-country ski, snowshoeing, and hiking trails through scenic woodlands and fields. They organize events and programs to engage the community and enhance the trail system. The Friends of

Summerstown Trails provide a valuable outdoor recreational resource for residents and visitors and is owned by SDG County.

2.1.5 ROAD CROSSING LEGISLATION & INDUSTRY GUIDANCE:

Highway Traffic Act

The Highway Traffic Act (HTA) regulates how people may use roads within Ontario, including the rules for road crossings, crosswalks and crossovers.

Crosswalks

The HTA defines a crosswalk as:

- (a) that part of a highway at an intersection that is included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway, or
- (b) any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface.

A crosswalk is typically located at an intersection and has pavement markings for pedestrians to cross the roadway. The HTA states that drivers must stop and yield the right of way to pedestrians lawfully within a crosswalk.

Pedestrian Crossovers

A crossover (PXO) is defined as “any portion of a roadway distinctly indicated for pedestrian crossing by signs on the highway and lines or other markings on the surface of the roadway as prescribed by the regulations”. The HTA requires that drivers stop when a pedestrian is within the crossover and shall not proceed until the pedestrian is no longer within the roadway. Riding or operating a bicycle within a crossover is not permitted. Municipalities may not pass by-laws to designate a crossover on a road where the speed limit exceeds 60 km/hr.

Crossrides

The HTA was recently amended in 2014 to allow for the legal creation and use of crossrides. Subsection 144 (29) previously stated: “No person shall ride a bicycle across a roadway within or along a crosswalk at an intersection or at a location other than an intersection which location is controlled by a traffic control signal system.” This section was amended to allow cyclists to ride their bicycle along a crosswalk, allowing for crossrides to be implemented at intersections. It is however noted that this amendment did not allow for people to ride bicycles along a crossover, so controlled mid-block crossings for bicycles are not currently legal under the HTA.

Off-Road Vehicles Act

The Off-Road Vehicles Act (ORVA) regulates the operation of off-road vehicles, including all-terrain vehicles (ATVs), that are not being operated on a roadway and off-road vehicles that are crossing a roadway. The regulations of the HTA apply to off-road vehicles operated on a public roadway. The ORVA sets requirements for permits, offenses, and other aspects of operating an off-road vehicle. The ORVA requires that off-road vehicles be operated with due care, attention, and reasonable consideration for other persons. The ORVA does not have specific requirements for the crossing of roadways.

Motorized Snow Vehicles Act

The Motorized Snow Vehicles Act (MSVA) regulates the operation of motorized snow vehicles, including snowmobiles, in Ontario. The MSVA sets requirements for permits, operation of snow vehicles, and provide authority for municipalities to regulate snow vehicles. The MSVA allows municipalities to regulate or prohibit the use of motorized snow vehicles on their roads. An upper-tier municipality may prohibit motorized snow vehicles from operating along or across any roads within their jurisdiction, including prohibiting crossing at local roads and trails. Where motorized snow vehicles are permitted to cross, the MSVA states that they must cross at an angle of approximately 90 degrees to the direction of the road.

Industry Guidance

Industry guidance for crosswalks, pedestrian crossovers, and crossrides in Ontario is provided through Ontario Traffic Manual (OTM) Books 15 and 18. Cycling and pedestrian crossing treatments are intended to allow cyclists and pedestrians to reach a destination on an opposing side of a roadway or to continue their trip along intersecting roadways by clearly delineating areas on a portion of roadway for cycling and pedestrian use through the provision of signage, surface lines or markings, etc. Crossings should be provided where there is the potential to connect active transportation facilities along both sides of the corridor. Roadway crossing treatments are offered at locations such as mid-block crossings and the crossing treatment selection is dependent on the complexity of the crossing environment and exposure to motor vehicle traffic, in which the principles used are similar between the selection of cycling and pedestrian crossing treatments. Crossing treatments have the following classifications:

- Controlled – locations where motor vehicle movements are controlled by stop or yield signs, traffic signals, pedestrian crossovers, etc. It is noted that an unsignalized crossing may not be warranted if the crossing site is within 200m of the nearest traffic control device.
- Uncontrolled – cyclists and pedestrians do not have the right-of-way to cross the roadway and are required to wait until it is safe to do so once there is a gap in the traffic stream. Cyclists are faced with a stop or yield sign and there is no requirement for motorists to yield to pedestrians or cyclists but must exercise caution.

Refer to Appendix C for future design details for all crossing types.

2.2 CHARACTER OF EXISTING CORRIDOR

2.2.1 TRAILS AUDIT & ASSESSMENT

The Peanut Line Trail in South Glengarry is a 31.8-kilometer rail trail that stretches from the east to west boundaries of the municipality. It offers a variety of outdoor recreational opportunities, including walking, jogging, hiking, motorized sports (ATV and Snowmobiling), and cross-country skiing activities. The trail passes through farmland with pockets of wooded areas, providing a scenic and diverse landscape. However, the trail currently lacks amenities such as seating, consistent trail surfacing, trash receptacles, parking, washrooms, and trail heads. It has limited connections to Township parkland and other recreation

areas, which could be improved. Currently there are no road crossing markers or signage notifications for vehicles approaching.

The trail can be separated into two sections, the western section which runs from Boundary Road along the Township boundary to Williamstown, and the eastern section which runs from Williamstown to the Provincial boundary of Ontario and Quebec. The condition of these sections is drastic and varies:

- The western portion is in better condition, featuring a wider width, granular surfacing, maintenance, mile markers, and more canopy cover with scenic views and bridge crossings.
- The eastern portion is narrower, bumpy, and unsurfaced, running through farm fields. This section tends to blend into the existing landscape making it difficult for users to delineate the path from neighbouring private lands. The Peanut Line Trail is valued by the community, and there is a need for better trail maintenance, improved trailheads, and enhanced connections to other trail systems.

Overall, this trail corridor bisects the Township east to west and is centrally located. The trail passes through rural and residential communities, has approximately 45 farm access crossings, and has approximately 7 road crossings.

2.2.2 OPPORTUNITIES AND CONSTRAINTS OF THE TRAIL

To determine trail options for the future of this trail segment, it is important to understand the existing opportunities and constraints for which it presents. Opportunities and constraints have been categorized into Overall Trail Section, Western Section, and Eastern Section. Refer to figure 6.

Overall Trail Section

Additional overall opportunities for the entire trail segment include:

- Connectivity: Utilizing the existing rail corridor provides an opportunity to create a connected trail network, linking different areas and communities.
- Linear Route: The rail corridor offers a straight and linear path, making it easier for trail users to navigate and follow.
- Scenic Value: The rail corridor often passes through picturesque landscapes, offering scenic views and an enjoyable trail experience.
- Historic Preservation: Converting a rail corridor into a trail segment allows for the preservation of a historically significant transportation route.
- Reduced Environmental Impact: By repurposing an existing rail corridor, there may be minimal need for additional land clearing or disruption to natural habitats. The trail is an active transportation corridor which can encourage non-motorized means of travel, such as for recreation or commuting to work, promote sustainability and reduce carbon emissions. Choosing non-motorized transportation over vehicular commuting contributes to reducing air pollution, noise pollution, and dependence on fossil fuels, thereby benefiting the environment, and improving overall air quality in the community.

Additional constraints include:

- Financial and Staffing Limitations: The trail corridor will increase capital costs for the renewal and rehabilitation of infrastructure assets, in addition to annual maintenance expenses. Staffing resources will be stretched to accommodate the additional 18km of upgraded trail infrastructure and 31km total maintenance, monitoring, reporting, and additional trail amenities (garbage collection, inspections, etc.). This will increase the annual capital and operating expenditure.
- Infrastructure and Safety Upgrades: The existing rail corridor may require modifications and upgrades to meet safety standards, including the construction of pedestrian bridges, crossings, signage, and lighting.
- Maintenance and Management: Ensuring proper maintenance and management of the trail segment, including regular upkeep, monitoring, and addressing potential safety hazards, can be a resource-intensive task, especially with significant infrastructure to maintain along the trail (5 bridges, 57+ culverts, 31km of trail surfacing (filling, re-leveling/grooming), and limited staff availability.
- Land Ownership: Determining ownership rights and securing necessary permissions and agreements from landowners along the rail corridor can be a challenge. The legal liability with regards to meeting (or not meeting) maintenance and safety standards can increase Township risk in addition to the costs associated with the recommended safety upgrades.
- Land Use Conflicts: The rail corridor may intersect with or pass through areas designated for other purposes, such as private properties, industrial zones, or protected lands, leading to potential conflicts.
- Environmental Regulations: The rail corridor may traverse environmentally sensitive areas, requiring compliance with conservation requirements and regulations to protect flora, fauna, and ecosystems.

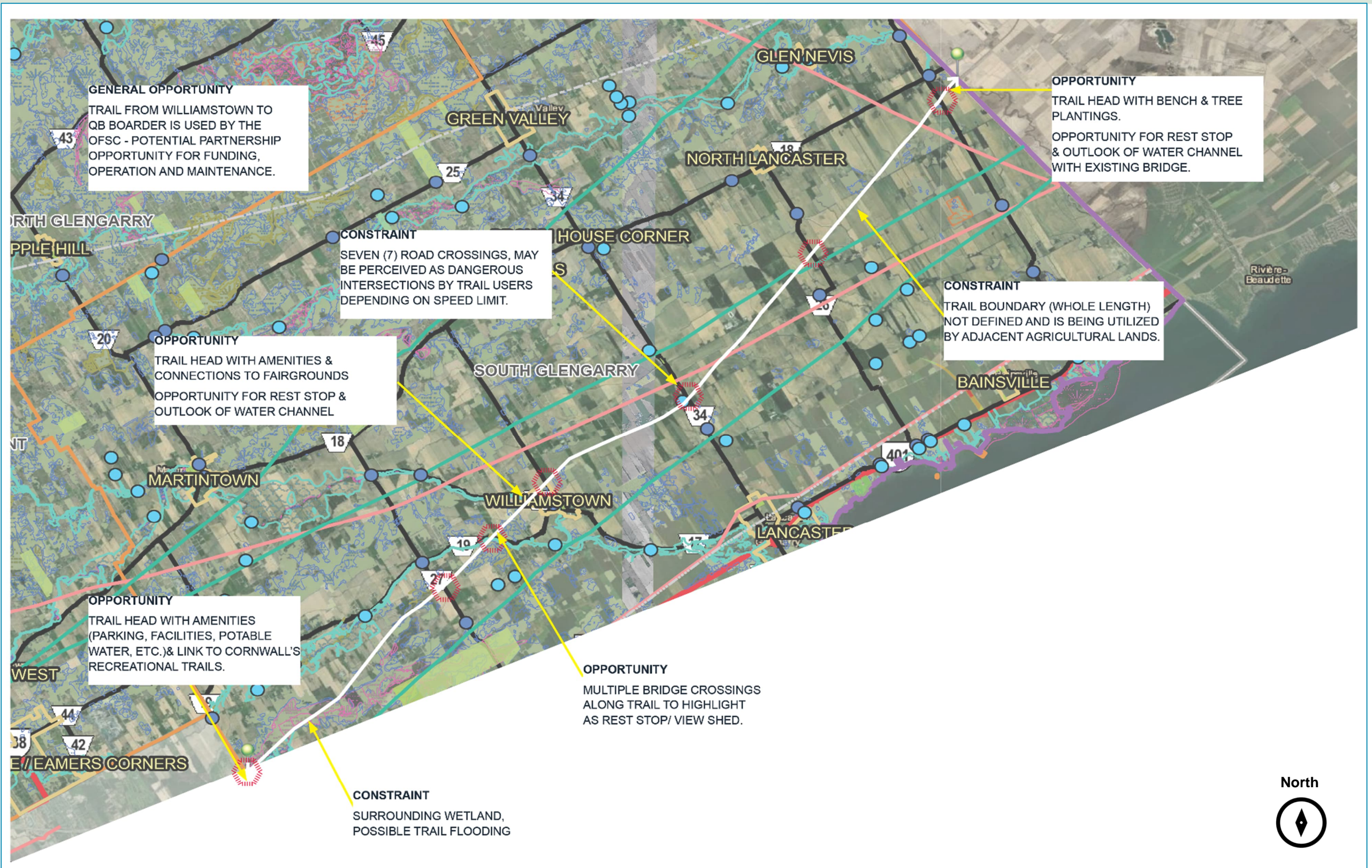


Figure 6: Opportunities and Constraints Map

Western Section

Overall, the western section of trail (approximately 12.9km) is in good condition, well maintained, and is highly active in use. Users include non-motorized groups such as walkers, hikers, bird watchers, dog walkers, and equestrians. Motorized users include ATV's (year-round) and snowmobiles during winter months. All land parcels within this section are owned by the Township.

Eastern Section

The eastern section (approximately 18.1km) is longer in length than the western segment and is in poor, deteriorating, condition. A vast majority of the rail bed has been removed, flattened, and damaged by adjacent agricultural vehicles and fields resulting in little to no shelter belt/woody buffer or fencing between the trail and fields. This causes the trail to not be visually defined, which can cause confusion on where a user is to go (public trail lands vs. private boundary), in addition to a lack of signage and consistent surfacing. For example, some areas of the trail divides fields where crops on either side part of the same farm field and the only way are to access them are to cross the PLT. Therefore, this section has higher trespassing and vandalism issues and concerns compared to the western portion. This is mainly due to the fragmented nature of this section of trail corridor, causing confusion by trail users driving onto adjacent private properties, causing damage to private land, including crop damage.

Land ownership within this section includes some narrow, privately owned strips of land. Based on the site visit, it can be surmised that these parcels are primarily used by the owners as a farm crossing to access their adjoining fields. Since the Township does not own this land, it could create gaps in the trail segment and pose liability concerns.

It is important to note that these opportunities and constraints are general considerations and can be used as a starting point for future discussions and agreements in addressing any potential challenges with relevant stakeholders, including landowners, conservation authorities, and local government entities.

2.2.3 AGRICULTURAL CONSIDERATIONS

The Peanut Line Trail is unique in nature as it bisects agricultural lands, thereby agricultural considerations should also be considered. Trails in rural and urban areas are beginning to function increasingly more as an integral part of transportation and recreation systems. In many cases, existing and proposed trails go through agricultural lands. Trail use has implications on farming that are often not identified or addressed. Trail planning should involve a strong partnership between the agricultural community and trail proponents (from concept through long-term management).

Figure 7 identifies the existing agricultural crossings located along the trail system in red. The majority of access points are direct crossings to adjacent fields, however there are a handful that require traveling along a length of trail (on the trail) to enter adjacent fields or to turn around, etc. With these crossings being unmarked (lack of signage, no warning to trail users, limited to no sight lines for vehicle turning, or clarification on who has the right-of-way (agricultural equipment or trail users), these crossings can pose serious challenges and potentially dangerous intersections that need to be addressed.



Figure 7: Existing Agricultural Access Point Crossings

The follow opportunities and constraints/ threats have been identified:

OPPORTUNITIES	CONSTRAINTS/ THREATS
<ul style="list-style-type: none"> - Raising public awareness of agricultural processes and encouraging appreciation of our farmers can be enhanced with interpretive signage and brochures. - Trail can serve as a conduit for agri-Tourism and direct farm marketing. - Implementation of design solutions can address the above constraints (buffers, fencing, signage, trail/trail head closures during harvest time, long-term management & maintenance, etc.) 	<ul style="list-style-type: none"> - Trespassing and security - Interference with farming operations and/or crop and field damage - Liability and risk - Mountain bike, motorbike and ATV use can quickly degrade open grassland areas causing erosion problems and reducing forage areas for livestock. - Off-leash dogs can ruin crops, chase & harass livestock, and potentially contaminate food crops. - Land locked parcels not accessible if trail crossing is removed.

2.2.4 ENVIRONMENTAL AND NATURAL HERITAGE

The Peanut Line Trail offers several environmental and heritage benefits:

- 1 Environmental Preservation: The trail passes through farmland and wooded areas, providing a corridor for wildlife and preserving natural habitats. It helps protect biodiversity by creating a protected space for various plant and animal species.
- 2 Scenic Beauty: The trail showcases the natural beauty of the region, allowing users to enjoy picturesque views of the surrounding landscape. It offers opportunities for visitors to connect with nature and appreciate the unique environmental features of the area.
- 3 Cultural and Historical Significance: The trail follows the route of the former Canadian Pacific railbed, carrying a rich historical legacy. It provides a glimpse into the region's past and contributes to preserving the area's cultural heritage.
- 4 Interpretive Signage: The trail can incorporate interpretive signage that educates visitors about the natural and cultural history of the area. This promotes awareness and appreciation of the environment and heritage, enhancing the overall trail experience.
- 5 Outdoor Education: The trail can serve as an educational resource, offering opportunities for guided tours, nature walks, and environmental programs. It provides a platform for learning about the local ecosystem, heritage sites, and the importance of conservation.

Overall, the trail contributes to the conservation of the environment, showcases the region's cultural heritage, and provides educational and recreational opportunities that foster a deeper connection with nature and history.

2.2.5 CONSERVATION AUTHORITY

The Peanut Line Trail in relation to the Raisin River Conservation Authority (RRCA), offers several conservation benefits:

- 1 Riparian Conservation: The trail runs alongside or in close proximity to the Raisin River, contributing to the conservation and protection of riparian habitats. Riparian areas are critical for maintaining water quality, providing habitat for aquatic species, and supporting overall ecosystem health.
- 2 Biodiversity Preservation: The trail traverses diverse natural landscapes, including forests, wetlands, and open fields, which provide habitats for a variety of plant and animal species. By preserving and managing these habitats, the trail helps maintain biodiversity and supports the ecological balance within the RRCA's jurisdiction.


- 3 Watershed Stewardship: The trail's alignment along the Raisin River promotes awareness and appreciation of the watershed and encourages responsible stewardship practices among trail users. This increased connection to the watershed can lead to improved water management, pollution prevention, and conservation efforts.
- 4 Environmental Education: The trail offers opportunities for environmental education and interpretation, allowing visitors to learn about the natural and cultural heritage of the area. The RRCA can utilize the trail as an outdoor classroom, providing educational programs and interpretive signage that highlight the importance of conservation and ecological sustainability.
- 5 Conservation Partnerships: The Peanut Line Trail provides a platform for collaboration between the RRCA and other stakeholders, including trail user groups, local communities, and landowners. By working together, these partnerships can enhance conservation initiatives, promote responsible trail use, and implement sustainable practices along the trail corridor.

It's important to note that the specific conservation benefits within the RRCA's jurisdiction may vary depending on the location and management practices in place. The RRCA plays a crucial role in overseeing and implementing conservation efforts within its mandate, and the Peanut Line Trail can serve as a valuable asset in achieving their conservation objectives.

2.2.6 LAND USE AND LANDOWNERSHIP

The trail provides several benefits in terms of land ownership and land use including:

- 1 Enhanced Property Value: The presence of a trail can increase the value of adjacent properties. Landowners who have trails passing through or near their land may experience a positive impact on property prices.
- 2 Recreational Opportunities: The trail offers landowners and the community recreational opportunities such as walking, cycling, jogging, and nature appreciation. It provides a convenient and accessible outdoor space for exercise and leisure activities.
- 3 Environmental Stewardship: The trail promotes environmental stewardship by providing a designated corridor for recreational activities, which helps minimize the potential for habitat fragmentation and destruction. It can contribute to preserving and protecting natural areas and wildlife habitats.
- 4 Conservation and Preservation: Trails can encourage landowners to preserve and protect ecologically sensitive areas or historic sites by incorporating conservation easements or protective measures. This helps safeguard important natural and cultural resources for future generations.
- 5 Community Engagement: The trail fosters community engagement and social connections by providing a shared space for people to interact, participate in events, and enjoy recreational activities. Landowners can benefit from an increased sense of community and social cohesion.

- 
- 6 Tourism and Economic Opportunities: Trails often attract visitors, which can stimulate local tourism and generate economic opportunities for nearby businesses. Landowners in close proximity to the trail may benefit from increased foot traffic and potential customers.

Overall, the trail can have a positive impact on land ownership and land use by providing recreational, environmental, and economic benefits while enhancing the overall quality of life in the surrounding area.

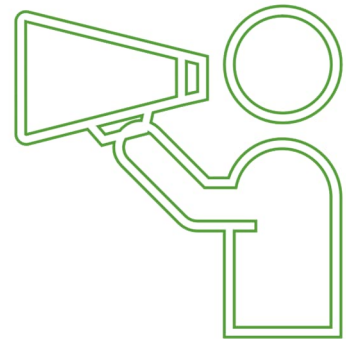
3 WHAT WE HEARD

3.1 STAKEHOLDER ENGAGEMENT PROCESS

Engagement is vital in developing and implementing successful projects. Hearing from the community of their wants, needs, and concerns can influence the final design, guidelines, and implementation strategy of a project. In addition, the communities support and ownership of a project essentially secures its success and longevity.

The community is passionate about this trail, with many having differing opinions on Peanut Line Trails future. A comprehensive engagement strategy was developed to provide residents, key stakeholders/ trail users, and adjacent landowners with multiple opportunities to be engaged and involved in the process. These engagement sessions included:

- 1 Virtual (on-line) public open house to learn about the project scope and intent for all stakeholders and adjacent landowners.
 - a *Note: Due to the rural nature of the community and senior population, hard copy invitations were also mailed out to inform the adjacent landowners about the project and engagement opportunities in advance of the dates. This is also how the email distribution list was created based on the response.*
- 2 An online survey that ran from May 25th- June 15th
- 3 In person stakeholder meeting sessions held July 20th. Two sessions were offered: adjacent landowners at 5:30-6:30pm, and trail stakeholders at 7:00-8:00pm.
- 4 Individual one-on-one sessions (as needed basis or requested).



Promotion of these events included on-line via the Township website, invitations via an email distribution list and hardcopy mail, local newspaper ads, and social media.

The feedback received throughout the engagement process will inform the final trail options and recommendations.

3.2 ENGAGEMENT FEEDBACK

This section will discuss the key stakeholders and community groups that were included during the engagement process including “what we heard” and how this information was utilized and influenced the final trail alignment design considerations.

3.2.1 VIRTUAL PUBLIC CONSULTATION

A virtual introductory public consultation was held May 17th, 2023, at 7:00-9:00pm online via. zoom. There were approximately 41 participants. The session included a presentation and interactive component using menti-meter. The goal of this session was to introduce the project and provide an overview of the project scope and intent to members of the public and key stakeholders while also gathering information on the existing conditions of the trail, type of trail users, and problem areas/ concerns.

A SWOT analysis with questions for discussion were presented to gather feedback on the trail (the strengths, weaknesses, opportunities and threats/ concerns).

It is noted that the polling questions during this session are not statistically accurate and were used to gauge the user type of which made up the participants.

The following results from the interactive portion of the consultation are highlighted below. Refer to Appendix B for the engagement summary.

Key Findings:

- The majority of participants were motorized trail users (19), with 11 being landowner/farmer and 10 being irregular trail users (1 time a month or less).
- The majority of adjacent landowners are located in the east section (Williamstown to Quebec border). *It is noted that some farmers/ adjacent landowners were unable to participate due to scheduling conflicts/time of session but were provided a recording on request.*
- A summary of the responses from the SWOT analysis is below (in no particular order):

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none">- Access to nature, bird watching, recreational opportunities (hiking, walking, jogging)- Safe place for motorized use (ATV, Snowmobiling),- Free to use,- Equestrian access,- Socialization and mental health,- Access point to land-locked agricultural fields, etc.	<ul style="list-style-type: none">- Lack of parking facilities, signage and amenities (trail heads, wayfinding, parking, potable water, etc.)- Low maintenance and consistent surfacing on the eastern portion of the trail and tree/ vegetation along the length of trail.- Noise – quiet zones and speed limits are often ignored.- Illegal dumping/ littering- No signage to promote local destinations.- Lack of buffer along trail and agricultural crops/ encroachment create gaps in the trail/ poor visibility/unclear of trail vs. private lands.

OPPORTUNITIES	THREATS/CONCERNS
<ul style="list-style-type: none"> - Potential to increase regional tourism & economic development (partnerships with neighbouring municipalities/county/ organizations and businesses). - Ability to connect/ link to the City of Cornwall trail/ AT network - Can highlight the historical and geographical information/ educational opportunities. - Improves habitat for wildlife and opportunity to further strengthen. - Partnership with Glendalers ATV club to continue to promote the trail and assist with maintenance. - Connection to Cornwall & Quebec networks, local trails & parks and residential communities. - Opportunity for programming and events for different user groups (Cycling, Running, Equestrian, and ATV) such as marathons, etc. - Cost sharing with OFSC, ATV, and other user groups. - Opportunity for volunteer group to assist with monitoring and reporting. 	<ul style="list-style-type: none"> -Vandalism, illegal dumping, littering. -Encroachment by farmers - Trespassing and vandalism on neighbouring/ adjoining properties and lack of adherence to quiet zones - Lack of enforcement of 'rules', maintenance standards, trail etiquette, poor tree removal, and potential legal liability for accidents. - Ongoing cost for maintenance and upgrades - Potential for damaging the natural area, including wetlands, etc. located along the trail. Ecology, trees, native plantings and wildlife habitats to remain intact. - User conflicts - Trail surfacing is not user friendly.

- As a person invested in the future of the trail, the majority of participants would like to see the trail remain as:
 - A multi-use trail,
 - Free to use,
 - Open to a variety of users,
 - Have ecological and environmental benefits included in the future of the trail for nature setting and habitat, etc., and
 - Township owned.

3.2.2 ONLINE SURVEY HIGHLIGHTS

An online survey was posted from May 24th to June 15, 2023, for public feedback. This survey was for all stakeholders, which includes adjacent landowners and any users of the trail. This survey was ten (10) questions long and was intended to be more specific to help guide the recommendations outlined in this report. A total of 331 responses were received.

Key Findings:

- Both portions of the trail are used heavily by active sport users (72% West Portion and 62% East Portion).
- About 15% of the respondents were farmers.
- In terms of suggested improvements, 76% suggested trail surfacing including filling potholes and trail surface levelling and 27% of trail users suggested tree pruning. Sight-improvements were cited as priority improvements for 13% of trail users.
- Washrooms and benches were the preferred amenity improvements for majority of the respondents.
- A large proportion of the users (60%) are not interested in volunteering to support maintenance of the trail, while 32% would prefer volunteering occasionally, on as needed basis.
- Respondents were asked if they believe the Township should retain either the entire trail, the western section, or the eastern section. It was found that a majority (85%) of respondents believe the Township should retain the ownership of the entire trail compared to a small proportion (about 10%) believe that the Township should retain only the West portion of the trail and 5% believe the East portion of the trail should be retained.
- Top three recommendations for the management of the trail included:
 - 1) That the existing users of the trail, such as The Glendaler's ATV club, be given the right of first refusal to lease the trails during the winter months.
 - 2) Glendaler's ATV club being allowed to continue to have year-round access to the trail with noise, etiquette, and share-the-trail rules in place.
 - 3) Glendaler's ATV club being requested to assist in the documentation of the condition and status of the trail to serve as a benchmark to monitor further destruction of the former track bed.

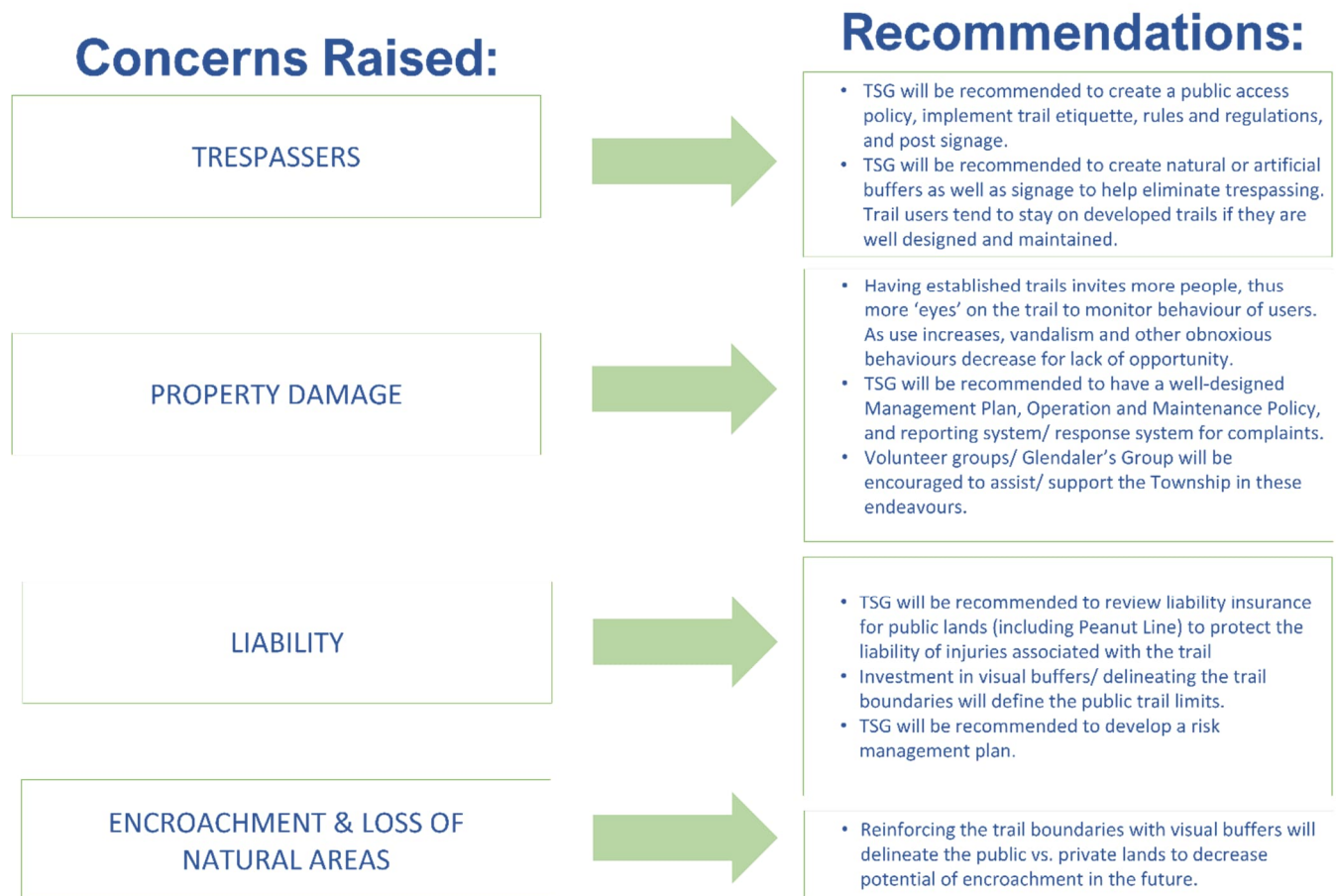
Appendix B includes a summary of the survey questions and answers.

These results helped inform the 4 options being presented.

3.2.3 PUBLIC ENGAGEMENT SESSION

An in-person engagement session was held on July 20, 2023, to present the project process complete to date, confirm feedback heard to date was accurate, and to present the 4 trail options. Two sessions were held on this day, adjacent landowners at 5:30pm and general public/ key stakeholders at 7:00pm. Approximately 40 attendees participated which is a great turnout for this type and scale of project. A detailed summary of feedback from these sessions can be found in Appendix B.

A" What we've heard" panel highlighted the key findings to date, including concerns raised and recommendations to address those concerns.



The following highlights of key findings from these sessions include:

Landowner comments:

- The largest number of landowners were in favour of maintaining the entire trail under Township ownership. However, many landowners favoured the sale of the eastern section of the trail or the full sale of the entire trail. Those in favour of retaining the western section of the trail suggested using the money obtained from the sale of the eastern section to fix and maintain the western portion. The reasons justifying the sale of the eastern section included the trail being dangerous and lacking in maintenance, a potential liability issue.
- Multiuse trail should not include motorized vehicles, only bicycles, horses, walking, snowshoeing.
- If a sale option is pursued for the trail, any lease agreement must clearly identify responsibilities, accountability, liability and define whether the general public will have access to the trail.
- Any option to retain trails should include sound barriers near residents and addressing the speed, noise and trespassing issues. Concerns were raised regarding visibility and maintenance as well.

Trail User Comments:

- Trail users were in favour of maintaining Township ownership of the trail, as it is an asset to the Township and future generations and would be irreplaceable if lost. Nearly as many trail users were in favour of selling the eastern portion of the trail.
- Some trail users suggested raising the former rail bed in order to reduce trespassing.
- Coordinate trail user clubs to work together certain times of the year.
- Clearly mark trail through farmland using trees to keep people off private land.

Overall summary:

While the most popular option amongst both the landowners and the public users/stakeholders was maintaining Township ownership of the trail, a second nearly as popular option was to sell the eastern portion of the trail and maintain Township ownership of the western portion. Several participants stated that the money gained from the sale of the eastern portion could be used to repair and maintain the western portion. An important point that was voiced during the public engagement session is that the suggested timeline of 10-20 years is too long to see results. Finally, participants across both groups agreed that trail maintenance and safety remain top priority.

3.2.4 INDIVIDUAL LANDOWNER MEETING HIGHLIGHTS

Individual adjacent landowners were presented with the opportunity to participate in one-on-one meetings with the project team virtually (online or via phone) to discuss their concerns for the future of this trail.

Upon completion of the in-person project meeting July 20th landowners were invited to participate in a final one-on-one meeting offered during the following weeks on an “as needed basis” to discuss any outstanding property specific concerns. *To be completed and summarized here at a later date.*

Key issues of concerns, feedback, and general comments will be summarized in this section in addition to how they will be addressed in the final recommendations.

3.3 EMPOWER

Public engagement allows members of the public to become more informed about and influence public decisions about a specific project. Engaging the public allows for:

- Better identification of the public’s values, ideas, and recommendations,

- Creates more informed residents, explores issues, generates ideas and obtains feedback while fostering community collaboration.
- Informs decision making with better impacts and outcomes as public voices are heard and creates community support, buy-in, and a sense of ownership.

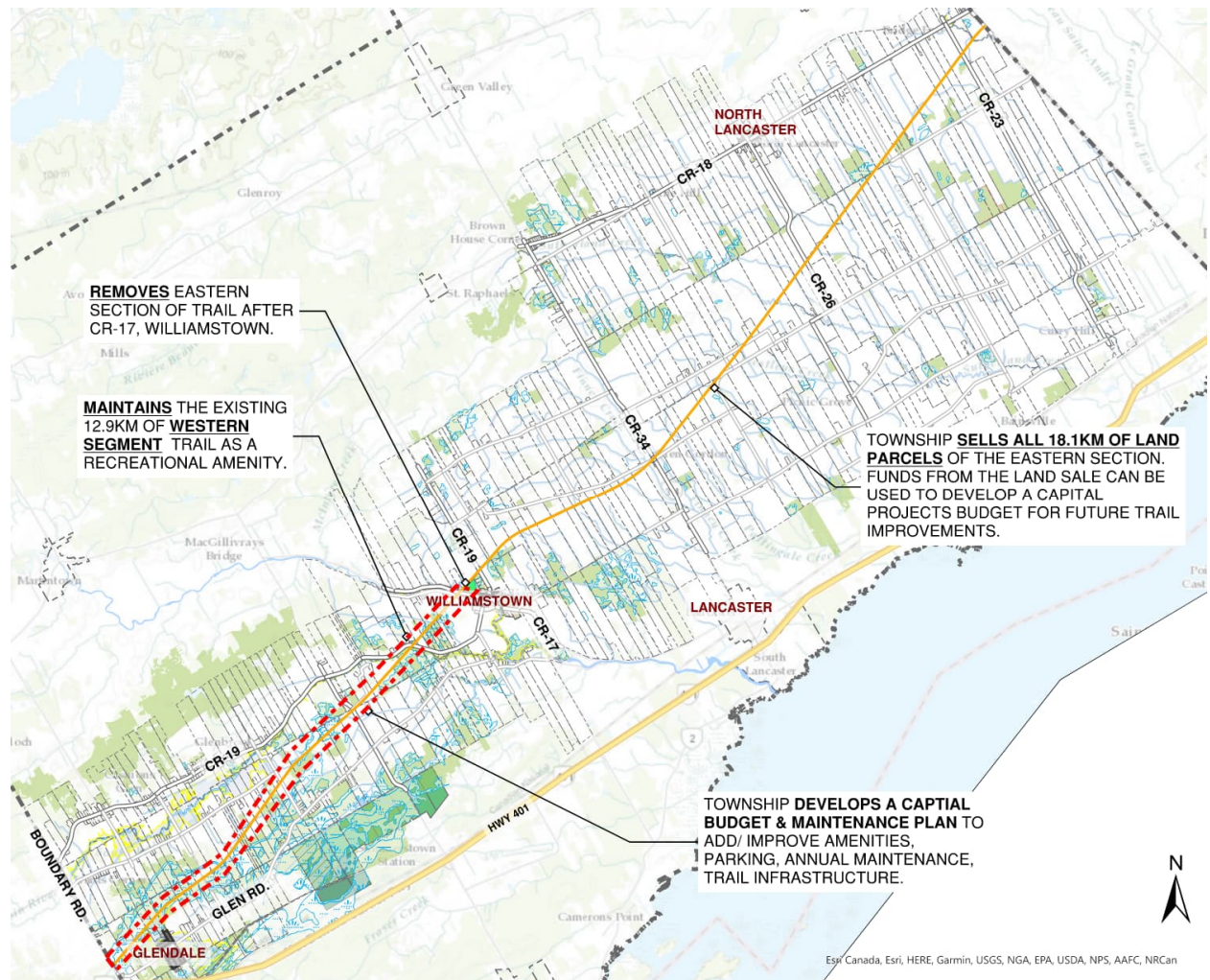
The engagement process allowed for the project team and the Township to inform the public on the objectives of this study and assist the public in understanding the problem, alternatives, and/or solutions for the feasibility of the future of the Peanut Line Trail and the opportunities or constraints associated with it. The overall process of this trail options study is to gather all information available that will aid in the development of the final recommendations and next steps required for future projects.

Through consulting the public for feedback and involving the public and adjacent landowners throughout the three (3) stages of the engagement process, their concerns and aspirations are directly reflected in the presented trail options and final recommendation. The final four (4) trail options and recommendation were informed by the engagement results during this process in addition to the in-depth statistically valid survey results conducted during the development of the Parks and Recreation Master Plan.

- Develop a phased project plan and capital budget to add trail amenities such as parking, wayfinding, rest and refuge, trail head with shelter, seating, bike fix stations, potable water.
- Delineate the trail on the eastern segment with fencing, natural buffering (softscape, shrubs trees, etc.) or armour stone. All visual buffers should prevent trespassing, however, allow for farming equipment to cross the trail and easily access the fields at gate points. Signage should also be installed notifying trail users of the rules and regulations.
 - This can include formal signage at all trail access points/ road crossings, private property signage posted along the trail, and on the Township website and trail organization sites to inform their members.
- Optional Land-use agreement:
 - Create dedicated access points (gated access) for all adjoining agricultural properties for specific farm vehicle access to enter their adjoining farm fields, OR
 - Prohibit farmers to use trail lands to access adjoining fields. Require all farmers to use concession roads and only create agreements with specific land-locked parcels.

PROS	CONS
<ul style="list-style-type: none"> - Creates a unified trail system for multiple users to enjoy and access year-round. - Provides a compromised solution delineating public vs. private lands. - Allows adjoining agricultural lands to access their lands on either side of the trail corridor. - Opportunity to create partnership agreements with passionate trail user groups/ agencies to share resources & expertise. 	<ul style="list-style-type: none"> - Trespassing is a private property concern, and no solution is 100% feasible. - Purchasing all outstanding land parcels may prove difficult or lengthy process resulting in delayed trail access, and a fragmented trail system. - Peanut Line Trail would not be 100% public lands until purchasing is complete or shared-use agreements are formalized. - Will require additional resources to implement agreements and enhance trail. - High cost to maintain all infrastructure.

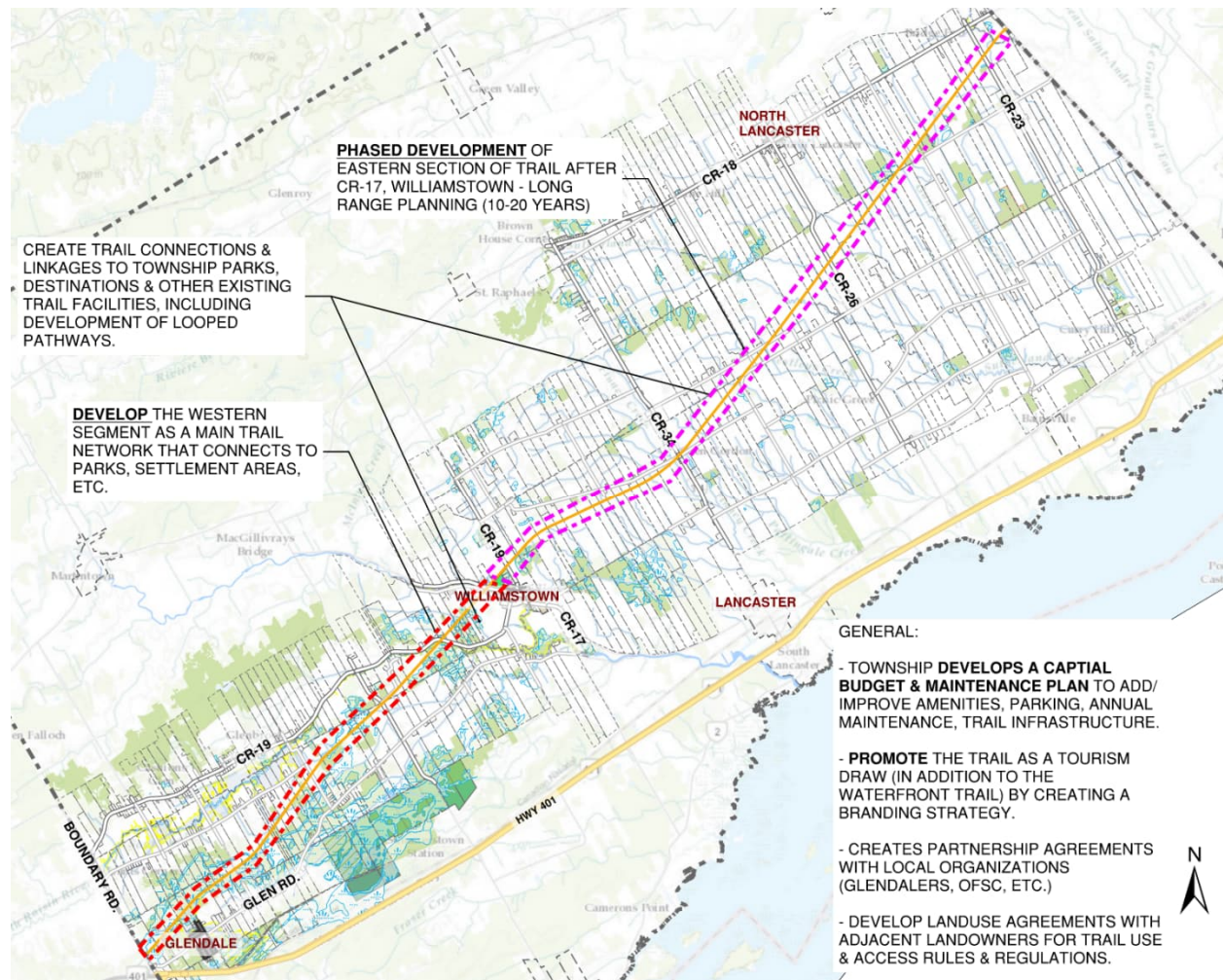
4.1.2 OPTION 2 –KEEP WESTERN PORTION AND CLOSE EASTERN PORTION OF TRAIL AND SELL PUBLIC LANDS.



- Continue to maintain western end of trail and add a few rest stops, parking, and connections to Glendale and Williamstown recreation facilities.
- Close the eastern portion of the trail after John Street and sell all the Township owned land parcels. This sale could be to adjoining owners or to a trail stewardship group who would retain the area as a public trail for its users, but all responsibilities, costs, and maintenance would no longer be the Townships. Funds from the land sale could be used to develop a capital projects budget for future trail and recreational infrastructure improvements.
 - It is highly recommended that this is an entire corridor approach rather than individual land parcels as it would create inconsistencies and lack of continuity from a management and maintenance perspective.

PROS	CONS
<ul style="list-style-type: none"> - Decreases the extent of trail maintenance and infrastructure costs for the Township (limited funds & staffing). - Decreases the safety & liability concerns of the eastern portion of the trail on the Township. - Allows the Township to continue to enhance the trail, incorporate events, programming, and promotion including a branding strategy in a quicker timeframe. - Township funding can be used for infrastructure and amenity improvements ("more bang for the buck"). - Decreases the cost to maintain infrastructure (13km vs. 31km). 	<ul style="list-style-type: none"> - Consensus with the public is to retain the entire trail corridor. - Once the eastern land parcels are sold, it will be extremely difficult for the Township to repurchase at a later date, if ever. No true control over who the purchaser may be (trail organization vs. private person(s)). - Potential loss to residents and visitors for having access to overall of the existing trail system.

4.1.3 OPTION 3 – HYBRIDIZE TRAIL AND LAND USAGE APPROACH (PHASED 10-20 YEAR PLAN)



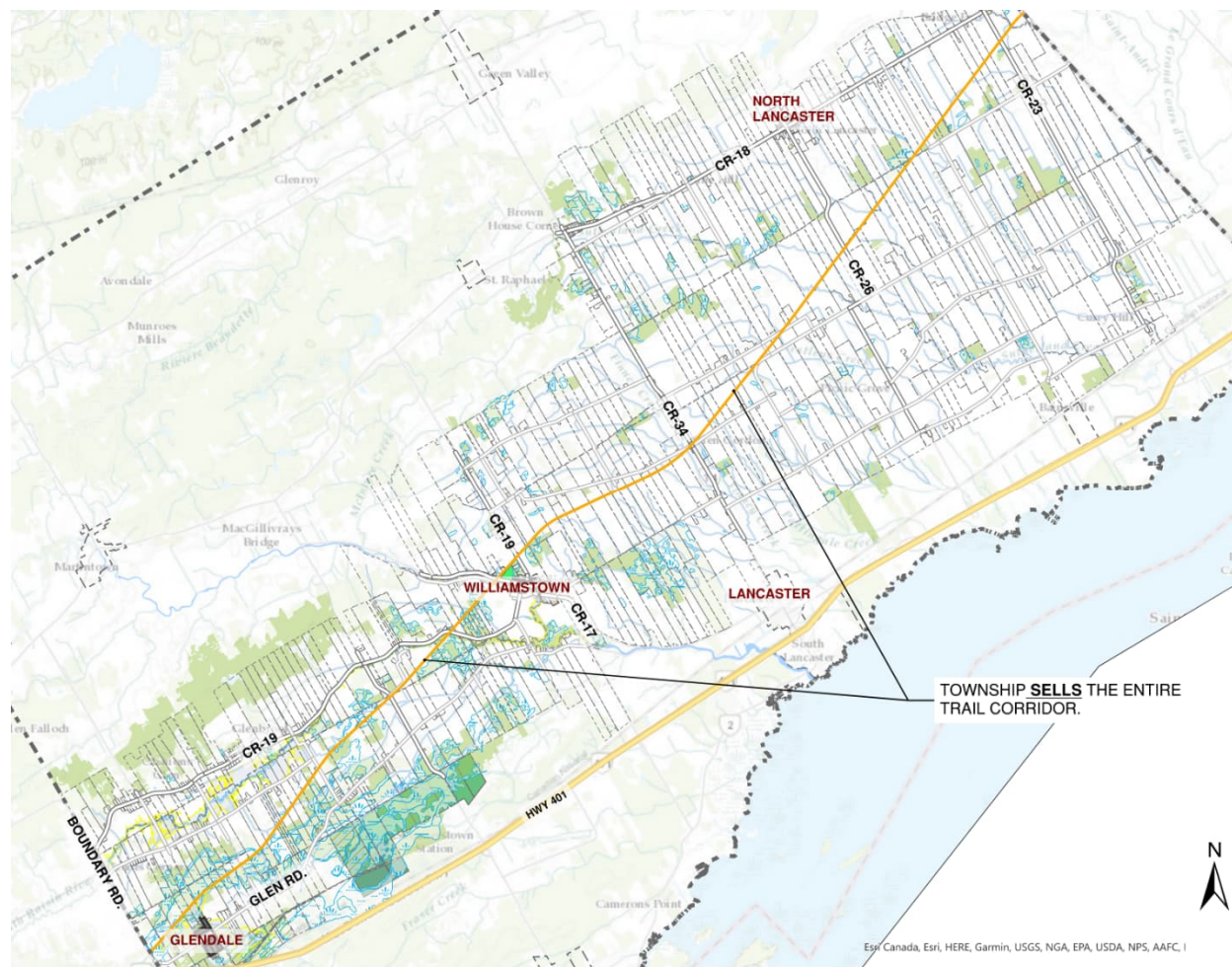
- Develop the western side of the trail as the main trail network that connects to parks, settlement areas, etc. Create trail connections and linkages to Township parks, destinations, and other existing trail facilities, including development of looped pathways.
- Promote the trail as a tourism draw in addition to the waterfront trail by creating a branding strategy.
- Continue to develop relationships with the OFSC and ATV clubs, however, create clear partnership agreements that include usage, maintenance responsibilities, oversight for trespassing and vandalism issues, and a reporting system to the Township (monthly or quarterly), and cost sharing options to support usage/ maintenance/ and infrastructure project costs. This creates shared responsibility for the trail with the Township and trail user groups.
 - Create a land-use agreement with adjacent agricultural owners that includes a 10–20-year lease agreement where trail lands are available for them to use as a crossing/ access point

for fields however land parcel remains property of the Township for future development until all outstanding land parcels are purchased.

- Confirm trail liability insurance and proof is provided for lease agreements. The Township shall consult and collaborate with the various user groups on signage such as the OFSC as their insurance is strictly tied to the signage.

PROS	CONS
<ul style="list-style-type: none"> - Incorporates both option 1 and 2. - Allows time to develop a trails management plan and funding projections for a phased capital project implementation plan. - Allows time for the Township to pursue purchasing outstanding private lands within the trail corridor. - Cements this trail corridor as a publicly accessible recreational amenity and tourism destination. - Supports and incorporates public engagement feedback and findings. - Encourages a multi-party partnership approach through leveraging volunteers, resources and expertise of local municipalities, conservation authorities, etc. - Creates opportunity for a long-term land use lease with adjacent landowners. 	<ul style="list-style-type: none"> - This is a long-term, multi-year process with multiple phases. - Will require additional studies to be conducted and additional funding. - Will require additional resources to implement agreements and enhance trail infrastructure & amenities. - High cost to maintain all infrastructure, even with partnership agreements, Township is still ultimately responsible for the trail conditions.

4.1.4 OPTION 4 – SELL ENTIRE TRAIL CORRIDOR



- The Township sells the entire trail system and no longer has the Peanut Line Trail within the Township infrastructure inventory.

PROS	CONS
<ul style="list-style-type: none"> - Provides opportunity for a trail user group (passionate stewards, community organization (such as the Glendaler's or OFSC), or agency to take over ownership, operation, and maintenance of the trail. - Relocates Township's resources (financial, staffing, etc.) to other strategic efforts/ departments with limited staffing and funds. 	<ul style="list-style-type: none"> - Once lands are sold, it will be difficult for the Township to acquire such an amenity in the future. - The Township could remain as a partner with the new buyer however final decisions on the future of the trail rests with the new owner. - Public feedback to date prefers keeping the trail lands as a public resource. - If private owner decides to close or shorten the trail in the future, the public

<ul style="list-style-type: none">- Trail interests may be represented more adequately by a specialized agency compared to a public authority managing diverse departments.- Private owner may have more resources for trail monitoring and improvements.	will have limited recourse for voicing their opinions or concerns.
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4.2 DESIGN STANDARDS

High level Trail Design Guidelines have been outlined as trail design standards and best practices; however, trail specific design guidelines should be developed as part as the next study for implementation. High level road crossing guidelines have also been developed with road crossing best practices. This information can be found in Appendix C.

5 HOW CAN WE GET THERE?

5.1 ASSESSMENT OF OPTIONS

An evaluation of options matrix was developed to evaluate all four (4) options based on a set of criteria and opinion of probable cost. Note these will be refined to assess' the impact each option will have on the Township once fully implemented.

Please Note: This is a draft working copy that assumes highest level of elements implemented (general, amenity costs, infrastructure costs, crossing costs, additional studies, other cost factors, and contingency).

The opinion of probably cost for both Lifecycle & Project Cost and Annual maintenance & operating cost shown in the evaluation below does not include legal fees, purchasing or selling of land, legal surveys, additional studies, etc. that may be required in next steps of the process. Fees for these vary depending on services required and thus estimates are not provided.

All options assessed using the below criteria chart will guide future decision making on the direction of the Peanut Line Trail and additional studies required.

The plan is a technical tool to guide future detailed design and additional studies required to bring the Peanut Line Trail vision to fruition. This is the first step towards reconstruction efforts. The identified improvements and priorities for the Peanut Line recommended option will contribute to a cohesive and integrated design and provide the Township with the opportunity to phase improvements in as resources allow.

Evaluation Matrix and Opinion of Probable Cost

CRITERIA	Safety / User Comfort	Connectivity / Directness	Environmental / Physical Impact	Construction and Operating Costs & Complexity	Preference Level	OPINION OF PROBABLE COST
Objectives	-Minimize conflicts between all users -Improve safety (marked crossings, identified right-of-way, sight line maintenance) -Accessibility (access points, difficulty level, AODA standards, universal design principles) -User Experience (views, shade, refuge + seating, signage) -User comfort (vehicular speed, volume of traffic) -Opportunities to enhance public realm	-Connectivity with proposed trail alignment -Direct access to adjacent communities and key destinations -User delay (shortest route vs. longest, multiple crossings/stops, etc.) -Links/connectivity to existing and potential trails/ parks/ open space/ destinations, etc.	-Minimize impacts to existing vegetation and watershed flow -Minimize maintenance -Impact to surrounding vegetation & trees -Opportunity for landscape enhancement	-Minimize cost to construction -Minimize operating costs -Minimize timeline for construction -Design and construction risks -Minimize impacts to existing infrastructure -Minimize permitting & approvals timing -Existing infrastructure vs. new construction required -Minimizes loss of public open space lands		
Option 1: FORMALIZE TRAIL AS A TOWNSHIP-WIDE TRAIL SYSTEM	3	4	3	3	Most Preferred	- Lifecycle & Project Cost: \$8,890,000.00 (upgrade existing plus new infrastructure) - Annual maintenance & operating cost: \$546,050.00
Option 2: KEEP WESTERN PORTION AND CLOSE EASTERN PORTION OF TRAIL AND SELL PUBLIC LANDS	3	2	3	3	Somewhat Preferred	- Lifecycle & Project Cost: \$3,111,000.00 (upgrade existing plus new infrastructure) - Annual maintenance & operating cost: \$ 149,550.00 - Revenue from land sale can be allocated to other recreation capital projects/ operating costs
Option 3: HYBRIDIZE TRAIL AND LAND USAGE APPROACH (PHASED 10-20 YEAR PLAN)	3	3	4	2	Somewhat Preferred	- Lifecycle & Project Cost: \$5,778,800.00 (18km eastern half) + upgrade existing western (13km trail) \$3,111,000.00 - Annual maintenance & operating cost: Range from \$149,550.00- \$546,050.00 with phased implementation - Revenue from land lease can be allocated to PLT capital projects/ operating costs during phases implementation.
Option 4: SELL ENTIRE TRAIL CORRIDOR	4	1	1	3	Least Preferred	- Lifecycle & Project Cost: \$ 0.00 - Annual maintenance & operating cost: \$ 0.00 - Revenue from sale can be allocated to other recreation capital projects/ operating costs

5.1.1 HIGH LEVEL COST ESTIMATE

A high-level cost estimate will be developed for the final trail option recommendation. A recommendation will be informed by municipal feedback and in-person consultation results in addition to the evaluation findings.

A cost estimate for both capital costs (to build and/or improve the trail) and maintenance and operational costs (annual expense) will include the following elements with quantities, (plus 30% contingency):

- Capital Costs:
 - o General (Trail length, trail surface type, and site preparation);
 - o Infrastructure costs (new or existing), parking spaces & material, utility adjustments, ditches/drains/culverts/retaining walls (if needed);
 - o Amenity costs (seating, tables, trail heads, waste, crossings, wayfinding, regulatory/caution/advisory signs, interpretive signs, washroom)
 - o Crossing cost (pedestrian road crossing type)
 - o Other factors such as planning and design services, construction admin and inspection, construction support, etc.
 - o Additional study costs (traffic study, EA, Arboricultural assessment, stormwater, road crossing & trail signage plan, safety study and condition audit, etc.).

- Maintenance and Operational Costs:
 - o Trail maintenance and lifecycle budget costs for annual surface maintenance, tree pruning, mowing, vandalism repairs, garbage cleaning schedule and number of cans, erosion control, etc.
 - o Infrastructure costs including parking material fixes, drainage upkeep/ cleaning, etc.
 - o Cleaning/ pressure washing amenities once a year and weekly cleaning of washroom(s)/ yearly maintenance of structure
 - o Construction administration and inspection
 - o Additional study costs (every 5 – 10 years) for planning including safety audit, hazard tree assessment, pedestrian bridge review, etc..

5.1.2 ADDITIONAL FUNDING OPPORTUNITIES

Trail Funding Opportunities

A review of external funding options was conducted to identify different options available. The Township is encouraged to monitor available funding opportunities within and external to the Township, and to utilize the information contained within this analysis to support funding applications. The following is a list of potential external funding sources that could be explored; however, they are subject to change and should be reviewed again prior to applications. It is important for the Township to seek a diverse range of funding sources for the various initiatives and programs highlighted in this plan and external sources are an effective way to reduce the Township's costs while being an opportunity to develop new partnerships.

Table 3: Potential Trail Funding Opportunities

Funding Opportunities	Additional Details
Federal Active Transportation Fund	For additional details regarding the Active Transportation Fund refer to: https://www.infrastructure.gc.ca/trans/active-actif-eng.html
Canada Community – Building Fund / Provincial Gas Tax	For the federal Canada Community-Building Fund program please refer to: https://www.infrastructure.gc.ca/plan/gtf-fte-eng.html Be sure to check for when the provincial program gas tax program re-opens.
Federation of Canadian Municipalities Green Municipal Fund	For additional details regarding the Green Municipal Fund and potential funding alternatives refer to: https://fcm.ca/home/programs/green-municipal-fund.htm
Federal and Provincial Infrastructure/ Stimulus Programs	For Federal Government infrastructure stimulus fund details refer to: https://www.canada.ca/en/office-infrastructure.html For Provincial Government infrastructure stimulus fund details refer to: https://www.ontario.ca/page/ministry-infrastructure
Ontario Trillium Foundation	For details regarding potential funding alternatives refer to: https://otf.ca/
Ontario Rural Economic Development Program (RED)	For details refer to: http://www.grants.gov.on.ca/GrantsPortal/en/OntarioGrants/GrantOpportunities/PRDR006918
Ontario Sport and Recreation Communities Fund	As part of the Ontario Sport and Recreation Communities Fund: https://www.ontario.ca/page/rural-economic-development-program
Tourism Economic Development and Recovery Fund	For additional details regarding the Tourism Development fund refer to: https://www.ontario.ca/page/available-funding-opportunities-ontario-government#section-26

Service Club Support	Lions, Rotary and Optimist clubs who often assist with highly visible projects at the community level.
Corporate Environmental Funds (e.g.: Shell, TD, MEC, etc.)	For example, refer to: Shell Canada's Social Investment Program: https://www.shell.ca/en_ca/sustainability/communities/funding-guidelines-process.html or TD's Friends of the Environment Foundation Grant: https://www.td.com/ca/en/about-td/ready-commitment/vibrant-planet/fe
The Greenbelt Foundation	For details regarding potential funding refer to: https://www.greenbelt.ca/apply_for_a_grant

Cost Recovery Option Additional Details

In addition to seeking external funding options, there are opportunities internally for the Township to recover the costs of infrastructure. The following is a list of options that the Township can consider and potentially work with local partners and volunteers to promote and execute.

Table 4: Potential Cost Recovery Opportunities

Cost Recovery Option	Additional Details
User Contribution	All in-kind contributions to the trail should be tracked to show the investment made in the trail by all user groups and volunteers. If infrastructure requires replacement or remediation, then the user groups should be asked to assist with fund raising for the work.
Public Donation/ Bequeaths	Tax receipts can be issued by the Township for donations towards the maintenance and construction of the trail. The Township should exercise this benefit with any fundraising activities for capital development and replacement.
Events	It is recommended that, whenever possible, the Township should be hosting events using the trail as the venue. This is a possible revenue source for trail maintenance as well as a mechanism to bring awareness to the trail through unconventional users. Events like Adventure Races, Marathons, Poker Runs, cycling races, etc. should all be considered. Larger scale events such as temporary art exhibits featured by the Royal Botanical Garden's in Burlington. Temporary art-based installations can create event-based funds, however can range greatly in cost output.
Tourism Integration	Look for ways to market the trail system as a destination. This will require a collaboration between local tourism interest groups/businesses for cross-marketing. Tourism opportunities can be smaller in scale and focused on linking trail users to retail/hospitality opportunities near the trail and establishing strong active transportation connections to retail/ hospitality hubs. Establishment of trailheads and wayfinding signage must be in place prior to execution

Recommendations include:

- As part of the annual budget review process, Township staff should use this study and future trails master plan/guidelines to inform prioritization and implementation of trail infrastructure and amenities.
- As part of scheduled roadway projects and capital budget forecasting, the Township should allocate funding to construct trail connections and linkages to the Peanut Line Trail, created a township-wide trails network.
- The Township should continue to explore both internal (including development charges) and external funding sources and partnerships to help fund implementation of key objectives and priorities of the trail.
- The Township should apply for funding sources offered by both the Provincial and Federal government such as the National Active Transportation Fund and the Ontario Rural Economic Development Fund, etc.

5.2 SHORT AND LONG-TERM CONSIDERATIONS

5.2.1 SUCCESSFUL TRAIL PRECEDENTS

Trail Precedent Examples

This section highlights successful trail precedent examples of which the Township can further review and investigate as they may provide ideas for internal discussion for future planning, studies, and master planning/ visioning for the Peanut Line Trail.

Table 5 is a comparison chart of successful trail examples. Although not an exhausted list, and 3 of the 4 are multi-jurisdictional entities, they all provide good information for future considerations of the Peanut Line Trail.

Table 5: Successful Trail Precedent Examples Comparison Chart

	Millennium Trail- Prince Edward County	Bruce County Rail Trail:	Ottawa Valley Recreational Trail	Kawartha Trans Canada Trail
Website	Millennium Trail - Prince Edward County Ontario Trails Council	Bruce County Rail Trail Ontario Trails Council	Ottawa Valley Recreational Trail Ontario Trails Council	Kawartha Trans Canada Trail Ontario Trails Council
Region	Prince Edward County	Bruce, Grey, Simcoe	Lanark County, Renfrew County,	Kawarthas and Northumberland

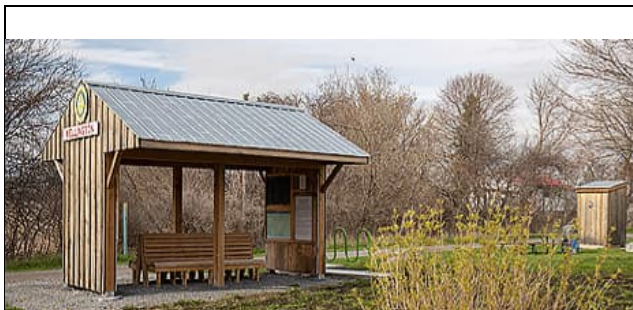
	Millennium Trail- Prince Edward County	Bruce County Rail Trail:	Ottawa Valley Recreational Trail	Kawartha Trans Canada Trail
			Papineau-Cameron Township	
Length	49km	80km	296 km	44 km
Surface type	Gravel	Mixed	Natural surface, asphalt, gravel	Gravel
Maintenance standards/ guidelines	N/A	N/A	Trail management plan The Rose Point Recreational Trail Management Plan (ottawavalleytrail.co m)	N/A
Amenities	Free parking, seasonal toilets, trail heads, shelter	Free parking	Free parking	Free parking
ATV	Must be insured & licensed. Not allowed during winter	Permit required	Permit required (May 1-Nov. 30, OFATV)	Not allowed
Snowmobile	Permit Required (OFSC)	Permit Required (OFSC)	Permit Required (Dec. 1-Apr.30, OFSC)	Permit Required (OFSC)
Equestrian Users Allowed	Yes	Yes	Yes	Yes
Non-motorized Users	Cycling, hiking walking, mountain biking, snowshoeing & backcountry	Country skiing, Cycling, hiking walking, mountain biking, snowshoeing & backcountry, dog sledding,	Cycling, hiking walking, mountain biking, snowshoeing & backcountry	Cycling, hiking walking, mountain biking, snowshoeing & backcountry
Trail guidelines/ trail rules	PEC BY-LAW No. 3668-2045 princeedwardcounty .civicweb.net/docum ent/103630/	N/A	Trail Code of Conduct, BY-LAW 119-18 Microsoft Word - By-Law No. 2018-42 Ottawa Valley Recreational Trail.docx (civicweb.net)	Trail Code of Conduct Trail Use – Kawartha Trans Canada Trail (ktct.ca)

	Millennium Trail- Prince Edward County	Bruce County Rail Trail:	Ottawa Valley Recreational Trail	Kawartha Trans Canada Trail
			By-law 119-18 Regulation of Algonquin Trail (ottawavalleytrail.co m) TRAIL CODE OF CONDUCT OVRT (ottawavalleytrail.co m)	
Volunteer Organizations	Friends of Millennium Trail			Kawartha Trans Canada Trail Association (KTCTA)
Seasonal operation	Year round	Year round	Year round	Year round
Hours of operation	7am to 11pm	N/A	7am to 11pm	N/A
Notes	Farm tractors from adjacent lands, emergency and service vehicles do have access, dirt bikes to review applicable by-laws		No dirt bikes, motorcycles, motor vehicles. Trail passes through County of Renfrew, Lanark County and Papineau-Cameron Township each have their own separate rules.	Has a trail monitoring form: Trail Monitoring Form – Kawartha Trans Canada Trail (ktct.ca) , Trail use survey Trail Use Surveys – Kawartha Trans Canada Trail (ktct.ca) Shared usage of linear projects (i.e. water or gas pipelines and fibre optic cables). The trail can also provide access for utility service vehicles and limited access to homes and fields for farmers.

The Ottawa Valley Regional Trail requires ATV users to have permits to use the trail through the Ontario Federation of All-Terrain Vehicle Clubs (OFATV). The OFATV is a non-profit organization that represents and advocates for the interests of ATV riders in the province of Ontario. The OFATV works to promote responsible ATV use, develop and maintain trail networks, and engage in advocacy efforts to protect the rights of ATV riders. They collaborate with local clubs, landowners, and government agencies to establish and maintain a sustainable trail system for ATV enthusiasts in Ontario.

The Rails-to-Trails Conservancy, although USA based organization, provides a wealth of information online for a variety of trail-related topics, including:

- ways to mitigate risk,
- liability and trail insurance considerations,
- management basics,
- trail conflicts and user speeds,
- programming and events,
- promoting equity in trail use and programming, and
- trail maintenance.



Example of rest and refuge and shelter amenity along the PEC Millennium Trail.



Example of existing trail surface along an old railway bed, that is now known as the PEC Millennium Trail.



Example of a natural trail within the Bruce Trail network.



Example of winter sport activities along the Bruce Trail network.



Wide trail bed allows for multiple user types to enjoy along the Ottawa Valley Trail.



Example of a dual trail system (W&OD Trail) in Arlington, VA. The central pavers are permeable while also visually separating the two user groups.

The W&OD Trail is a highly popular trail that serves as both a recreational amenity and a transportation route. Due to its popularity, conflicts often arise among users due to varying speeds. To address this issue, NOVA Parks proposed a project in 2019 to upgrade the section of the trail between Roosevelt St. and Carlin Springs Rd. in Arlington. The aim of the project was to enhance safety and comfort for trail users by reducing conflicts. The W&OD Trail serves more than 1,000 bicycle and pedestrian trips per day as the trail provides connections to major regional activity centers and transit station.

Note that the context of this trail is urban versus the rural nature of the Peanut Line Trail, however the width of the trail bed may allow of a similar idea to separate motorized and non-motorized users.

It should be noted that motorized users and equestrian users have different trail design requirements compared to non-motorized users (pedestrians and cycling). These can impact final decisions on permitted trail users.

- ATV users require a minimum of 8-10 feet wide trail (one way), or 12-14 feet wide trail for two way use. Sightlines require a minimum sight distance of 400 feet.
- Equestrian users require hard surfaces (prefer compacted natural dirt surfaces), a minimum of 5 feet wide with a sight distance of 100 feet.
- Vertical clearance of 8-10 feet required for both.

5.2.2 LAND USE AGREEMENTS

This section will outline a high-level, general understanding of what land use agreements are, the important and value of them, and how they are utilized by similar municipalities trail systems. These are to be used for acquiring the parcels and/or securing land use agreements for permissions to use the land/ lease the lands to guarantee a fully intact, accessible, and open trail with safety standards and guidelines.

Trail owners can address liability issues by taking proactive measures to mitigate risks and ensure user safety. Some steps the Township can take include:

- 5 Implement proper signage: Clearly post signs that indicate trail rules, potential hazards, and any specific guidelines for trail use.
- 6 Regular maintenance: Conduct routine inspections and maintenance of the trail to identify and address any hazards or issues promptly.
- 7 Provide warnings and disclaimers: Display warning signs at areas with potential risks, such as steep slopes or water crossings. Include disclaimers that inform users about the inherent risks associated with trail activities.
- 8 Educate users: Promote trail safety by providing information to users about proper trail etiquette, potential risks, and safety precautions. This can be done through signage, brochures, websites, or educational programs.
- 9 Obtain insurance: Explore liability insurance options that cover potential claims related to trail usage. Consult with insurance professionals to determine the appropriate coverage for the specific trail and its activities.
- 10 Establish trail agreements: When trails cross private properties or involve multiple jurisdictions, establish formal agreements with landowners, municipalities, or other stakeholders to clarify responsibilities and liability considerations.
- 11 Seek legal advice: Consult with legal professionals experienced in trail-related matters to understand the specific legal obligations and liabilities involved. They can provide guidance on risk management strategies and help draft appropriate liability waivers or releases if necessary.

It's important for trail owners to consult with legal professionals and insurance providers to ensure they have a comprehensive understanding of their specific liability concerns and the best practices to address them.

Trail Management Plan

The Ottawa Valley Recreational Trail Management Plan [The Rose Point Recreational Trail Management Plan \(ottawavalleytrail.com\)](http://TheRosePointRecreationalTrailManagementPlan(ottawavalleytrail.com)) is a great example of multi-jurisdiction trail corridor that permits off-road vehicles. This Ottawa Valley Recreation Trail (OVRT) transverse County of Renfrew, Lanark County, and Canton de Papineau-Cameron Township lands. The management plan was developed in 2018 and includes:

- Goals and objectives for the Ottawa Valley Recreational Trail
- Management of the OVRT
- Trail Management

- Signage
- Development Policies
- Economic Resources
- Implementation Schedule
- Plan Amendment and Review
- Garrison Petawawa and
- Algonquins of Ontario.

Appendices include (not an exhaustive list) co-owners' agreement, sample trail inspection and assessment forms, sample grooming agreement with snowmobile clubs, accessibility standards for trails, and links to adjacent trail systems.

External Resources

The following trail organizations can be a great resource for next steps in the process even though they are regional/ national trail systems that traverse multiple jurisdictions, they are large with multiple partners, staff, and resources to conduct studies, develop training and maintenance manuals, and studies/ plans.

- Trans Canada Trail Association
- Waterfront Regeneration Trust
- Ontario Trails Council
- Ontario by Bike
- The Bruce Trail Conservancy
- Ontario Federation of Snowmobile Clubs
- Ontario Federation of All-Terrain Vehicle Club

5.2.3 MAINTENANCE & OPERATIONS

Maintenance Management

Guiding next steps in the management and maintenance of trails, the Township should consider adopting a trail maintenance log to document maintenance activities. The log should be updated when features are repaired, modified, replaced, removed, or when new features are added.

Accurate trail logs also become a useful resource for determining maintenance budgets for individual items and tasks, and in determining total maintenance costs for the entire trail. In addition, they are a useful source of information during the preparation of tender documents for trail contracts, and to show the location of structures and other features that require maintenance. Having an accurate account of the costs to upgrade and maintain the trail will provide a useful framework to determine the necessary contributions from each partner to ensure that the trail is maintained in good working order.

Leveraging technology to collect managing data can be a powerful tool to finding efficiencies and more accurately budgeting for needs. Digital dashboard style programs can be an effective interface for staff to organize inputs and action items. This type of technology can be linked to digital trail logging, user reporting systems, and on-site sensors (such as waste bin sensors) to create the ability for on-demand service and strategic deployment of resources. On demand service styles can replace regular maintenances practices and reduce overall demand on resources.

Reducing maintenance through strategic infrastructure investments, including trail realignment, surface treatment and use of structures should be considered for areas of reoccurring maintenance issues. Identifying problem areas of the trail, where maintenance activities are required on a recurring basis and tracking the costs of the necessary maintenance can help to build a business case for a more permanent solution, such as a new structure or trail alignment, in those areas.

Using the maintenance strategies outline above as well as any existing trail infrastructure maintenance practices should be a starting point from which a trail specific maintenance plan and budget can be developed. In addition, annual maintenance budgets should be refined to accommodate the maintenance of trail facilities. As the trail and future trail network is implemented the trail budget should increase to address the increasing number / length of trail facilities that have been implemented.

Resource Sharing

Resource sharing among local municipalities, conservation authorities, trail organizations, and other invested partners is essential for trail maintenance and sustainability in rural communities. It promotes financial efficiency, harnesses diverse expertise, provides access to equipment and tools, increases capacity, and fosters community engagement and support. By working together, stakeholders can ensure the long-term viability and enjoyment of trails for current and future generations.

A few recommendations include:

- Connect with neighbouring municipalities, conservation authorities, and other trail organizations/ groups to create partnerships and share resources. Discuss potential of resource sharing with SDG County, including funding and promotion of the trail as it can be an economic and tourism driver for the region. The Bruce Trail Conservatory is an example of an organization that successfully navigates partnerships and deployment of volunteers and utilizes 3 manuals to help facilitate their mandate:
 - Guide for Trail Workers
 - Basic trail maintenance Guide for Trail Captains and trail worker, and
 - Trail workers guide to sensitive species.
- Empower local users as volunteers to assist with maintenance and reporting potential issues/hazards/maintenance needs to the Township.
 - Develop a volunteer manual.
 - Develop a volunteer reporting system with a main contact within Township.
 - Review the possibility of developing a volunteer trail committee to oversee the volunteer training, reporting, etc. thus creating a sense of ownership with the local residents who report to the Township on a monthly/ quarterly basis.

- Develop a citizen science program to encourage users to update in real-time to gather data such as: tree identification, trail conditions, hazards, invasive species, birds & animal sightings, etc.
- Develop programming and events to heighten the awareness and promote this trail to Eastern Ontario and tourism groups. There are many great features, vistas, and outlooks/views including the Raisin River of which this Trail can be used as an economic driver for local tourism. I.e.: cycling events, guided hiking tours, etc. It can also be a great mode of commuter travel to connect citizens to work/school/recreation activities.

Table 6 below provides an overview of maintenance tasks and frequencies that should be executed as part of standard trail facility care.

Table 6 | Trail Maintenance and Management: High Level Overview over Time

Frequency	Maintenance Task
IMMEDIATE (Within 24 hours of becoming aware of the situation through a “hotline”, email, or other notification or observation)	<ul style="list-style-type: none"> • As a minimum, mark, barricade and sign the subject area to warn trail users or close the trail completely until the problem can be corrected. • Remove vegetation and/or windfalls, downed branches, etc., where traffic flow on the trail is being impaired or the obstruction is resulting in a sight line issue. Remove hazard trees that have been identified. • Repair or replace items that have been vandalized or stolen/removed. This is especially important for regulatory signs that provide important information about trail hazards such as road crossings, steep grades, and sharp curves. • Removal of trash in overflowing containers or material that has been illegally dumped. • Repair obstructed drainage systems causing flooding that pose a hazard to trail users or that is resulting in deterioration that poses an immediate safety hazard. • Monitor trail areas and structures that are prone to erosion after severe summer storms and repair as required. • Repairs to structural elements on bridges such as beams, railings, access barriers, and signs.
REGULARLY (Weekly/ bi-weekly/ monthly)	<ul style="list-style-type: none"> • Trail patrols/ inspections should review the trail conditions (as often as weekly in high-use areas), to assess conditions and prioritize maintenance tasks and monitor known problem areas. • Mow grass along edges of trails (in parks and open meadow settings only). Depending on trail location this may be done weekly, bi-weekly, or monthly and can vary according to the location (typically 0.5 to 1.0m). This helps establish a clear zone and can slow the invasion of weeds into granular trail

	<p>surfaces. Not all trails will have mown edges. In woodland and wetland areas, pruning and brushing is often the only vegetation maintenance undertaken.</p> <ul style="list-style-type: none"> • Regular garbage pickup (10-day cycle or more frequently for heavily used areas). • Repair within 30 days or less, partially obstructed drainage systems causing intermittent water backups that do not pose an immediate safety hazard, but that is left unchecked over time will adversely affect the integrity of the trail and/or any other trail infrastructure or the surrounding area.
ANNUALLY	<ul style="list-style-type: none"> • Conduct an annual safety audit. This task can be efficiently including with general annual safety audits for parks and other recreational facilities. • Evaluate support facilities/ trailside amenities to determine repair and/or replacement needs. • Examine trail surface to determine the need for patching and grading. • Grading/ grooming granular trail surface and topping up of wood chip trails. • Pruning/ vegetation management for straight sections of trail and areas where branches may be encroaching into the clear zone. This task is more of a preventative maintenance procedure. Cuttings may be chipped on site and placed appropriately or used as mulch for new plantings. Remove branches from the site unless they can be used for habitat (i.e.: brush piles in woodlot setting) or used as part of the rehabilitation of closed trails. Where invasive species are being pruned and/or removed, branches and cuttings should be disposed of in an appropriate manner. • Inspect and secure all loose side rails, bridge supports, decking (ensure any structural repairs meet the original design criteria).
EVERY 3 – 5 YEARS	<ul style="list-style-type: none"> • Cleaning and refurbishment of signs, benches and other trailside amenities.
EVERY 10 – 20 YEARS	<ul style="list-style-type: none"> • Resurface asphalt trails (assume approximately every 15 years). • Major renovation or replacement of large items such as bridges, kiosks, gates, parking lots, benches, etc.
COST EFFECTIVE	<ul style="list-style-type: none"> • Patching/minor regarding of trail surfaces and removal of loose rocks from trail. • Culvert cleanout where required. • Top up granular trail surfaces at approaches to bridges.

	<ul style="list-style-type: none"> • Planting, landscape rehabilitation, pruning/ beautification. • Installation/ removal of seasonal signage.
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SEASONAL MAINTENANCE

Seasonal maintenance should be informed by user experience and need, with realistic expectations outlined to the public. Each trail typology in the trail hierarchy provides a recommendation for the level of seasonal maintenance that should be expected, including winter maintenance, and this information should be made available to trail users. Seasonal maintenance includes:

- vegetation clearing along edge zones,
- hazard tree removal,
- surfacing repairs,
- signage repairs, and
- winter snow grooming/maintenance (this depends on the user group's ability to assist and need, for example: cross-country skiing.

FACILITIATING WINTER MOBILITY USERS

Snow covered trails offer recreation enthusiasts an exciting way to experience the winter months. Snowshoeing, cross-country skiing, and shuttling users in sleds are great examples of activities that require snow to be left on trails. Trails which serve less of a conveyance role, such the Peanut Line Trail, should not receive snow clearing treatments to facilitate these alternative seasonal uses. Note, select maintenance should be considered in areas or at times of year when icy build up presents a barrier to most uses.

Frequent pedestrian traffic can impede uses such as cross-country skiing and consideration should be lent to assigning specific trail sections for restricted use. Trail grooming should be considered for trails certain trails and could be supported by volunteers and/or informal 'user pass' donation style programs. Consider winter programming to encourage use in this off season, including event based, group activities and self-running activities that are geared to highlighting the joys of winter trail use.

Wayfinding signage is very important along trails that will not be winter maintained, and an increased frequency of directional markers and informational posting should be included along these trail types.

Table 7 | Trail Amenity Maintenance Guidelines

Key Areas of Consideration for Material & Amenity Selection					
Amenity	Infrastructure/ Materials	Benefits	Limitations	Life Cycle	Maintenance Considerations
Parking, Drop Off Areas & Loading Zone	Granular	<ul style="list-style-type: none">- Improves access to trail facilities- Permeable	<ul style="list-style-type: none">- Ruts and potholes form seasonally- Increased risk for slip, trip, and falls- Less conducive to snow removal- Harder to delineate parking stalls to maximize use	5 – 10 years	<ul style="list-style-type: none">- Annual infill of potholes and ruts- Regrading and granular top up to ‘reset’ life cycle
	Asphalt/ Tar and Chip	<ul style="list-style-type: none">- Able to delineate stalls and maximize capacity- Conducive to snow removal	<ul style="list-style-type: none">- Impermeable- Need for drainage management/ infrastructure	15-25 years	<ul style="list-style-type: none">- Repaving or power washing- Minimal to no maintenance
	Permeable Systems (pour in place, modular paver and/or reinforced grids which support granular surfaces)	<ul style="list-style-type: none">- Permeable- Able to delineate stalls and maximize capacity- Conducive to snow removal	<ul style="list-style-type: none">- Higher cost- Susceptible to sediment clogging voids	15 – 40 years	<ul style="list-style-type: none">- Power washing to clear voids and maintain drainage function (frequency depending on winter maintenance and sediment flow into paved area)
Rest Area	Prefabricated benches and tables	<ul style="list-style-type: none">- Provides greater accommodation and comfort to those with limited mobility- Facilitate accessible seating options- Manufacturer warranty and replacement parts- Defines and encourages site use- Wide range of material options that can increase longevity and/or ease of maintenance and partial replacement	<ul style="list-style-type: none">- Susceptible to vandalism, theft, and degradation by elements, material composition considerations are important- Need to be kept in good condition or are strong negative reflection of the trial system	8 – 15 years	<ul style="list-style-type: none">- Minimal annual inspection for defects, basic landscaping
	Informal seating stones	<ul style="list-style-type: none">- Durable and low-cost option- Can facilitate a dual purpose for access barriers	<ul style="list-style-type: none">- Does not provide additional accessibility and comfort features	None	<ul style="list-style-type: none">- No maintenance
	Lawn area	<ul style="list-style-type: none">- Multi-purpose – picnic, child/dog friendly, area to prepare for trail activity outside of active vehicular areas	<ul style="list-style-type: none">- Requires some maintenance to enable a desirable level of function	None	<ul style="list-style-type: none">- Mowing every 3-4 weeks at a minimum

Key Areas of Consideration for Material & Amenity Selection					
Amenity	Infrastructure/ Materials	Benefits	Limitations	Life Cycle	Maintenance Considerations
Lighting	LED	<ul style="list-style-type: none"> - Low energy, low operational cost - LED lower cost savings benefits are reached with longer running lights such as at trailheads - Enhances trail safety (CPTED) and reduces potential crime 	<ul style="list-style-type: none"> - High procurement cost 	10 – 15 years (bulbs) 35 – 45 years (poles)	<ul style="list-style-type: none"> - Monitoring for bulb replacement and repairs due to vandalism
	Conventional Power	<ul style="list-style-type: none"> - Reliable and best suited for facilities highly used in winter evenings - Lower capital costs and operational knowledge - Enhances trail safety (CPTED) and reduces potential crime 	<ul style="list-style-type: none"> - Higher operational cost 	N/A	<ul style="list-style-type: none"> - N/A
	Solar Power	<ul style="list-style-type: none"> - Lower operational costs - Positive sustainability optics - Enhances trail safety (CPTED) and reduces potential crime 	<ul style="list-style-type: none"> - Higher capital cost and operational knowledge needed - Increased maintenance and vandalism 	N/A	<ul style="list-style-type: none"> - Cleaning to remove dust – 2 -5 year cycles reflective of seasonal rainfall
Signage	Detailed Maps/ Information	<ul style="list-style-type: none"> - Large scale points of information, including trail mapping, interpretive information, user information - Key amenity to any trailhead that offers route options or multiple destinations, or features 	<ul style="list-style-type: none"> - Larger and/or more complex construction- higher maintenance and replacement costs - Require specialized skills to design 	<ul style="list-style-type: none"> - Depends on changes to posted information, materials, and design 	<ul style="list-style-type: none"> - Minimum seasonal inspection for vandalism and/or degradation - Monitoring for content update needs (approx. 2–5 year cycles)
	Wayfinding/ Placemaking	<ul style="list-style-type: none"> - Minor signs are intended as simple directional communication or placemaking identifier - Family of signs improves facility wayfinding and reinforces facility's brand identity - Directional markers often single post or simple construction – low maintenance and replacement cost 	<ul style="list-style-type: none"> - Are limited in the information they can communicate - Could require specialized skills to design - Cost can vary depending on design, materials, and use. 	5 - 10+ years	<ul style="list-style-type: none"> - Minimal seasonal inspection for vandalism and/or degradation

Key Areas of Consideration for Material & Amenity Selection					
Amenity	Infrastructure/ Materials	Benefits	Limitations	Life Cycle	Maintenance Considerations
Waste Management	Standard Waste Bins	<ul style="list-style-type: none"> - Important tool to reduce littering - Low cost install and replacement - Fit well with standard waste collection practices - Can range from barrel bins to more elaborate models with restricted lids 	<ul style="list-style-type: none"> - Service collection is onerous as locations can be high in number and spread out. Limited winter maintenance can impede seasonal specific servicing - Minimal capacity and or long durations between serviced lead to overflow and/or odors 	10 – 25 years (depending on chosen model)	<ul style="list-style-type: none"> - General inspections with waste pick up for repair or replacement needs
	Innovative Waste Bins	<ul style="list-style-type: none"> - Important tool to reduce littering - Improve feasibility of waste sorting options through collection efficiencies - Reducing waste collection frequency – censored waste/recycling bins that inform the need for emptying through a centralized dashboard. - Large, semi-underground waste collection systems (i.e.: Molock, Earthbin) that allow for more waste storage while reducing unwanted smells - Independent pet waste collection, consider waste to energy conversion systems that showcase green initiatives while encouraging use - Often more durable than standard bins 	<ul style="list-style-type: none"> - Service collection is onerous as locations can be high in number and spread out. Limited winter maintenance can impede seasonal specific servicing - Can require changes to standard practices, equipment and/or 3rd party collection - Can require specialized equipment for monitoring or collection - Pet collection/ energy conversion systems require a process facility within regionally located near collection areas 	10 – 20 years	<ul style="list-style-type: none"> - Functional maintenance per capacity projections or censor notifications – model specific - General inspections with waste pick up for repair or replacement needs
Gates	Metal Gates	<ul style="list-style-type: none"> - Enables temporal access restrictions, including during periods of seasonal facility maintenance - Long lasting, low maintenance 	<ul style="list-style-type: none"> - Hinge and lock mechanisms are susceptible to damage and degradation 	15 -25 years	<ul style="list-style-type: none"> - Rust protection and hinge maintenance as needed – anticipate minor repair action every 5 years - General inspections for damages (i.e.: weather degradation or salt erosion)
	Wood or Metal/Wood Combination Gates	<ul style="list-style-type: none"> - Can be selectively removed/opened for seasonal or maintenance access 	<ul style="list-style-type: none"> - Hinge and lock mechanisms are susceptible to damage and degradation <p>Less durable and long lasting, susceptible to impact damage and weather degradation</p>	10 – 15 years	<ul style="list-style-type: none"> - Post replacement and hinge maintenance as needed – based on weather degradation and salt

Key Areas of Consideration for Material & Amenity Selection					
Amenity	Infrastructure/ Materials	Benefits	Limitations	Life Cycle	Maintenance Considerations
Barriers	Bollards – Metal or Concrete	<ul style="list-style-type: none"> - Removable options available to facilitate maintenance and other situational access 	<ul style="list-style-type: none"> - Partial barrier, does not restrict all access - Not suitable for seasonal removal 	15 – 30 years	<ul style="list-style-type: none"> - Damage repair as needed
	Post/ Post and Cable Post and Page Wire	<ul style="list-style-type: none"> - Low cost barrier that restricts most access 	<ul style="list-style-type: none"> - Does not restrict pedestrian access 	15 – 20 years	<ul style="list-style-type: none"> - Select post replacement and cable/page wire after 5 – 10 year mark or in response to vandalism/ inappropriate use - Cable tensioning units can be installed to aid with periodic tightening and will increase overall lifespan
	Natural Stone	<ul style="list-style-type: none"> - Durable and low-cost option - Good for restricting access by vehicles 	<ul style="list-style-type: none"> - Partial barrier, does not restrict all access 	None	<ul style="list-style-type: none"> - No maintenance
Shelter	Prefabricated - Metal	<ul style="list-style-type: none"> - Encourages gathering and provides weather refuge - Helps to protect information/wayfinding signage - Pre-engineered, warranted, vandal resistant - Provides protections from inclement weather - Provides greater accommodation and comfort to those with limited mobility 	<ul style="list-style-type: none"> - Contractor or supplier install needed - Can accommodate undesired activity such as illegal actions and homeless shelter 	25 – 35 years	<ul style="list-style-type: none"> - Bi-annual touch up paint over paint damage after warranty period (often 10 years)
	Custom - Wood	<ul style="list-style-type: none"> - Encourages gathering and provides weather refuge - Can be installed by volunteers and easily repaired 	<ul style="list-style-type: none"> - Less durable and more susceptible to vandalism and weather degradation - Can accommodate undesired activity such as illegal actions and homeless shelter 	15 – 25 years	<ul style="list-style-type: none"> - Varies largely based on construction materials and design - Smaller structure should be inspected annually after initial 5 years
Potable Water	Simple Hose Bib/ Tap or Bottle Fill Station	<ul style="list-style-type: none"> - Provide water for users or pets - Desirable amenity at remote or high-volume trailheads - Improves comfort of trail experience 	<ul style="list-style-type: none"> - Seasonal, more specialized, maintenance required - Public health risks to water quality, which requires monitoring and reporting - Additional infrastructure required to service. - Susceptible to vandalism 	N/A (depends on the system)	<ul style="list-style-type: none"> - Fall decommissioning to empty lines - Spring reactivation and quality testing prior to potable use - Consider non-potable or labelling as such to encourage use for pets and clean up only if there is a risk concern
Washrooms	Portable	<ul style="list-style-type: none"> - Rental/3rd party maintained. 	<ul style="list-style-type: none"> - Lower standard facility that can be undesirable by users 	N/A	<ul style="list-style-type: none"> - Periodic inspection and relay of issues to service provider

Key Areas of Consideration for Material & Amenity Selection					
Amenity	Infrastructure/ Materials	Benefits	Limitations	Life Cycle	Maintenance Considerations
		<ul style="list-style-type: none"> - Can be limited to specific seasons when service is desired. - Ability to scale up or down based on location need. - Typically, a screen/ buffer made of wood to add privacy is expected 	<ul style="list-style-type: none"> - Less control over maintenance due to rental contract structure - Standard models are not accessible, upgrading options recommended. 		<ul style="list-style-type: none"> - Annual inspections of wood, re-sealing or replacement of boards as needed.
	Permanent	<ul style="list-style-type: none"> - Higher quality amenity, higher user satisfaction. - More flexibility for dual purposes and accessibility. - Better addresses higher volumes of use – such as major trailheads. 	<ul style="list-style-type: none"> - Require greater infrastructure and maintenance. - Increased costs to install and maintain. - Increased responsibility for care and maintenance. - Can accommodate undesired activity such illegal actions and homeless shelter 	30 – 40 years	<ul style="list-style-type: none"> - Daily to weekly inspections and cleaning, - Nightly locking, and daytime opening if evening use is not desired - Select replacement of fixtures after 10 years - Seasonal decommissioning if not heated

6 NEXT STEPS

A series of next steps for both trail priorities and road crossings will be provided in the final draft in addition to outstanding appendix summaries such as the session content, photos, and findings from all engagement sessions. WSP will be continuing to refine cost estimate(s), long- and short-term goals, and collaborating with Township staff as needed. Comments from Council will be incorporated once document is reviewed prior to final submission.

6.1 TRAIL PRIORITIES:

TO BE INCLUDED IN FINAL DRAFT

This section will recommend action items that outline short- and long-term priorities. These items will include infrastructure and amenity considerations, maintenance and operation considerations, additional resources such as funding opportunities, empowering & mobilizing volunteers, etc. A few examples include (not an exhausted list, will be expanded and separated into short- and long-term horizons):

- Explore further consultation and guidance for legal issues which arose during this options analysis process.
- Complete outstanding trail surfacing improvements and vegetation buffer maintenance based on preferred option.
- Review and revise Glendaler's Trail Use Agreement/ policy and enforce it.
- Formalize both the Peanut Line Trail User Policy and Maintenance Policy.
- Create and install trail etiquette signage, define trail corridor (fencing, amour stones, vegetation, etc.) & signage, and define permitted trail users.
- Developing trail design guidelines, wayfinding signage plan, and maintenance and management plan.
- Install amenities and develop an amenity plan that includes timeframe, budget planning, and funding opportunities (sponsorship, donation, labour, etc.).
- Developing a volunteer group to oversee and assist with the monitoring and reporting of trail conditions to the Township. This includes the creation of volunteer resources & manuals and training sessions.
- Develop a funding and sustainability plan, including review of and submission to various funding options & grant funding opportunities (federal, provincial, conservation authorities, etc.).
- Explore a financial audit and cost benefit analysis for the Peanut Line Trail and its inclusion in the Township asset management plan.

6.2 ROAD CROSSINGS

TO BE INCLUDED IN FINAL DRAFT

This section will outline the recommended road crossing types to be implemented along the preferred trail option.

6.2.1 TYPICAL MID-BLOCK RURAL CROSSINGS:

6.2.2 CROSSINGS LOCATED IN SETTLEMENT AREAS

REFERENCES

- 1 Township of South Glengarry Park and Recreation Master Plan (PRMP), 2023
- 2 Ontario Federation of All-Terrain Vehicle Club: [OFATV | Ontario Federation of All Terrain Vehicle Clubs](#)
- 3 Rails to Trails Conservancy (USA based): [Liability and Trail Insurance | Rails-to-Trails Conservancy \(railstotrails.org\)](#)
- 4 Ottawa Valley Regional Trail Master Plan, 2018. [The Rose Point Recreational Trail Management Plan \(ottawavalleytrail.com\)](#)

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A PHOTO INVENTORY

NOTE: TO BE INCLUDED IN FINAL REPORT

B PUBLIC ENGAGEMENT SESSIONS

NOTE: ENGAGEMENT SESSION CONTENT, PHOTO'S, AND FINDINGS WILL BE INCLUDED IN FINAL REPORT.

C TRAIL & ROAD CROSSING DESIGN GUIDELINES

ROAD CROSSING DESIGN GUIDELINES

OTM Book 15

Crosswalks

OTM Book 15 provides guidance for crosswalks and pedestrian crossovers. Crosswalks must be provided at all signal control and stopped controlled pedestrian crossings. Crosswalks are a minimum of 2.5 m wide and are typically 3 m to 4 m wide in urban areas. Standard crosswalk markings must include at minimum two white parallel lines that are 10 cm to 20 cm wide. Ladder crosswalk markings provide enhanced visibility of crosswalks and increase drivers' awareness of pedestrians. Typical ladder crosswalk markings are shown in Figure 1016.

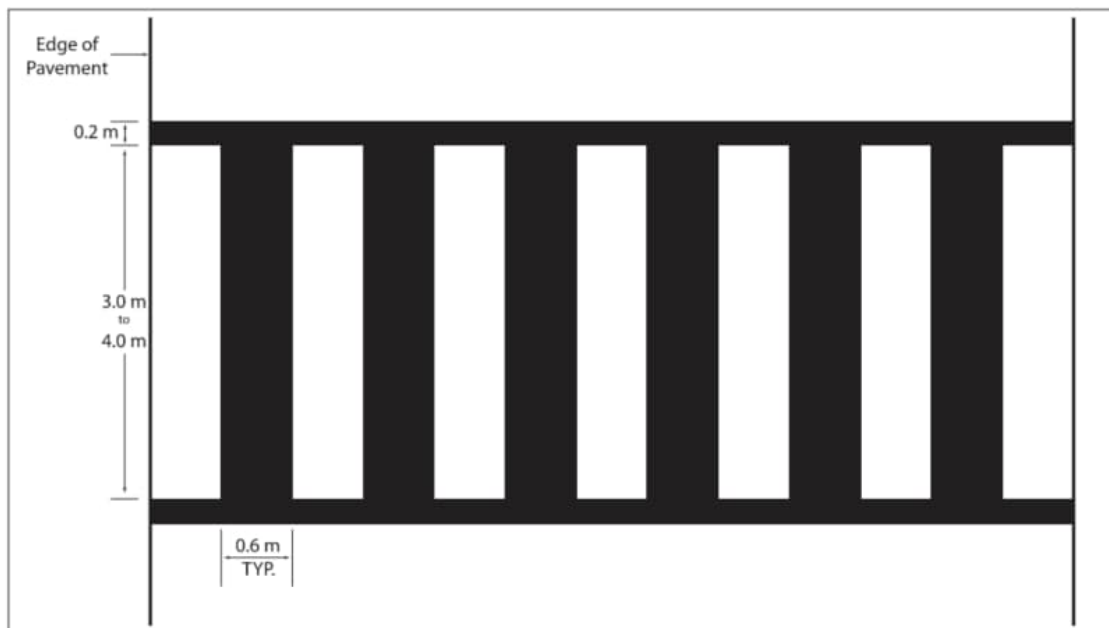


Figure 10: Typical Ladder Crosswalk Markings (Source: OTM Book 15)

Pedestrian Crossovers

A pedestrian crossover (PXO) is a controlled crossing that provide designated areas for pedestrian crossings where traffic signals are not provided. Four types of PXOs are provided in OTM Book 15 and the selection of PXO treatment systems is based on:

- Traffic volumes
- Roadway speed limit
- Number of vehicle lanes on the roadway
- Presence of raised pedestrian refuge islands or medians

As traffic volumes, speed limits, and the number of crossing lanes increase the type of PXO required has additional features to provide additional awareness for crossing pedestrians. Typical components of PXOs include signage, ladder

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crosswalk markings, and yield lines. Types of PXOs include flashing amber beacons or rectangular rapid flashing beacons. An example of a PXO is shown in Figure 1117.

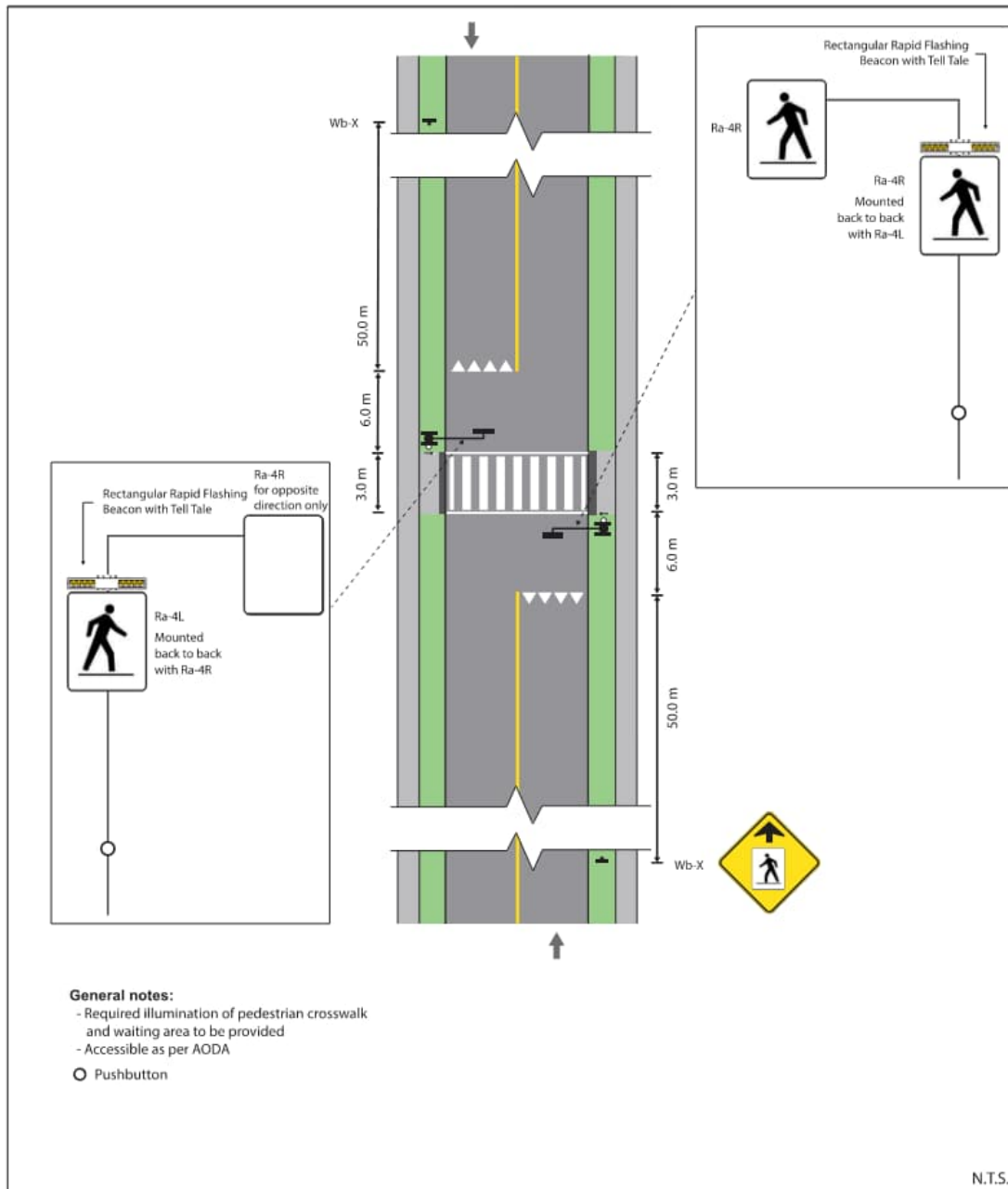


Figure 11: PXO Type B - Mid-block (Source: OTM Book 15)

OTM Book 18

The principal source of design guidance for cycling facilities in Ontario is Ontario Traffic Manual (OTM) Book 18 – Cycling Facilities. This document provides general guidance on facility types, selection, design considerations, intersection and crossing treatments, maintenance, and unique considerations such as cycling wayfinding. OTM Book 18 was most recently updated in October 2021.

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Uncontrolled crossings are the basic form of treatment amongst the hierarchy of cycling crossing treatments. Criteria that should be considered in determining the implementation of an uncontrolled crossing such that a comfortable and convenient crossing environment can be provided are as follows:

- Crossing distance – one- and two-lane crossings provide favourable conditions for uncontrolled crossings.
- Motor vehicle speeds – in a rural context, uncontrolled crossings may be considered on roadways with a posted speed limit up to 80 km/h.
- Traffic volumes – uncontrolled crossings are not recommended at locations where traffic volumes exceed an Average Daily Traffic (ADT) of 9,000.
- Illumination – the crossing location should be well-illuminated and additional guidance is provided in Section 6.2.6 of OTM Book 15 – Pedestrian Crossing Treatments and the Transportation Association of Canada (TAC) *Guide for the Design of Roadway Lighting* (2006).
- Sight Distance – sight distance requirements are based on the AASHTO sight distance model for a yield-controlled intersection as described in the TAC Geometric Design Guide for Canadian Roads.

The approach sight triangle, as shown in Figure 18, is composed of the sight distance along the cycling facility (variable *a*) and the sight distance along the roadway (variable *b*). For an uncontrolled cycling crossing, the minimum sight distance along the cycling facility is dependent on the approach speed of cyclists, whereas the minimum sight distance along the roadway is dependent on the approach speed of motor vehicles and the crossing width (i.e., number of lanes). Additional design treatments (ex. raised crossing, median refuge, etc.) to reduce operating speeds and minimize the crossing width can be used if the recommended sight distance along the cycling and roadway approaches cannot be provided.

An example of an uncontrolled crossing at a mid-block is shown in Figure 139:

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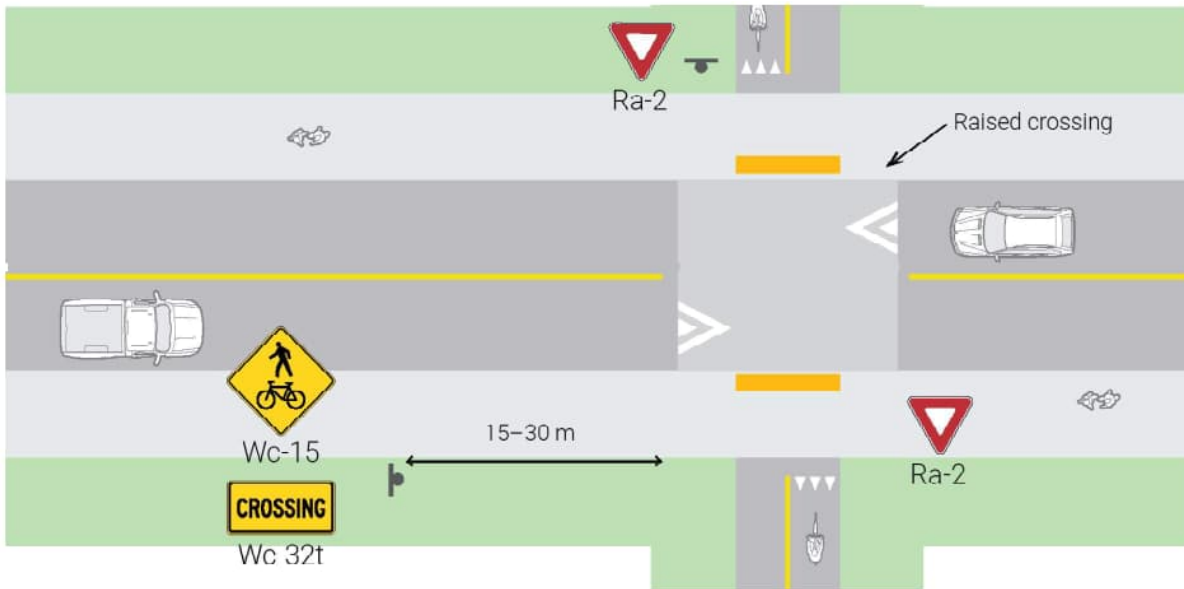


Figure 13: Mid-Block Uncontrolled Crossing (With Raised Crossing) (Source: OTM Book 18)

Crossrides

Crossrides are represented by “elephant’s feet” pavement markings white dashed lines. Bicycle stencils and directional travel arrows may be used within the cycling path. Combined crossrides as illustrated in Figure 1412, provide a cycling crossing on both sides of a pedestrian crosswalk and are generally used in situations where pedestrians and cyclists approach the crossing on a shared facility, such as a multi-use path, and may be used at signalized or unsignalized crossings. Mixed crossrides as illustrated in Figure 1513, provide a shared and delineated space for pedestrians and cyclists where pedestrians and cyclists approach the crossing on a shared facility, such as a multi-use path, but are not allowed at signalized intersections including mid-block signals or Intersection Pedestrian Signal (IPS). A mixed crossride is intended to be used at unsignalized crossings with low pedestrian and cyclist volumes. Crossride pavement markings should only be applied where cyclists have the right-of-way. In other words, uncontrolled crossings should not be marked. Dashed guide lines can however be used to provide guidance to cyclists through an intersection or crossing to delineate a cycling connection between facilities where motor vehicles are not required to yield to cyclists.

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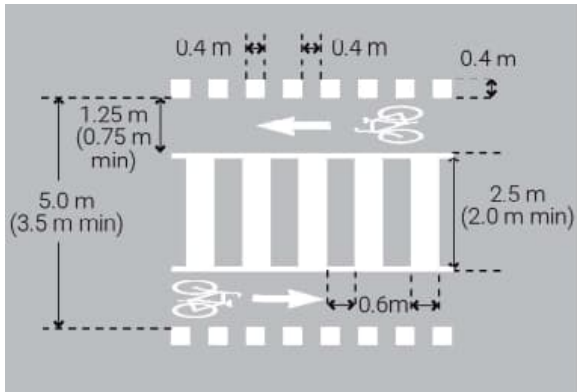


Figure 14: Combined Crossride (Source: OTM Book 18)

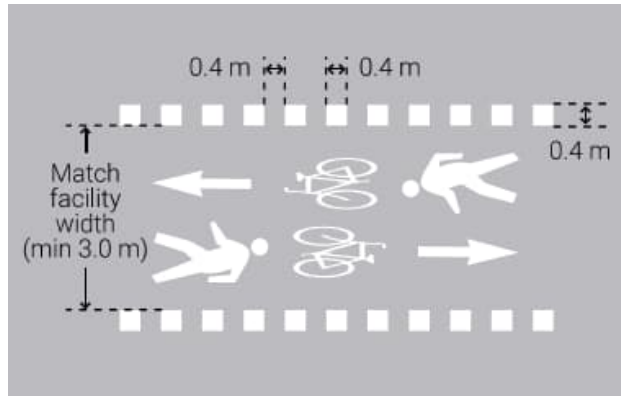


Figure 15: Mixed Crossride (Source: OTM Book 18)

ROAD CROSSING BEST PRACTICES

A best practice review was conducted to review the design of trail crossings for a range of trail types. The best practices include trails that only allow active modes, trails that allow active modes and snowmobiles, and trails that allow active modes, snowmobiles, and ATVs. The review of crossing treatments for each of these types of trails will provide different options to draw upon for the options analysis.

Town of Petawawa Algonquin Trail

During the development of the Petawawa Active Transportation Plan, design guidelines for trails within the Town were also developed. The trail design guidelines were developed to consider active users and motorized recreational vehicles both using the trails, but it was recognized that not all trails can be designed to accommodate all users in all locations. For roadway crossings of trails, the design guidelines recommend the following elements:

- Creating and maintaining an open sight triangle at the crossing point to allow trail users to see approaching vehicles and for trail users to be seen by drivers in approaching vehicles
- Access barriers on the trail which serve to:
 - Prevent unauthorized users from entering the trail, and
 - Act as a visual cue to trail users that they are approaching an intersection with the road
- Caution signs along the roadway in advance of the crossing point to alert motorists to the upcoming crossing
- Caution signs along the trail to alert users of the upcoming roadway crossing
- Aligning the crossing point to achieve as close to possible a perpendicular crossing of the roadway to minimize the time that users are in the traveled portion of the roadway
- Curb ramps on both sides of the road to allow users to enter and cross the roadway efficiently and quickly
- Pavement markings where appropriate:

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- To delineate a crossing only where there is some form of vehicle control in place (e.g. stop sign, or traffic signal or pedestrian crossover).
- Should not be used at uncontrolled trail intersections with roads (i.e. free flowing vehicular traffic that is not controlled by a stop sign or traffic signal). Trail users are required to stop and wait for a gap in traffic at uncontrolled intersections. Pavement markings at uncontrolled crossings may give trail users the false sense that they have the right-of-way over motor vehicles, which is contrary to the Highway Traffic Act.

The complete Petawawa Trail Design Guidelines will be included...

The Petawawa Trail Design Guidelines do not discuss the specifics of accommodating active and motorized trail users at road crossings, but the built example of the Algonquin Trail in Petawawa demonstrates how to accommodate both motorized and active trail users. The trail was twinned to separate active users through Petawawa, as shown in Figure 14, creating a paved portion dedicated to active modes that is parallel to the unpaved trail for motorized trail users.



Figure 16: Twinned Algonquin Trail in Petawawa

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The trail generally runs parallel to Petawawa Boulevard through the Town. The proximity to a parallel road and the separation of active and motorized trail users created an opportunity for different types of road crossings. The unpaved trail for motorized users must cross roads directly at an uncontrolled crossing. Motorized users have a stop sign at the road crossing and must wait for a gap in traffic. The paved trail for active users is too close to an intersection for a mid-block crossing, so the trail is aligned to crosswalks of the intersections to create a controlled crossing for active users.

City of Ottawa Osgoode Pathway

The Osgoode Pathway in the City of Ottawa is a mostly rural trail outside of the urban area. The pathway connects the urban area to Osgoode Village. Under the City's Rural Pathway Shared Use Policy, the permitted uses on the pathway include active modes, horse-riding, and certain motorized vehicles. The motorized vehicles permitted include snowmobiles during the winter but do not include ATVs.

Rural road crossings are uncontrolled crossings. Swinging gates are installed at rural roads as access restriction to prevent motorized vehicles from entering the trail during warm months, as seen in Figure 15. The gate swings open to allow snowmobiles to use the trail during the winter.



Figure 17: Osgoode Trail Access Gate in Ottawa

Within Osgoode Village, a pedestrian crossover is provided for the crossing of Osgoode Main Street. The pathway splits briefly at the road crossing to separate snowmobiles from active trail users since snowmobiles are not permitted to use

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the pedestrian crossover. The crossing is shown in Figure 16. A fence is used to delineate the trail boundary. This can be found in various locations along the trail to visually separate the public trail lands from private adjoining lands.



Figure 18: Osgoode Pathway Crossing of Osgoode Main Street

City of Brantford Trails

The City of Brantford trail network consists of 40 kilometres of off-road trails. A safety audit of the City's trail network was recently conducted to review and address safety concerns. The audit found that many community members had concerns about the frequent use of ATVs, dirt bikes, and e-bikes on the City's trails. They noted that motorized vehicles cause damage to the trails and made the trails feel unsafe to use. To address safety concerns related to motorized vehicles on the trails the report reviewed trends for e-bikes and motorized vehicles. The review found that several Canadian municipalities have recently restricted the use of e-bikes and motorized vehicles on trails, including the Town of Midland, the North Okanagan Regional District, and the City of Calgary.

The trail audit review of road crossings found that many crossings were not up to standard and developed recommendations for remediation. Crossings were recommended to be designed to clarify who has the right-of-way. Where trail users have the right-of-way, it was recommended that signage and line painting be consistent with OTM Book 18 guidelines. At uncontrolled crossings, it was recommended that no crossing markings be provided to be clear that trail users do not have the right-of-way, as shown in Figure 17.

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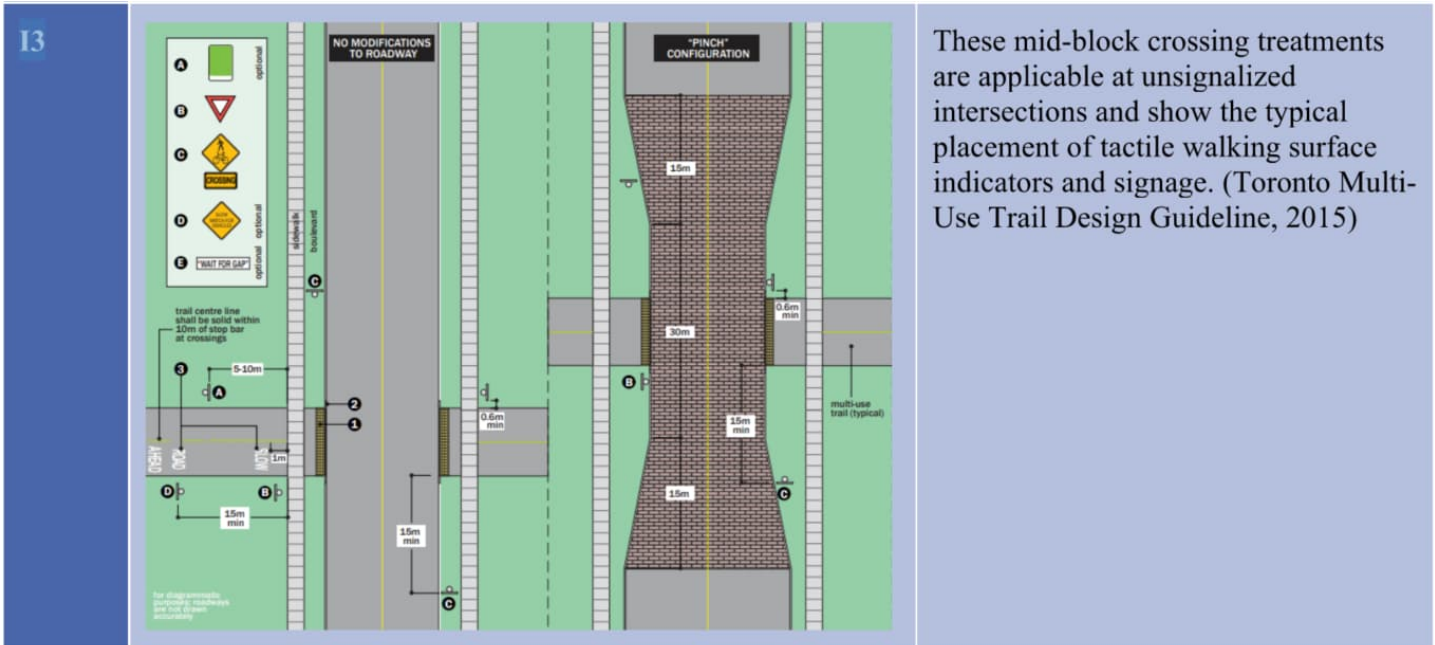


Figure 19: Brantford Trail Safety Audit Mid-block Crossing Treatment

Key Findings

Key findings developed through this best practice review include the following:

- Pedestrian crossovers, a controlled crossing at a mid-block location, are not permitted on roads where the speed limit exceeds 60 km/hr.
- Cyclists cannot ride their bicycle through a pedestrian crossover.
- ATVs may use and cross public roads.
- Permitting snowmobiles to drive along a public road depends on municipal by-laws.
- Snowmobiles crossing a public road must cross at approximately 90 degrees.
- Best practices show that uncontrolled crossings for all trail users are used in rural settings.
- In urban settings, best practices show that active and motorized trail users are typically separated. Active trail users cross at a controlled crossing while motorized trail users cross at an uncontrolled crossing.
- Careful considerations need to be made where motorized and active trail users are mixed.

TRAIL DESIGN GUIDELINES

Trail Accessibility (AODA)

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The Ontario Government is committed to building a more accessible province. The goal of the Accessibility for Ontarians with Disabilities Act (AODA, 2005) is 'to make Ontario accessible for people with disabilities by 2025'.

As part of the AODA, a set of Accessibility Standards for the Design of Public Spaces are developed to inform pathway and trail design. The intent is that these standards will help remove barriers in outdoor spaces for people with disabilities. The standards are to be applied for new construction and / or extensive renovation of trails and exterior paths of travel. They do not apply to on-road cycling facilities. Ontario Regulation 413/12 groups outdoor pedestrian routes into one of the three categories:

1. Paths of Exterior Travel; which includes sidewalks and exterior walkways that connect directly to buildings and facilities. Examples include walkways that connect parking lots to buildings, main walkways in parks that connect to park pavilions, playgrounds and washroom buildings etc.
2. Beach Access Routes; which are defined as the main connecting walkway(s) and beaches intended for public use.
3. Recreational Trails; which encompass a range of facility types ranging from hard surfaces multi-use trails in major urban parks to natural surface walking trails in more remote areas.

Sections 80.8 and 80.10 in O.Reg. 413/12 provide the technical requirements for Recreational Trails. Some of the key requirements include:

- ✓ A minimum 1.0m wide tread free from obstructions;
- ✓ A minimum of 2.1m clear head room above trail;
- ✓ Trail surfaces that are firm and stable;
- ✓ Any openings in a trail's surface must not allow passage of an object that has a diameter of greater than 20mm, and elongated openings must be oriented perpendicular to the direction of travel;
- ✓ Where trails are constructed adjacent to water or a drop-off the trail must have edge protection that prevents users from slipping over the edge. The top of the edge protection must be at least 50mm above trail surface and it must be designed to not impede the drainage of the trail surface. Edge protection adjacent to water or a drop-off is not required where there is a protective barrier/railing that runs along the edge of the trail;
- ✓ Where there are gates/barriers at trail entrances they must have an opening of between 850mm and 1000mm;
- ✓ Trailhead signage must be provided that indicated the length of the trail; type of surface; average and minimum trail width; average maximum running/longitudinal and cross slope; and the location of amenities (where provided). Signage must have text that has a high tonal contrast with background colours to facilitate visual recognition, and text must use a sans serif font; and
- ✓ Factual information on trailhead signs and brochures (e.g., slope, width etc.), as opposed to than subjective information (e.g., level of difficulty rating) about the trail's characteristics allows the user to make an informed decision whether or not to use the trail before they set out, based on their personal level of ability.

Safety and Security

Trails should be designed to allow users to feel comfortable, safe, and secure. Although personal safety can be an issue for all, women, the elderly, and children, are among the most vulnerable groups. Principles of Crime Prevention Through Environmental Design (CPTED) should be considered and applied to help address security issues concerning trail use, particularly in locations where trails are infrequently used, isolated, or in areas where security problems have occurred in the past.

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The four (4) main underlying principles of CPTED are:

1. Natural Access Control: Deter access to a target and create a perception of risk to the offender.
2. Natural Surveillance: Place physical features and/or activities to provide natural visibility or observations.
3. Territorial Reinforcement: Define clear borders of controlled space from public to semi-private to private so that users of an area develop a sense of proprietorship.
4. Maintenance: Allow for the continued use of space for its intended purpose.

Specifically related to trails, the following CPTED-related design criteria include:

- ✓ Good visibility by having routes pass through well-used public spaces;
- ✓ Good Signage that tells users where they are along the trail system in order to obtain help;
- ✓ Provide “escape” routes from isolated areas at regular intervals;
- ✓ Maintain sight lines and sight distances that are appropriately open to allow good visibility by users;
- ✓ Provide trailhead parking in highly visible areas;
- ✓ Minimize routing close to features that create hiding places such as stairwells and dense shrubs;
- ✓ Design underpasses and bridges so that users can see to the end and beyond, and;
- ✓ Use signs near entrances to identify and suggest alternative routes.

Trail Amenities

Trail Signage

The use of trails requires clear information on how to use the trail infrastructure, where to go and how to interact with other users. When designing a trail system, every effort should be made to provide users with sufficient information to feel safe and comfortable. This can be achieved through the design and implementation of trail signage. The design and construction of the network should incorporate a “family” of signs each with a different purpose and message. The wayfinding system goes beyond the physical expression of signs in the landscape; it is a comprehensive system built around a brand that is a key part of the customer experience. A strong brand is visually appealing, bold, immediately recognizable and enduring. A unified system becomes immediately recognizable by users and can become a branding element. Consistent with this approach is the correct use of signage, which in-turn reinforces the trail’s identity.

Gates and Barrier Systems

Access barriers are intended to allow free flowing passage by permitted users, and to prohibit access by others. Barriers typically require some mechanism to allow access by service and emergency vehicles. Depending on site conditions, it may also be necessary to provide additional treatments between the ends of the access barrier and limit of the trail right of way to prevent bypassing of the barrier altogether. The City of Ottawa Accessibility Design Standards, Design of Recreational Trails Section, (6.15.1) states that the entrance to a Recreational Trail must provide a clear opening of between 850 mm and 1000 mm whether the entrance includes a bollard, gate or some other form of entrance design.

Bollards

A bollard is the most simple and cost-effective barrier, and can range from permanent, direct buried wood or metal posts to more intricately designed cast metal units that are removable by maintenance staff. Commonly, an odd number of bollards (usually one or three) are placed in the multi-use pathway bed to create an even number of ‘lanes’ for users to follow as they pass through the barrier.

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Swing Gates

A single swing gate combines the ease of opening for service vehicle access, with the ease of passage of the bollard. Gates also provide a surface/support for mounting signage. The swing gate should provide a permanent opening to allow permitted users to flow freely through the barrier. The width of the permanent opening must be carefully considered so that it will allow free passage by wheelchairs, wide strollers, bicycle trailers and electric scooters, yet not allow passage by unauthorized vehicles such as all-terrain vehicles.

An offset gate is similar to the single swing gate, except that barriers are paired and offset from one another. Although they can be effective in limiting access unauthorized users and can be easily opened by operations staff, some groups including cyclists, especially cyclists pulling trailers and wheelchair users, can have difficulty negotiating the offset swing gate if the spacing between the gates is not adequate. Offset gates are not recommended. In urban areas the single swing gate or bollard is quite effective for most applications. For large parks, park service access/pathway routes, more rural settings and locations where unauthorized access is an ongoing problem, a more robust single swing gate should be considered.

Seating

Seating provides the opportunity to pause along the active transportation network at points of interest or just to rest. Young children, older adults and those with disabilities will need to rest more frequently than others. Benches are the most common form of seating, but walls of appropriate height and width, large flat boulders, and sawn logs are some alternatives depending on the network setting. Where seating/rest areas are planned, the design should consider a 1m wide level area with a curb or other appropriate wheel stop for mobility-assisted devices. Staging areas, trail nodes and heavily used active transportation network typically require a higher density of seating opportunities. For heavily used networks it is reasonable to provide some form of seating at approximately 500 m intervals.

Waste Receptacles

Waste and recycling receptacles are an absolute necessity throughout the active transportation network. Generally, they should be located at regular intervals and in locations where they can be easily serviced. Mid-block crossing points, staging areas, trail nodes and in association with other site amenities such as benches and interpretive signs are ideal locations. They must be monitored and emptied on a regular basis to prevent unsightly overflow. Several municipalities and cities are reporting good success with below ground trash receptacles in heavily used areas. These have a larger capacity, are “out of sight” and may result in fewer odors as trash is stored at cooler temperatures.

AGRICULTURAL DESIGN GUIDELINES

As trails are developed throughout the Township, it is important that they are designed to be compatible with farming operations as South Glengarry is a farming community. Various tools and design guidelines can be used to effectively address most situations.

Signage and Education

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Incorporating signage that announces the Peanut Line Trail as being part of a farming community and acknowledging that it is a shared trail between trail user groups and the agricultural community will notify trail users to be aware.

Examples of typical signage content can include:

 <p>This sign outlines clear rules and expectations of trail users.</p>	 <p>This signage would be located at all trail access points clearing outlining the permitted trail users (including farmers).</p>	 <p>Similar signage as above notifies all users approaching an agricultural crossing to be aware of and on the look out for vehicles crossing/ using the trail. This can help mitigate potentially dangerous collisions between users.</p>
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An example brochure, which could also be included on trail head signage and the Township website for “Exploring Trails through Agricultural Areas” by the BC Ministry of Agriculture is a great example of educating trail users on this unique trail experience. Information provided includes:

- Rules of the Trail
- Sharing the Countryside – How can trails and farmers coexist?
 - Short explanation of how farms are active worksites and what that means.
 - Recreation trails through agricultural areas are a unique feature.

Source: [Exploring Trails through Agricultural Areas](#)

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The BC Provincial Agricultural Land Commission provides a variety of land use planning document resources, including trails in farm and ranch areas, a guide to using and developing trails in farm and ranch areas, landscape buffer specifications, and a guide to edge planning. These are a great resource to reference. Source:

<https://www.alc.gov.bc.ca/resources/land-use-planning/>

Visual Buffers

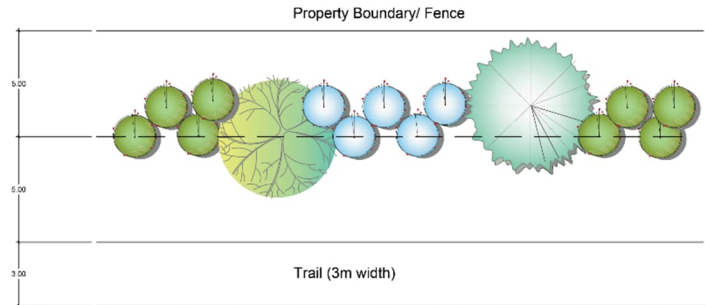
Visual Buffers can be used to delineate and formalize the trail boundary in areas where the existing railway bed vegetation has been removed or thinned, or where nearby adjacent properties are closely located to the trail.

Examples of buffer options include:

1. Vegetation Buffer Enhancement Planting (medium or robust):

Robust Planting: A mix between deciduous and evergreen tree species and understory shrubs. The intent is to create a tall and dense 'forest like' visual barrier and to prevent users from straying off trail. The robust buffer enhancement planting is designed for:

- Desire for maximum privacy
- Where sightlines are not a priority (minimal CPTED needs)
- Areas where an enhanced level of privacy is desired.
- To create a barrier between the trail and residential properties.

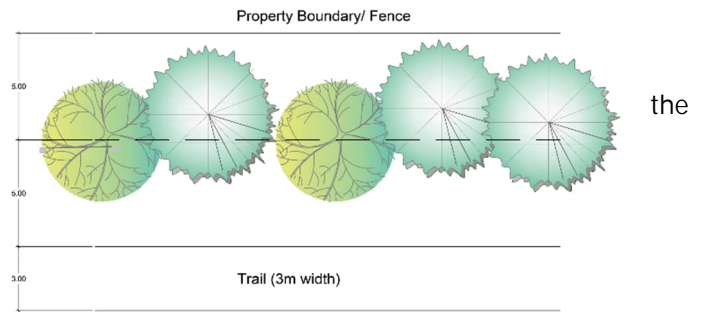


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Medium Planting:

A mix between deciduous and evergreen tree species (tall buffers 2 stories + in height) to provide a dappled view of trail and surrounding landscape. The light buffer enhancement planting is designed for:

- Where space is limited or where a light buffer is desired.
- Desire to maintaining the viewshed of the agricultural landscape.
- Desire to maintain stronger sightlines (support CPTED)



2. Fencing buffer



3. Armour stone buffer & signage



Additional Design Considerations

Further design considerations will be included here.

D AGREEMENT EXAMPLES

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In 2020, the United Counties of Leeds and Grenville entered into agreements with the Ontario Federation of All Terrain Vehicle Clubs (OFATV), and the Johnstown ATV Club, and the Ontario Federation of Trail Riders (OFTR) and the Bytown Motorcycle Association. The agreements (By-Law's 20-42 and 20-44) state that anyone wishing to ride an ATV or motorcycle in Limerick Forest must be a member of the OFATV and/or the OFTR and one of its local clubs.

In turn, the two organizations will provide the following services:

- trail maintenance work (i.e., repairs to trails due to rutting);
- trail warden patrols;
- education of riders regarding irresponsible riding in the forest, the need for insurance and licensing, noise pollution, alcohol, riding on closed trails and littering;
- annual spring and fall trail inspections based on the Limerick Forest Minimum Trail Maintenance Standards and
- provision of additional liability insurance.

These by-laws do not mean that "other" user groups can't use the same trails, i.e., a horseback rider or a mountain biker can use the same trails as the motorcycles and ATV's. If someone wishes to drive through Limerick on one of the main access roads in their car or truck and can do so safely and without causing damage to themselves or the forest, then that is permitted as long as the trails are open.

To summarize, the "motorized" agreement refers only to the use of ATV's and motorcycles and does not affect other user groups.

Details regarding annual memberships and/or trail passes may be found on the respective web sites for the [Ontario Federation of ATV Clubs \(OFATV\)](#)/[Johnstown ATV Club \(JATV\)](#) or the [Ontario Federation of Trail Riders \(OFTR\)](#)/[Bytown Motorcycle Association \(BMA\)](#).

Source: [Motorized Vehicle Agreement - Leeds & Grenville \(leedsgrenville.com\)](#)

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A sample agreement among land manager, landowner, and trail organization is below. It is a typical agreement that addresses all issues and responsibilities of the parties to allow for trail use. In this case on the City of Austin's Water Quality Protection Lands (December 2004).

Source: [Sample agreement among land manager, landowner, and trail organization - American Trails](#)

From Hill Abell
Bicycle Sport Shop

MEMORANDUM OF AGREEMENT BETWEEN
CITY of AUSTIN
AUSTIN WATER UTILITY
WILDLAND CONSERVATION DIVISION
AND
AUSTIN METRO TRAILS AND GREENWAYS
AND
AUSTIN RIDGE RIDERS
AND
HILL COUNTRY FOUNDATION
FOR CONSTRUCTION, OPERATION AND MAINTENANCE
ON THE WATER QUALITY PROTECTION LANDS
SLAUGHTER CREEK MANAGEMENT UNIT

Purpose

The purpose of this agreement is to establish roles and responsibilities for parties engaged in implementing public access trails on the City of Austin's Water Quality Protection Lands (WQPL). The Austin City Council approved trail recommendations for WQPL tracts on December 13, 2003.

This approval is meant to help implement the City's philosophy of providing the public with access to land in order to learn the importance of our watersheds, how these natural systems function and how we manage the land. This access will leverage the City's investment by educating our constituents so that they may protect sensitive watersheds near their homes and businesses.

The recommendations approved by City Council are the result of an extensive public participation where stakeholders agreed to provide resources to implement them. This Memorandum of Agreement will also serve to protect the interests of

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all stakeholders involved in this project, including the City. This relationship between the City of Austin and the stakeholders participating in this Memorandum will serve as a model for Public - Private partnerships in Austin and other communities.

The City of Austin Agrees:

To make the site on the Slaughter Creek Management Unit available for planning, construction operation and maintenance of a public access trail suitable for hiking, bicycle, and equestrian access;

That prior to Construction, the Environmental Conservation Program Manager or designated representative shall review and approve any plans for public access trails;

To move plans, etc. through the City's regulatory process by obtaining permits and approvals in cooperation with other signatories to this Memorandum of Agreement;

To provide technical assistance on issues related to sensitive and sustainable design, construction, operation, and management of a public access trail on this site;

To provide technical assistance to stakeholders on education actions related to the public access trail on this site;

To provide advance notice of temporary closures for management or emergencies to the Stakeholder Steering Committee, Trail Administration Subcommittee and the Trail Steward;

To keep partners informed of management or policy changes that would affect access, when appropriate by notifying the Stakeholder Steering Committee, Trail Administration Subcommittee and/or the Trail Steward as appropriate.

To monitor public access effects on water quality and quantity, ecology, etc. and to inform partners and public of results

To conduct research on effects of access on water quality and quantity, as appropriate, and inform partners or the public

To evaluate whether constraints and guiding principles, which are the basis of the original trail recommendation, are being met. When deficiencies are noted the City shall notify the Stakeholder Steering Committee, Trail Administration Subcommittee or the Trail Steward as appropriate of any deficiencies or concerns.

Notify partners in a timely manner when conditions may lead to revocation of access so that corrective measures may be planned and implemented

That any actions must comply with all local, State and Federal regulations.

Austin Metro Trails and Greenways Agrees:

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To serve as the sponsor for the public access trail on Slaughter Creek Management Unit with primary fiduciary responsibility for the long term compliance with this memorandum of agreement and the constraints and guidelines contained in the approved public access recommendations;

To plan and develop trails for this site including preparation and submission of plans to City of Austin for approval;

To serve as the lead to secure and provide funding or other resources necessary to construct, operate, and maintain this trail;

To provide volunteers and other inputs for trail work days or other trail related or educational events;

To provide a representative to the Trail Administration Committee;

To assure that trail construction, maintenance, education activities and other trail related projects are completed according to the terms of this memorandum and the constraints and guidelines contained in the approved public access recommendations;

To assist with trail education, construction operations, and maintenance.

Austin Ridge Riders Agree:

To serve as the party responsible for initial construction of the trail and related facilities;

To provide leadership for planning and implementing routine and special maintenance on the trail and related facilities;

To help plan and provide trail construction and maintenance training to stewards, volunteers, or others who work on the trails;

To provide volunteers and other inputs for trail work days or other trail related or educational events;

To provide a representative to the Trail Administration Committee;

To assure that trail construction, maintenance, education activities and other trail related projects are completed according to the terms of this memorandum and the constraints and guidelines contained in the approved public access recommendations;

To assist with trail education, construction operations, and maintenance.

Hill Country Foundation Agrees:

To provide leadership for planning and implementing educational components for the trail;

To provide periodic reports documenting results of educational activities associated with the trail;

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To provide volunteers and other inputs for trail workdays or other trail related or educational events;

To provide a representative to the Trail Administration Committee;

To assure that trail construction, maintenance, education activities and other trail related projects are completed according to the terms of this memorandum and the constraints and guidelines contained in the approved public access recommendations;

To assist with trail education, construction operations, and maintenance.

It is Mutually Agreed:

That a Trail Administration Subcommittee of Stakeholder Steering Committee shall be organized. This subcommittee will serve as the entity that is accountable to the City of Austin for the construction, operation and maintenance of this public access trail

Purpose - Provide coordinated management for trail building, maintenance, and use policies and serve as a point of contact for trails.

Governance - the subcommittee shall conduct an annual meeting with additional called meetings as needed

Organization and Individual Responsibilities

Chairperson

Will lead subcommittee and represent the interests of the trail stewards

Point of contact for all trail issues

Will handle trails issues directly or delegate

Will follow up on issues and be responsible for ultimate resolution

Will serve as single point of contact to the City of Austin regarding trails issues

May direct volunteers to areas where help is needed

Assists with acquiring grants for trail maintenance, etc.

Can call meeting when deemed necessary

Shall be elected annually from the subcommittee membership

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MOU Signatories Representatives - represents interest of specific user groups who have agreed to participate in the MOA and be accountable for its implementation. Interests may include:

Equestrian

Mountain Bike

Hikers

Wildlife/native plants/birders/other signatories

others

Stakeholder Steering Committee Representative - member of the Stakeholder Steering Committee which serves as the public oversight group responsible for assisting the City of Austin with planning public access on Water Quality Protection Lands

Stewardship Committee Representative member of the trail stewardship committee. This committee is organized to train trail stewards and other volunteer leaders assisting Water Quality Protection Lands

Trails Stewards are trained volunteer leaders who are responsible for the day-to-day operations and maintenance on individual trails. They only attend meetings or provide reports on an AS-NEEDED basis

Closings: actions to close public access trails or segments of trails due to trail related issues, concerns or emergencies
Closings will be based on the following Grade/Priority of Threat

Extreme/Severe

Spill, pipeline threat, natural disaster. An Immediate life threatening or threat to public safety

Immediate closure of site or segment until resolved

City, signatory, or both are responsible to identify threats and assure they are addressed

These threats must be addressed before the trail or segment is reopened

City of Austin representative must be notified immediately.

Serious/High

Dangerous Trail Conditions, trail use would cause damage or pose potential threat to public safety.

Requires immediate public notification (upon discovery)

Requires closure of trail or segment until grade of priority is reduced to lower level

Both the City and/or the Trail Steward are responsible for making the closure determination

Mitigation or correction will initiate within 24 hours

City of Austin representative must be notified immediately

Concern/Moderate

Trail Maintenance Needs/Observed Water Quality/Quantity Threats

Public Notification within 24 hours

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Notification of City or Trail Administration within 5 working days

Both the City and/or the Trail Steward are responsible for making the closure determination

Corrected or mitigated in 14 days

No closings unless further deterioration to next grade/priority is expected or occurs

Routine/Preventative

Trail and Facility Management/Maintain Water Quality Quantity measures

Public notice as needed to avoid conflicts

Both the City and/or the Trail Steward are responsible for making the closure determination

Address under routine maintenance schedule

Closure notifications shall be included as appropriate

City staff

Trail Administrative Subcommittee

Stakeholder Steering Committee

Trail Steward

MOA Signatories with impacted responsibilities

Media Outlets

Law Enforcement and Public Safety agencies

Trail Users through trail postings

Trail rules: the Trail Administration Subcommittee shall develop rules governing public access and use of the trail supported by this memorandum. They must support the constraints and guidelines contained in the public access recommendations. Draft rules shall be presented to the Stakeholder Steering Committee for ratification. Should the stockholders fail to reach consensus to ratify these rules the ratification process shall proceed to the second level of the appeals process. All signatories agree to enforce trail rules through monitoring; educational interactions with trail users, and reporting of violations to City of Austin staff. In situations where rules violations or emergencies pose a threat to public health or safety an appropriate law enforcement agency shall be notified.

Revocation: is a decision by the City of Austin to indefinitely close a trail and revoke public access privileges. Revocation shall be through written notification to all signatories of this memorandum. This action shall be based upon non-compliance with this memorandum of agreement, or the constraints, guidelines, or other provisions of the public access

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recommendations. Revocation will be enforced until non-compliance is corrected. Revocation may be appealed through the appeals process.

Periodic review: the signatories of this agreement will meet to review the status of this agreement annually before its anniversary date. The status of each signatory shall be confirmed. If a signatory organization is no longer able to meet its obligations under this memorandum a substitute signatory may be added through modification of this agreement. The annual review will also confirm that all the obligations of this agreement are being met and that all trail activities are being conducted in compliance with the public access recommendations including the constraints and guidelines.

Following the annual review, the City of Austin shall notify the signatories to this memorandum of the results of the review in writing. Full compliance shall be so noted. Should deficiencies be revealed in the review, the City of Austin shall provide the signatories with written notice that shall also include a performance plan and schedule for correction of deficiencies.

Appeals: any signatory to this memorandum of agreement may appeal revocation or decisions regarding trails rules. Appeals must be presented in writing to all memorandum of agreement signatories. The first level of appeal shall be to the Stakeholder Steering Committee. The Stakeholder Committee may receive and consider any information from the City of Austin or other signatories to this memorandum regarding the revocation and appeal. An appeal may be upheld using the Stakeholder Steering Committee's normal decision-making process of consensus. If the appeal is not upheld, the revocation may be appealed to the City Manager, whose decision is final.

This memorandum may be revised or modified only with consent of all parties.

Withdrawal: any signatory may withdraw from this agreement by providing 90 days notice to all other signatories. Furthermore, if the City of Austin withdraws from this agreement after the trail is constructed and begins operation, the City agrees to maintain public access and assume full responsibility for operation and maintenance. Should other signatories withdraw, they must provide a substitute for their organization who will join the memorandum through modification and assume the obligations of the withdrawing signatory.



STAFF REPORT

S.R. No. 100-2023

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: 2023 Capital Road Structure Work – Chapel and Second Line

BACKGROUND:

1. The approved 2023 capital road structure work included:
 - a. Design and Construction – Major Rehabilitation of SN30018 Chapel Road Bridge
 - b. Design and Construction – Expansion Joint Replacement at SN30044 Second Line Road Bridge
 - c. Design – Major Rehabilitation of SN30011 Cashion Road
2. Administration hoped to put the Township back on a schedule where design was being completed a year in advance of construction to allow for improved annual budgeting, early Tender release, and a sustainable rotation of projects.
3. The intent of the 2023 capital road program was to complete pre-design and design work for SN30018 and SN30044 during the spring / summer with an autumn construction season.
4. The budget was prepared using pre-planning level estimates which have become increasingly unreliable with the current state of the construction industry (labour, inflation, supply, etc.).
5. The design work for SN30011 would have been initiated following the award of the SN30018 and SN30044 construction tender and once sufficient budget had been confirmed.
6. To meet these timelines, Administration began the design work for SN30018 and SN30044 shortly after the 2023 Budget was approved in March 2023. McIntosh Perry was retained as the engineering design consultant for this work.

ANALYSIS:

7. A detailed deck condition survey for SN30018 was completed during spring 2023. The report noted that:
 - a. Very high corrosion potential and chlorides were present in over 90% of the deck topping slab
 - b. Large portions of the slab were delaminated from the concrete girders
 - c. High corrosion potential in the curbs and parapet walls
8. These findings increased the anticipated scope of rehabilitation work to include a removal and rebuilding of the entire topping slab; and resurfacing of the curbs and parapet walls. This additional work increases the estimated project cost by \$115,000.
9. The rehabilitation design is approaching completion and the construction schedule and cost estimates are being refined by the Consultant.
10. After reviewing the schedule and cost estimates, Administration has deferred issuing of the Tender package until winter 2024 for the following reasons:
 - a. **Significant risk of construction delays.** The industry is experiencing a 10-12 week procurement lead-time on expansion joints, which are required for each structure. If the construction tender is awarded during September 2023 as planned, then the schedule has construction occurring during the winter months which is not preferred.
 - b. **Risk of increased pricing.** Tendering major rehabilitation this late during the construction season typically has an increased cost compared to pre-season tendering.
 - c. **Lack of available budget.** The design cost estimates exceed the available budget remaining for construction, even with adjustments to the capital plan (ie, deferring SN30011 design and shuffling available capital dollars from other Infrastructure projects)
11. The rehabilitation of SN30018 and SN30044 is well positioned to Tender early 2024 to take advantage of pre-season construction pricing.
12. The design for SN30011 will be re-proposed as part of the 2024 capital budget.

IMPACT ON 2023 BUDGET:

13. The unspent capital road structure funding will be carried forward to 2024 and a revised capital estimate will be proposed for consideration by Council. The revised capital estimate will be founded on the investigative and design work completed this year.

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 100-2023 be received that the Council of the Township of South Glengarry acknowledge the deferral of part of the 2023 capital road structure program, specifically the major rehabilitation construction of SN30018 and SN30044 and the major rehabilitation design for SN30011; and furthermore, that Council directs Administration to carry forward any unspent capital road structure funding to 2024.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**

STAFF REPORT

S.R. No. 101-2023

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: Butternut Lane Bridge Planning Study Results

BACKGROUND:

1. The approved 2023 capital structure work on unopened road allowances included a Planning Study for the Butternut Lane Bridge (SN30050); specifically, a Renewal Options and Financial Analysis Report.
2. The structure is located on the Township's unopened road allowance at the western end of Butternut Lane and over the Beaudette River, west of Glen Nevis.
3. The Planning Study was warranted, given the structure's deteriorating condition which has been well documented through regular Ontario Structural Inspection Manual (OSIM) reports, a 2015 Structural Evaluation, and increasing safety concerns being voiced by the community.
4. The Butternut Lane Bridge was [closed](#) to all traffic effective March 14, 2023.
5. Morrison Hershfield was retained as the engineering consultant for this work.
6. The Renewal Options considered the following design criteria:
 - a. Minimum clear width of 3.4m between interior barriers to accommodate trail groomers, if the structure was limited to the width of a single snowmobile, there would be associated cost savings.
 - b. Maintaining the existing hydraulic opening
 - c. Support pedestrian loads
 - d. Support groomer live load and winter vehicle loads (snowmobiles)
 - e. Support snow loads
7. The purpose of this report is to provide Council with a summary of the Study results. It is not the purpose of this report to debate or determine the future of the structure – this would be reserved for long-term asset planning / prioritization and annual budget discussions.

SUMMARY OF STUDY COMPLETED BY MORRISON HERSHFIELD:

8. Existing Condition:

- a. A visual inspection of all accessible elements was performed on May 26, 2023
- b. The observations of the visual inspection were in general agreement with the recent OSIM report:
 - i. Severe rot and deterioration of the timber deck (previously repaired by Township staff, 2018/2019).
 - ii. Severe corrosion, deformation, and impact damage to hand railings
 - iii. Signs of fatigue and light to medium corrosion on strings and floor beams.
 - iv. Severe section loss, deflection, bowing, and twisting of top and bottom chords.
 - v. Medium to severe corrosion on verticals and diagonals.
 - vi. Medium to severe corrosion throughout surface of connections.
 - vii. Signs of erosion, loose and lost pointing mortar on abutment walls.
- c. The visual inspection provided the following additional comments:
 - i. Both compression chords show clear signs of buckling (**Photos 17, 18, 19**). **Post-buckled capacity of steel elements is nonlinear and difficult to predict. As such, the structure should remain closed until demolished and / or replaced.**
 - ii. Severe localized corrosion was noted in the bottom chord near the southeast bearing, resulting in a large perforation that compromises the interior angle (**Photo 20, 21**).
 - iii. Existing masonry abutments are in poor condition with defects throughout including wide cracks, severe localized spalling, medium to severe loss of mortar, and some splitting (**Photos 7 – 11**).

9. Renewal Options

a. Option 0: Rehabilitation of the Superstructure

- i. The existing structure is over 100 years old.
- ii. Numerous critical structural deficiencies were observed that are not easily repaired.
- iii. Not considered feasible and not carried forward for analysis.

b. Option 1: Replacement In-Kind: Prefabricated Truss on New Abutments

- i. Existing structure and masonry abutments would be fully demolished.
- ii. New reinforced concrete abutments would be constructed to support a new prefabricated steel truss.

c. Option 2: Prefabricated Truss on Perched Abutments behind Masonry Stem

- i. Existing superstructure would be demolished, and the masonry abutments would be modified.
- ii. New reinforced concrete abutment would be constructed behind the existing masonry stem.

10. Financial Analysis

The cost estimates for the two Renewal Options were based on MTO cost data, the City of Ottawa Master Price Database, supplier quotes, and recent tender data. The costs include a 20% contingency but exclude utility relocation costs and taxes.

Given both options have the same service life (75-years) and similar maintenance costs, a formal life-cycle cost analysis does not provide value and the options are compared in terms of initial capital expenditure.

Item	Option 1	Option 2
Engineering / Investigation	\$90,000	\$90,000
Construction	\$640,000	\$478,000
Contract Administration	\$40,000	\$40,000
Total (Estimate)	\$770,000	\$608,000

11. Recommended Renewal Option

The recommended renewal option is Option 2: Replacement on Perched Abutment behind Masonry Stem (19.5m Span), given the lower construction cost, retention of some heritage value of the existing structure, and flexible schedule (no in-water work)

ANALYSIS:

12. The Township has two additional options available that were not included in the Renewal Options and Financial Analysis, they are decommissioning (removal) and the do-nothing.
13. Administration circulated a courtesy survey to the residents of Glen Nevis requesting feedback on their usage and need for this structure. A summary of the survey results is attached for Council's information.
14. The 2023 Capital Budget did not include funding to complete any construction work on SN30050. Administration recommends that Council receive this information for consideration during a future budget discussion.

15. While the existing structure stands and regardless of whether it is open or closed, the Township completes an annual enhanced OSIM to monitor the change in condition. The estimated annual cost for an enhanced OSIM is in the \$3,000 - \$5,000 range.

IMPACT ON 2023 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 101-2023 be received, providing the summary results of the Butternut Lane Bridge Planning Study – Renewal Options and Financial Analysis Report.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**

APPENDIX A: Photographs



Photo 1: South elevation.

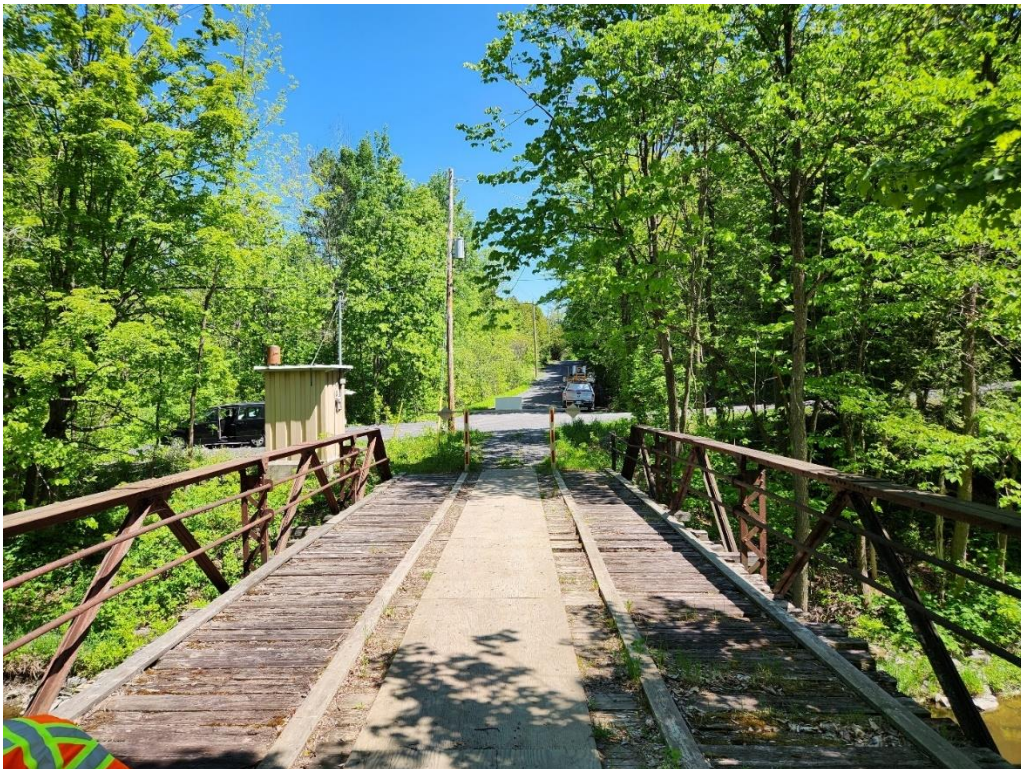


Photo 2: Bridge deck looking east.



Photo 3: Bridge deck looking west.

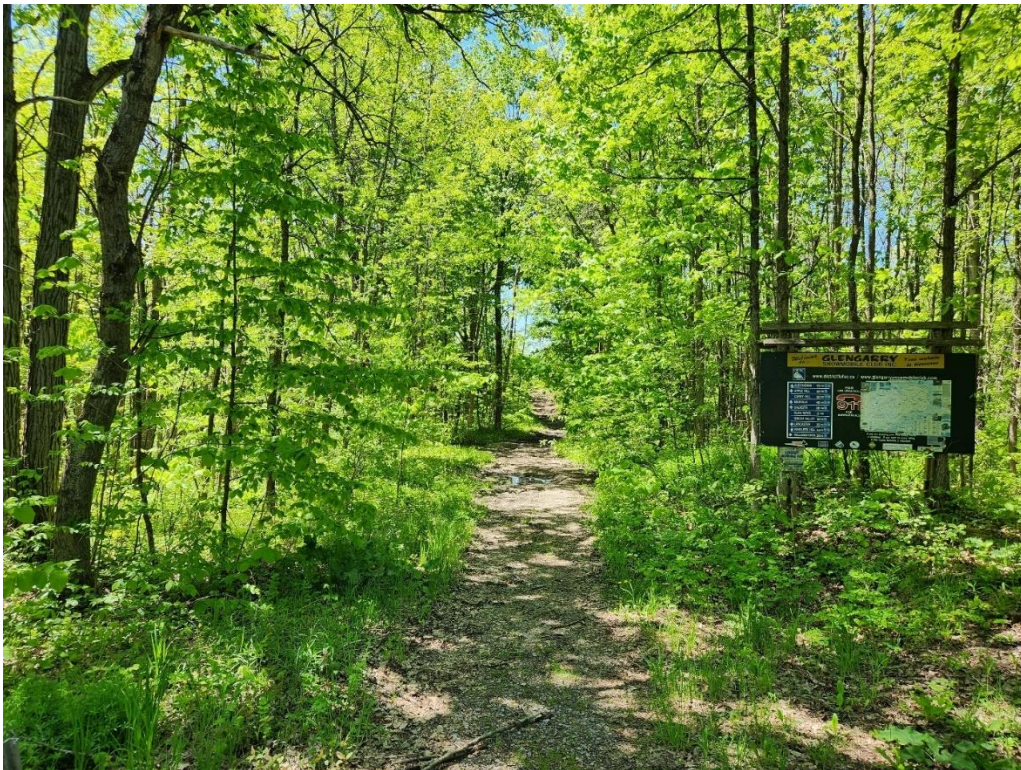


Photo 4: Trail at west approach.



Photo 5: East approach looking towards Butternut Lane.



Photo 6: East approach looking west towards structure.



Photo 7: East abutment.



Photo 8: West abutment.



Photo 9: Outline of concrete bearing seat and ballast wall (East Abutment).



Photo 10: Crack in bearing seat, ballast wall and masonry indicative of differential settlement (East Abutment).

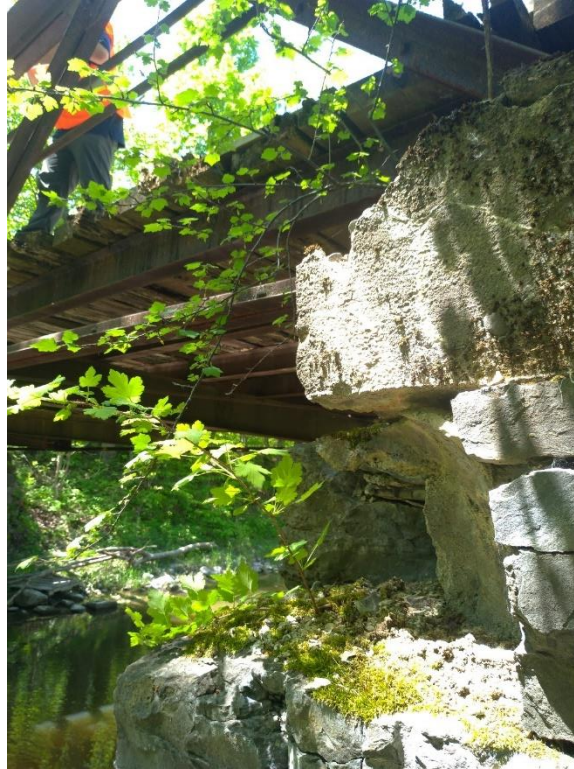


Photo 11: Missing stone on below bearing seat (south corner of East Abutment)



Photo 12: Existing benchmark on east ballast wall.

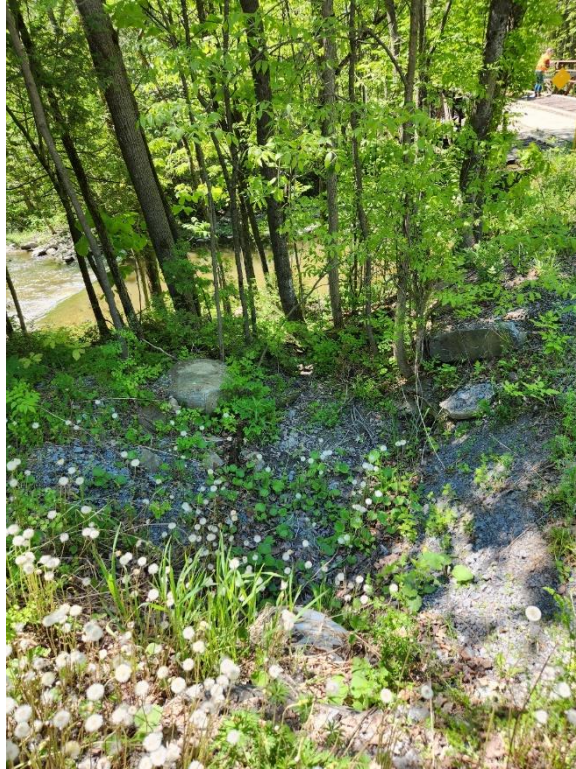


Photo 13: Culvert outlet on southeast embankment.



Photo 14: West abutment bearing seat.

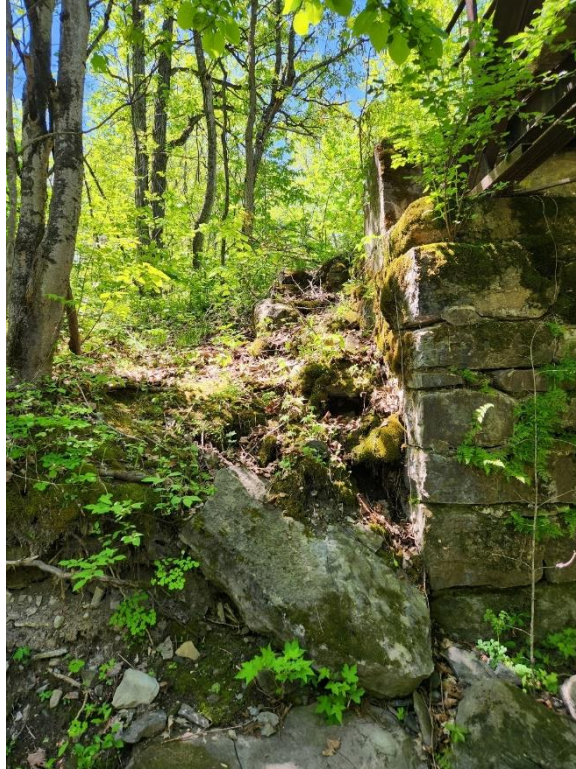


Photo 15: Southwest embankment.



Photo 16: Northwest embankment and eastern bearing seat and ballast wall.



Photo 17: North compression chord buckling at east downturn and damaged railing.



Photo 18: North compression chord buckling at east downturn



Photo 19: Global buckling of north truss panel.



Photo 20: Severe corrosion and perforation in bot. chord (south chord, east end, looking down)



Photo 21: Severe corrosion and perforation in bot. chord (south chord, east end, looking up)

Butternut Lane Bridge (SN30500)

Survey to Understand Existing Community Uses

Response Summary as of July 31, 2023

Surveys were hand delivered to the residents of Glen Nevis; mailed directly to one business and two community groups; and made available on the Township website. Responses were requested by Friday July 27, 2023.

Total responses received: 33

Question 1.a: Do you use this bridge?

No. Responses	Response
29	Yes
4	No

Question 1.b: What do you use the bridge for?

The main use of the bridge, as indicated in the surveys received, is recreation (walking / running / jogging, biking, ATV, horseback riding, cycling).

A secondary use noted in two (2) of the received surveys is access to private property.

Question 2: Are you aware of users beside snowmobilers, pedestrians and ATV's that utilize this crossing?

Surveys that indicated that the bridge had other non-recreational uses:

- Trucks
- Small tractors
- Trailers

Administration notes that the bridge has been suitable for loads up to snowmobiles since (at least) 2015. The Township installed wood planking to discourage a wider wheelbase to reduce the chance of larger loads traversing the bridge.

Question 3. Can you comment on approximate seasonal water level increases at this location?

Surveys indicated that people had observed water being potentially 1.5 – 3.0 feet higher during the spring months (March and April) due to spring runoff. However, other surveys indicated that the river does not rise much during the spring.

Surveys also noted that the water is low during the summer and winter levels vary depending on rain during the fall.

Question 4: Were you already aware of the closure?

No. Responses	Response
29	Yes
4	No

Question 5: General Comments

The comments received from the general public indicate that ...

1. Respondents of unaware of the extent of deterioration of the bridge. Comments frequently refer to “resurfacing” the bridge or having the community complete the repairs to save on costs.

2. Respondents generally are in favour of keeping the bridge for pedestrian use:

“This is a gem in our Township and encourages outdoor physical activity.”

“Greenways should be kept open to improve health and wellbeing of your communities.”

“Shame to lose a beautiful trail.”

“Hoping to be able to continue to go there and enjoy the river and nature.”

3. However, not all respondents were in favour of the maintaining the crossing:

“We do not feel it is necessary for township money to be spent on repairing the bridge.”

4. Respondents refer to the bridge providing access to the “Glen Nevis Trails” which are not formally recognized by the Township, the [Glendalers](#), or the [Glengarry Snowmobile Club](#). The “Glen Nevis Trails” were compared to the Peanut Line and Summerstown Trails.

Noteworthy, Zoeller Maple Products (marketed under the name Glengarry Maple) use the bridge to access maple taps on the west side of the Beaudette River, across from their sugar house at 4470 Third Lane Road, with the following frequency:

- Off-season – weekly for maintenance
- Pre-season and Sugaring Season – many times a day (>5) for production
- Post-season – as needed for detapping / cleaning

The company uses a side-by-side UTV on wheels and tracks to carry tools and supplies to the bush. The closure of the bridge impacted their operations and their finances.



STAFF REPORT

S.R. No. 102-2023

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: Producer Responsibility Organization Agreements -
Delegation of Authority

BACKGROUND:

1. Municipal governments operate as an integrated waste management system for their residents, and the Hazardous and Special Products (HSP), Electrical & Electronic, Batteries, and Tires are parts of that system.
2. Ontario's extended producer responsibility (EPR) regulatory framework makes producers accountable for their products and packaging once consumers are finished with them; sets mandatory and enforceable requirements for resource recovery; and gives producers choices for resource recovery services in a competitive market.
3. Tires were the first material to move to full producer responsibility under the Resource Recovery and Circular Economy Act, 2016.
4. In February 2020, the Ministry approved the regulation for the end-of-life management of batteries.
5. The Waste Electrician & Electronic program transitioned to full producer responsibility as of January 1, 2021.
6. As of October 1, 2021, following the wind up of the Municipal Hazardous or Special Waste (MHSW) Program operated by Stewardship Ontario on September 30, 2021, HSP producers are individually accountable and financially responsible for requirements set out under the HSP Regulation.
7. A Producer Responsibility Organization (PRO) is the entity designated by a producer or producers to act on their behalf to administer an extended producer responsibility or product stewardship program.
8. Municipalities enter into agreements with PROs for the collection, transportation, and environmentally sound recycling or disposal of end-of-life products at different collection sites across the jurisdiction.

ANALYSIS:

9. The General Manager of Infrastructure was [delegated authority](#) to enter into agreements required for the transfer of the Blue Box program on February 21, 2023.
10. This report is requesting that Council provide the General Manager of Infrastructure Services the same delegation of authority with respect to Producer Responsibility Organizations under Ontario's EPR. This would allow the General Manager of Infrastructure to participate and expedite future regional negotiations with PROs.
11. This item is also housekeeping as allows Administration to continue with existing agreements (Ex. Battery and Tire Recycling).

IMPACT ON 2023 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 102-2023 be received and that the Council of the Township of South Glengarry provide the General Manager of Infrastructure Services delegated authority to negotiate rates and enter into agreements with Producer Responsibility Organizations (PROs) to arrange for the collection, transportation, and environmentally sound recycling or disposal of end-of-life products.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**



STAFF REPORT

S.R. No. 103-2023

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: RFP 12-2023 Building Condition Assessments

BACKGROUND:

1. The Township issued RFP 12-2023 - Building Condition Assessments on June 9, 2023 and closed on June 30, 2023.
2. Administration is seeking a consultant to complete detailed non-destructive condition assessments for 41 Township facilities. The facilities were categorized between Administration, Recreation, Roads, Water and Fire.
3. All facilities will be evaluated using the Facility Condition Index (FCI) Ratings, an industry standard asset management tool. This will provide the Township with forecasted capital and maintenance renewal costs for the next 10 years.
4. All reporting will use UNIFORMAT II which will allow for the data to be transferred to a future asset management software/database.
5. As part of this project, the proponent will provide Comprehensive COPE (construction, occupancy, protection, exposure) information for all facilities as well as up to date appraisals, this will assist with insurance reporting requirements.
6. Ontario Regulation 588/17 – Asset Management Planning for Municipal Infrastructure, requires that by July 1, 2024 (previously July 1, 2023), that municipalities must have an approved asset management plan for all municipal infrastructure assets that identifies current levels of service and the cost of maintaining those levels of service.

7. As of July 1, 2025, municipalities must include the proposed levels of service, what activities will be required to meet the proposed levels of service and a strategy to fund these activities, as part of their asset management plan.
8. The Building Condition Assessment project is a vital part in meeting asset management requirements. The assessment will be completed by December 1, 2023 and administration will continue working towards asset management planning in order to meet the July 1, 2024 requirements.
9. If asset management requirements are not followed, municipalities may not be considered for future funding opportunities; therefore it is important that the Township continues to work towards meeting the Ontario Regulation 588/17 deadlines.
10. Additionally, for proper capital and maintenance planning, Administration requires detailed facility information to strategically plan priorities within their departments. Therefore, this documentation will assist with budget planning and forecasting.

ANALYSIS:

11. The Township received 9 submissions and they are as follows;

Submission	Price (Subtotal)
Accent Building Sciences	\$165,486
BLDG Sci Advisory Inc.	\$120,700
Bold Engineering	\$82,400
Green Globe	\$105,175
Green PI Inc.	\$135,000
HSP Engineering and Environment	\$277,000
McIntosh Perry	\$91,250
Paradigm Engineering Group Ltd.	\$81,000
Roth IAMS	\$91,572

12. Administration has evaluated the submissions based on the evaluation matrix outlined in the RFP. The evaluation focused on the submission (10 points), experience and qualifications (25 points), project understanding and methodology

(25 points) and pricing (40 points). The pricing formula calculated the lowest cost divided by the submitted cost multiplied by 40.

13. The evaluation was completed by the following individuals:

- Sherry-Lynn Servage, GM of Parks, Recreation and Culture
- Sarah McDonald, GM of Infrastructure
- Dave Robertson, Fire Chief
- Suday Jain, GM of Finance and Treasurer

14. Based on the evaluation, Administration recommends awarding RFP 12-2023 to Roth IAMS as per their submission. Roth IAMS will provide an experienced team with relative experience within SDG. They have completed over 2400 building condition assessments and have assisted many organizations in developing a detailed asset management plan.

IMPACT ON 2023 BUDGET:

15. The proposal submitted by Roth IAMS with a value of \$91,572 is within the 2023 budget.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

Goal 3: Strengthen the effectiveness and efficiency of our organization

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 103-2023 be received and that RFP 12-2023 for Building Condition Assessments be awarded to Roth IAMS as per their submission of \$91,572 plus HST and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**



STAFF REPORT

S.R. No. 104-2023

PREPARED BY: Kaylyn MacDonald, Deputy Treasurer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: Request for Donation – Maison Interlude House

BACKGROUND:

1. Maison Interlude House is an organization that provides support to women and their dependents throughout Stormont, Dundas and Glengarry and Prescott-Russell. This year, Maison Interlude is celebrating its 40th anniversary of providing these important services. A fundraising event has been scheduled for December 6, 2023 at the Bonnie Glen Pavilion in Alexandria.
2. Maison Interlude sent the attached letter to request for financial support towards the costs associated with its upcoming fundraising event.

ANALYSIS:

3. Administration recommends this request be granted.

IMPACT ON 2023 BUDGET:

4. Council has sufficient discretionary funds remaining in the Grants and Donations budget to support this request.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 4: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 104-2023 be received and that the Council of the Township of South Glengarry grants the request for a donation of \$1000 to Maison Interlude House.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**

Hawkesbury, July 17 2023

*To the members of the Municipal Councils of
Prescott, Russell, Stormont, Dundas and Glengarry*



Subject: Maison Interlude House 2023 fundraising campaign

Dear elected officials,

It is with great pleasure that we are taking the liberty of contacting you today in preparation for the first Maison Interlude House (**MIH**) Benefit Dinner and its annual fundraising campaign. Are you familiar with this organization, which is celebrating its **40th anniversary** this year? Here's the story:

MIH was founded in 1983. Initially, the organization operated an **emergency shelter** for women victims of violence in the Prescott-Russell territory. Today, in addition to welcoming women and their dependents to its Hawkesbury shelter, **MIH offers outreach services through six satellite offices in the five counties of our region**. Because the needs of women victims of violence go far beyond emergency shelter!

Many have access to temporary housing through friends or family. But the fact remains that they still need support to leave a violent environment for good (safety plan, counseling, help finding housing, a workplace, going back to school, support in family and criminal court, etc.). **Each year, MIH supports over 500 women through its outreach services in the five counties of Prescott-Russell and SDG.**

Today, we're turning to your municipality for **\$1,000 in financial support** for this fundraising event, which will take place on **December 6** (National Day of Remembrance and Action on Violence against Women) at the Bonnie Glen Pavilion in Alexandria. Of course, it would also be greatly appreciated if some members of the Council and administration could purchase **tickets** to attend the event itself.

The money raised will be used to provide non-subsidized but essential services to our users. For example: purchase of essential goods like food and basic needs, transportation, childcare, emergency financial assistance, etc.

Can we count on your support?

Please confirm your decision as soon as possible to:

Marie-Pierre D'Anjou
Event organizer and
Communications and Community Development Agent for Maison Interlude House
Email: madanjou@minterludeh.ca
Cell: 613-677-6043

Marie-Pierre is also available to answer any questions you may have! To learn more about MIH, please visit their website: www.minterludeh.ca.

Enclosed, you'll find the form to fill out for cash donations (including the visibility plan), as well as the ticket purchase form.

Hoping to count on your participation, we offer you our warmest regards.



Geneviève Lajoie
Honorary Co-President
Mayor of Casselman



Francis Drouin
Honorary Co-President
Member of Parliament



Muriel Lalonde
MIH Executive Director



STAFF REPORT

S.R. No. 99-2023

PREPARED BY: Kelli Campeau, Acting CAO/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: Amended Committee Appointment By-law

BACKGROUND:

1. At the beginning of each Council term, Council appoints members to its various committees, boards and commissions.
2. On March 6, 2023, Council adopted By-law 18-2023 to appoint committee members for the present term of Council.

ANALYSIS:

3. A member of the CIP Advisory Committee resigned as they moved to another municipality. A call for applications to fill the vacancy was issued and was advertised in the Glengarry News, on the Township website and on Township social media pages.
4. Council reviewed the applications received at the July 17, 2023 Council meeting in Closed Session and has selected Lyle Warden to fill the vacancy.
5. The attached by-law amends By-law 18-2023 to remove former committee member, Joseph Pelletier, and to add the new committee member, Lyle Warden.

IMPACT ON 2023 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 99-2023 be received and that By-law 57-2023, being a by-law to amend By-law 18-2023 for the appointment of council committees and

positions be read a first, second and third time, passed, signed and sealed in open council this 8th day of August 2023.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 57-2023
FOR THE YEAR 2023**

BEING A BY-LAW TO AMEND BY-LAW 18-2023 FOR THE APPOINTMENT OF COUNCIL COMMITTEES AND POSITIONS.

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 it is necessary for Council to pass a by-law for the appointment of Municipal Officers, Agents and Committees of Council as referenced in the *Municipal Act*.

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

- 1. **THAT** Schedule ‘A’ to By-law 18-2023 be amended as follows:
 - a. **THAT** the name “Joseph Pelletier” shall be deleted from the Community Improvement Plan Advisory Committee.
 - b. **THAT** the name “Lyle Warden” shall be added to the Community Improvement Plan Advisory Committee.
- 2. **THAT** all other provisions of By-law 18-2023 shall remain in force and effect.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 8TH DAY OF AUGUST 2023.

MAYOR: _____ **CLERK:** _____



STAFF REPORT

S.R. No. 105-2023

PREPARED BY: Jennifer Treverton, Economic Development Officer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: Community Improvement Plan Agreement

BACKGROUND:

1. A Community Improvement Plan (CIP) application was received and reviewed by Administration and forwarded to the CIP Advisory Committee (CIPAC) for consideration.
2. The CIPAC met on July 25th to review the application and to ensure the proposed project met CIP program criteria.
3. The application was approved by the CIPAC with a recommendation to the Council of the Township of South Glengarry.

ANALYSIS:

4. Council will consider the CIPAC recommendation and if approved, will enter into an agreement with the applicant.
5. At the July 25 meeting, CIPAC members discussed the application and determined that the proposed project would improve the appearance of a highly visible main street building in Lancaster. Further, the project will have a positive impact on the village's aesthetic appeal. The CIPAC recommends the following application for a CIP Building Improvement Grant in the amount of \$5,000.00.

Name:	Nicole Hagen
Location:	188 Military Road, Lancaster
Program:	Program 2-Building Improvement
Funds Requested:	\$5,000.00
Project Description:	Remove existing windows and patio doors on the 2 nd and 3 rd floors and replace them with new energy-efficient models.
Purpose:	To improve the aesthetic appeal of this building situated in a high-traffic area, and to improve the building's energy-efficiency.

IMPACT ON 2023 BUDGET:

6. There is presently \$27,675.00 remaining of the \$30,000.00 budgeted in 2023 for the CIP. If approved, this project can be accommodated by existing funds in the 2023 budget.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity.

Goal 3: Improve the quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 105-2023 be received and that By-law 58-2023, being a by-law to enter into a CIP Agreement with Nicole Hagen be read a first, second and third time, passed, signed and sealed in open council this 8th day of August 2023 and furthermore that the Mayor and Clerk be authorized to sign all relevant documents.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**

2023

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 58-2023
FOR THE YEAR 2023**

BEING A BY-LAW TO ENTER INTO A COMMUNITY IMPROVEMENT PLAN (CIP) AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY AND NICOLE HAGEN.

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

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

AND WHEREAS the *Planning Act, R.S.O. 1990*, Section 28 (7) states that the municipality may make grants or loans to registered owners, assessed owners and tenants of lands and buildings within the community improvement project area, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or any part of the eligible costs of the community improvement plan;

AND WHEREAS Council of the Township of South Glengarry desires to enter into a CIP Agreement for the purpose of carrying out the provisions of the municipality's CIP.

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

1. **THAT** the Township of South Glengarry enter into a CIP Agreement for Program 2 – Building Improvement Grant with Nicole Hagen for the property located at 188 Military Road, Lancaster.
2. **THAT** the Mayor and Clerk are hereby authorized to execute the Agreement of which is attached hereto as Schedule “A” and is hereby declared to form part of this by-law.
3. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 8TH DAY OF AUGUST 2023.

MAYOR: **CLERK:**



COMMUNITY IMPROVEMENT PLAN AGREEMENT

made in Duplicate this

8th day of August, 2023

BETWEEN:

NICOLE HAGEN

**Hereinafter called the "RECIPIENT"
OF THE FIRST PART**

AND

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

**Hereinafter called the "TOWNSHIP"
OF THE SECOND PART**

WHEREAS:

The Recipient(s) is the registered owner of the property located at 188 Military Road, Lancaster, Ontario.

The Recipient has applied for, and the Township has agreed to provide financial assistance for Program 2 – Building Improvement Grant of the Township's Community Improvement Plan (CIP);

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein;

1. The Township will provide financial assistance to the Recipient(s) for the work(s) described in 'Schedule A' under the Building Improvement Grant as follows:
 - a) An amount of up to \$5,000.00 (Five Thousand Dollars), not to exceed 50% of the value of the receipts submitted, shall be paid to the Recipient(s) in the form of a Building Improvement Grant upon receipt of the paid invoice(s);
2. Community Improvement Grant funds are released once the work is completed. All work completed must be consistent with the approved application. Any deviation from the work must be discussed with the Township and approved for the funds to be released. The Applicant must present receipts as proof of payment of eligible costs for the work as well as before and after photos of the entire project prior to the payment of funds. Funds will be paid within 30 days of receipt of the required items listed above. Receipts for paid invoices are the only acceptable proof of payment that will be considered by the Township.
3. Works under the Community Improvement Plan shall be completed within eighteen months of the date of this Agreement or the Agreement shall become null and void.

IN WITNESS WHEREOF the said OWNER and THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY have hereunto affixed their Hand and Corporate Seal duly attested by the hands of their respective proper signing officers.

WITNESS

NICOLE HAGEN
(PROPERTY OWNER)

DATE _____

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY**

PER: _____

MAYOR LACHLAN MCDONALD

DATE _____

PER: _____

CLERK KELLI CAMPEAU

DATE _____

SCHEDULE "A"

DESCRIPTION OF THE WORKS

Program 2 – Building Improvement Grant

Total Cost of Works: The total cost of work is \$11,213.00 excluding HST to replace 4 windows and 2 sets of patio doors at the subject property (based on the lowest quote provided in the application).

Grant Approved: = \$5,000.00

Proposed Works: To remove windows and patio doors on the 2nd and 3rd floor at 188 Military Road and replace same with new, energy-efficient units.

This work will improve the building's aesthetic appeal and reflect positively on the surrounding homes and the main street in Lancaster.



STAFF REPORT

S.R. No. 106-2023

PREPARED BY: Joanne Haley, GM-Planning, Building and Enforcement & Max Irwin, Community Planner

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 8, 2023

SUBJECT: 12392030 Canada Inc. - Zoning By-law Amendment

BACKGROUND:

1. Part of Lots 15 and 16, Concession 1 IL, being part of lot 2 and 41 on JDG Plan 101 in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

Owner/Applicant:

2. 12392030 Canada Inc / John A. (Sandy) Cameron

Description of Site and Surroundings:

3. The subject property is located south of Tyotown Road approximately 500 meters east of Boundary Rd. It is approximately 105.4 acres in size. A portion of the subject property is currently used for agricultural uses and the remainder is made up of treed land, some of which has recently been clear cut. The subject property also features multiple municipal drains including Upper Fly Creek, Gray's Creek Drain, and an un-named drain.
4. The surrounding lands are characterized by a wide range of uses.
 - To the west lands contain institutional uses (Holy Trinity Catholic Secondary School), commercial uses, residential uses, recreational uses, Gray's Creek Conservation area, and treed land.
 - To the south lands contain Gray's Creek Conservation Area and residential uses.
 - To the east lands contain vacant treed land.
 - To the north lands contain primarily agricultural uses and some residential uses.

Summary of Requested Zoning Proposal:

5. On June 9th, 2023, the Township accepted the zoning amendment application; said application was deemed complete on the same day.
6. The purpose of this amendment is to rezone the subject property from from Open Space (OS), Highway Commercial (CH) and Floodplain-Holding (FP-H) to General Commercial Exception Seven (CG-7), Residential One - Exception Nineteen - Holding (R1-19-H), and Floodplain (FP). All other applicable provisions of Zoning By-law 38-09, as amended shall continue to apply.

ANALYSIS:

Planning Rationale:

Planning Policy Framework:

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

Provincial Policy Statement

8. The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of provincial interest relating to land use planning and development. This policy provides for appropriate development, while protecting resources of provincial interest, public health and safety and the quality of the natural and built environment. All land use planning decisions must be consistent with the PPS. The PPS policies that apply to this proposed zoning amendment are as follows:
 - 1.0 Building Strong Communities
 - i. 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns;
 - ii. 1.6 Infrastructure and Public Service Facilities
 - 2.0 Wise use of Management and Resources
 - i. 2.2 Water
 - 3.0 Protecting Public Health and Safety
 - i. 3.1 Natural Hazards.
- Section 1.1.1 States:
 - a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
 - b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons),

- employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
 - c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
 - d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
 - h) promoting development and land use patterns that conserve biodiversity; and
 - i) preparing for the regional and local impacts of a changing climate.
9. The proposed amendment complies with this section of the PPS as the proposed amendment will provide opportunity for the efficient development to sustain the financial well being of the province and municipality by accommodating an appropriate mix of commercial and residential uses pending the required permissions.
10. An environmental impact study has demonstrated that with prescribed mitigation measures the proposed permitted uses would not significantly impact the existing environmental features. The proposed amendment would not cause any significant public health concerns as proposed and existing permitted uses are reasonably compatible and will be subject to regulatory setbacks from sensitive land uses.
11. The subject property is adjacent to the Glen Walter Urban Settlement Area but would not prevent the efficient expansion of the settlement area as the proposed amendment does not introduce uses that are incompatible with an Urban Settlement Area should the boundary be expanded.
12. The proposed development would not inherently serve to preserve biodiversity or prepare for regional or local impacts of a changing climate.
13. An environmental impact study has demonstrated that given the recommended mitigation measures are put in place the development should not have a negative impact on the surrounding environment.
- Section 1.1.5.2 states:
 - On rural lands located in municipalities, permitted uses are:
 - c) residential development, including lot creation, that is locally appropriate;
 - g) other rural land uses
14. The proposed amendment complies with this section of the PPS as the proposed amendment will permit residential development on the south side of the subject property pending the appropriate studies to remove the holding zone to be placed

on it. The proposed amendment will also permit other rural land uses within the commercial zoning proposed on the north side of the property.

- Section 1.1.5.3 states:
 - o Recreational, tourism and other economic opportunities should be promoted.
- 15. The proposed amendment complies with this section of the PPS as the proposed amendment will promote further economic opportunities on vacant land within a relatively short distance from a major goods movement corridor being Highway 401.
- Section 1.1.5.4 states:
 - o Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.
- 16. The proposed amendment complies with this section of the PPS as the proposed amendment will permit additional uses that are compatible with the surrounding rural landscape. The subject property is large enough to accommodate the necessary setbacks for sensitive land uses in the area and appropriate private services for future development.
- Section 1.6.1 states:
 - o Planning for infrastructure and public service facilities shall be coordinated and integrated with land use planning and growth management so that they are: a) financially viable over their life cycle, which may be demonstrated through asset management planning; and b) available to meet current and projected needs.
- 17. The proposed amendment complies with this section of the PPS as the proposed amendment will ideally progress to a future plan of subdivision where proposed infrastructure will be reviewed and approved by the appropriate approval authority, all applicable agencies will be circulated on the proposed development during the subdivision process for comments.
- Section 1.6.6.4 states:
 - o Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In settlement areas, individual on-site sewage services and individual on-site water services may be used for infilling and minor rounding out of existing development.

18. The proposed amendment complies with this section of the PPS as the proposed amendment will permit a wider range of uses which will be privately serviced. Prior to the potential subdivision and further development of the subject property a hydrogeological and terrain analysis study will be required to confirm the ability of servicing the subject property.

- Section 1.6.6.7 states:

o Planning for stormwater management shall:

- a) be integrated with planning for sewage and water services and ensure that systems are optimized, feasible and financially viable over the long term;
- b) minimize, or, where possible, prevent increases in contaminant loads;
- c) minimize erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of stormwater, including the use of green infrastructure;
- d) mitigate risks to human health, safety, property and the environment;
- e) maximize the extent and function of vegetative and pervious surfaces; and
- f) promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.

19. The proposed amendment complies with this section of the PPS as the proposed amendment will permit a wider range of uses but prior to any potential subdivision or development of the subject property a stormwater management plan will be required to be approved.

- Section 2.2 states:

o Planning authorities shall protect, improve or restore the quality and quantity of water by:

- a) using the watershed as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;
- b) minimizing potential negative impacts, including cross-jurisdictional and cross-watershed impacts;
- c) evaluating and preparing for the impacts of a changing climate to water resource systems at the watershed level;
- d) identifying water resource systems consisting of ground water features, hydrologic functions, natural heritage features and areas, and surface water features including shoreline areas, which are necessary for the ecological and hydrological integrity of the watershed;

- e) maintaining linkages and related functions among ground water features, hydrologic functions, natural heritage features and areas, and surface water features including shoreline areas;
- f) implementing necessary restrictions on development and site alteration to:
 - 1. protect all municipal drinking water supplies and designated vulnerable areas; and
 - 2. protect, improve or restore vulnerable surface and ground water, sensitive surface water features and sensitive ground water features, and their hydrologic functions;
- g) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality;
- h) ensuring consideration of environmental lake capacity, where applicable; and
- i) ensuring stormwater management practices minimize stormwater volumes and contaminant loads, and maintain or increase the extent of vegetative and pervious surfaces.

- Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored. Mitigative measures and/or alternative development approaches may be required in order to protect, improve or restore sensitive surface water features, sensitive ground water features, and their hydrologic functions.

20. The proposed amendment complies with this section of the PPS as an environmental impact study has been completed and peer reviewed and the approved mitigation measures from the environmental impact study have been deemed adequate to protect the quality and quantity of the water in the bodies of water on and around the subject property including: Gray's Creek Municipal Drain and Upper Fly Creek Municipal Drain and a creek known as Gray's Creek

- Section 3.1.2 states:
 - Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:
 - hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards

21. The proposed amendment complies with this section of the PPS as the proposed amendment will not allow development within the 1/100 year floodplain and will avoid potentially hazardous lands adjacent to the bodies of water on the subject property.

Official Plan Designation

22. The Official Plan of the United Counties of Stormont Dundas, and Glengarry (SDG OP) is an upper tier Plan with detailed policies that reflect provincial, County and local interests. All Planning decisions made by the Township of South Glengarry are required to be consistent with this Official Plan. The SDG OP policies that apply to this proposed zoning amendment are as follows:

- 3.4.6 Rural District
- 3.5 Permitted Land Use
- 3.5.1 Planning Principles
- 3.5.2 Planning Guidelines
- 4.3.3.1 Servicing Hierarchy
- 4.3.4 Stormwater Management
- Township Roads
- Resource lands and scope of uses: Fish Habitat.
- 5.5.3 Fish Habitat
- 5.6.2 Measures for Water Resources Conservation
- 6.2 Natural Hazards
- 6.2.2 Flooding
- 6.2.5 Erosion Hazards
- 6.2.8 Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses

23. The subject property is designated Rural District in the Official Plan of the United Counties of SDG.

24. Section 3.4.6 states:

- The Rural District contains a variety of land uses, such as farms, forests, small industries, golf courses, and in many places, small clusters of residential and commercial development. The intent of this designation is to accommodate a variety of land uses that are appropriate for a rural location and a limited amount of residential development where such development will not preclude continued agricultural and non-residential uses.
- A zoning By-law amendment will be required where any of the following uses are proposed in the Rural District where not otherwise permitted:
 - i. a. New industrial and commercial uses, such as farm equipment and supply centres, machine and truck repair shops, building products yards, landscape contractors, and nurseries;
- When considering an application to amend the zoning By-law to permit a new use identified above, the following matters must be considered:
 - i. a. The use would not be better located in a Settlement Area or the urban area;
 - ii. b. The volume and pattern of traffic flow anticipated from the development will not interfere with the proper functioning of the local road network;

- iii. c. The privacy of adjacent landowners or the mediation of potential adverse impacts from lighting, noise, odour, dust or traffic can be achieved by separating the land uses, buffering or other measures as part of the development;
- iv. d. The potential for reducing possible impacts on neighbouring agricultural uses or nearby rural residential or settlement areas, where relevant;
- v. e. The development is in keeping with the surrounding rural character and landscape;
- vi. f. All relevant servicing, design and compatibility and environmental protection policies of this plan;
- vii. g. Noxious uses will only be considered where suitable screening and buffering can be provided and generally these uses will not be considered in vulnerable drinking water protection areas, immediately adjacent to residential areas, or in waterfront areas; and,
- viii. h. The impact that the development will have on the protection of tree cover as result of proposed site clearing and grading, fencing, security lighting, and other similar site plan matters.

25. The proposed amendment complies with this section of the SDG OP as it will permit additional uses that are appropriate for the rural location. The proposed permitted uses would not greatly benefit from being with a settlement area and are already adjacent to the Glen Walter Urban Settlement Area. Should any future development alter the volume and pattern of traffic flow a traffic study may be requested prior to approval of the alteration, movement, or replacement of any existing or proposed entrance.

26. Any future development will be subject to the relevant regulatory setbacks from sensitive land uses including neighbouring agricultural uses and nearby rural residential and settlement areas.

27. The proposed permitted uses are not dissimilar to those located to the northwest of the subject property and would not significantly vary from the existing rural character and landscape.

28. No noxious uses are currently proposed nor would they be permitted by this amendment.

29. Section 3.5 states:

Designation	Permitted uses
Rural District	Residential - Low density housing Commercial

	<ul style="list-style-type: none"> - Resource related or rural service commercial uses - Recreational and resort commercial uses serving the tourism and leisure industries - Highway commercial uses on major roads <p>Agricultural</p> <ul style="list-style-type: none"> - Agricultural uses - Agricultural-related uses - On-farm diversified uses <p>General</p> <ul style="list-style-type: none"> - forestry and conservation, and natural resource management activities; - Bed and breakfast establishments; - Open space; - Cemeteries.
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30. The proposed amendment complies with this section of the SDG OP as it will only permit uses already permitted within the rural district designation. These uses being primarily low density housing and rural service commercial uses.

31. Section 3.5.1 states:

- In the review of planning applications, the following planning principles shall apply to any or all development:
 - i. Adequate Lot Size
 - ii. Servicing Capacity
 - iii. Frontage and Access
 - iv. Measures for Landscaping, Buffering, Screening and Land Use Compatibility
 - v. Separation Distances and Influence Areas
 - vi. Minimum Distance Separation Formulae
 - vii. Site Plan Control
 - viii. Environmental Approvals
 - ix. Complete Communities

32. The proposed amendment complies with this section of the SDG OP as the subject property is of adequate size to support the proposed permitted uses while also providing adequate private services for future development. There is also adequate access to the subject property along the frontage on Tyotown Road, any new entrances will require permissions from the Municipality and the Raisin Region Conservation Authority as they will also need to cross the municipal drain known as Upper Fly Creek.

33. Any future development will be subject to the appropriate landscaping, buffering, screening, and separation distance regulations including the relevant township by-laws (ie; zoning by-law) as well as provincial and federal guidelines. (ie; d-series guidelines)
34. Future development within the proposed commercial zoning will be subject to site plan control. Should any future development require environmental approvals from provincial ministries or other agencies the municipality will ensure they are obtained as part of site plan control.
35. The proposed amendment will contribute to the opportunity for a wider mix of land uses including both further residential development as well as commercial development.
36. Section 4.3.4 states:
- Stormwater management shall be required as part of the development approval process, particularly for subdivisions, multiple lot/unit residential development, commercial, industrial and institutional development and in the design and implementation of stormwater infrastructure for urban and rural settlement areas.
37. The proposed amendment complies with this section of the SDG OP as it will permit a wider range of uses but prior to any potential subdivision or development of the subject property a stormwater management plan will be required to be approved.
38. Section 4.3.6.3 states:
- Local Municipalities may provide for the layout and construction of roads and may enter into agreements for road construction as provided for under the Planning Act. Traffic studies may be required by a Local municipality as a pre-requisite to the approval of any new access or a change to an existing access or intersection, or intersection spacing with a local road. A traffic study does not guarantee an approval. Where approvals are granted, design and development standards governed by the Local municipality shall apply. Where an existing access approval has been granted for a specific use, it will not necessarily be altered to support a proposed change of use on the property
39. The proposed amendment complies with this section of the SDG OP as it will only permit the new uses on the subject property and should the entrance be altered, moved, replaced, etc the applicant will need to obtain approval from the municipality. A traffic study has not been deemed necessary at this stage but may be requested in future if deemed necessary.
40. Section 5.5.3 states:

- development and/or site alteration in and adjacent to fish habitat shall not result in:
 - i. a. Net loss of fish habitat;
 - ii. b. Serious harm to fish; or
 - iii. c. Restriction of fish passage.
- Development and/or site alteration may be permitted on adjacent lands to fish habitat only if it has been demonstrated in an Environmental Impact Study prepared in accordance with Section 5.5.7 that there will be no negative impacts on the fish habitat.

41. The proposed amendment complies with this section of the SDG OP as an environmental impact study has provided the necessary mitigation measures to minimize any potential negative impact on surrounding fish habitat and any residential development to the south in the future will be subject to further study to remove the holding zone.

42. Section 5.6.2 states:

- Water quality and quantity will be managed through such measures as:
 - i. 1. Establishing setbacks, protecting streambanks, and buffering surface water from various land use activities to prevent erosion and minimize the discharge of contaminants (e.g. phosphorus, herbicides, sediments).
 - ii. 2. Ensuring that planning decisions consider the impact of development on downstream communities. This includes phosphorus management and ensuring that the quantity of receiving waters is adequate for projected sewage lagoon discharges. Planned infrastructure will correlate growth with the capacity of water quality and quantity resources to sustain such development. See also Section 4.3.3.7 - Source Water Protection for policies relating to water supply.
 - iii. 5. Controlling discharges to surface and ground water through the application of Best Management Practices for stormwater runoff and land drainage. In general, drainage outlets into lakes will not be permitted. This is expected to occur through the review of Planning applications and the requirements for site plan control.
 - iv. 6. Promoting water conservation practices (e.g. water efficient plumbing fixtures, upgrading infrastructure, recycling etc.).
 - v. 11. Compliance with the Safe Drinking Water Act and Clean Water Act.

43. A Stormwater Management Plan will be required to be approved prior to site plan control and plan of subdivision approval.

44. The proposed amendment complies with this section of the SDG OP as an environmental impact study has provided the necessary setbacks to avoid impacts

on water quality and quantity, these setbacks are to be implemented as part of this proposed amendment.

45. Section 6.2.8 states:

- Regulations under the Conservation Authorities Act shall be used to govern the placing or dumping of fill, the straightening, changing, altering, diverting or interfering with an existing channel, stream or waterway or the construction of any buildings or structures within the areas defined by those regulations for the Raisin Region Conservation Authority and the South Nation Conservation Authority. A permit shall be obtained from the respective authority prior to the issuance of a building permit.

46. The proposed amendment complies with this section of the SDG OP as it will not exempt the applicant from obtaining any necessary permits from the Raisin Region Conservation Authority should any work be proposed in their regulated area.

Zoning By-law:

47. The subject property is currently zoned Open Space (OS), Highway Commercial (CH) and Floodplain-Holding (FP-H) in the Township's Zoning By-Law 38-09.

48. The Township's Zoning By-Law 38-09 conforms to the United Counties Official Plan and is consistent with the Provincial Policy Statement (PPS), 2020.

Public Consultation:

49. The proposed Amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; it was also advertised in the Glengarry News. A public meeting was held on July 4th, 2023. There were no members of the public in attendance at the public meeting and no written or verbal comments were received from the public.

50. The proposed Amendment was also circulated to the Raisin Region Conservation Authority (RRCA). The RRCA has no objections to the proposed zoning by-law amendment. The RRCA provided the following comments:

"Thank you for the opportunity to review and provide comments on the above mentioned public notice. The Raisin Region Conservation Authority (RRCA) staff has reviewed this application as per our delegated responsibility from the province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 175/06, and as a Source Protection Authority under the Clean Water Act.

Natural Hazards (Floodplain)

There are mapped natural hazards on the property, flood plains (see attached map), associated with the watercourses converging and passing through and near this property. Our understanding of the Zoning Amendment is that development would generally be directed outside of these hazard areas, which is consistent with Section 3.1.1 of the PPS.

Conservation Authorities Act (O.Reg. 175/06)

Despite any zoning provisions, development and/or interference inside or adjacent to watercourses, inside or within 15m of floodplains, and inside or adjacent to Provincially Significant Wetlands (PSW) is regulated by the RRCA. There is no evaluated PSW on or adjacent to the subject property. There are watercourses and floodplains (see attached map). Development and/or site alterations within these regulated features shall require permits from the RRCA pursuant to board-approved permitting policies.

Clean Water Act

The site is located close to the municipal drinking water intake for Glen Walter. An area identified as Intake Protection Zone 2 for the municipal drinking water system extends up Gray's Creek and 120m on land at the southern end of the site (see attached map). The Source Protection Plan for the Raisin-South Nation Source Protection Region does not include any policies which would prohibit or limit development within this area due to the relatively low vulnerability score attributed to the zone (6.5).

Summary

The RRCA's role in this file is limited to providing comments as a review agency and not as an approval authority for zoning bylaw amendments.

The RRCA does not object to the zoning bylaw amendment as it is our understanding that future development would be directed outside of the hazard areas outlined above. Any future development and/or site alterations within the Conservation Authority regulated features outlined above would require permits from the RRCA pursuant to board-approved policies."

51. The Ontario Planning Act requires all complete zoning Amendment applications to be processed and a decision to be made within 90 days of receipt of a complete application. This process will be completed within the prescribed timeframe as a decision will be made on day 60.
52. If approved, the subject property will be rezoned from Open Space (OS), Highway Commercial (CH) and Floodplain-Holding (FP-H) to General Commercial Exception Seven (CG-7), Residential One - Exception Nineteen - Holding (R1-19-H), and Floodplain (FP).

53. This proposed Zoning By-law amendment is being recommended to be approved by Council as it is consistent with the PPS, 2020 and it conforms to the United Counties Official Plan.
54. Council also has the option to defer the application. Applications may be deferred if Council requires additional information, further staff review, or other reasons. Should Council wish to defer the applications, reasons for the deferral and direction to Staff will be required so that Staff can prepare an updated Staff Report for future consideration.
55. Council also has the option to refuse the applications. Should Council wish to refuse the applications, reasons for the refusal are required including a written explanation of the refusal.

IMPACT ON 2023 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 106-2023 be received and that By-law 59-2023, being by-law to amend By-law 38-09, to rezone the property described as Part of Lots 15 and 16, Concession 1 IL, being part of lot 2 and 41 on SDG Plan 101 in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry from Open Space (OS), Highway Commercial (CH) and Floodplain-Holding (FP-H) to General Commercial Exception Seven (CG-7), Residential One - Exception Nineteen - Holding (R1-19-H), and Floodplain (FP), be read a first, second and third time, passed, signed and sealed in open Council this 8th day of August 2023.

**Recommended to Council for
Consideration by:
ACTING CAO – KELLI CAMPEAU**

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 59-2023
FOR THE YEAR 2023**

***BEING A BY-LAW TO AMEND BY-LAW 38-09, THE COMPREHENSIVE
ZONING BY-LAW FOR THE TOWNSHIP OF SOUTH GLENGARRY***

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

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

AND WHEREAS pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, as amended, Council of the Municipality may enact by-laws regulating the use of lands and the erection of buildings and structures thereon;

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

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

1. **THAT** the area affected by this by-law is legally described as Part of Lots 15 and 16, Concession 1 IL, being part of lot 2 and 41 on JDG Plan 101 in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry as indicated on Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the property located at Part of Lots 15 and 16, Concession 1 IL, being part of lot 2 and 41 on JDG Plan 101 in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry (PIN # 671280057) be rezoned from Open Space (OS), Highway Commercial (CH) and Floodplain-Holding (FP-H) to General Commercial Exception Seven (CG-7), Residential One - Exception Nineteen - Holding (R1-19-H), and Floodplain (FP).
3. **THAT** CG-7 will reduce the required watercourse setback from 30 meters to 15 meters and require that the 15 meter setback contain a vegetative buffer consisting of a mix of native plants and will permit the following additional uses: Mini Warehousing and Storage, Auction Establishment, Cardlock Establishment, Motor Vehicle Dealership, and Motor Vehicle Service Station
4. **THAT** R1-19-H will reduce the required watercourse setback from 30 meters to 15 meters and require that 15 meter setback contain a vegetative buffer consisting of a mix of native plants.
5. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
6. **THAT** this by-law shall come into force and effect and take effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, as amended.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 8TH DAY OF AUGUST, 2023.***

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

BY-LAW 59-2023

EXPLANATORY NOTE

The purpose of this Amendment is to rezone the subject property from Open Space (OS), Highway Commercial (CH) and Floodplain-Holding (FP-H) to General Commercial Exception Seven (CG-7), Residential One - Exception Nineteen - Holding (R1-19-H), and Floodplain (FP).

CG-7 will reduce the required watercourse setback from 30 meters to 15 meters and require that the 15 meter setback contain a vegetative buffer consisting of a mix of native plants and will permit the following additional uses: Mini Warehousing and Storage, Auction Establishment, Cardlock Establishment, Motor Vehicle Dealership, and Motor Vehicle Service Station

R1-19-H will reduce the required watercourse setback from 30 meters to 15 meters and require that 15 meter setback contain a vegetative buffer consisting of a mix of native plants.

All other applicable provisions of Zoning By-law 38-09, as amended, shall continue to apply.

Schedule “A”



Lands to be zoned to General Commercial Exception Seven (CG-7), Residential One - Exception Nineteen - Holding (R1-19-H), and Floodplain (FP)

**This is Schedule "A" to By-law 59-2023
Adopted this 8th day of August, 2023**

Township of South Glengarry

Mayor

Clerk



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Martin Lang

RESOLUTION NO

SECONDED BY

DATE August 8, 2023

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports the resolution passed by the Town of Petrolia on June 26, 2023 concerning regulations for licensed home-based childcare operators and the shortage of child care spaces across the Province;

AND FURTHERMORE that this resolution be forwarded to the Premier of Ontario, the Minister of Children, Community & Social Services, the Minister of Education, MPP Nolan Quinn and the Association of Municipalities of Ontario.

☐ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Lachlan McDonald

Recorded Vote:	Yes	No
Mayor McDonald	___	___
Deputy Lang	___	___
Councillor Jaworski	___	___
Councillor McDonell	___	___
Councillor Bougie	___	___

June 29, 2023

Hon. Stephen Lecce
Minister of Education
Stephen.Lecceco@pc.ola.org

Via email

RE: recommendation for amendment to the current regulations for licensed home-based childcare operators to increase allowable spaces.

Dear Minister Lecce,

During the June 26, 2023 regular meeting of council, council in response to recent publicly raised concern heard a report from staff in relation to the above, with the following resolution passed:

Moved: Liz Welsh

Seconded: Chad Hyatt

WHEREAS in response the Petrolia Childcare Advocacy Group's recent delegation to Council where they identified a shortage of child care spaces in the Town of Petrolia; and

WHEREAS through additional research undertaken by the Town Staff, and in consultation with the County of Lambton Social Services, it has been further identified that there is an extreme shortage of child care spaces not only across the County but the Province as a whole; and

WHEREAS in response to the identified need the County hosted a community information night to educate members of the public who may be able to offer a licensed home-based child care service;

NOW THEREFORE **the Council of the Town of Petrolia recommends to the Hon. Stephen Lecce, Minister of Education, that in time for the 2023 school year amendment to the current regulations be made to allow licensed home-based child care operators the ability to provide two (2) before and after school care spaces to school aged children, in addition the permitted six (6) full time child care spaces; and**

THAT in an effort to attract and retain qualified early childhood educators, the Minister of Education, review the current wage bracket for early childhood educators with implementation of an increase to wages to align with the services provided; and

THAT the province provides more capital based funding sources for the construction of new centre-based facilities; and

THAT the province considers increasing the current goal of thirty-three percent (33%) access ratio, to align better with the current provincial situation and anticipated population growth over the next ten (10) years; and

THAT these items be considered sooner rather than later, to assist in remedying the critical child care shortage experienced in Petrolia, Lambton, and across the province; and

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

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THAT this recommendation be forwarded to Hon. Doug Ford, Premier of Ontario | Hon. Michael Parsa, Minister of Children, Community & Social Services | Mr. Bob Bailey, MPP of Sarnia-Lambton | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex | Mr. Kevin Marriott, Warden of Lambton County | Municipalities of Ontario;

Carried

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc:

Hon. Doug Ford, Premier of Ontario premier@ontario.ca | Hon. Michael Parsa, Minister of Children, Community & Social Services Michael.Parsaco@pc.ola.org | Mr. Bob Bailey, MPP of Sarnia-Lambton bob.bailey@pc.ola.org | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex Monte.McNaughtonco@pc.ola.org | Mr. Kevin Marriott, Warden of Lambton County Monte.McNaughtonco@pc.ola.org | Municipalities of Ontario

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CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Martin Lang

RESOLUTION NO

SECONDED BY

DATE August 8, 2023

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports the resolution passed by the Municipality of Chatham-Kent on June 26, 2023 regarding the necessary review of the Municipal Freedom of Information and Protection of Privacy Act;

AND FURTHERMORE that this resolution be forwarded to MPP Nolan Quinn, the Minister of Public and Business Service Delivery, the Information and Privacy Commissioner of Ontario, the Association of Municipalities of Ontario and the AMCTO Legislative and Policy Advisory Committee.

☐ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Lachlan McDonald

Recorded Vote:	Yes	No
Mayor McDonald	___	___
Deputy Lang	___	___
Councillor Jaworski	___	___
Councillor McDonell	___	___
Councillor Bougie	___	___

July 5, 2023

Via Email: Kaleed.Rasheed@ontario.ca

Minister of Public and Business Service Delivery (MPBSD)

Honourable Rasheed:

**Re: Time for Change
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 26, 2023 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

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

Sincerely,

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

c.

Lianne Rood, MP
Dave Epp MP
Trevor Jones, MPP
Monte McNaughton, MPP
Information and Privacy Commissioner of Ontario
Association of Municipalities of Ontario
AMCTO Legislative and Policy Advisory Committee
Ontario municipalities

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: August 8, 2023

SUBJECT: 2022 EAA Compliance Report (Landfills)

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

The Township of South Glengarry submits an Annual Compliance Report to the Ministry of Environment, Conservation, and Parks (MECP) to meet the requirements of the Environmental Assessment Act. The Annual Compliance Report considers the Individual Environmental Assessment for the North Lancaster Waste Disposal Site and the Beaver Brook Road Waste Disposal Site.

The 2022 Annual Compliance Report was prepared by the Township's consultant, WSP Canada Inc, and submitted on May 30, 2022.

The MECP provided confirmation that the submitted report is in compliance and noted that the Annual

The 2022 Annual Compliance Report and MECP acceptance letter are attached for consent agenda acceptance.

**Ministry of the Environment,
Conservation and Parks**

**Ministère de l'Environnement,
de la Protection de la nature
et des Parcs**

Environmental Assessment
Branch

Direction des évaluations
environnementales

1st Floor
135 St. Clair Avenue West
Toronto ON M4V 1P5
Tel.: 416 314-8001
Fax: 416 314-8452

Rez-de-chaussée
135, avenue St. Clair Ouest
Toronto ON M4V 1P5
Tél : 416 314-8001
Télééc. : 416 314-8452

July 12, 2023

Jennifer Brown-Hawn
Senior Lead, Earth & Environment
WSP Canada Inc.
1345 Rosemount Avenue
Cornwall ON, K6J 3E5

RE: Township of South Glengarry 2022 EAA Compliance Report
EA File No. MU-0915-02, OIC 1305/03

Dear Jennifer Brown-Hawn,

Thank you for submitting the 2022 Annual Compliance Report (ACR) for the reporting period of January 1, 2022 to December 31, 2022 in accordance with Condition 5 of the Notice of Approval for the South Glengarry Solid Waste Environmental Assessment.

The Ministry of the Environment, Conservation and Parks (ministry) has conducted a preliminary review of the ACR. The ministry's review found that the information in the ACR meets the requirements outlined in the May 13, 2003 *Environmental Assessment Act* conditions of approval. Please note that this acknowledgement of submission does not limit the ministry's ability to review the ACR in more detail at a later date, or to require an audit.

The 2023 ACR is due on or before May 31, 2024. You must now make the ACR available for the public record as per Condition 4 of the Notice of Approval.

Should you have any questions, please contact the undersigned at solane.desautels@ontario.ca.

Sincerely,

Solange Desautels

Solange Desautels
Supervisor, Project Coordination Unit
Environmental Assessment Branch



May 30, 2023

Ministry of the Environment, Conservation and Parks
Environmental Assessment and Permissions Branch
135 St. Clair Avenue West, Floor 1
Toronto, ON
M4V 1P5

Attn: Director, Environmental Assessment and Permissions Branch (EAPB)

Re: Environmental Assessment (EA) Solid Waste, Township of South Glengarry
2022 EAA Compliance
EA File No. MU-0915, OIC 1305/03

The Township of South Glengarry (Township) received approval for an Individual Environmental Assessment (EA) for the North Lancaster Waste Disposal Site (WDS) and the Beaver Brook Road WDS on June 18, 2003. Further to the May 2003 approval of the EA, WSP is pleased to provide herein, on behalf of the Township, an annual update with respect to the compliance monitoring program. This letter describes the activities which occurred in 2022. Below is a synopsis of activities at both WDS's followed by the compliance monitoring conditions. The compliance monitoring program is detailed in the attached tables.

North Lancaster WDS

Further to the Notice of EA approval (attached), pre-consultation discussions took place with the Ministry of the Environment, Conservation and Parks (MECP) regarding conditions of the North Lancaster WDS EA approval which were to be satisfied before proceeding to the EPA application subsequent EPA Part V approval (see EA Approval 2003, TRG 2002). The conditions included additional buffer land acquisition and further hydrogeological characterization.

The Township had satisfied those conditions and proceeded to obtain an ECA for Waste Disposal Site (No. A481403) for the North Lancaster WDS in March 2010 under EPA Section 27 for Landfill Design and Expansion. Subsequent and ongoing discussions (pre-consultation) with the local MECP Area Office (Cornwall) occurred to address matters pertaining to waste diversion, contaminant attenuation zone (CAZ) requirements, site operations, and site development plan (for which an ECA amendment request was made on February 1, 2011). An amendment to the North Lancaster WDS ECA was issued on December 13, 2011.

Beaver Brook Road

Further to EA approval, discussions (pre-consultation) took place with the MECP regarding the conditions of the EA approval, which were to be satisfied before proceeding to the EPA application subsequent to EPA Part V approval (see EA Approval 2003, TRG 2002). The conditions included additional buffer land acquisition, establishing a landfill advisory committee, waste diversion initiatives, surface water trigger mechanisms and further hydrogeological characterization.

An ECA amendment application was submitted on August 2, 2011, requesting approval to utilize materials removed from the Township-owned sewage lagoon at Green Valley as an alternative final cover to be applied on areas that were approaching the final contour. The amendment (Notice 1) was issued on March 4, 2013, for such approval.

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wsp.com



Compliance Monitoring Conditions

A brief summary of the Conditions of the Environmental Assessment (EA) Notice of Approval to Proceed (File No. MU0915-02) are detailed in **Table 1**, below along with Township responses for 2022. Note, the EA Notice of Approval is attached for reference purposes.

Table 1: Compliance Monitoring Conditions

CONDITION NO.	NOTICE OF APPROVAL	2022 TOWNSHIP RESPONSE
	EA CONDITION	
1.	Comply with provisions of the EA...	Acknowledged
2.	These conditions do not prevent more restrictive conditions being imposed under other statutes.	Acknowledged
3.	Documents required for Public Record shall be provided to the Director, Regional Director, Clerk's office of the Township of South Glengarry, the Chair of the Environment Committee. The EAAB File number shall be quoted on the document.	All documents required for Public Record will continue to be provided to the Director, Regional Director, Clerk's office of the Township of South Glengarry, the Chair of the Environment Committee and will have the EAAB file number MU0915-02 quoted on the document.
4.	<p>Prepare and submit to the Director an Environmental Assessment Compliance Monitoring Program (EACMP). EACMP to include reporting on:</p> <p>Mitigation Measures:</p> <p>Haul Routes</p> <p>Haul Route Road Maintenance</p> <p>Access Road Maintenance</p> <p>Wetland Buffer</p>	<p>EAAB correspondence (report) (August 2004, June 2005, July 2006, May 2007, June 2008, May 2009, May 2010, March 2011, March 2012, June 2013, May 2014, May 2015, July 2016, May 2017, June 2018, May 2019, June 2020, May 2021, May 2022, May 2023)</p> <p>Maintain same haul routes and hours of operation. Environmental Assessment Township of South Glengarry Solid Waste Management (TRG 2002) Completed paving of Beaver Brook Road from landfill entrance to Chapel Road Beaver Brook Road WDS Development and Operations Plan</p> <p>Road sweeping/cleaning, use of dust suppressants completed as required. North Lancaster Landfill Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager</p> <p>Re-grading with granular completed as required Application of dust suppressants completed as required Co-ordinated/Supervised by Roads Manager</p> <p>Minimum 25m (applies only to Beaver Brook Road Landfill)</p>



NOTICE OF APPROVAL		2022 TOWNSHIP RESPONSE
CONDITION NO.	EA CONDITION	
4. cont'd	Use of Interim Cover	Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager
		Minimum 15 cm Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP)
	Waste Compaction	North Lancaster Landfill Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager
		Sheepsfoot Compactor Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP)
	Gull, Fly and Rodent Control	North Lancaster Landfill Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager
		Use of bait Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP)
	Litter Inspection and Clean-up	North Lancaster Landfill Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager
		Completed by Township staff Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP)
	Effective Landfill Management	North Lancaster Landfill Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager
		Vigilant operations and emergency response Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP)
	Fencing	North Lancaster Landfill Development and Operation Plan (WSP) Co-ordinated/Supervised by Roads Manager
		In 2006, additional site fencing was added along Regent Drive at the Beaver Brook Road Landfill. Beaver Brook Road Waste Disposal Site Development and Operation Plan (WSP)
		In 2011, additional site fencing was added north of the North Lancaster Landfill North Lancaster Landfill Development and Operation Plan (WSP)
		EPA Part V application Approval March 30, 2010 Co-ordinated/Supervised by Roads Manager

NOTICE OF APPROVAL		2022 TOWNSHIP RESPONSE
CONDITION NO.	EA CONDITION	
4. cont'd	Public Consultation	Environment Committee (EC) meetings are open to the public. EC meetings were completed on January 18, March 1, June 17, August 23, and October 18, 2022. Newsletters are posted on Township website and social media (April 14, April 22, May 2, November 22, 2022) Waste calendar is published and provided to residents annually (July 2021 for 2021 and all of 2022)
5.	Prepare an annual Compliance Report describing compliance with the conditions of the EA approval and provides the results of the Environmental Assessment Compliance Monitoring Program. Submission date May 31 annually. Copies of the Compliance Report shall be retained at either landfill or in another location approved by the Director. Documents must be made available to MECP upon request...	EAAB correspondence and Compliance Monitoring Program (report) (August 2004, June 2005, July 2006, May 2007, June 2008, May 2009, May 2010, March 2011, March 2012, June 2013, May 2014, May 2015, July 2016, May 2017, June 2018, May 2019, June 2020, May 2021, May 2022, May 2023) All Compliance Report documentation for each year and any associated documentation are retained at the Township of South Glengarry office. Compliance Reports are provided to the MECP annually and will be made available upon request.
6.	An Environment Committee (EC) should be maintained to ensure public concerns are addressed and mitigation measures, including waste diversion initiatives, are undertaken. The EC shall serve as a focal point for the dissemination, review and exchange of information and monitoring results relevant to the operation of the landfills.	The EC is active and conducted meetings on January 18, March 1, June 17, August 23, and October 18, 2022.
7.	If the EC is not functioning, a notice shall be published annually inviting expressions of interest in the formation of the EC. If there is interest, the EC shall be established pursuant to Condition 6. If there is no interest, once sufficient notice has been given, the EC may be dispensed with.	The EC is currently active; however, if the members of committee resign, new members will be sought through the advertisement on the Township website and social media platforms.
8.	Report on the status of diversion initiatives at the Beaver Brook and North Lancaster Landfills, including changes or improvements. This information shall be provided in the annual Compliance Report.	The status of diversion initiatives are reported in each site's Compliance Monitoring Report. Additionally, details are provided in Table 2 and Table 3 , below. Beaver Brook Road Waste Disposal Site, 2021 - 2022 Monitoring Report (March 2023) North Lancaster Waste Disposal Site, 2022 Annual Monitoring Report (March 2023)

NOTICE OF APPROVAL		2022 TOWNSHIP RESPONSE
CONDITION NO.	EA CONDITION	
9.	Natural areas that are disturbed during the construction and operation of the Beaver Brook Road and North Lancaster landfills will be re-vegetated with an appropriate species, such as native deciduous and coniferous species.	To Be Completed As Site Develops. Beaver Brook Road WDS Development and Operations Plan/Closure Plan North Lancaster WDS Development and Operations Plan/Closure Plan
10.	The Proponent, for the North Lancaster landfill, shall	
10.a	Submit proof of Municipal ownership of the property on the west half of Lot 25, Concession 7, northwest of the North Lancaster landfill	Acquisition completed August 15, 2005 Surveyed and registered on Title as Part V EPA application
10.b	Request to incorporate the property acquired pursuant to Condition 10. (a) into the approved property boundaries	Surveyed and registered on Title as Part V EPA application
10.c	Demonstrate that the North Lancaster landfill can be operated in compliance with MOE's Guideline B-7, along the revised northern and western property boundaries.	Buffer wells have been installed and added to the monitoring program. These will be analyzed as part of B-7 Compliance. Results of B-7 analysis are documented in North Lancaster Landfill 2022 Annual Report, (WSP 2022) submitted to the MECP.
10.1	A wet weather fish survey shall be conducted in the unnamed tributary to the west of the North Lancaster landfill in consultation with the Ministry of Natural Resources (MNR). The proponent shall report survey findings to MNR.	Completed May 13, 2003 North Lancaster Landfill Environmental Assessment (Niblett 2003) Correspondence to MNR, September 1, 2020
11.	The Proponent, for the Beaver Brook Road landfill expansion shall provide:	
11.a	Clarification of the designation of downstream surface water compliance station(s) to be established for the landfill	March 31, 2003, Meeting with Township, TRG and B. Metcalfe of MOECC May 1, 2003, B. Metcalfe MOE Surface Water Section to H. Brown EAAB May 21, 2003, B. Metcalfe MOE Surface Water Section to M. Séguin MOECC Area Supervisor
11.b	Clarification of the linkage of the sampling stations to the contingency trigger mechanism.	December 11, 2003, TRG to MOECC EAAB Mr. T. Gebrezghi
11.c	A contingency trigger mechanism, developed in consultation with MOE Eastern Region's Technical Support Section	May 1, 2003, B. Metcalfe MOECC to H. Brown EAAB May 21, 2003, MECP Eastern Region Technical Support Section Surface Water Unit
11.d	A surface water monitoring program, developed in consultation with MOE Eastern Region's Technical Support Section	May 21, 2003, B. Metcalfe MOECC to M. Séguin MOECC

Table 2: Diversion Initiative Implementation Schedule (Condition 8)

DIVERSION INITIATIVE	DATE IMPLEMENTED	COMMENTS
Regional goals, targets and inter-municipal committee	2012-ongoing	In 2015, the Townships within the Counties of Stormont, Dundas and Glengarry developed the SDG Waste Management Group to discuss options for efficiencies within the various waste management programs.
Training of key staff		Key staff attend workshops hosted by OWMA, AORS, OCWA, CIF, MEA, etc. annually.
Promotion and education plan		Postings on the Township website, monthly newspaper advertisements and a collection calendar which is mailed to all residents within the Township.
Providing free/subsidized blue boxes and/or composters		Blue boxes and composters are provided at cost.
Clear bags for recyclables	2013-ongoing	Clear bags are accepted at the roadside collection.
Expand the list of eligible blue box recyclables		This is dependent on the Material Recovery Facility (MRF) capabilities.
Enhancing the recycling depot at the Township's WDS's		A recycling depot is located at each WDS, which includes e-waste collection containers.
Enhancing the Township's public space recycling program		A recycling program is implemented during the Williamstown Fair and at minor sports program events within the Township. Recycling stations are set up at all Community Centres within the Township.
Recycling tag system providing information to properly recycle/dispose of an item	2014-ongoing	Tags are placed on bags or items which are not being disposed of properly to inform resident of proper disposal method.
Following generally accepted principles for procurement and contract management		The garbage, recycling and MRF contracts have been aligned.
Curbside collection for residents on private roads.	2019	Garbage and recycling are collected from private roads.
Implement curbside bag/container limits for garbage	2019 2022	Implemented an 8-bag limit Implemented a 2-bag limit by November 28, 2022
Switch to weekly blue box collection	2021	
Implement garbage bag tag for additional bags	2022	Tags for additional bags over the 2-bag limit may be purchased 10 tags for 20\$
Initiation of Food Cycler Pilot Project	2022	A Food Cycler composting unit was provided to select homes as a pilot project to improve composting within the Township.

Table 3: Estimated Waste Quantities Diverted in 2022 (Condition 8)

DIVERSION INITIATIVE	COMMENT	VOLUME
Curbside Blue Box Collection	Township switched from bi-weekly to weekly collection on November 29, 2021	829 tonnes
Annual Household Hazardous Waste Day		23.2 tonnes
Agreement with the City of Cornwall for the collection of hazardous waste at their Cornwall Centre Road WDS		4.2 tonnes
E-waste collected at each landfill site	E-waste is stored onsite temporarily within a designated area	15.5 tonnes
Agreement with the City of Cornwall for the collection of electronic waste at their Cornwall Centre Road WDS		0.48 tonnes
Clean wood/brush collected at each landfill site	Clean wood/brush is stored onsite temporarily within a designated area and chipped when sufficient volume is accumulated.	20.1 tonnes
Tires diverted from the landfills	Tires are stored onsite temporarily within a designated area	1,133 tires
Ozone depleting substances (ODS) equipment	ODS equipment is stored onsite temporarily within a designated area.	None in 2022
Scrap metal collected at each site	Scrap metal is stored onsite temporarily within a designated area	1,370 tonnes



We trust that this submission meets with your approval. If you have any questions or comments, please do not hesitate to contact the undersigned.

WSP Canada Inc.

A handwritten signature in blue ink, appearing to read 'JBrown-Hawn'.

Jennifer Brown-Hawn,
Senior Lead, Earth & Environment

JBH/AMH/jbh

Attached: LAC Meeting Minutes
 Township of South Glengarry Notices
 Township of South Glengarry Collection Calendar
 EAA Notice of Approval to Proceed with the Undertaking (EA File No. MY-0915-02)

cc. S. McDonald, Township of South Glengarry
 E. Legue, MECP Cornwall Area Office



Township of South Glengarry
6 Oak Street, P.O. Box 220, Lancaster,
ON, K0C 1N0T: (613) 347-
1166 | F: (613) 347-3411
www.southglengarry.com

Environment Committee Minutes

January 18, 2022

5:05 PM

Attendance

Stephanie Jaworski, Chair
Angie Parker
Colleen Bissonnette
Aodin MacDonell

Regrets

Mike Madden, Vice Chair

Resource Members

Chris Leblanc- Director of Roads and Waste Management
Jennifer Brown Hawn- WSP
Crystal LeBrun- Deputy Clerk
Sarah McDonald – GM of Infrastructure

1. Welcome

The chair opened the meeting and welcomed committee members and anyone watching online.

2. Approval of Agenda

Moved to approve the agenda as presented.

It was:

MOVED BY: Aodin MacDonell

SECONDED BY: Angela Parker

CARRIED

3. Approval of Minutes from November 23, 2021 as amended.

It was:

MOVED BY: Colleen Bissonnette

SECONDED BY: Angela Parker

CARRIED

4. Business Arising from the Minutes

- **Committee Discussed a landfill tour – staff confirmed it can be**

scheduled in the spring

5. Presentation

- **None**

6. Ongoing Projects

- Food Cyclor Pilot Feedback – Staff presented high level results from the pilot project (attached). Committee members discussed preliminary results and there is more information they would like to receive from Food Cycle Science such as Electricity Usage, lifecycle of machines, landfill impacts and future rollout.
- Waste Composition Study- Staff will be meeting with Stewardship Ontario to discuss data and results of the composition study and detailed results will be presented to the Committee at a future meeting.

7. New Business

- Implementation of Recycling and Garbage Contract
 - Committee would like to see bag tags sold at various locations.
- Landfill Updates
 - Committee Discussed Landfill Tonnage at South Glengarry Landfills and Cornwall Material Recovery Facility.
- 2022 Initiatives
 - Annual Report from WSP to be received by end of March 2022. This report will provide recommendations and initiatives for 2022.

8. Next Meeting – March 1, 2022

Agenda Standing items:

- Foodcyclor Feedback
- Garbage/Recycling feedback
- Waste composition study

9. Adjournment 6:00 PM.

It was:

MOVED BY: Colleen Bissonnette

SECONDED BY: Aodin MacDonell

CARRIED

Environment Committee (Virtual)

March 1, 2022

5:00PM

Minutes

March 1, 2022

5:00 PM

Attendance

Stephanie Jaworski, Chair
Angie Parker
Colleen Bissonnette
Aodin MacDonell

Regrets

Mike Madden, Vice Chair

Resource Members

Sarah McDonald – GM of Infrastructure
Chris Leblanc- Director of Roads and Waste Management
Jennifer Brown Hawn- WSP
Crystal LeBrun- Deputy Clerk

1. Welcome

- The Chair opened the meeting and welcomed committee members and anyone watching online

2. Approval of Agenda

Moved to approve the agenda as presented.

It was:

MOVED BY: A. Parker

SECONDED BY: C. Bissonnette

CARRIED



3. Approval of Minutes

It was:

MOVED BY: A. MacDonell

SECONDED BY: C. Bissonnette

CARRIED

4. Business Arising from Minutes

- Follow up for bag tags and where can we make them available. GM of Infrastructure confirmed there has been no changes to availability of bag tags.

5. Presentations

- FoodCycler (Alex Hayman)
- Alex went through his presentation (attached) and gave an overview of results, data, next steps

Committee discussed in detail and asked questions regarding the machine.

Next Steps: Food Cycle Science will be working with Administration to put a more specific and detailed plan and recommendations for next steps. Focus on Commercial, Small business, Educational on Food Waste.

6. Ongoing Projects Update

- Waste Composition Study
- Recycling Summary (2021)
- Landfill Updates

7. New Business

8. Next Meeting & Landfill Tour May

9. Adjournment @ 6:21PM



ENVIRONMENT COMMITTEE – INFORMATION REPORT

PREPARED BY: Sarah McDonald, P. Eng., GM of Infrastructure
PREPARED FOR: Environment Committee
COMMITTEE DATE: March 1, 2022
SUBJECT: Ongoing Project Update and New Business

Ongoing Project Updates

a. Waste Composition Study

The Winter 2021 waste composition data has been received and Administration will be discussing the results in late January with Stewardship Ontario.

b. Recycling Review (2021)

c. Landfill Updates

New Business

-



FOODCYCLERTM

On-Site Organics Diversion Program Update

Prepared for:
Township of South Glengarry
EAC - March 2022

Presented by:
Food Cycle Science
Alex Hayman



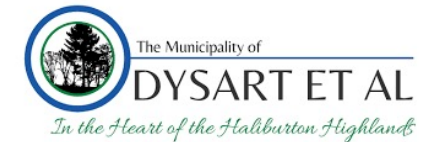
ABOUT US

- Canadian company based out of Ottawa, ON
- Founded in Cornwall in 2011 – Company is 100% focused on Food Waste Diversion Solutions
- Products available in North America through FoodCycler Municipal / Vitamix and internationally through network of distributors & OEM partners
- Semi-finalists in Impact Canada's *Food Waste Reduction Challenge*
- Selected as one of the 2021 Deloitte Fast 50 CleanTech award winners
- # 81 on Globe & Mail's Canada's Top Growing Companies for 2021



TRUSTED CANADIAN SOLUTION

FROM COAST TO COAST TO COAST



Thirty-Three Canadian Municipal
Partners
...and counting!

RECAP – PILOT PROGRAM

- With support from Impact Canada's Food Waste Reduction Challenge, a pilot program was run in South Glengarry that included 100 participating households
- Net cost to the Township of South Glengarry was ~\$10,000 + HST
- Program ran from August to October 2021
 - Usage was tracked for 12 weeks to calculate diversion
 - Participants completed a survey to provide data and feedback
- The program was managed by Crystal Lebrun from the Township– thank you very much for the great job, Crystal!



RESULTS – PILOT PROGRAM

- 88 responses collected
- Average of 6 cycles per week – equivalent to ~260kg per year
 - We estimate annual potential diversion is closer to 300kg per year as there are more food scraps generated in summer based on other pilots
- Monthly garbage reduced by:
 - 0 bags - 24%
 - 1 bag - 52%
 - 2 bags – 13%
 - 3+ bags – 12%
- 76% of participants motivated to waste less food
- 75% think their friends / neighbours would be interested in participating
- 4.6/5 overall user experience rating
- 91% would recommend FoodCycler to others
- 95% will continue to use the FoodCycler after the pilot



COMMENTS – PILOT PARTICIPANTS

- We were extremely happy with this program and loved that it made us aware of our daily waste
- i am very grateful to have been able to participate in this program, i would not have known about the food cyclor if not for the program & don't think i could afford to purchase one otherwise. i just resumed composting again this spring i honestly thought the compostables were ok in the garbage thinking it would help decompose the garbage. i did not know about the carbon dioxide it produced. it would be great if everyone had one. especially in the winter. thanks again and i will spread the word.
- Our garbage bag weekly output is actually 1/2 to 1/4 of one green bag, which is half of the one green bag we used to use, so the Foodcyclor reduced our waste output by as much as 50%. The machine itself is easy to use and just as important, easy to clean! We ran it overnight or on weekends as Hydro costs are a concern. The bucket is also quite small and I had to do a lot of chopping. It can't handle bones, seeds or pits, but otherwise works well. The ongoing costs of buying new filters etc. hasn't been assessed yet, nor has the life of the machine. I'm hoping 5 years? A great initiative!
- I was not very interested initially when my husband told me about the pilot project (really didn't want another machine on counter top). Now I would be lost with out it! Ignorantly, I didn't realize food scraps contribute to methane gas in dumps (thought it was fine because it's biodegradable).



WASTE ANALYSIS – CURRENT SYSTEM

- Based on data provided by SDG Waste Report, current landfilling costs in SG are estimated at ~\$258/tonne (collection + disposal)
- Based on data from SDG Waste Report, Cornwall MRF charges \$301/tonne for recycling processing, collection is **additional** \$83/household/year
- Based on data from government of Ontario (and adjusting for inflation), curbside organics programs cost ~\$300/tonne for collection and processing
- Average FoodCycler user will divert ~250-300kg per year (accounting for increased summertime use)

- **Waste is expensive.... And diversion is expensive too!**

PROGRAM EXPANSION(1/2)

Assumptions:

- Based on pilot results, there will be significant interest in FoodCycler program, particularly in urban areas
- Due to mix of urban, rural, and agricultural properties – multiple solutions needed
- Those with existing solutions (composters, farms, etc.) will not want to face increased taxes from a green bin program
- Green bin program usage rates are low (Ottawa – 57%, Sudbury – 27%)
- Drop-off options may be needed for those that don't garden

Benefits:

- Less bears / other pests getting into garbage
- Operational efficiencies for waste collection, transfer site, landfill (beyond just cost savings)
- Increased awareness around waste
- GHG reduction:
 - 2000 households: 3600 tonnes CO₂e per year (1750 cars off the road*)
 - 3000 households: 5410 tonnes CO₂e per year (2600 cars off the road*)
 - *assuming cars drive 15,000km per year at 206g CO₂e/km, 1 tonne CH₄ = 84 tonnes CO₂e (Data from NRCan, EPA)
- Opportunity to showcase South Glengarry as an environmental innovator and leader in Canada

PROGRAM EXPANSION(2/2)

Proposed next steps:

- Receive feedback from EAC on pilot program and expansion
- Work with Township staff on options for program expansion, including investigating potential grants
- Bring options back to EAC / Council for decision
- Roll-out

Discussion:

- FCS moving municipal program to service model which means lower up-front costs, included filters / maintenance / repairs
- FCS bringing out new models which would offer higher capacity per cycle
- Dealing with waste on-site where possible is always going to be more cost-effective than putting more trucks on the road

THANK YOU!

ANY QUESTIONS?

Alex Hayman
Director of Strategy
Email: alexh@foodcycler.com
Phone: 613-979-4167



Environment Committee (Virtual)

June 17, 2022

1:00 – 4:00PM

Minutes

June 17, 2022

5:00 PM

Attendance

Stephanie Jaworski, Chair
Angie Parker
Colleen Bissonnette
Aodin MacDonell

Regrets

Mike Madden, Vice Chair

Resource Members

Sarah McDonald – GM of Infrastructure
Genevieve Rancourt - WSP
Crystal LeBrun- Deputy Clerk
Taylor Hambleton- Student

1. Welcome

- The Chair opened the meeting and welcomed committee members and anyone watching online

2. Approval of Agenda

Moved to approve the agenda as amended.

It was:

MOVED BY: A. Parker

SECONDED BY: C. Bissonnette

CARRIED

3. Approval of Minutes

It was:

MOVED BY: A. MacDonell



SECONDED BY: C. Bissonnette

CARRIED

4. Tour Discussion

- Committee members discussed the tour of both Beaverbrook and North Lancaster Landfill Sites.

5. New Business

- A. Leaf and Yard Waste – Committee would like to see more leaf and yard waste pick up days *if the material can be diverted from the landfill or included in organics collection.*
- B Adopt a Street/Year Round Pitch IN- Committee would like administration to adopt a similar project as City of Cornwall.
- Food Cyclor Update- Committee is undecided if FoodCycler is the right solution for composting. Would like to see more information on organic waste collection.
- Waste Composition Study- Study results have been received, however not reviewed. To follow at next meeting.

6. New Business

7. Next Meeting – August 2022

8. Adjournment @ 4:21PM

Environment Committee (Virtual)

August 23, 2022

5:00 – 6:00 p.m.

Minutes

5:00 PM

Attendance

Stephanie Jaworski, Chair
Angie Parker
Colleen Bissonnette
Mike Madden

Regrets

Aodin McDonell

Resource Members

Sarah McDonald, GM of infrastructure
Jennifer Hawn Brown, WSP
Crystal Lebrun, Deputy Clerk

1. Welcome

- The Chair opened the meeting at 5:12 and welcomed committee members and anyone watching online

2. Approval of Agenda

Moved to approve the agenda as amended.

It was:

MOVED BY: M. Madden

SECONDED BY: C. Bissonnette

CARRIED

3. Approval of Minutes

Moved to approve the March 1, 2022 minutes as presented and the June 17, 2022 minutes as amended.

It was:

MOVED BY: C. Bissonnette

SECONDED BY: A. Parker

CARRIED

4. Presentation

- Waste Composition Study Results (S. McDonald)

5. Items for Consideration

a. **2012 Waste Recycling Strategy**

Review Backyard Composters (free or subsidised)

- M. Madden would like to see backyard composters made available for residents. Include public education on compostable material. Public education on how to optimize recycling (space). Clear to public what can they use on their own. Capitalize on partnerships who can provide education to public.

Public Space Recycling

- Suggestion to dual garbage / recycling bins in public buildings
- Suggestion to policy requiring dual bins when in-kind services involve recycling collection

Bail Wrap

- Administration to continue to follow results of Bruce County pilot project on Ag Wrap: <https://cleanfarms.ca/recycling-baler-twine-bale-wrap-silage-bags-and-bunker-covers-in-bruce-county/>

Leaf and Yard Waste Collection

- Suggestion to encourage composting

Review of Appendix C – Promotion and Education Plan

- 2023 Recycling Calendar - <https://pub-southglengarry.escribemeetings.com/filestream.ashx?DocumentId=3927>

Recommendations from Committee to Council

- S. Jaworski will prepare a letter to council, circulate it for the committee to review

b. **Input Request - 2022 Collection Schedule**

- Deferred to next meeting

c. **Communications Update - Recycle Coach**

- Recycle Coach being implemented by Corporate Services

d. Volunteer Request for Hazardous Waste Day – September 24, 2022

6. Other Business

- Road Ecological Passes, wildlife crossings during capital planning

7. Next Meeting – October 4th 5PM

8. Adjournment 7:00PM

It was:

MOVED BY: M. Madden

SECONDED BY: A. Parker

CARRIED

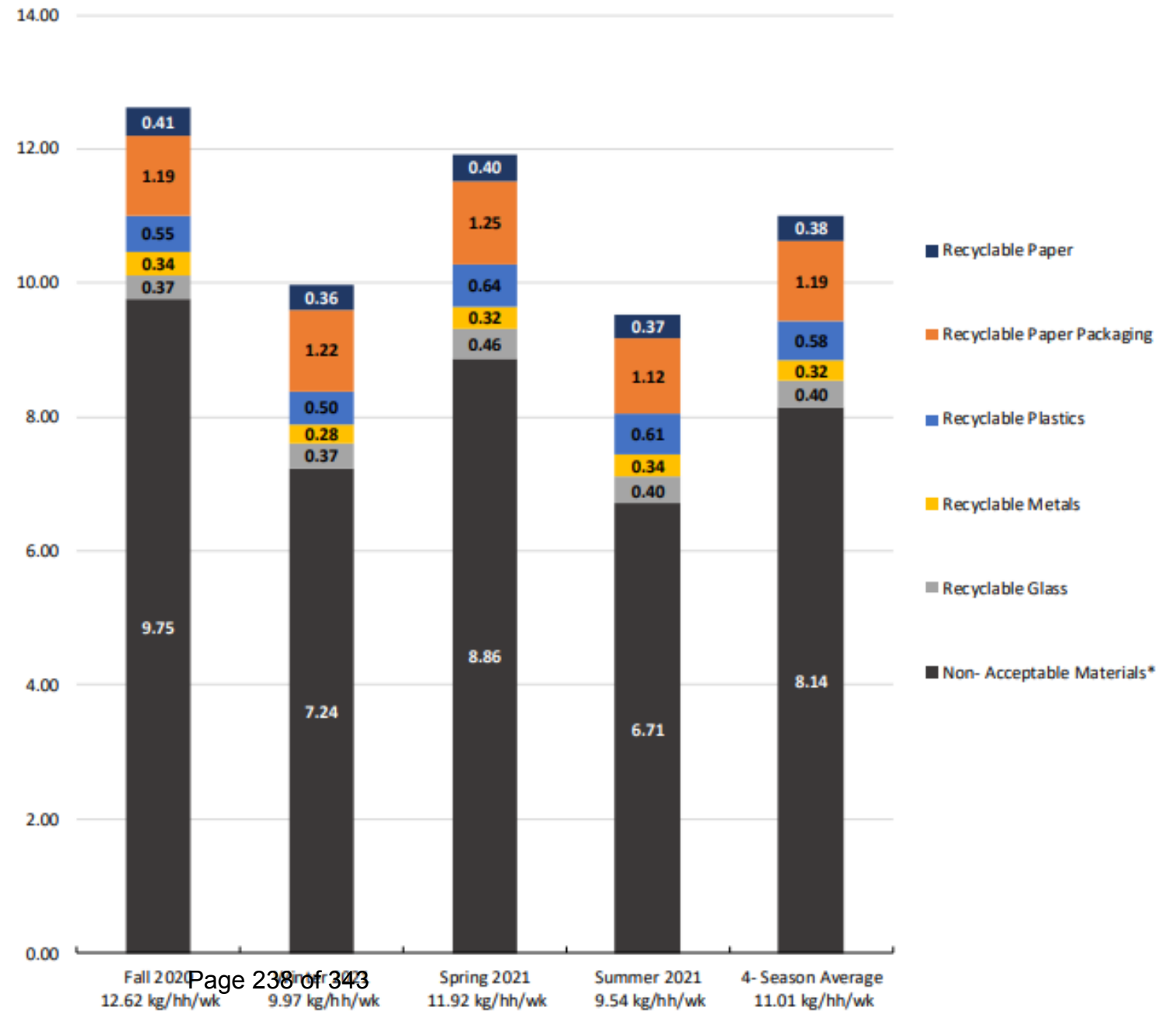


Residential Waste Composition Study

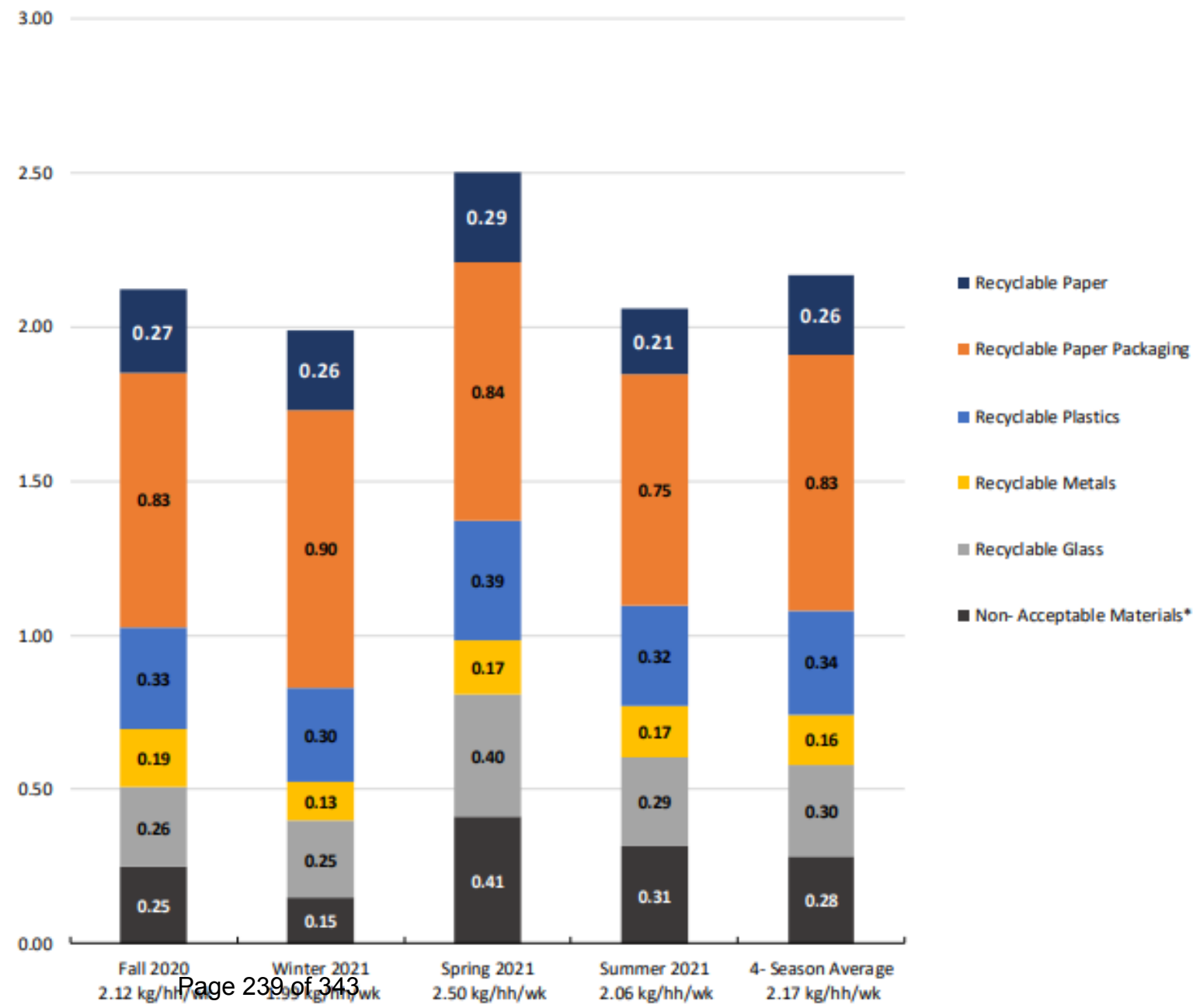
Comparison to other Rural Collection Areas

South Glengarry Data

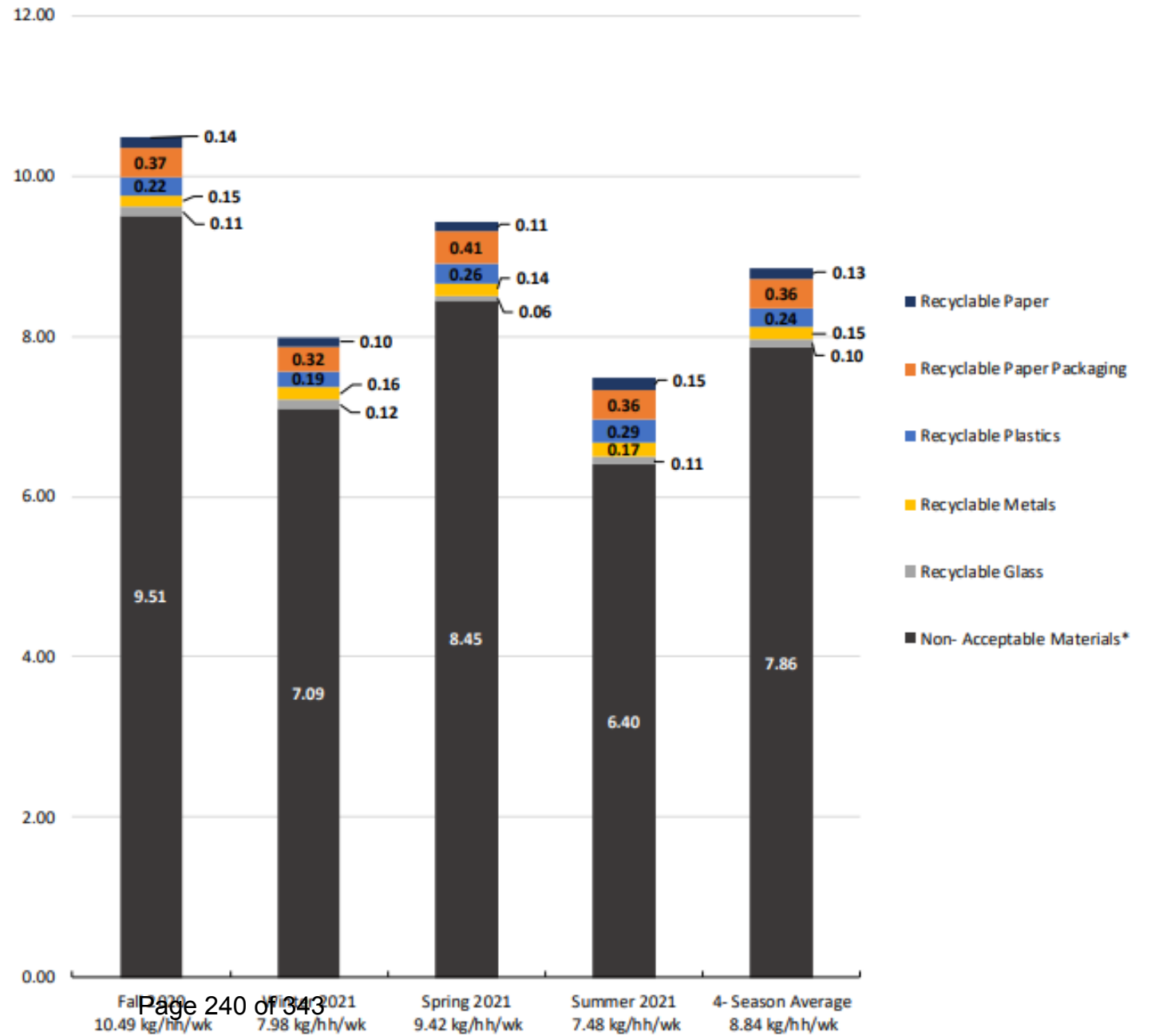
Garbage & Recycling Stream Combined (kg/hh/wk)



Recycling Stream (kg/hh/wk)



Garbage Stream (kg/hh/wk)



Naming Convention

Each municipality is considered a rural collection area. The naming convention below is used to shorten these names.

S A 5

South or North

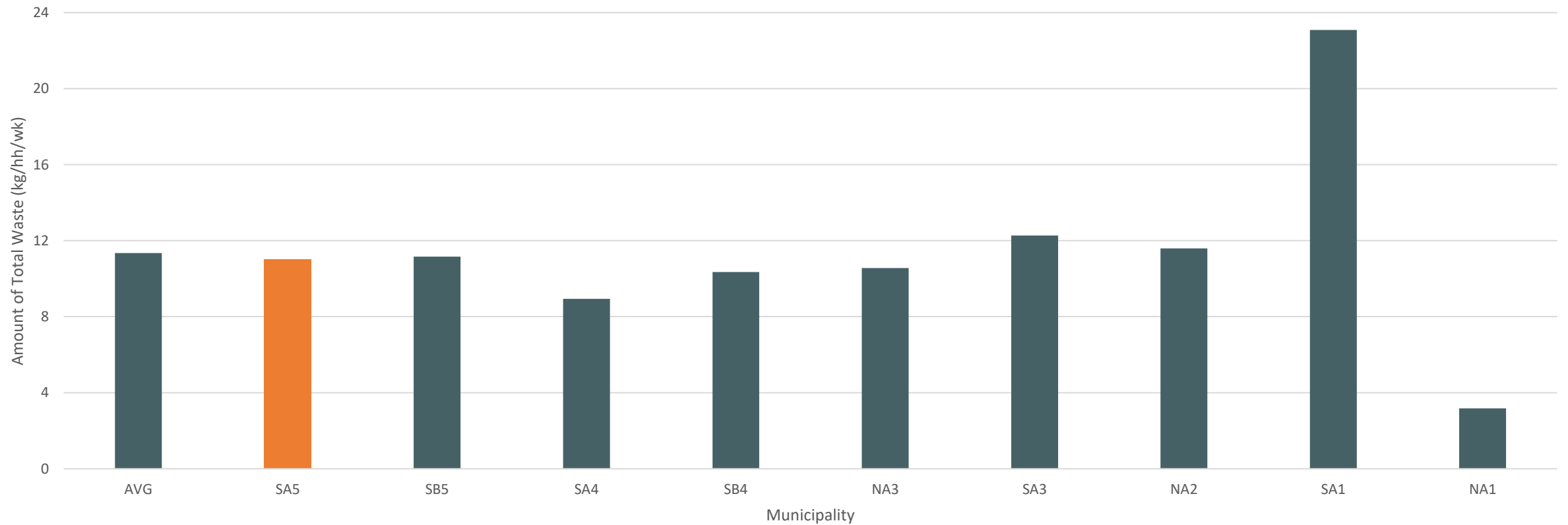
Distinguishing
Letter

Year of report
(Year 5)

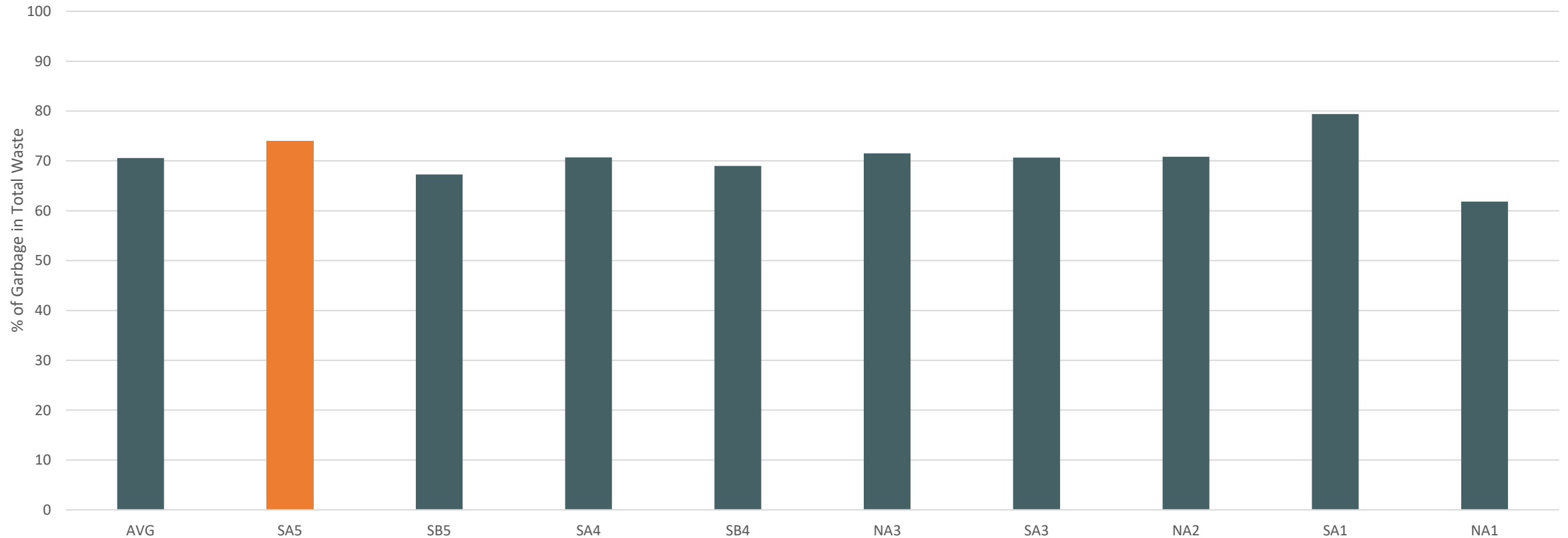
Summary of Rural Collection Areas

Please keep in mind that reporting spanned five-years. This, along with the differing waste collection systems and populations, impact the comparison

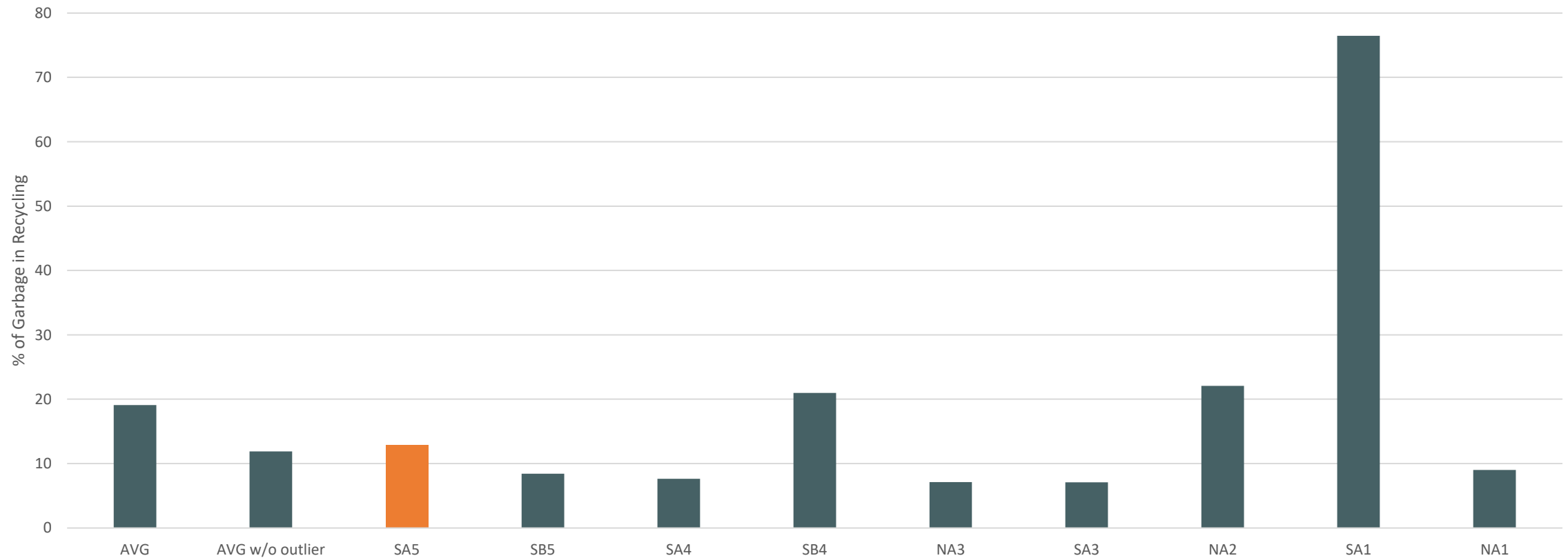
Amount of Total Waste



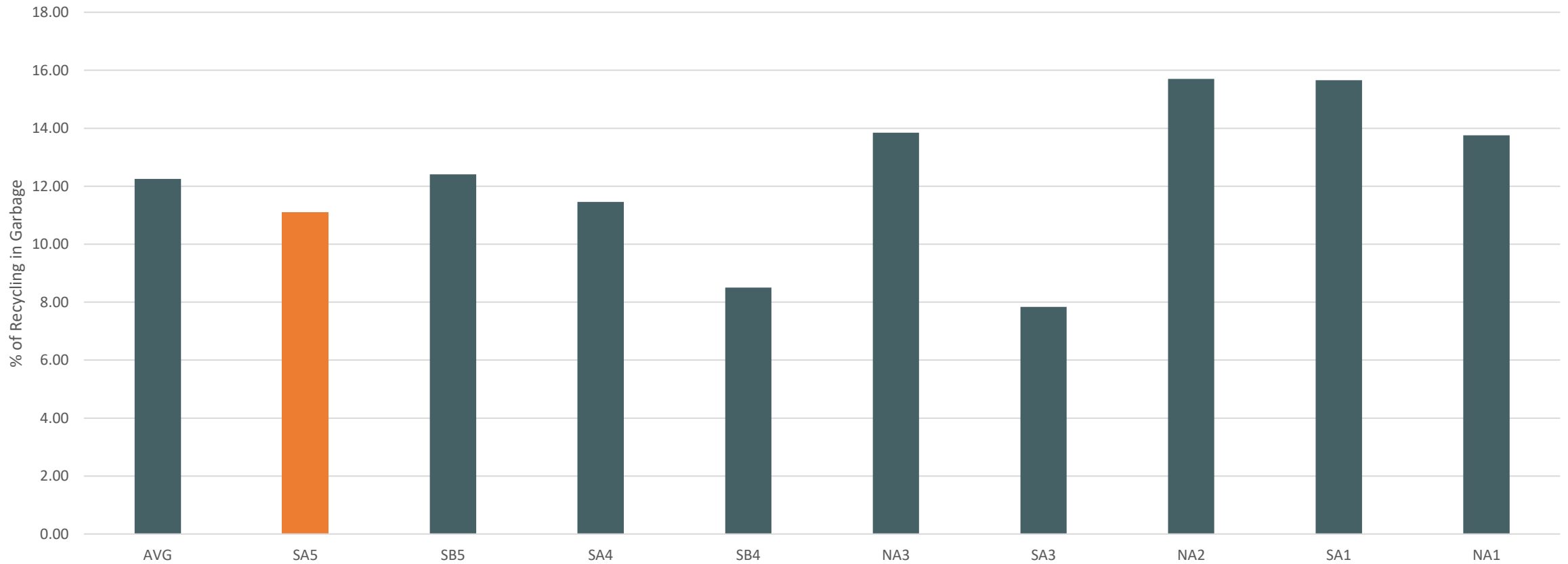
% of Garbage in Total Waste



% of Garbage in Recycling



% of Recycling in Garbage



Data Summary

Amount of Total Waste

- Below the average
- 5th highest amount of 9

% of Garbage in Total Waste

- Above the average
- 2nd highest percentage of 9

% of Garbage in Recycling

- Below total average, above average excluding outlier
- 4th highest percentage of 9

% of Recycling in Garbage

- Below the average
- 7th highest percentage of 9



Environment Committee (Virtual)

Oct 18, 2022

5:00 – 6:00 p.m.

Minutes

5:00 PM

Attendance

Stephanie Jaworski, Chair
Angie Parker
Colleen Bissonnette
Mike Madden
Aodin McDonell

Regrets

Colleen Bissonnette

Resource Members

Sarah McDonald, GM of infrastructure
Jennifer Hawn Brown, WSP
Crystal Lebrun, Deputy Clerk

1. Welcome

- The Chair opened the meeting at 5:10pm and welcomed committee members and anyone watching online

2. Approval of Agenda

Moved to approve the agenda as circulated.

It was:

MOVED BY: M. Madden

SECONDED BY: A. Parker

CARRIED

3. Approval of Minutes

Moved to approve the August 24, 2022_minutes as presented and the minutes as circulated.

It was:

MOVED BY: M. Madden

SECONDED BY: A. Parker

CARRIED

4. Presentation

5. Items for Consideration

a. 2023 Service Level / Proposed Collection Calendar

- SDG County Council endorsed the [Regional Waste Management Executive Summary and Action Plan](#) on Monday October 17, 2022
- RWM Executive Summary and Action Plan included a proposed base level of service for solid waste management (Recommendation #4)
- The South Glengarry proposed 2023 Service Level for Solid Waste Management is aligning, where feasible and appropriate, with the regional base level of service
- Committee Comments on the 2023 Service Levels include:

Curbside Waste Collection (limited change from existing): No concern with frequency, set-out time, container limits, or bag tag fees. Discussion on how medical and agricultural exemptions are handled (considered acceptable). Discussion on appropriateness of a holiday bag limit relief.

Recycling (no change from existing): No concern with frequency, set-out time, or container limits. No concern with proposed approach, but transition to producer responsibility to be monitored.

Bulky Waste (change from existing): Change to on-demand (monthly) service supported for efficiency and ease-of-use. Discussion around successful, similar pilot in North Glengarry.

Leaf and Yard Waste (change from existing): Understanding to change in service level with a desire for a more sustainable option in the future.

Separated Organics (limited change from existing): Support to pursue the re-implementation of the backyard composter program in 2023. Some interest in offering the FoodCycler subsidy again.

Residential Drop-Off (change from existing): Support to move away from specified “landfill days” and towards two free disposals per year (during landfill operating hours) per household. Discussion on implementation strategies that noted that at-will access to the landfill may reduce illegal dumping.

Household Hazardous Waste / E-Waste (no change from existing): No concern. Noted that the intent is for HHW day to include e-waste. Support for partnering with neighbouring Township’s to access their special waste

days.

6. Next Meeting

- a) This was the final meeting of the current Council term. The Chair warmly thanked all members, staff, and consultants for their time and commitment to the Environment Committee and for the expertise, engagement, and thought that each member brought to meetings.

7. Adjournment 6:05PM

It was:

MOVED BY:

SECONDED BY:

M. Madden

A. McDonell

CARRIED



Private Road- Garbage & Recycling Collection

Posted on April 14, 2022

Attention to all Residents of Private Roads: Garbage and Recycling Collection for Private Roads will begin May 1st, 2022.

Contact Us

Township of South Glengarry

6 Oak Street, PO Box 220
Lancaster ON K0C 1N0

Phone: 613-347-1166

Fax: 613-347-3411

Email Us

View Map

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Provider Update- Waste Management/Recycling.

Posted on April 22, 2022

Effective Monday, April 25th HGC Management will assume waste management collection services for the Township of South Glengarry. HGC Management previously provided garbage collection services for the Township and will now also provide weekly recycling collection!

What you need to know:

-  There will be no change to your collection day or services provided
-  Weekly recycling collection will continue
-  The bag limit schedule is still in effect. Visit our website to view the bag limit phase-in schedule. There is no limit for recycling.
-  There is no change to the scheduled special collections in May (ie. large item collection, leaf and yard waste)
-  95 gallon bins will be accepted again!

If you have questions about this transition, please contact GM of Infrastructure Services Sarah McDonald at smcdonald@southglengarry.com or 613-347-1166.

Contact Us

Township of South Glengarry

6 Oak Street, PO Box 220
Lancaster ON K0C 1N0

Phone: [613-347-1166](tel:613-347-1166)

Fax: [613-347-3411](tel:613-347-3411)

[Email Us](#)

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Leaf and Yard Waste Pick Up 2022

Posted on May 02, 2022



Contact Us

Township of South Glengarry

6 Oak Street, PO Box 220
Lancaster ON K0C 1N0

Phone: [613-347-1166](tel:613-347-1166)

Fax: [613-347-3411](tel:613-347-3411)

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Garbage Bag Limit - 2

Posted on November 22, 2022

Two bags per household as of Nov. 28, 2022

Starting next week, the weekly garbage limit will change from three bags per residential household per week to two bags per household per week. The maximum weight for each bag is 50lbs each.

When you have more bags than the permitted limit, you can buy bag tags. Bag tags are available at the Municipal Office in Lancaster or via our website.

This new bag limit will:

Help increase diversion

Preserve landfill space for waste that can't be recycled or composted

Save natural resources

Reduce our impact on climate change

Reduce Today for a Better Tomorrow

New Garbage Bag Limit

REMINDER
2-bag limit
per household each week

Learn more: southglengarry.com

recycle coach Download the app today

Download on the App Store GET IT ON Google Play

Follow Us

SCAN ME

Facebook: @RecycleCoachApp Twitter: @RecycleCoachApp Instagram: @RecycleCoachApp LinkedIn: @RecycleCoach

www.recyclecoach.com

Contact Us

Township of South Glengarry

6 Oak Street, PO Box 220
Lancaster ON K0C 1N0

Phone: [613-347-1166](tel:613-347-1166)

Fax: [613-347-3411](tel:613-347-3411)

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SOUTH
GLENGARRY



Collections Calendar

SOUTH
GLENGARRY

August 2021 to December 2022



SOUTH GLENGARRY WASTE COLLECTION CALENDAR

Every year, Canadians throw away over 3 million tonnes of plastic waste. This represents up to \$8 billion per year in lost value and wastes valuable resources and energy.

- About one-third of the plastics used in Canada are for single-use or short-lived products and packaging. In fact, in Canada, up to 15 billion plastic bags are used every year and close to 57 million straws are used daily.
- Every year, 640,000 tons of abandoned, lost or discarded fishing gear enters our oceans. It can persist in the environment for up to 600 years.
- Every year, one million birds and over 100,000 sea mammals worldwide are injured or die when they mistake plastic for food or become entangled.
- Globally, one garbage truckload of plastic waste enters the ocean every minute, and that amount is increasing steadily.

source: www.pm.gc.ca

Questions?

Township of South Glengarry

6 Oak Street, Box 220 Lancaster, Ontario, K0C 1N0

T: 613-347-1166 | F: 613-347-3411 |

www.southglengarry.com

Legend

Page 2 - Blue Box Collection Map

Page 3 - Blue Box Collection Bi-Weekly Schedule



Council Meetings start at 7 pm

(dates are subject to change - consult www.southglengarry.com for updates)



Interim Taxes



Final Taxes Due



Water Bill Due



Christmas Tree Collection



Household Hazardous Waste Day



Large Item Collection






Leaf and Yard Waste Collection



Garbage and Recycling moved ahead one day

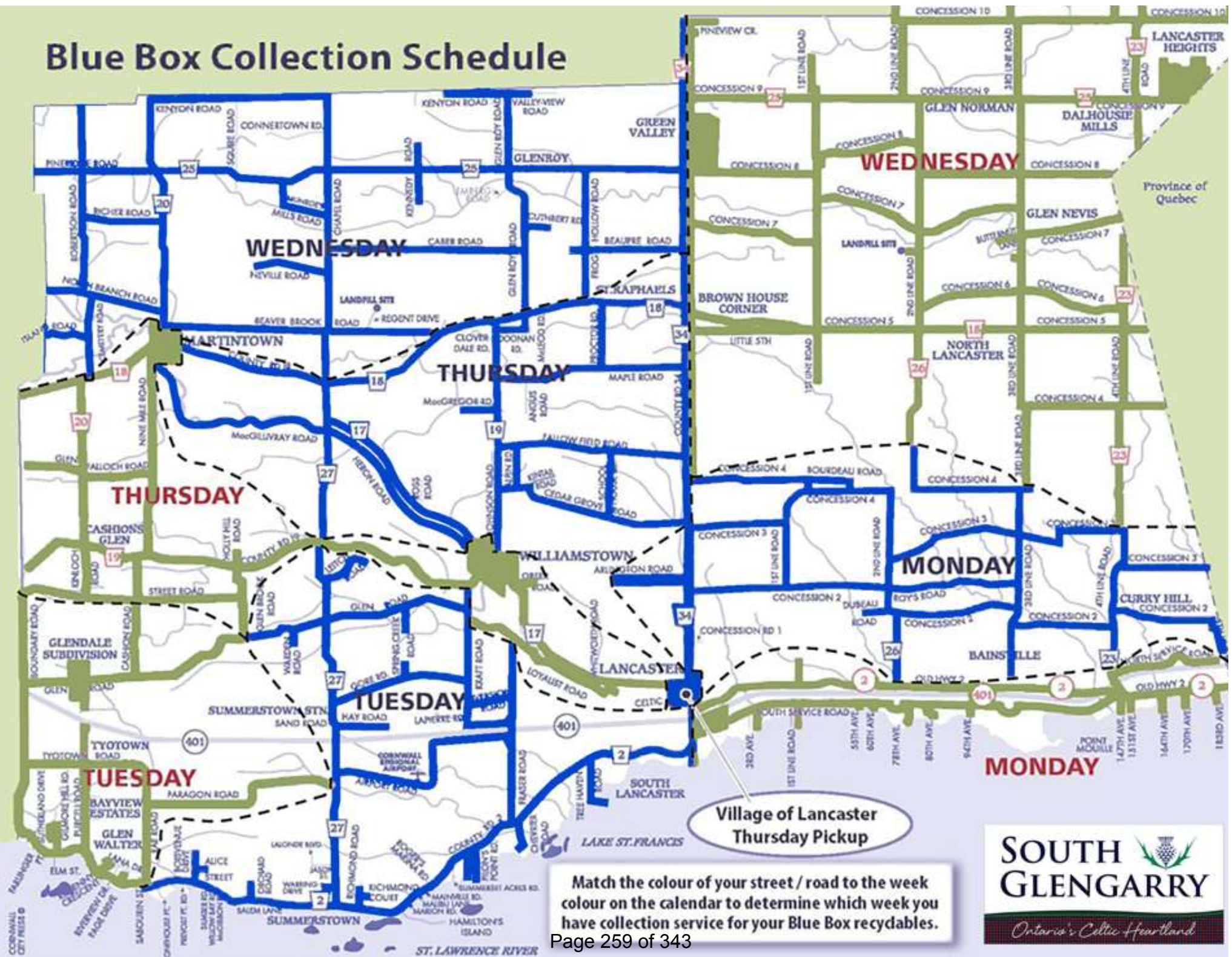
August 2021

Have a Question?
Consult the back cover.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Civic Holiday 	3 	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31 	Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.			









Blue Box Collection Schedule



Match the colour of your street / road to the week colour on the calendar to determine which week you have collection service for your Blue Box recyclables.

September 2021

Have a Question?
Consult the back cover.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.			1	2	3	4
5	6 Labour Day 	7 	8	9	10	11
12	13	14	15 	16	17	18
19	20 	21	22 Fall begins 	23	24	25 
26	27	28	29	30		

2





2022

January						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2021

July						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
Su	Mo	Tu	We	Th	Fr	Sa
						1
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				






December						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holidays have been marked on the calendar. Collection days that fall on Holidays, as well as the days remaining in that week, will move to the following day. Consult the Blue Box Collection Map (page 1 of Collection Calendar and above) to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.					1	2
3	4 	5	6	7	8	9
10	11 Thanksgiving 	12	13	14	15	16
17	18 	19	20	21	22	23
24	25	26	27	28	29	30
31 						

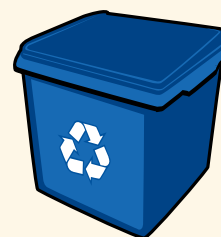


SINGLE STREAM ACCEPTABLE



MIXED RECYCLING GUIDE

www.southglengarry.com



What can I put in my recycle box?

NEWSPAPER, MIXED PAPER, BOX BOARD, MAGAZINES, CATALOGUES, HOUSEHOLD FINE PAPER, ETC.



BOOKS, SOFT COVER OR WITH HARD COVER REMOVED, TELEPHONE BOOKS



BROWN BAGS, WRAPPING PAPER, CORRUGATED CARDBOARD, ASEPTIC CARTON, ALUMINUM CANS, CONTAINERS, PLATES AND FOIL



STEEL CANS AND CONTAINERS



METAL PAINT CANS
(EMPTY, DRY, LIDS REMOVED)
NO PLASTIC PAINT PAILS



AEROSOL CANS (EMPTY, NO PROPANE OR BUTANE CONTAINERS)



FROZEN JUICE CONTAINERS, CARTONS (MILK, JUICE, CREAM)



EGG CARTONS (PLASTIC OR FIBRE), CLEAR GLASS CONTAINERS, COLOURED GLASS CONTAINERS, & CLAM SHELL PACKAGES




PLASTIC CONTAINERS INCLUDING PET, HDPE, MIXED PLASTICS, TUBS AND LIDS (GENERALLY #1, 2, AND 5)



SOUTH GLENGARRY
Ontario's Celtic Heartland

This list of materials accepted can change based on market conditions. Please monitor our website for any changes.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 	2	3	4	5	6
7 Daylight Saving ends 	8 	9 	10 	11 Remembrance Day 	12	13
14	15 	16 	17 	18 	19	20
21	22 	23 	24 	25 	26	27
28	29 	30 	<p>Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.</p> <p>*Please note that seasonal garbage service ends November 30th and will resume May 1st.</p>			



Make Your Holiday Green

Resolve to make the holiday season greener with these tips to keep material out of our landfills.

Holiday Shopping

- Use reusable bags or place items in a bag you're already using.
- Purchase baking supplies from a bulk food store.

Gift Ideas

- Choose no-to-low packaging gifts, such as tickets, gift cards, or memberships.
- Consider group gifts or draw names from a hat to reduce packaging and wrapping.

Get Creative with Gift Wrap

- Use reusable cloth shopping bags, boxes, tins or tea towels as wrapping.
- Reuse or recycle gift wrap (Note: metallic/foil gift wrap is NOT recyclable).







Christmas Tree Collection

Christmas trees will be collected beginning January 3rd, 2022 until January 28th, 2022.

Please place your Christmas tree at the roadside with all decorations removed.

December 2021

Have a Question?
Consult the back cover.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.			1	2	3	4
5	6	7	8	9	10	11
						
12	13	14	15	16	17	18
19	20	21	22	23	24	25
		Winter begins 				Christmas 
26	27	28	29	30	31	
Boxing Day						



Waste-Free Ontario Act

In November of 2016, the Waste Diversion Act was repealed and replaced by the **Waste-Free Ontario Act**, which includes both the Waste Diversion Transition Act and the Resource Recovery and Circular Economy Act.

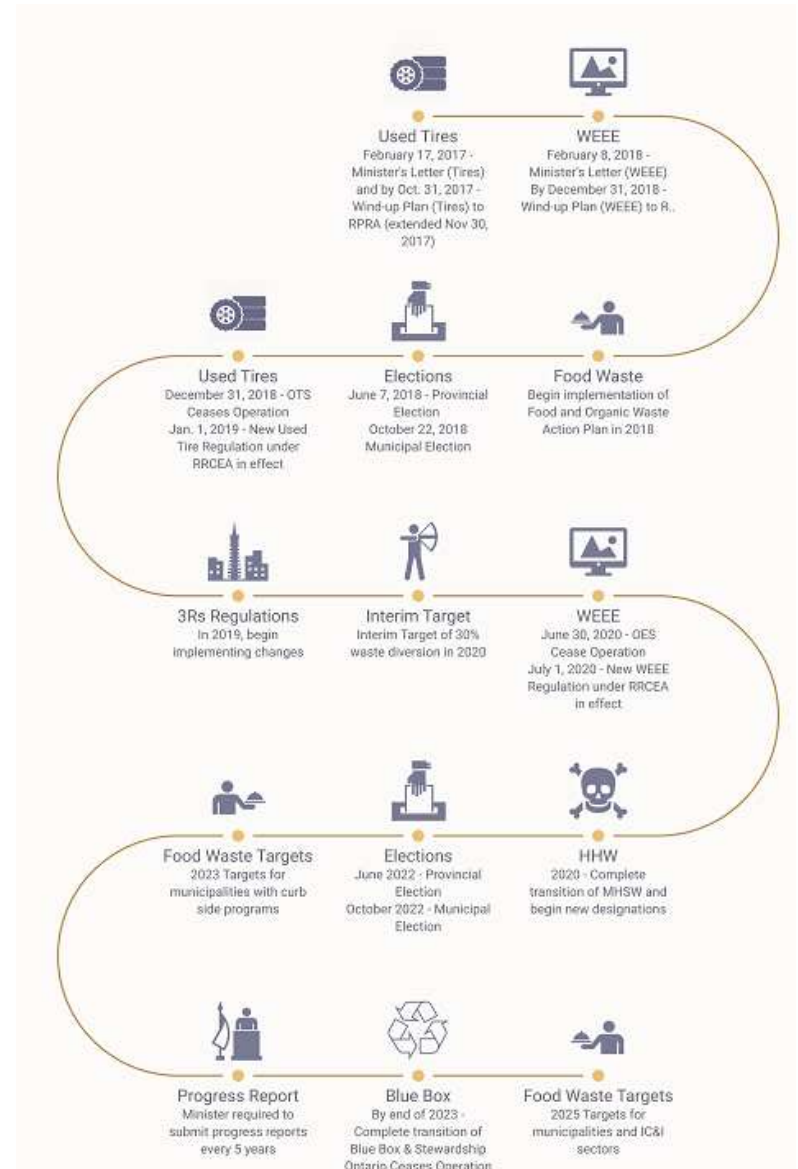
This new legislation will have a major impact on municipal waste management and, most importantly, on waste diversion programs you may operate now or have planned for the future.









































Municipal blue box recycling programs will undergo some of the biggest changes, as municipalities will have new options - to act as service providers to producers who are required to pay for these programs, to work with private service providers, or opt out from providing service altogether.

It is in the best interest of municipal governments that this work gets done as quickly as possible, as the current proposal to transition the Blue Box is expected to take at least another six years and will cost municipalities an estimated \$780 million. Municipalities can save \$130 million per year by accelerating this transition.

For more information about the **Waste Free Ontario Act**, visit www.amo.on.ca/AMO-Content/Waste-Management/WasteDiversion

Waste-Free Ontario Act Timeline



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.						1 New Year's Day 
2	3  	4  	5  	6  	7	8
9	10  	11  	12  	13  	14 	15 
16	17   	18  	19  	20  	21 	22
23	24  	25	26	27	28	29
30	31  	 	 	 		



Blue Box Bloopers

Here are some materials that don't belong in your Blue Box:

Shredded paper:

Wind can quickly litter your neighbourhood with tiny paper scraps. Shredded paper can also contaminate other recyclables. Collect it in clear bags; seal tightly and place on or beside your Blue Box.

Unlabelled plastics:

If you don't see a code from #1 to #7 on the plastic container, it belongs in the garbage.

Drinking glasses, Pyrex, mirror, windows, ceramics and light bulbs:

Place these items in the garbage. Recycle beverage and food bottles and jars only. Broken glass is dangerous for collection workers. For safety's sake, place in a sealed box labelled "Broken Glass."

Coat hangers:

Take metal coat hangers to your local dry cleaners for re-use. Put any leftovers in your Metal Item collection.

Foil or metallic paper:

Foil wrap, metallic gift wrap, paper-backed foil lids from take-out food, and foil laminates, like potato chip bags, all go in the garbage.

Containers from household hazardous waste, even if empty:

Take containers used for motor oil, pesticides/herbicides, brake or transmission fluid, or gasoline to your local Household Hazardous Waste depot.



February 2022

Have a Question?
Consult the back cover.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
						
13	14 Valentine's Day	15	16	17	18	19
						
20	21 Family Day	22	23	24	25	26
	 					
27	28	Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.				



Are You Prepared?

Emergencies can happen anytime.

Is your family ready?

Emergencies and disasters can strike at any time, and can leave you without basic services such as water, gas, electricity or a working telephone. You might have to evacuate your home or community, or you may be confined to home for safety. Roads may be closed or important supplies unavailable.

Ensure your family is prepared to care for yourselves for a minimum of 72 hours.

- Develop an Emergency Plan.
- Discuss exits from your home and the area, meeting places to reunite with family, arrangements for picking up children from school or daycare, and contact persons close-by and out-of-town.
- Prepare an Emergency Survival Kit (see sidebar).
- Follow @OntarioWarnings on Twitter

Emergency Preparedness Week: May 1 -7, 2022

Visit www.getprepared.ca for valuable tips on protecting yourself and your loved ones during earthquakes, severe storms, floods or other emergencies. Stay connected and stay safe!









Emergency Kit

Keep your kit in an easy-to-reach location and ensure household members know where it is.

- Flashlight, radio and batteries
- First-aid kit, candles and matches
- Identification, keys and cash
- Non-perishable food (3 days); can opener
- Bottled water (1/2-1 gallon/person per day)
- Clothing and blankets or a sleeping bag
- Toilet paper and other personal items
- Special items as required (baby formula, diapers, medication, etc.)

March 2022

Have a Question?
Consult the back cover.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
						
13 Daylight Saving starts	14	15	16	17 St. Patrick's Day	18	19
						
20 Spring begins	21	22	23	24	25	26
						
27	28	29	30	31	Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.	
						



Leaf and Yard Waste

A special collection of leaf and yard waste will take place on regular collection days the week of **May 9th, 2022**.

South Glengarry Residents are asked to place leaf and yard waste at the curb along with regular waste at 6 am.















- **Leaf and yard waste** must be **contained in paper bags or reusable containers** such as garbage cans or recycling bins.
- There is **no** bag limit.
- Leaf and yard waste will be collected by a separate designated truck.
- Sticks and branches up to 4ft are accepted, as long as they are bundled.

Outside of this special collection week, residents are encouraged to consider mulching techniques to reduce the volume of leaves or try backyard composters.



Leaf and yard waste can be brought to the landfill for FREE. Beaver Brook Landfill Site is open from October 1 to May 31 on Tuesday and Saturdays from 9am to 5pm.

Vehicles must be register at the Township Office.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.					1	2
3	4 	5	6	7	8	9
10	11 	12 	13 	14 	15 Good Friday	16
17 Easter Sunday 	18 	19 	20 	21 	22	23
24	25 	26 	27 	28 	29	30



Large Item Collection

Large items are NOT part of the items regularly collected at the curbside. Every year, the Township has a special collection of large items*.

These items may include:

- Furniture
- Mattresses
- Toilets
- Carpeting
- *and more . . .*

The following articles WILL NOT be collected as part of the large item collection:

- Electronic waste
- Tree stumps
- Building supplies and construction materials
- Broken glass
- Hardware
- Tires (*Residents can deposit tires at our landfill sites*)
- Fences
- Loose garbage and branches
- Car parts and motors

***The 2022 large item collection will take place on your regular collection day the week of May 24th. Large items can also be disposed of at the Township's landfill sites.**



Free access to the landfill sites will be granted to residents for disposal of non-commercial, non-hazardous waste on the following dates:

Beaver Brook Landfill

















- Tuesday, May 24th and Saturday, May 28th

North Lancaster Landfill



- Saturday, June 4th

Vehicles must be registered, which can be done at the Township office or at the landfill sites for a fee of \$10.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 	3	4	5	6	7
8 Mother's Day	9 	10 	11 	12 	13	14
15 	16 	17	18	19	20	21
22	23 Victoria Day 	24 	25 	26 	27 	28 
29	30	31 	Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.			



The Dirt on Composting

Composting is a natural process in which organic materials decompose, and become a nutrient-rich soil amendment. Your lawn and garden will love it!

Why Compost:


- **Reduce Greenhouse Gases.** Diverting Organics from the landfill reduces methane emissions.
- **Stop Soil Loss.** The Earth annually loses 75-100 GigaTonnes of arable topsoil. Composting returns nutrients back into soils.
- **Save Water.** Organic matter retains 18-20 times its weight in water. 1% organic matter in the top 6" of soil can hold 27,000 gallons of water per acre.

Compost Tips:

- **Build Diversity.** One spoon of healthy garden soil has billions of bacteria, several yards of fungal filaments, thousands of protozoa, and lots of nematodes. Feed the soil and the plants will grow.
- **Ways to Use Compost;** soil amendment (turned into the soil), top dressing or mulch (on top to be absorbed over time), and one inch (or 2cm) of finished compost can kickstart a garden.
- **Remember the Ratios.** Finished compost has a carbon to nitrogen ratios 12:1-20:1. The right mix of browns (carbon) and greens (nitrogen) will ensure a smooth composting process. *

*Source: The Secret to Successful Living, Compost Council of Canada <http://www.compost.org/English/healthysoilPR.html>



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.			1	2	3	4
						
5	6	7	8	9	10	11
						
12	13	14	15	16	17	18
19	20	21	22	23	24	25
Father's Day		Summer begins 				
26	27	28	29	30		



FoodCycler FC-30

An innovative solution for food waste management



~ 1 kg (2-2.5L) of wet,
smelly, food waste



~ 100 g of dry, sterile,
natural fertilizer



1 Place food waste in bucket



2 Run FoodCycler when bucket is full

- 4 - 6 hours per cycle
- 0.8 kWh per cycle (8 cents if run off-peak)
- Run in your kitchen, basement, or heated garage



3 Result: Nutrient-rich soil amendment

- Add to your plants / gardens
- Even placing into your garbage saves ~95% CO₂e vs. sending raw food waste to landfill

- Food waste is estimated to be largest component of Ontario waste stream according to 2020 data from Statistics Canada¹
- Based on FoodCycler estimates, total diversion of ~60% is feasible with recycling and food waste diversion programs or ~65% if yard waste collection and drop-off programs are included

To learn more about the FoodCycler program, please visit the Township website - www.southglengarry.com

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.					1 Canada Day 	2
3	4  	5 	6 	7 	8	9
10	11 	12 	13 	14 	15 	16
17	18  	19 	20 	21 	22	23
24	25	26	27	28	29	30
31						



How to properly recycle your E-Waste!

Which items are accepted?

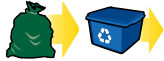



- Desktop and portable computers
- Computer peripherals (keyboards, mice, trackballs)
- Desktop printers
- Photocopiers and printers
- Mobile devices (cell phones, pagers)
- Televisions and monitors
- Non-Cellular telephones
- Portable audio / visual systems (speakers, stereos, MP3 players, voice recorders, video cameras, CD players, headphones)
- Home theatre systems
- Home audio / video systems (VCRs, DVD and CD players, amplifiers, data projectors, satellite equipment)
- Vehicle audio / video systems

Where can you recycle your E-waste?

- The Township of South Glengarry gladly provides free access to an e-waste recycling bin for registered South Glengarry residents at our landfill sites.
- Be sure to visit our website www.southglengarry.com to learn about how to protect your personal information when recycling your e-waste.



August 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Civic Holiday 	2 	3	4	5	6
7	8	9	10	11	12	13
14	15 	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31 	Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.		



Household Hazardous Waste (HHW)

Household Hazardous Waste Collection Day will be held on **Saturday, September 24th from 8:00 am to noon** at Smithfield Park, 119 Military Road, Lancaster.

Please note that electronic waste will NOT be collected on this date. E-waste can be recycled year round in the e-waste recycling containers at our landfill sites.


Common HHW items include:

- Gasoline, oil, and oil filters
- Full / half-full aerosol cans
- Batteries (all types)
- Propane tanks and cylinders
- Cosmetics
- Medication/Pharmaceuticals
- Paints, varnishes and stains
- Pesticides
- Pool chemicals

The Township of South Glengarry has a Waste Recycling Strategy Plan to assist us in our planning for the future. Through public education and implementation of new waste diversion measures, we can increase our diversion rate and save space in our landfills.



September 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.				1 	2	3
4	5 Labour Day 	6  	7 	8 	9 	10
11	12 	13 	14 	15  	16	17
18	19  	20 	21 	22 Fall begins  	23	24 
25	26 	27 	28 	29 	30	



Raisin Region Conservation Authority

About RRCA

The Raisin Region Conservation Authority (RRCA) is one of 36 conservation authorities in Ontario. Conservation authorities are community-driven environmental organizations dedicated to protecting people and property from natural hazards, protecting municipal drinking water sources, and conserving natural resources and protected lands within their respective watersheds (an area of land drained by a river or stream). The RRCA jurisdiction encompasses 1,680 km² of Eastern Ontario, which includes several watersheds and tributaries to the St. Lawrence River.

Are you a farmer interested in restoring wetlands, forests, windbreaks, pollinator habitat, and other ecological features on your property? ALUS is a Canada-wide program that funds the establishment of ecosystem services on agriculture land to conserve soil and nutrients, improve drainage, and more.

For more information on the RRCA's programs, services, and events, please call 613.938.3611, email info@rrca.on.ca or visit rrca.on.ca.



Step into Nature

Gray's Creek Conservation Area

18045 County Road 2, South Glengarry

- Marina
- Boat launch
- Trails
- Snowshoe rentals
- Leashed dogs permitted.

Charlottenburgh Park

19788 County Road 2, South Glengarry







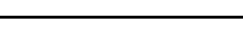
















- Seasonal and overnight camping
- Beach
- Trails
- Boat Launch
- Leashed dogs permitted.

Cooper Marsh Conservation Area and Visitors Centre

20020 County Road 2, South Glengarry

- Interpretive centre
- Trails
- Viewing blinds and platforms
- Due to sensitive nature of the habitat, dogs are not permitted.

October 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.						1
2	3  	4 	5 	6 	7	8
9	10 Thanksgiving  	11 	12 	13 	14 	15
16	17  	18 	19 	20 	21	22
23	24 	25	26	27	28	29
30	31  					



Why Can't We Recycle More Items?

Recycling is a business driven by supply and demand.

In order for it to make sense for our municipality to recycle a material, there has to be demand from manufacturers for that product.

Often what drives a manufacturer's demand for a certain material is the consumers' demand for the end product.

We can help boost demand by buying products that contain recycled materials. If we buy items that have recycled content, we stimulate manufacturers' demand for the material, and it makes more economic sense for our municipality to recycle those materials. This means more items can be diverted from landfill.

Look for a "recycled" message on the packaging of your purchases.






And remember: The 3 Rs are in order of importance, impact and value: REDUCE, REUSE and RECYCLE.

Our best route to sensible waste management is to

- reduce waste as much as possible;
- reuse everything we can, and;
- recycle only those things we can't reuse.



November 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
Daylight Saving ends 						
13	14	15	16	17	18	19
						
20	21	22	23	24	25	26
						
27	28	29	30	Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.		



Winter Weather Delays

Collection may be affected when weather packs a punch.

Snow, ice and wind can affect solid waste collection. Snow and ice make otherwise 'flat' roads and lanes difficult for the trucks to navigate safely, while hills can be nearly impossible to service without the risk of property damage. Wind can also be treacherous, creating roadblocks or hazards involving overhead lines.

At these times, the City will err on the side of caution and temporarily postpone collection service until conditions improve.

In the event of inclement weather, here's what to do:




















1. Throughout winter, please keep your sidewalk and driveway shovelled and ensure your containers are not hidden by snowbanks or other obstructions.
2. For garbage or recycling service notices, please follow the Township Facebook.
3. Please be patient. Servicing your home is our priority – but the safety of people and property always come first.

Reminder: Christmas Tree Collection

Christmas trees will be collected beginning January 2nd, 2023 until January 26th, 2023. Please place your Christmas tree at the roadside with all decorations removed.



December 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Consult the Blue Box Collection Map on page 2 to match the colour of your street/road to the week colour on the calendar. This determines which week you have collection service for your blue box.				1 	2	3
4	5  	6 	7 	8 	9	10
11	12 	13 	14 	15 	16	17
18	19  	20 	21 Winter begins  	22 	23	24
25 Christmas 	26 Boxing Day 	27 	28 	29 	30 	31





Important Recycling Contacts

Household Hazardous Waste & Paint Recycling

www.makethedrop.ca

Battery Recycling

www.call2recycle.ca

Waste Management

www.ontario.ca/page/waste-management

Raisin Region Conservation Authority

www.rrca.on.ca or (613) 938-3611



6 Oak Street, P.O. Box 220
Lancaster, Ontario K0C 1N0

Tel: (613) 347-1166

Fax: (613) 347-3411

info@southglengarry.com

Hours:
Monday to Friday
8:30 am to 4 pm



Turnkey solutions for effective
waste management education.

Visit us at:
www.southglengarry.com

ENVIRONMENTAL ASSESSMENT ACT

SECTION 9

NOTICE OF APPROVAL TO PROCEED WITH THE UNDERTAKING

RE: Township of South Glengarry Solid Waste Management Strategy
Environmental Assessment

Proponent: The Corporation of the Township of South Glengarry

EA File No.: MU-0915-02

TAKE NOTICE that the period for requiring a hearing, provided for in the Notice of Completion of the Review for the above noted undertaking, expired on February 14, 2003. I received no requests for a hearing before the expiration date.

I do not consider it advisable or necessary to hold a hearing. Having considered the purpose of the Act, the Environmental Assessment, the Terms of Reference, the Review and the submissions received, I hereby give approval to proceed with the undertaking, subject to conditions set out below.

REASONS:

My reasons for giving approval are:

1. On the basis of the Proponent's Environmental Assessment and the Review, the proponent's conclusion that, on balance, the advantages of this undertaking outweigh its disadvantages appears to be valid.
2. No other beneficial alternative method of implementing the undertaking was identified.

3. On the basis of the Proponent's Environmental Assessment, the Review and the conditions of approval, the construction, operation and maintenance of the undertaking will be consistent with the purpose of the Act and the Terms of Reference, approved on May 23, 2000.
4. The Government Review Team has indicated no outstanding concerns that can not be addressed through conditions of approval. The public did not identify any concerns with the Environmental Assessment or the Review.
5. Issues raised regarding the need for additional information to assess site-specific impacts of the proposed undertaking are addressed by the conditions of approval.
6. I am not aware of any outstanding issues with respect to this undertaking which suggest that a hearing should be required.

CONDITIONS:

For the purposes of these conditions:

- (a) **"Proponent"** refers to the Corporation of the Township of South Glengarry;
- (b) **"Beaver Brook Road landfill"** refers to the landfill located on parts of Lot 20 and 21, Concession 7, in the United Counties of Stormont, Dundas and Glengarry;
- (c) **"North Lancaster landfill"** refers to the landfill located in the United Counties of Stormont, Dundas and Glengarry on part of Lot 25, Concession 6 and the property on the west half of Lot 25, Concession 7, referred to in the Proponent's letter dated January 15, 2003;
- (d) **"MOE"** refers to the Ontario Ministry of the Environment;
- (e) **"EAAB"** refers to the Environmental Assessment and Approvals Branch of the Ontario Ministry of the Environment;
- (f) **"Director"** refers to the Director of the Environmental Assessment and Approvals Branch;
- (g) **"Regional Director"** refers to the Director of the Ministry of the Environment's Eastern Regional Office;
- (h) **"EPA"** refers to the *Environmental Protection Act*;

- (i) "EC" refers to the Environmental Committee for the Beaver Brook Road and the North Lancaster landfills; and,
- (j) "EA" refers to the Township of South Glengarry Solid Waste Management Strategy Environmental Assessment submitted to the MOE on March 29, 2002, and all other commitments made by the Proponent during the preparation of the EA and the subsequent review of the EA that are located in the Public Record for the proposed undertaking.

General Requirements

- 1. The Proponent shall comply with the provisions of the EA all of which are incorporated herein by reference except as provided in these conditions and except as provided in any Part V (EPA), Certificate of Approval for the landfills, and in any other approvals or permits that may be issued.
- 2. These conditions do not prevent more restrictive conditions being imposed under other statutes.

Public Record

- 3. Where a document is required for the Public Record, it shall be provided to the Director for filing with the Public Record maintained for this undertaking. The EAAB file number MU-0915-02 shall be quoted on the document. Additional copies of such documents will be provided by the Proponent for public access to:
 - the Regional Director;
 - the Clerk's office of the Township of South Glengarry; and,
 - the Chair of the EC, if applicable.

Compliance

- 4. The Proponent shall prepare and submit to the Director for the Public Record an Environmental Assessment Compliance Monitoring Program. The Program shall be prepared for the monitoring of the Proponent's fulfilment of the provisions of the EA for mitigation measures, public consultation, and additional studies and work to be carried out, and of all other commitments made during the preparation of the EA and the subsequent review of the EA for mitigation measures, public consultation and additional studies to be carried out. All other commitments include those commitments that are located in the Public Record for the proposed undertaking.

The Program must contain an implementation schedule. The Program shall be submitted no later than one year from the date of this approval, or 60 days before the commencement of construction, whichever is earlier. A statement must accompany the Program when submitted to the Director indicating that the

Program is intended to fulfill this condition. The Program, as it may be amended by the Director, must be carried out by the Proponent.

5. The Proponent shall prepare an annual Compliance Report which describes compliance with the conditions of approval set out in this notice and which describes the results of the Proponent's Environmental Assessment Compliance Monitoring Program. The Compliance Report shall be issued on or before May 31st of each year, with the first report being due in 2004, and shall cover all activities of the previous calendar year. The Proponent shall submit the Compliance Report to the Director for placement on the Public Record. The Proponent shall submit Compliance Reports until all conditions are satisfied or until further notice by the Director.

The Proponent shall retain at either both the Beaver Brook Road landfill and the North Lancaster landfill, or in another location approved by the Director, copies of the Compliance Report for each reporting year and any associated documentation of compliance monitoring activities. The Proponent shall make the documentation available to the MOE or its designate upon request in a timely manner when so requested by the MOE during an on-site inspection, audit, or in response to a pollution incident report or when information concerning compliance is requested by the MOE.

Environmental Committee

6. To ensure that public concerns are addressed and that mitigation measures, including waste diversion initiatives, are undertaken where appropriate, the Proponent shall make a reasonable effort to maintain the EC in respect of the Beaver Brook Road landfill and the North Lancaster landfill. The need for an EC should be reviewed yearly by the Proponent. If continued or re-established, the EC shall serve as a focal point for the dissemination, review and exchange of information and monitoring results relevant to the operation of the landfills.
7. If there is no interest from the public in continuing the existing EC or establishing and participating in a new committee (once sufficient public notice has been given of the intention not to have an EC), it may be dispensed with. If the EC is not functioning, the Proponent shall publish a notice at least annually inviting expressions of interest in the formation of the EC. If there is interest in forming an EC and members are willing to serve, the EC shall be established pursuant to condition 6.

Waste Diversion

8. Further to section 1.3 of the EA and letter of commitment dated June 21, 2002 from the Proponent in response to MOE Waste Management Policy Branch's comments about the EA, the Proponent shall report, until further notice by the Director, about the status of waste diversion initiatives at the Beaver Brook Road landfill and the North Lancaster landfill, including any changes or improvements in this regard. This information shall be provided in the annual Compliance Report.

Re-vegetation

9. The Proponent shall ensure that any natural areas that are disturbed during the construction and operation of the Beaver Brook Road landfill and the North Lancaster landfill will be re-vegetated with an appropriate species, such as native deciduous and coniferous species. Species selected for re-vegetation must complement the surrounding native vegetation communities adjacent to the landfill.

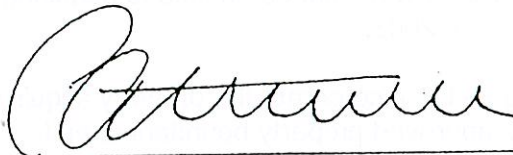
Site Specific Requirements - North Lancaster landfill

10. The Proponent shall, with its application for approval under Part V of the EPA for the expansion of the North Lancaster landfill:
 - (a) submit proof of municipal ownership of the property on the west half of Lot 25, Concession 7, northwest of the North Lancaster landfill, which is the property the Proponent committed to acquiring in its letter dated January 15, 2003;
 - (b) request to incorporate the property acquired pursuant to condition 10. (a) into the approved property boundaries; and,
 - (c) demonstrate that the expanded North Lancaster landfill can be operated in compliance with the MOE's Guideline B-7 *"Incorporation of the Reasonable Use Concept into Groundwater Management Activities"*, last revised April, 1994 along the revised northern and western property boundaries.
- 10.1 The Proponent shall conduct a wet weather fish survey in the un-named tributary to the west of the North Lancaster landfill in consultation with the Ministry of Natural Resources Kemptville District Office (MNR). The Proponent shall report to MNR in respect of the survey's findings.

Site Specific Requirements - Beaver Brook Road landfill

11. The Proponent shall, with its application for approval under Part V of the EPA for the expansion of the Beaver Brook Road landfill provide:
- (a) clarification of the designation of the downstream surface water compliance station(s) to be established for the landfill;
 - (b) clarification of the linkage of the sampling stations to the Contingency Trigger Mechanism;
 - (c) a Contingency Trigger Mechanism, developed in consultation with MOE Eastern Region's Technical Support Section; and,
 - (d) a Surface Water Monitoring Program, developed in consultation with MOE Eastern Region's Technical Support Section.

Dated the 13th day of May, 2003 at TORONTO.



Minister of the Environment
135 St. Clair Avenue West, 12th Floor
Toronto, Ontario
M4V 1P5

Approved by O.C. No. 1305/2003



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

CIPAC MINUTES **July 25, 2023**

A meeting of the Community Improvement Plan Advisory Committee (CIPAC) was held at 5:00 pm July 25, 2023, via Zoom.

Committee Members present: Ron Brennan, Trevor Bougie, Jennifer Evans, Sam McDonell, Lyle Warden, and Staff Resource/Secretary – Joanne Haley and Jennifer Treverton

Absent: Eden Lewis-Cushing

The CIPAC meeting was called to order at 5:00 pm.

NOMINATED BY: Trevor Bougie

SECONDED BY: Sam McDonell

Chair Ron Brennan introduced our new committee member Lyle Warden. Lyle said a few words.

Approval of Agenda

NOMINATED BY: Trevor Bougie

SECONDED BY: Jennifer Evans

CARRIED

Approval of the Minutes

NOMINATED BY: Jennifer Evans

SECONDED BY: Trevor Bougie

CARRIED

Declaration of Pecuniary Interest

None

CIP Application

Jennifer Treverton introduced a CIP Application received from 188 Military Road. The purpose of the application is to replace and improve the windows and doors on the front façade. The doors are two patio doors on the second and third story as well as the windows. The windows and doors will result in the building being more attractive and energy efficient.

Jennifer Evans confirmed the location of the proposed windows and doors to be replaced.



Township of South Glengarry

6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0

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Lyle Warden states the application conforms to the intent of the CIP program and will make a great improvement.

Sam McDonell echoed Lyle Warden's comments. Sam is looking forward to the improvements it will bring to main street.

Trevor Bougie stated that he is happy to see more applications coming in and supported the application.

MOVED BY: Lyle Warden

SECONDED BY: Sam McDonell

BE IT RESOLVED THAT The Community Improvement Plan Advisory Committee (CIPAC) recommends to Council the Community Improvement Plan (CIP) Project at 188 Military Road, Lancaster (Township of South Glengarry), as submitted by the property owner, as follows:

Program 2 (Building Improvement) 50% of the total estimated cost of \$11,213.00 for a total of \$5,000.00.

CARRIED

The meeting was adjourned at the call of the chair at 5:08 p.m.

July 10, 2023

**MINUTES OF
COMMITTEE OF ADJUSTMENT**

Township of South Glengarry

A meeting of the Committee of Adjustment was held at 5:00pm on July 10, 2023 at the Celtic Music Hall of Fame located at 19687 William St., Williamstown, Ontario.

Committee Members present were: Lachlan McDonald (Chairperson), Martin Lang, Stephanie Jaworski, Sam McDonell, Trevor Bougie, Secretary-Treasurer Joanne Haley, Deputy Secretary-Treasurer Maxwell Irwin.

Staff Members present were: Chris Raabe, CBO – Township of South Glengarry

MOVED BY: Sam McDonell
SECONDED BY: Trevor Bougie

BE IT RESOLVED THAT the Committee of Adjustment meeting of July 10, 2023 is hereby called to order.

CARRIED

Meeting was called to order at 5:00pm

Chair Lachlan McDonald confirmed that there were no additions to the agenda.

Approval of Agenda

MOVED BY: Sam McDonell
SECONDED BY: Martin Lang

BE IT RESOLVED THAT the Agenda of the July 10th, 2023 meeting be approved as presented.

CARRIED

Approval of Minutes

MOVED BY: Sam McDonell
SECONDED BY: Martin Lang

BE IT RESOLVED THAT the Minutes of the July 4th, 2023 meeting be approved as presented.

CARRIED

Declaration of Pecuniary Interest

None

Members of the public that attended this meeting were as follows:

- Patricia Mayer – Applicant – A-22-22
- Yvon Mayer – Applicant – A-22-22
- Mike Whiffin – P.Eng, Agent – A-22-22
- Christine Lacombe – 21975 Concession 9 Rd
- Dany Ouellette – 21975 Concession 9 Rd
- Zach Blais

Review of Application:

1. Application A-22-22- Mayer

• **Planning Act Preamble**

- Joanne Haley explained that this is a hearing under section 44 of the planning act as well as appeal rights, that members of the committee has reviewed the application, and continued to explain the process/steps for the meeting.

• **Subject Property:**

- Joanne Haley indicated the legal description of the subject property is Part of Lot 7, Concession 9 in the Geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 21967 Concession 9 Road, North Lancaster and that the subject property is 1.36 acres in area

• **Proposed Minor Variance:**

- Joanne Haley explained that the owner constructed a detached residential garage and a retaining wall in 2015 which did not conform to the required setbacks of the Zoning By-Law, the following relief from Part 3.1 (4) and Part 3.45 (10) the Zoning By-Law 38-09 is requested:
 - To reduce the Interior Side yard setback for an accessory structure (detached garage) from 1.2 meters to 0.79 meters
 - To reduce the Retaining Wall Setback from 1 meter to 0.1524 meters to the east property line (39.3701 inches to 6 inches)
- Joanne Haley provided a summary of the survey and site photos of the subject property on the physical copy of the presentation that was provided to all attendees including that the stakes in the first photo were placed by a surveyor and the angle that the remaining site photos were taken from.

• **Planning:**

- Joanne Haley explained that the property is designated Rural District in the County Official Plan and that this application conforms to the general intent of the Official Plan.
- Joanne Haley explained that the property is zoned Estate Residential (ER) in Zoning By-Law 38-09 and that this application conforms to the general intent of the Zoning By-law.
- Joanne Haley provided a summary of the zoning map provided in the presentation indicating the zoning of the subject property and surrounding area.

• **Previous Meetings:**

- Joanne Haley explained that on October 17, 2022, a Committee of Adjustment Meeting was held, and this application was deferred as additional information was

required to support the requested minor variance to reduce the retaining wall setback from 1 meter to 0 meters. The additional information has been received by the Township therefore a meeting of the Committee of Adjustment will be reconvened to decide on this application.

- Joanne Haley explained that on February 21st, 2023, a second Committee of Adjustment Meeting was held, and this application was deferred as the Committee required additional information regarding options other than a 0 meter setback and required the applicant to investigate alternatives further and provide more details of the alternative solutions. The requested additional information has been received by the Township therefore a meeting of the Committee of Adjustment was reconvened to decide on this application.
- Joanne Haley explained that the applicant has retained Lascelle Engineering to design an alternative solution that allows for a 6" setback from the retaining wall to the eastern property line. The applicant's retained engineer will now speak to the proposed method of increasing the proposed setback from the originally requested 0 meters to 6 inches.
- Mike Whiffin, P. Eng, provided a technical explanation of the proposed solution to increase the setback from the retaining wall to the property line that would allow for a 6" setback to be possible. In this explanation Mike Whiffin stated that pressure on the soil held by the original retaining wall by the garage's footings would need to be supported through an alternative method, in this case a helical pile was deemed sufficient to support this corner of the garage and alleviate the pressure from the footing on the soil below in the zone of influence.

- **Consultation:**

- Joanne Haley explained that this application has been recirculated to all abutting property owners within 60 meters and applicable municipal staff; that we have not received any written or verbal comments to date besides those heard at previous public meetings and that Planning and Building Departments support this application and recommend it to be approved.

- **Discussion:**

- Chair Lachlan McDonald asked if the applicant had any questions and Mr. Mayer responded indicating they had no questions unless the committee had questions for them.
- Member Stephanie Jaworski asked if the requested 6" setback is to the bottom of the retaining wall.
- Mike Whiffin stated that the setback is from the bottom of the retaining wall and the retaining wall slopes away as it gets higher.
- Christine Lacombe asked when the work to move the retaining wall will begin.
- Joanne Haley stated the work will be subject to a building permit and referred the question to Chris Raabe
- Chris Raabe explained the building permit process.
- Christine Lacombe asked how long the permit process will take.
- Chris Raabe stated the mandated timelines for the building permit and that this permit would not likely take long to issue.
- Christine Lacombe stated that she wants the work done fast.
- Member Sam McDonnell stated that he's confident Mr. Mayer would like to proceed quickly but understands that it may be difficult to find contractors now.

- Mr. Mayer stated that he has lined up a contractor for the fall but that they may be available sooner.
- Member Sam McDonell reiterated that he knows that it can take up to a year to hire a contractor and that the Committee should not impose a time limit to obtain and complete a building permit.
- Mrs. Mayer stated that since their work has been delayed for a year the contractors, they had previously lined up in the past were no longer available and new ones had needed to be hired.
- Chair Lachlan McDonald stated the Member Martin Lang's hand had been up.
- Member Martin Lang asked if there is a footing under the retaining wall and stated that he is satisfied with a 6" setback.
- Christine Lacombe stated that they don't want anyone on their property while the work is being done.
- Member Same McDonell agreed.
- Mr. Mayer stated that the contractor planned to erect sheets of plywood as a barrier to keep people and material off of the neighboring property while the work is being completed.
- Chair Lachlan McDonald acknowledged that the applicant has taken great effort to meet the requirements of the Committee.
- Member Stephanie Jaworski asked if the Mayers will have the work done quickly.
- Mr. Mayer confirmed that they will have it done as quickly as possible.
- Member Stephanie Jaworski asked staff if we have any method of enforcing a timeline.
- Chris Raabe explained that the only enforcement tool is a performance deposit on building permits that depreciates over time should the permit be left open, but we have no option for legal action to enforce timelines.
- Mrs. Mayer stated that work will need to be done on the neighboring property to remove the portion of the retaining wall on the neighboring property.
- Member Sam McDonell stated that this is outside of the scope of the Committee and that the Committee has tried mediating disputes resulting in the process taking longer than desired.
- Member Sam McDonell acknowledged that Mr. Mayer has someone lined up to do the work and moves to approve the requested variance.
- Christine Lacombe asked if they could have a date when they are going to start the work and asked if they can remove the blocks on their property before.
- Member Sam McDonell and Chair Lachlan McDonald agreed that this aspect is a civil matter between the property owners and not within the scope of the Committee of Adjustment's authority.
- Member Sam McDonell stated that the applicant should aim for completion within six to eight months, and he wouldn't advise taking the retaining wall apart now and that he would prefer to see the matter resolved civilly.
- Chair Lachlan McDonald asked for seconder.
- Member Martin Lang seconded Member Sam McDonell's motion to approve the requested variance.
- Chair Lachlan McDonald asked who is in favor of and members Stephanie Jaworski, Sam McDonell, Martin Lang, and Trevor Bougie raised their hand in favor.
- Chair Lachlan McDonald stated that the minor variance has been approved and suggested that the Mayer's get their contractor booked.

Decision: approved

MOVED BY: Sam McDonell

SECONDED BY: Martin Lang

CARRIED

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

Chair Lachlan McDonald asked staff when the next meeting is scheduled for

Joanne Haley responded that the next meeting date is still to be determined

Chair Lachlan McDonald called for adjournment

MOVED BY: Trevor Bougie

SECONDED BY: Martin Lang

CARRIED

Adjournment

BE IT RESOLVED THAT the meeting of July 10, 2023 be adjourned to the call of the Chair @ 5:20pm



Corporation of the United Counties of Stormont, Dundas and Glengarry

REGULAR COUNCIL MINUTES

July 17, 2023, 9:00 a.m.

Council Chambers, Suite 321, 26 Pitt Street, Cornwall

Members Present: Warden T. Fraser, Councillors, T. Bergeron, S. Densham, A. Guindon, F. Landry, M. Lang, J. MacDonald, L. McDonald, B. McGillis, M. St. Pierre, C. Veinotte, C. Williams

Staff Present: CAO Adams, Clerk Casselman, Director de Haan, Director Luck, Director Russell, Director St-Onge, Director Young, Manager McMillan, Communications Coordinator Lihou

1. Call Meeting to Order by Resolution

Resolution No. 2023-131

Moved by Councillor Bergeron

Seconded by Councillor MacDonald

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

CARRIED

2. Adoption of Agenda

Resolution No. 2023-132

Moved by Councillor Landry

Seconded by Councillor Bergeron

THAT Council approve the agenda.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

4.1 June 19, 2023

Resolution No. 2023-133

Moved by Councillor MacDonald

Seconded by Councillor Densham

THAT the minutes of the meeting, including the in-camera minutes, of the Council of the United Counties of Stormont, Dundas and Glengarry, held June 19, 2023, be adopted as circulated.

CARRIED

5. Closed Session

Resolution No. 2023-134

Moved by Councillor Bergeron

Seconded by Councillor Landry

THAT Council proceed in-camera pursuant to Section 239(2)(b) of the *Municipal Act, 2001* – personal matters about an identifiable individual, including municipal or local board employees, and pursuant to section 239(2)(k) – a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or behalf of the municipality or local board, for a matter related to the Glen Stor Dun Lodge.

CARRIED

Resolution No. 2023-135

Moved by Councillor MacDonald

Seconded by Councillor Landry

THAT Council rise and reconvene in Open Session without reporting.

CARRIED

6. Delegations

7. Action Requests

7.1 Corporate Services

7.2 Financial Services

7.3 Transportation

a. Hoople Creek Bridge Contemplated Change #2

Resolution No. 2023-136

Moved by Councillor Densham

Seconded by Councillor Bergeron

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept a change order from Dalcon Constructors Inc. for additional improvements in the vicinity of the Hoople Creek Bridge at their unit prices totaling \$151,214.87 plus HST; and

THAT the Director of Transportation Services be authorized to sign all necessary documents to give effect to the change order.

CARRIED

b. Purchase of Conflict Warning System

Resolution No. 2023-137

Moved by Councillor Densham

Seconded by Councillor Veinotte

THAT the Council of the United Counties of Stormont, Dundas and Glengarry authorize the Director of Transportation Services to purchase a conflict warning system from Stinson ITS based on their submitted quotation of \$29,369.76 plus HST.

CARRIED

7.4 Planning

7.5 Court Services

7.6 County Library

7.7 IT Services

8. Tenders and Quotations

8.1 2023-55-595 Guiderail Tender

Resolution No. 2023-138

Moved by Councillor Bergeron

Seconded by Councillor MacDonald

THAT the Council of the United Counties of Stormont, Dundas and Glengarry accept the joint tender from Peninsula Construction Inc. for guiderail replacement at their unit prices totaling \$298,100.00 plus H.S.T.; and

THAT the Director of Transportation Services be authorized to sign all necessary documents to give effect to the contract and change order

CARRIED

9. By-laws

9.1 Update to Tree Protection Policy

Resolution No. 2023-139

Moved by Councillor Landry

Seconded by Councillor Bergeron

THAT By-law No. 5408, being a By-law to adopt Policy 2-5, Tree Protection Policy, be read and passed in Open Council, signed and sealed.

CARRIED

9.2 Official Plan Amendment No.20- Housekeeping

Resolution No. 2023-140

Moved by Councillor Densham

Seconded by Councillor Veinotte

THAT By-law No. 5409, being a by-law to adopt Official Plan Amendment No. 20 to the Official Plan of the United Counties of Stormont, Dundas and Glengarry, be read and passed in Open Council, signed and sealed.

CARRIED

10. Consent Agenda

Resolution No. 2023-141

Moved by Councillor Bergeron

Seconded by Councillor St. Pierre

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

CARRIED

10.1 Monthly Financial Summary

10.2 July 2023 Road Capital Projects Update

10.3 July 2023 Bridge Capital Projects Update

10.4 Resolution of Support: Township of Georgian Bluffs re: Bill 23

11. Boards and Committees

Council members provided updates on various committee and board activities.

12. Key Information

12.1 Patrol Staffing Proposal - July 2023 Update

Director de Haan and Manager McMillan spoke to the patrol staffing proposal. Information was provided on the direct labour costs, the impact

to existing budgets, the impact to overtime, and the impact on equipment use. Council expressed support for the proposal.

12.2 Summary of Clean Up from April Ice Storm

Director de Haan provided information on the clean up work from the ice storm that occurred in April.

12.3 Street Sweeping Update

Director de Haan provided an update on the County's street sweeper.

12.4 SDG 27 at Glen Road - Intersection Review

Director de Haan provided information on the intersection review that took place at County Road 27 and Glen Road. Council members agreed that no further work was warranted at the intersection at this time.

12.5 Administrative Update July 2023

CAO Adams provided an administration update which included a summary of upcoming key dates and a human resources update.

13. Motions and Notices of Motions

14. Petitions

15. Miscellaneous Business

16. Unfinished Business Summary

17. Ratification By-law

Resolution No. 2023-142

Moved by Councillor Densham

Seconded by Councillor Bergeron

THAT By-Law No. 5410, being a by-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed.

CARRIED

18. Adjournment by Resolution

Resolution No. 2023-143

Moved by Councillor MacDonald

Seconded by Councillor Densham

THAT Council adjourn to the call of the Chair.

CARRIED

Warden

Clerk

Review of Progress:

Code of Practice
for the Environmental
Management of
Road Salts **2014 to 2019**

Executive Summary Only

Complete Report Available

<https://www.canada.ca/en/environment-climate-change/services/pollutants/road-salts/road-salts-final-five-year-review-progress.html>



1. Executive summary

This report presents a 5-year review of the progress achieved through implementation of the Code of Practice for the Environmental Management of Road Salts (the Code) from 2014 to 2019.

Road salts enter the environment through their release from storage facilities and their use on roads for winter maintenance. In 2001 the Government of Canada published an assessment report on the impacts of road salts. It concluded that the quantity of road salts used in Canada was raising the chloride levels of both ground and surface waters, and was having adverse effects on the environment. The Government of Canada published the Code in 2004 under the *Canadian Environmental Protection Act*, 1999, to assist public road authorities in managing their use of road salts to ensure environmental protection while maintaining roadway safety.

The basic premise of the Code is that the implementation of best practices to control salt release at storage sites and optimization of road salt use could help reduce the level of chlorides released into the environment. The Code is voluntary and targets public road authorities that use more than 500 tonnes of road salts per year. The Code is not implemented in Quebec because the province has their own strategy to address road salts that follows similar principles to the Code. The Code recommends that road authorities prepare salt management plans that identify actions they will take to improve their practices in salt storage, general use on roads and snow disposal and to report annually on these practices.

The objective of this review was to determine whether the Code has been effective in increasing the level of implementation of best practices for managing road salt, and in preventing and reducing the negative environmental impacts of road salts in Canada. The review will also assist Environment and Climate Change Canada (ECCC) in identifying future actions that may be needed to achieve risk management objectives for road salts.

Environment and Climate Change Canada, in collaboration with the National Road Salt Working Group (RSWG), undertook a first review of the effectiveness of the Code from 2004 to 2009 and concluded the Code has been effective in increasing the use of best practices for managing road salts in Canada. The Review was published in 2012 and identified eight actions (Refer to Table 1 in section 3.4) that could be considered for the continued improvement in road salt management. These actions included setting national targets for the implementation of best practices against which performance of the road organizations and the success of the Code could be evaluated and to schedule a second review. The Performance Indicators and National Targets published in 2014 and have been used during this second review of the Code.

This second review of the Code considered the following eight factors:

1. Level of adoption of the Code

The level of adoption of the Code is fairly high and has been just short of or met the target of 220 reports annually in recent years (Target 1). Consistency in reporting has decreased; 170 organizations reported regularly in the 2015 to 2019 period which is a decrease from the 222

organizations that were identified as reporting regularly between (2005 to 2009) in the first review.

Despite the inconsistency in the number of reporters, it is evident that the reporting covers a large portion of the organizations expected to be subject to the Code. Organizations that have reported at least once in the 2015 to 2019 period represent 73% of the Canadian population (excluding Quebec). The largest salt users, including most provincial road authorities and almost all large municipalities (90%) have reported under the Code, with some notable exceptions of large municipal road authorities not reporting where milder weather conditions exist, and low salt use is expected.

2. Salt management plans

There has been a significant decline in the number of organizations reporting having a salt management plan (SMP) in place with 80% of organizations reporting having an SMP in place in 2019. Only 62% of organizations reported reviewing their SMP in 2019 (Target 2). The annual review of plans is essential to ensure the plan is up to date and reflects any lessons learned from the previous season.

3. Training

Training levels for in-house and outsourced staff at municipalities has remained fairly constant over the 2015 to 2019 period, with in-house staff receiving much higher levels of training than outsourced. Training levels for all personnel and especially outsourced contractors need to be increased to meet the Transportation Association of Canada (TAC) and Code recommendation of all personnel to receive training at least once a year.

4. Implementation of best management practices (BMPs) and National Targets

Road organizations have made significant improvements in their salt application practices since the 1990s and the Code resulted in an accelerated adoption of many best practices at that time. Since the adoption of the Code, progress has been achieved and maintained by many road organizations in the implementation of many best management practices in salt management including coverage of salt storage sites, salt application and snow disposal practices.

Most of the National Targets developed in response to the first review are being or close to being met. Efforts are still needed to reach the targeted levels of adoption of best practices in certain areas including coverage of abrasive storage, and the use of pre wetting and pretreated salt technologies. Further effort is also needed to increase use of salt storage site runoff collection systems.

5. Identification of salt vulnerable areas (SVAs)

As of 2019, fewer than half of the reporting organizations inventoried their salt vulnerable areas and 35% prepared an action plan to address the salt vulnerable areas. Further efforts are needed to reach the 95% target set for 2024.

ECCC has encountered some challenges over the past several years while working to develop additional guidance to help organizations identify SVAs. There is some discussion on the need for additional guidance with some members of the Road Salt Working Group expressing the need for further guidance while other members have suggested that ECCC revisit the concept

of salt vulnerable areas suggesting that the identification of SVAs may encourage road organizations to focus efforts on SVAs at the expense of other areas.

6. Salt use

The total quantity of salt used reported under the Code has fluctuated significantly reaching a low of 2,153,000 tonnes in 2010 to a high of 4,972,000 tonnes in 2017. It is difficult to evaluate the quantity of salt used and the level of implementation of best practices and salt quantities reported because of other factors influencing salt usage (for example, winter severity, expanding road networks and number of reports).

The Code only applies to public road authorities using more than 500 tonnes of salt and is not implemented in Quebec therefore the salt use reported under the Code does not reflect all the salt entering the environment from road salt use in Canada. Salt use quantities for domestic, private and institutional uses are not available in Canada. ECCC has attempted to collect this data by doing a voluntary survey however this was unsuccessful due to lack of response and ECCC is considering mandatory information gathering to collect salt use data for these sectors.

7. Road safety

Long term road safety data suggest that the implementation of the Code has had no observable negative effects on roadway safety.

8. Chloride in the environment

There are no comprehensive studies on chloride concentrations across Canada. Many recent studies investigating long-term trends in chloride concentrations in certain North American freshwater ecosystems have shown increasing chloride concentrations and de-icing has been recognized as a major source of this contamination, particularly in urban areas. There is insufficient data to correlate changes in environmental concentrations with the implementation of the Code.

Conclusion and actions for consideration

The use of National Targets has been effective at monitoring the adoption of best practices. There has been a significant engagement from public road organizations across Canada in implementing and reporting on best practices. While the control of releases from salt storage sites though the coverage of stockpiles has improved the biggest challenges for the management of road salts are to continue to improve coverage of treated abrasives, optimize salt application through better technologies, improve drainage control at maintenance yards and to determine if organizations not subject to the Code are a significant source of chlorides in the environment.

Based on the current review, the Code is still considered an effective instrument. In order to improve even further the effectiveness of the Code the following actions should be considered by ECCC:

- **Continue to manage the environmental risks of road salts through the Code of Practice and to promote its adoption.**

The results reported since the implementation of the Code indicate a high level of engagement by public road organizations and demonstrate that the Code, as a risk management tool, is valid and effective. While progress has been achieved in adopting the Code and implementing best management practices; over time, progress has plateaued and areas for improvement remain. Environment and Climate Change Canada will continue working with the working Group and consider further opportunities to raise awareness of the Code and encourage its adoption by all road organizations, with an emphasis on medium sized municipalities (10,000 to 50,000 population) and inconsistent reporters.

➤ **Encourage improved adoption of best management practices by road organizations.**

Road organizations have a responsibility to ensure that they continue to meet the requirements of the Code, and should consider focusing efforts and resources to:

- ensure that they have a current salt management plan, and that this plan is reviewed annually (target 2)
- increase training for outside contractors and staff to meet the Transport Association of Canada recommendation for annual training
- increase coverage of treated abrasives through permanent roofs systems or temporary cover such as tarps (target 4) and
- improve runoff control at salt storage sites and maintenance yards

➤ **Continue to use national targets to evaluate effectiveness of the Code and further investigate targets that pose challenges for implementation.**

The National Targets have proven effective, however there remain uncertainties in 2 target areas:

- Target 7 (SVAs): Developing plain language guidance to help road organizations to identify SVAs has been a challenge for ECCC. Some stakeholders have suggested it may be more appropriate for road organizations to focus on best practices in all service areas rather than identifying SVAs. ECCC will consider studying a sample of the organizations that have already identified SVAs to understand how this information has been incorporated into their salt management plans and if it has been effective at protecting these areas. Pending the results of this investigation, ECCC will continue discussions with the Working Group to determine if the target (95%) and target date (2024) are still appropriate
- Targets 6a, 6b (Prewetting and Pre-treatment): The uptake for use of new technologies for road salt application has been slow and has not met the expected targets. It is unclear whether the adoption of these advanced technologies is limited by resources within road organizations or by lack of awareness of the advantages of these techniques on reducing salt use. ECCC will consider investigating the barriers to adoption of these techniques and work with the working group to develop recommendations

➤ **Investigate other uses of road salt beyond the Code of Practice**

Salt used for de-icing on private roads, commercial and institutional parking lots, sidewalks, personal driveways and salt storage by smaller users. also contribute to environmental

chloride loadings. Localized studies are indicating high levels of chlorides in certain water bodies. ECCC will consider mandatory data gathering on road salt use beyond organizations subject to the Code to determine the relative impact of these sectors and whether road salt management should be expanded beyond the large public road organizations that are subject to the Code.

- **Renew discussions with provinces and territories to explore opportunities for implementing the actions identified in this review.**

Given the voluntary nature of the instrument, continued contact is needed with partner organizations to maintain awareness of the need for support and engagement in the Code.

- **Schedule another review of the Code**
5 years after the publication of this review to determine if the actions to consider have improved implementation of the Code.



June 26, 2023

Re: 23rd Annual Child Care Worker and Early Childhood Educator Appreciation Day, October 17, 2023

To Ontario mayors and councils,

We are writing to ask that you and your council proclaim and participate in Child Care Worker & Early Childhood Educator Appreciation Day on Tuesday, October 17, 2023. This day recognizes the commitment, skills and hard work of Early Childhood Educators (ECEs) and staff who work with young children. Each year, the day is proclaimed by the Ontario Coalition for Better Child Care (OCBCC), the Canadian Union of Public Employees (CUPE), municipalities and school boards across Ontario, and is marked by hundreds of child care centres, unions, and allies.

This year's Child Care Worker and Early Childhood Educator Appreciation Day theme is **WORTH MORE!** This Appreciation Day will be important as we continue to navigate the implementation of the Canada-Wide Early Learning and Child Care system and push for it to include decent work and pay for ECEs and child care workers. They deserve decent work and pay.

To fulfil the promise of the Canada-Wide Early Learning and Child Care system we need to ensure high quality spaces for every family who needs it. We have seen how affordable child care is life-changing for many families, but we need to make that possible *for all*. To make that vision a reality we need to expand access to child care by building new programs – but most importantly we must ensure that we retain, re-attract and recruit ECEs and child care workers with decent work and fulfilling careers to lead these vital, educational programs.

We will be sharing these messages on Appreciation Day and we need your help to make it happen by making an official proclamation.

If your council does not issue official proclamations, there are many alternative ways for your municipality to participate in celebrating this important day:

- Organize a public announcement;
- Flag raising or purple light display;
- Display our posters and distribute our buttons; and
- Organize events and contests for the day or have councilors or the mayor participate in events hosted by child care centres.

A sample proclamation and document outlining additional ways to recognize this important day is attached.

We would love to acknowledge municipalities who choose to celebrate child care workers and ECEs across Ontario on October 17, 2023. Please let us know how your municipality is participating in the appreciation day and we will add you to our list of proclamations and celebrations.

Please direct any correspondence on proclamations and/or celebration activities to the attention of Carolyn Ferns, by mail: Ontario Coalition for Better Child Care, PO Box 73034 Wood Street PO Toronto, ON M4Y 2W5, or by email at: carolyn@childcareontario.org.

Thank you for your consideration.

Sheila Olan-MacLean
President, OCBCC

Fred Hahn
President, CUPE Ontario Division



Le 26 juin 2023

Objet : la 23^e Journée d'appréciation des éducatrices et éducateurs et des travailleuses et travailleurs de la petite enfance, le 17 octobre 2023

Aux maires et aux conseillers municipaux de l'Ontario,

Par la présente, nous vous demandons à vous et à votre Conseil municipal de proclamer et de célébrer la Journée d'appréciation des éducatrices et éducateurs et des travailleuses et travailleurs de la petite enfance, le 17 octobre 2023. Cette journée reconnaît l'engagement, les compétences, le travail acharné et le dévouement des éducateurs et éducatrices de la petite enfance (ÉPE) et du personnel qui travaillent avec les jeunes enfants. Chaque année, la journée est proclamée par la Coalition ontarienne pour de meilleurs services éducatifs à l'enfance (COMSÉE), le Syndicat canadien de la fonction publique (SCFP), les municipalités et les conseils scolaires de l'Ontario. Elle est célébrée par des centaines de garderies, de syndicats et d'alliés.

Cette année, le thème de la Journée d'appréciation des éducatrices et éducateurs et des travailleuses et travailleurs de la petite enfance est **MÉRITENT MIEUX !** La Journée d'appréciation est d'importance alors que nous continuons de gérer la mise en place d'un système pancanadien d'apprentissage et de services de garde d'enfants qui comprend un travail et un salaire décents pour les ÉPE et les travailleurs et travailleuses en garderie. Ils(elles) méritent un travail et un salaire décents.

Pour tenir la promesse en ce qui concerne un système pancanadien d'apprentissage et de services de garde d'enfants, nous devons garantir des places de qualité à toutes les familles qui en ont besoin. Nous avons constaté que des services de garde d'enfants abordables changent la vie de nombreuses familles et nous devons faire en sorte que cela soit possible pour *tous(toutes)*. Pour que cette vision devienne réalité, nous devons élargir l'accès aux services de garde d'enfants en créant de nouveaux programmes. Mais, nous devons surtout nous assurer que nous retenons, attirons à nouveau et recrutons des ÉPE et des travailleurs et travailleuses en garderie avec un travail décent et une carrière épanouissante pour gérer ces programmes éducatifs essentiels.

Nous diffuserons ces messages lors la Journée d'appréciation. Veuillez nous aider en faisant une proclamation officielle.

Même si votre Conseil municipal n'émet pas de proclamation officielle, il y a de nombreuses façons de participer et de célébrer cette importante journée, par exemple :

- Organiser une annonce publique.
- Levée de drapeau ou un affichage lumineux violet.
- Apposer nos affiches et distribuer nos macarons.
- Organiser des événements et des concours pendant la journée ou encore vous assurer que les conseillers municipaux et le maire participent à des activités organisées par les garderies.

Vous trouverez ci-joints un exemple de proclamation ainsi que des documents faisant ressortir d'autres manières de reconnaître cette importante journée.

Nous tenons à reconnaître les municipalités qui célébreront les ÉPE et les travailleurs et travailleuses en garderie, à l'échelle de l'Ontario, le 17 octobre 2023. Veuillez nous informer de la façon dont votre municipalité participera à cette Journée et nous l'ajouterons à notre liste de proclamations et de célébrations.

Veuillez faire parvenir toute correspondance touchant les proclamations et/ou activités de célébration à l'attention de Carolyn Ferns, par la poste à la Coalition ontarienne pour de meilleurs services éducatifs à l'enfance, Boîte postale 73034, Wood Street PO, Toronto (Ontario) M4Y 2W5 ou par courriel à carolyn@childcareontario.org.

Nous vous remercions de l'attention que vous porterez à la présente.

Sheila Olan-MacLean
Présidente de la COMSÉE

Fred Hahn
Président de la division de l'Ontario du SCFP

CHILD CARE WORKER AND EARLY CHILDHOOD EDUCATOR APPRECIATION DAY



This day recognizes the commitment, hard work and dedication of Early Childhood Educators (ECEs) and staff who work with young children. Each year, the day is proclaimed by The Ontario Coalition for Better Child Care (OCBCC), the Canadian Union of Public Employees (CUPE), municipalities and school boards across Ontario, and is marked by hundreds of child care centres, unions, and allies.

While recognition is important, action to achieve change is even better. Visit childcareworthmore.ca to make your voice heard and ensure child care workers and early childhood educators are treated with respect.

Tips to Recognize and Celebrate the Day!

Everyone

Show child care workers your appreciation on social media:

- Share photos of how you're celebrating the day
- Share an event prior to the date to raise awareness
- Write a kind message about a child care provider you know
- Use the hashtag #ECEappreciation and tag us @ChildCareON

Municipalities

- Place an ad in the local newspaper promoting the day
- Nominate staff from local child care centres to be recognized by the Mayor
- Encourage local councillors to tour child care centres to find out more about this important work
- Organize a community-wide celebration to recognize individual staff, centres, and programs

School Boards

- Insert the day on the October calendar
- Arrange to have the day announced on the PA
- Encourage classes of students to visit the child care centre
- Set up a Wall of Fame where parents have the opportunity to say thank you to staff
- Place our poster on school bulletin boards

Child Care Centres

- Host a pizza lunch for staff
- Give staff members a certificate of appreciation.
- Have every staff in the centre vote on one child care champion of the year
- Set up a board near the entrance of the centre where parents may write thank-you notes
- Place our poster on the main doors

* Contact the OCBCC to order posters and buttons by October 3, 2023 to ensure timely delivery.



Cette journée reconnaît l'engagement, le travail acharné et le dévouement des éducateurs et éducatrices de la petite enfance (ÉPE) et du personnel qui travaillent avec les jeunes enfants. Chaque année, la journée est proclamée par la Coalition ontarienne pour de meilleurs services éducatifs à l'enfance (COMSÉE), le Syndicat canadien de la fonction publique (SCFP), les municipalités et les conseils scolaires de l'Ontario. Elle est célébrée par des centaines de garderies, de syndicats et d'alliés.

Si la reconnaissance est importante, l'action préconisant le changement l'est encore plus. Consultez <https://lesservicesdegardevalentplus.ca/> pour faire entendre votre voix et veiller à ce que les travailleurs et travailleuses en garderie et les éducateurs et éducatrices de la petite enfance soient traité(e)s avec respect.

Quelques idées sur la façon de célébrer la journée !

Tout le monde	Les municipalités	Les conseils scolaires	Les garderies
<p>Montrez votre appréciation des travailleurs et travailleuses des services éducatifs à l'enfance sur les médias sociaux :</p> <ul style="list-style-type: none"> • Partagez des photos sur la façon dont vous célébrez la journée. • Annoncez un événement avant sa tenue afin de sensibiliser la population. • Écrivez un petit mot gentil à propos d'un(e) travailleur et travailleuse en garderie que vous connaissez. • Utilisez le mot clic #ECEappreciation et balisez-nous à @ChildCareON. 	<ul style="list-style-type: none"> • Placez une annonce dans le journal local faisant la promotion de la journée. • Nommez des membres du personnel des garderies locales remarquables que le maire devrait reconnaître. • Invitez les conseillers et conseillères municipaux à visiter des garderies pour en savoir plus sur ce travail important. • Organisez une célébration à l'échelle de la communauté afin de reconnaître des membres du personnel, des garderies et des programmes. 	<ul style="list-style-type: none"> • Inscrivez le jour à l'agenda d'octobre. • Veillez à ce que la journée soit annoncée sur le système électroacoustique. • Invitez les élèves à visiter la garderie. • Installez un Mur de la renommée où les parents peuvent laisser un mot de remerciement au personnel. • Apposez notre affiche sur le babillard du conseil scolaire. 	<ul style="list-style-type: none"> • Organisez un dîner-pizza pour le personnel. • Remettez à chaque membre du personnel un certificat d'appréciation. • Demandez au personnel de voter pour le champion des services de garde d'enfants de l'année. • Installez un babillard près de l'entrée de la garderie où les parents peuvent écrire un mot de remerciements. • Apposez une affiche sur les portes principales.

* Veuillez communiquer avec la COMSÉE pour commander des affiches et des macarons au plus tard le 3 octobre 2023 pour garantir la livraison en temps opportun.

23rd Annual Child Care Worker and Early Childhood Educator Appreciation Day

October 17, 2023

Proclamation

Whereas years of research confirms the benefits of high-quality early learning and child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of families and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas trained and knowledgeable Registered Early Childhood Educators and child care staff are the key to quality in early learning and child care programs;

Whereas Registered Early Childhood Educators and child care workers will be vital to the success of the Canada-Wide Early Learning and Child Care system;

Therefore, Be It Resolved that October 17, 2023 be designated the 23rd annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

23^e Journée d'appréciation des éducatrices et éducateurs et des travailleuses et travailleurs de la petite enfance

Le 17 octobre 2023

Proclamation

Attendu que des années de recherche viennent confirmer les avantages des services de garde d'enfants de haute qualité pour le développement intellectuel, émotionnel, social et physique des jeunes enfants et leurs résultats ultérieurs dans la vie; et

Attendu que les services de garde d'enfants favorisent le bien-être des enfants et pourvoient aux besoins des familles et de l'ensemble de la communauté en soutenant la qualité de vie afin que les citoyens et citoyennes puissent participer et contribuer pleinement à la vie économique et sociale de leur communauté; et

Attendu que les éducateurs et éducatrices de la petite enfance et les travailleurs et travailleuses en garderie formé(e)s et compétent(e)s sont la clé de la qualité des programmes d'apprentissage et de garde d'enfants; et

Attendu que les éducateurs et éducatrices de la petite enfance et les travailleurs et travailleuses en garderie agréé(e)s seront essentiel(le)s à la réussite du Système d'apprentissage et de garde des jeunes enfants pancanadien,

Il est donc résolu que le 17 octobre 2023 soit désigné comme la 23^e Journée d'appréciation des éducatrices et éducateurs et des travailleuses et travailleurs de la petite enfance en reconnaissance de l'éducation, du dévouement et de l'engagement des travailleurs et travailleuses en garderie envers les enfants, leurs familles et la qualité de vie de la communauté.



The Municipality of
SOUTH DUNDAS

DATE: July 10, 2023

Resolution: 22-26- 209

MOVED BY

Deputy Mayor St. Pierre
Councillor Veinotte
Councillor Smyth
Councillor Ward

☒
☐
☐
☐

SECONDED BY

Deputy Mayor St. Pierre
Councillor Veinotte
Councillor Smyth
Councillor Ward

☐
☐
☐
☒

THAT the Council of the Municipality of South Dundas supports the resolution passed by the Township of South Glengarry regarding rural education funding and further, respectfully requests the Province of Ontario, through the Minister of Education, provide an update on the status of any review of rural education funding, including RNEF and the 2018 Pupil Accommodation Review guidelines; and further,

THAT a copy of this resolution of support by forwarded to the Premier, Minister of Educations, MPP Nolan Quinn, AMO, ROMA, EOWC and local SDG municipalities.

☒ **CARRIED** ☐ **DEFEATED** ☐ **DEFERRED**

RECORDED VOTE

Mayor Broad _____
Deputy Mayor St. Pierre _____
Councillor Veinotte _____
Councillor Smyth _____
Councillor Ward _____



MAYOR



The Municipality of
**SOUTH
DUNDAS**

ACTION REPORT

Choose an item.

Report Number: 0000-2020

Date: Click or tap to enter a date.

To: Mayor & Council
From: Crystal LeBrun, Clerk

Subject: Support for Rural Education Funding – South Glengarry

RECOMMENDATION

THAT the Council of the Municipality of South Dundas supports the resolution passed by the Township of South Glengarry regarding rural education funding and further, respectfully requests the Province of Ontario, through the Minister of Education, provide an update on the status of any review of rural education funding, including RNEF and the 2018 Pupil Accommodation Review guidelines; and further,

That a copy of this resolution of support be forwarded to the Premier, Minister of Education, MPP Nolan Quinn, AMO, ROMA, EOWC and local SDG municipalities.

BACKGROUND

1. The Municipality of South Dundas recognizes the importance of taking proactive steps to protect rural education. Petitioners request the Province of Ontario, through the Minister of Education, provide an update on the status of any review of rural education funding. South Glengarry Resolution No. 119/2023, attached to this report, provides further detail and explanation surrounding the request.

DISCUSSION/OPTIONS

2. That Council support the resolution.
3. Other

BUDGET IMPLICATIONS

4. There is no financial impact to the Municipality.

Attachments

5. Schedule "A" – South Glengarry Resolution 119-2023



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO 119-2023

SECONDED BY Martin Lang

DATE April 3, 2023

WHEREAS an announcement was recently made by the Ontario Public School Boards' Association asking for the Government of Ontario to lift the moratorium on pupil accommodation reviews (and school closures) prior to the end of the 2022-2023 school year;

AND WHEREAS the Council of the Township of South Glengarry passed a resolution on June 20, 2022 in support of the Community Schools Alliance's Three Point Action Plan designed to improve access to public education in rural and norther communities; namely:

THAT the Province of Ontario increase the Rural and Northern Education Fund (RNEF) to \$50 million;

THAT should the moratorium be lifted, that the moratorium remain in place for schools that qualify for the RNEF until a thorough review of the education funding formula is completed;

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

AND WHEREAS the Province of Ontario, through the Minister of Education, has acknowledged the negative social and economic impact school closures have on Rural and Northern Ontario communities, and committed to a review of the process to better reflect the needs of Rural and Northern Ontario prior to the lifting of the moratorium,

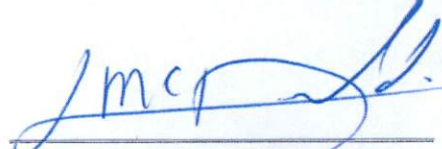
NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby respectfully requests that the Province of Ontario, through the Minister of Education, provide an update on the status of any review ^{of} ~~to~~ rural education funding, including the RNEF and the 2018 Pupil Accommodation Review guidelines.

AND FURTHERMORE that this resolution be forwarded to the Premier, the Minister of Education, MPP Nolan Quinn, AMO, ROMA, EOWC and all Ontario municipalities.

☒ CARRIED

☐ DEFEATED

☐ POSTPONED



 Mayor Lachlan McDonald

Recorded Vote:	Yes	No
Mayor McDonald	—	—
Deputy Lang	—	—
Councillor Jaworski	—	—
Councillor McDonell	—	—
Councillor Bougie	—	—

The Corporation of the Township of Hornepayne
68 Front Street, PO Box 370
Hornepayne, Ontario
P0M 1Z0

COUNCIL RESOLUTION

Moved By: Peter Kistemaker

Resolution No. 2023-219

Seconded By: Ted Scheniman

Date: June 21, 2023


WHEREAS Council has received correspondence from the Township of South Glengarry, regarding the Ontario Public School Boards’ Association, asking for the Government of Ontario to lift the moratorium on pupil accommodation review and school closures prior to the end of the 2022-2023 school year; and,

WHEREAS the Ontario government, through the Minister of Education, has acknowledged the negative social and economic impact school closures have on Rural and Northern Ontario communities, and committed to a review of the process to better reflect the needs of Rural and Northern Ontario prior to lifting the moratorium;

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Hornepayne does hereby support the Township of South Glengarry’s request that the Province of Ontario, through the Minister of Education, provide an update on the status of any review of rural education funding, including the Rural and Northern Education Fund (RNEF) and the 2018 Pupil Accommodation Review guidelines.

BE IT FURTHER RESOLVED that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Stephen Lecce, Minister of Education, Michael Mantha, MPP Algoma-Manitoulin, the Rural Ontario Municipal Association (ROMA), the Association of Municipalities of Ontario (AMO), and all Ontario municipalities, with a copy sent to the Township of South Glengarry.

☒ Carried ☐ Defeated ☐ Deferred


Cheryl Fort (Jun 23, 2023 15:03 EDT)
signature of presiding officer



The Corporation of The Town of Amherstburg

July 7, 2023

Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto ON, M7A 1A1
premier@ontario.ca

BY EMAIL

Re: Support Letter: Local Emergency Response System and Gaps in Healthcare regarding Code Red and Code Black Frequency

Dear Honourable Doug Ford,

At its meeting held on June 26, 2023, Council in the Town of Amherstburg passed the following:

Resolution # 20230626-015

That Administration BE DIRECTED to send a letter of support re: Town of Essex - Local Emergency Response System and Gaps in Healthcare regarding Code Red and Code Black Frequency.

Enclosed is a copy of the correspondence from the Town of Essex for convenience and reference purposes.

Regards,

Sarah Sabihuddin
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
ssabihuddin@amherstburg.ca

encl.

CC:

Mary Birch, County of Essex mbirch@countyofessex.ca

Anthony Leardi, MPP anthony.leardi@pc.ola.org

Lisa Gretzky, MPP lgretzky-co@ndp.on.ca

Chris Lewis – MP, Essex, Ontario Chris.Lewis@parl.gc.ca

Andrew Dowie, MPP andrew.dowie@pc.ola.org

Marit Stiles, MPP Mstiles-op@ndp.on.ca

Chris Lewis, MP chris.lewis@parl.gc.ca

Association of Municipalities of Ontario (AMO) amo@amo.on.ca

All other municipalities in Ontario



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8
p: 519.776.7336 f: 519.776.8811 | essex.ca

Honourable Doug Ford

Premier of Ontario
Legislative Building, Queen's Park
Toronto ON, M7A 1A1
premier@ontario.ca

June 19, 2023

BY EMAIL

RE: Local Emergency Response System and Gaps in Healthcare regarding Code Red
and Code Black Frequency

Dear Honourable Doug Ford,

Further to Town of Essex resolution number **R23-05-203** passed on May 15, 2023, we enclose a letter from Town of Essex Mayor Sherry Bondy for your review and consideration.

Yours truly,

A handwritten signature in black ink, appearing to read "jml", written in a cursive style.

Joseph Malandrucolo

Director, Legal and Legislative Services/Clerk
jmalandrucolo@essex.ca

encl.

c.c. Mary Birch, County of Essex
mbirch@countyofessex.ca

Anthony Leardi, MPP
anthony.leardi@pc.ola.org

Lisa Gretzky, MPP
lgretzky-co@ndp.on.ca



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Andrew Dowie, MPP
andrew.dowie@pc.ola.org

Marit Stiles, MPP
Mstiles-op@ndp.on.ca

Chris Lewis, MP
chris.lewis@parl.gc.ca

All other municipalities in Ontario



Dear Honourable Doug Ford,

The Town of Essex Council hereby appeals to the province of Ontario to acknowledge the challenges faced by our local emergency response system and take decisive action to resolve the gaps in our healthcare. While we recognize that our situation is not unique, we believe that it is essential to draw attention to our persistent Code Red and Code Black conditions, which are primarily caused by an insufficient number of hospitals beds, medical personnel, and resources.

Windsor and Essex County residents ought to have confidence that when they dial 911 it will elicit a prompt ambulance response for emergency situations. Local healthcare providers are engaging various initiatives such as a paramedic offload program, offload to the waiting room for assessment and triage of less severe medical matters, diversion to another hospital for low acuity cases, and the Essex-Windsor EMS paramedic patient navigator to monitor and manage dispatch. Nevertheless, these initiatives alone have been unable to curb the escalation of Code Red and Code Black frequency, signifying few or no ambulances available for emergencies.

In the year 2021, Windsor-Essex experienced a cumulative of 3253 minutes in Code Red and 791 minutes in Code Black. In 2022, the period subjected to Code Red increased significantly to 8086 minutes, whereas Code Black saw 2257 minutes. In March 2023, just three months into the year, the community has clocked 864 Code Red minutes already plus another 2257 Code Black minutes.

We implore the authorities to apply an immediate and comprehensive review of our hospital offload delays and staffing crisis in our front line. Ambulance offload processes and hospital volumes are merely two contributing factors, if nothing tangible is done, local families risk experiencing catastrophic consequences. Our former Warden, McNamara, declared an emergency on ambulance unavailability in October 2022 linked to hospital admission delays; to date, this emergency situation still holds with no decrease in Code Reds and Code Blacks.

We require a holistic solution to address our hospital deficiencies and healthcare shortcomings on an underlying basis. In addition, the Town of Essex Council request that the province of Ontario conduct a review of projected population growth and aging in Windsor – Essex and increase health care capacity to match our present and future needs.



CORPORATION OF THE TOWN OF ESSEX

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p: 519.776.7336 f: 519.776.8811 | essex.ca

Therefore, the Town of Essex Council requests that the province of Ontario recognize the dangerous strain facing our local emergency response infrastructure and urgently work to address these gaps in our healthcare system.

Sincerely,

A handwritten signature in dark ink that reads "Sherry Bondy". The signature is written in a cursive, flowing style.

Sherry Bondy

Mayor

Town of Essex


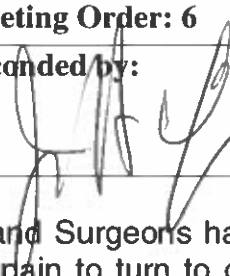


The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, June 20, 2023

Resolution # RC23163	Meeting Order: 6
Moved by: 	Seconded by: 

WHEREAS the Ontario College of Physicians and Surgeons has made a decision that will lead more people who suffer from chronic pain to turn to opioids to alleviate their pain and;

WHEREAS the College is targeting community pain clinics by requiring the use of ultrasound technology in the administration of nerve block injections by licensed physicians. This requirement will increase the time it takes to administer the nerve block and, therefore, reduce the number of patients a physician can see in a day and;

WHEREAS the Ontario Health Insurance Plan (OHIP) is proposing to reduce coverage for several vital healthcare services, including a drastic reduction in the number and frequency of nerve block injections a patient can receive and;

WHEREAS these changes have been proposed without any consultation with pain management medical professionals or with their patients and;

WHEREAS this cut will force chronic pain clinics to shut down, putting a greater strain on family physicians and emergency rooms and;

WHEREAS with the reduction in the number of nerve blocks being administered, many patients, looking for pain relief, will turn to overcrowded emergency rooms, opioid prescriptions from doctors or opioid street drugs;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa is requesting that the Government of Ontario maintain OHIP coverage for chronic pain treatments and continue to provide much-needed care for the people of Ontario;

p.2....



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION


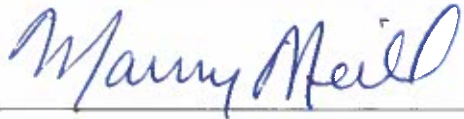
AND FURTHERMORE THAT a copy of the resolution be forwarded to all Municipalities of Ontario, local MPs and MPPs, Premier Doug Ford, the Minister of Health, Associate Minister of Mental Health and Addictions and the Association of Municipalities of Ontario.

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/>	DEFEATED	Mitch Hatfield		
<input type="checkbox"/>	TABLED	Cathy Cannon		
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/>	WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
	

This document is available in alternate formats.

Kayce Dixon

From: Info
Sent: July 19, 2023 1:17 PM
To: Kayce Dixon
Subject: FW: FONOM's Housing Resolution - Seeking Support
Attachments: Municipality Version of Housing Resolution.pdf; Email for FONOM Housing Resolution.pdf



Isabelle Bernard

Reception

6 Oak St, P.O. Box 220, Lancaster, On, K0C 1N0

T: 613-347-1166 ext. 2109 / F: 613-347-3411

www.southglengarry.com

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From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>

Sent: Wednesday, July 19, 2023 11:24 AM

Subject: FONOM's Housing Resolution - Seeking Support

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning

PLEASE SHARE THIS EMAIL WITH YOUR COUNCIL

A need for affordable housing and support for people at risk of homelessness impacts every community across Ontario. Many Councils have supported previous housing Resolutions, seeking help to address the challenges seen in our communities. For several years, FONOM has heard Minister Steve Clark comment about Ontario needing a better deal from the Federal Government. Below is a part of Minister Clark's speech at the 2022 AMO Conference.

"Ontario is currently being underfunded by approximately \$490 million for housing and homelessness over the term of the National Housing Strategy based on the province's level of Core Housing Need, which is the highest in the country." Also, stated, "We need our municipal partners to stand shoulder-to-shoulder with us and urge the federal government to pay its fair share, so we can continue working together to deliver support and resources to vulnerable populations."

FONOM is non-partisan, but the Board believes supporting more funding to address Ontario's Housing challenges should be supported! Therefore, the Board has written and Supported the

attached Resolution, and they firmly ask for your consideration and support at your Councils. The Resolution is lengthy, but it speaks to the data, the current funding, and what should be changed to help Ontario achieve better.

Thanks you

Danny Whalen

President of FONOM

PS: Attached in the second document are the email addresses mentioned in the last paragraph of the Resolution. Also, a Word Version of the Resolution will be available upon request.

Talk soon, Mac

Mac Bain

Executive Director

The Federation of Northern Ontario Municipalities

615 Hardy Street North Bay, ON, P1B 8S2

Ph. 705-498-9510



WHEREAS the Federal and Provincial Governments need to support their most vulnerable households, the ones who are or are at risk of becoming homeless. Overall, housing and services for low-income, vulnerable, or marginalized people should be a primary consideration moving forward so we help those who need it the most.

WHEREAS the _____Community _____ understands every community across Ontario is impacted by a need for affordable housing and support for people at risk of homelessness. Municipal governments are working in collaboration with all orders of government to invest in permanent solutions to the housing and homelessness crisis in Ontario.

WHEREAS the _____Community _____ understands that the Federal **National Housing Strategy** allocation formula to provinces and territories for jointly funded housing initiatives, roughly follows their share of the national population. This approach leaves Ontario underfunded because, as per the 2021 Census figures, the number of Ontario households in **Community Housing Network** as a share of the national total is 44.1 percent, which is well above the provincial share of the national population at 38.5 percent. This is also by far the highest share of national **Community Housing Network** relative to every other province and territories.

WHEREAS receiving a by-population allocation from the federal government hampers Ontario's ability to reach more of those households in need that require assistance with housing.

WHEREAS the lack of ongoing federal operating funding for **National Housing Strategy** initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock.

WHEREAS a similar situation occurs with federal homelessness funding to Ontario through **Reaching Home**, where the share allocated to Ontario is also below the provincial share of **Community Housing Network** nationally.

WHEREAS there is an inequitable distribution of **Reaching Home** funding in Ontario as only 25 of 47 Service Managers have designated communities receiving funding under the program, despite the prevalence of need across the entire Province.

WHEREAS _____Community _____ understand the federal government takes the position that its role is to provide capital funding while Provinces and Territories are to fund operating expenses, but this approach does not create an equitable sharing of the burden of funding long-term operating costs, which continue for the life of a project.

WHEREAS taken altogether, the underfunding to Ontario for housing and homelessness relative to its share of national **Canadian Housing Network** amounts to approximately \$480 million over the term of the Federal **National Housing Strategy**.

WHEREAS the federal government previously provided leadership in ensuring the long-term financial and physical viability of the social housing stock under the **Social Housing Agreement** for several decades through federal social housing operating agreements that provided funding for both mortgages and operating costs.

WHEREAS without some flexibility on the part of the federal government, Ontario and its municipalities will be poorly positioned to take advantage of this funding, and this will turn into a significant missed opportunity, leading to a further deterioration in the long-term physical and financial sustainability of the community housing stock.

THEREFORE, BE IT RESOLVED, _____Community _____ also supports the provincial ask for federal operating funding for **National Housing Strategy** initiatives.

THEREFORE, BE IT RESOLVED would appreciate the federal effort to repurpose this funding quickly from the main **National Housing Co-Investment Fund** program line, Service Managers across the province have indicated their challenges with meeting the terms of the federal proposal, particularly as they relate to cost matching and meeting the requirements for greenhouse gas emissions, energy efficiency and accessibility.

THEREFORE, BE IT RESOLVED that _____Community _____ would like need-driven indicators incorporated into the funding allocation formulas for all federal programs.

THEREFORE, BE IT RESOLVED that FONOM appreciates the federal government's commitment to end chronic homelessness and wishes this to be inclusive across all areas of our province by expanding Reaching Home funding to all Service Managers.

THEREFORE, BE IT RESOLVED, FONOM also supports the provincial position in relation to the provinces and territories **Repair Fund** under the **National Housing Co-Investment Fund**

THEREFORE, BE IT RESOLVED, FONOM supports the Province of Ontario position on the application-based \$4 billion federal **Housing Accelerator Fund**. We wish to emphasize the importance of providing municipalities with maximum support in preparing applications to the HAF, understanding that some rural and northern municipalities may face capacity challenges in applying to this program on the anticipated tight timelines.

THEREFORE, BE IT RESOLVED, _____Community _____ wish to request that **Canadian Mortgage and Housing Corporation** consider actions taken by municipalities under the province's **Housing Supply Action Plans** into account when assessing municipal applications, recognizing that these initiatives have the potential to significantly increase the supply of housing in our communities.

THEREFORE, BE IT RESOLVED, _____Community _____ believes the lack of ongoing federal operating funding for **National Housing Strategy** initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock.

THEREFORE, BE IT RESOLVED, _____ Community _____ believe the federal government should heed the precedent of the **Social Housing Agreement** and recommit itself to funding operating costs that often stretch out over decades for the lifetime of a housing project. As an example, the **Rapid Housing Initiative's** 20-year affordability requirement and lack of federal operating dollars will very likely result in housing providers asking Service Managers and the provincial government to fund operating expenses to ensure the long-term affordability of units given housing providers' limited revenue-raising capacity.

THEREFORE, BE IT RESOLVED This lack of ongoing federal operating funding for **National Housing Strategy** initiatives leads to significant underfunding for subsidized housing projects and can undermine the physical and financial viability of the community housing stock.

THEREFORE, BE IT RESOLVED, _____ Community _____ urges the Federal Government provide additional funding for Ontario so that we can deal with our shortages of safe and affordable housing and at the same time build safer and healthier communities for all our residents.

FURTHER IT BE RESOLVED THAT a Copy of the Resolution be forward to the individuals listed below for consideration and support, Prime Minister Trudeau, Minister Ahmed Hussen, _____ Your Federal Member _____, Premier Ford, Minister Clark, __your _____ Member of Provincial Legislation, Leaders of the Federal and Provincial Opposition Parties, the Association of Municipalities of Ontario (AMO), and the Federation of Northern Ontario Municipalities.

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 60-2023
FOR THE YEAR 2023**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of August 8, 2023 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 8TH DAY OF AUGUST 2023.***

MAYOR: _____ **CLERK:** _____