

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

**Tuesday, February 22, 2022, 7:00 PM
Electronic Meeting**

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
4. DECLARATION OF PECUNIARY INTEREST	
5. APPROVAL OF MINUTES	
5.a. Previous Meeting Minutes - February 7, 2022	4
5.b. Public Meeting Minutes - February 7, 2022	11
6. PRESENTATIONS AND DELEGATIONS	
6.a. Physician Recruitment Presentation (F. Wetering)	13
7. NEW BUSINESS	
7.a. Staff Reports	
a. 2022 Interim Taxation By-law (M. Hudson)	22
b. 2022 Borrowing By-law (M. Hudson)	26
c. Netsolid Request – Redwood Estates (K. Campeau)	30
d. 2022 Water and Sewage Plants Annual Reports (D. Seguin)	37
e. 2851853 Ontario Inc. Site Plan Control Agreement (J. Haley)	107
f. Fourney Zoning By-law Amendment (J. Haley)	120
g. TFG Development - Proposed South Beech Street Draft Plan of Subdivision (J. Haley)	127
h. TFG Developments Zoning By-law Amendment (J.Haley)	133
i. RFP 01-2022 – North Lancaster Play Structure (S. Servage)	146

*j.	Tender 07-2022 – General Contractor - Char-Lan Recreation Centre Ice Pad (S. Servage)	150
7.b.	Other Business	
a.	Building By-law Review (C. Raabe)	156
b.	Proclamation - Year of the Garden	188
c.	Support Resolution - GFL Environmental	190
d.	Support Resolution - National Childcare Program	192
7.c.	Committee Reports	
a.	Committee of Adjustment Minutes - February 7 2022	195
7.d.	For Information Only	
a.	Departmental Update - Corporate Services (Dec 2021 and Jan 2022)	198
b.	Departmental Update - Finance Services (Dec 2021 and Jan 2022)	201
c.	Departmental Update - Infrastructure Services (Dec 2021 and Jan 2022)	202
d.	Departmental Update -Fire Services (Dec 2021 and Jan2022)	205
e.	Fire Services - Provincial Certification	207
f.	Departmental Update - Parks, Recreation and Culture Department (Dec 2021 and Jan 2022)	220
g.	Department Update - Planning, Building and Enforcement (Dec 2021 and Jan 2022)	222
h.	Resolution - Dissolve Ontario Land Tribunal (Town of Halton Hills)	225
i.	Resolution - Expansion of NOSM (Municipality of Shuniah)	230
j.	Resolution - Revolving Door of Justice (City of Brantford)	231
k.	Resolution -Gypsy Moths (Township of Limerick)	233
l.	Letter - Multi-Municipal Wind Turbine Working Group	234
8.	CLOSED SESSION	
	BE IT RESOLVED THAT Council convene to Closed Session to discuss the following items under Section 239 (2) of the Municipal Act;	
	(2) a meeting or part of a meeting may be closed to the public if the subject matter being considered is;	
	(f) advice subject to solicitor-client privilege	
	Specifically: legal opinion	
9.	CONFIRMING BY-LAW	

9.a. Confirming By-law 17-2022

238

10. ADJOURNMENT

TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES

February 7, 2022, 7:00 p.m.
Electronic Meeting

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

STAFF CAO Tim Mills, GM of Corporate Services/Clerk Kelli
PRESENT:Campeau, GM Infrastructure Services Sarah McDonald, GM Planning, Building & Enforcement Joanne Haley, Fire Chief Dave Robertson, Director of Water/Wastewater Dillen Seguin, Director of Parks, Recreation and Culture Sherry-Lynn Servage and Executive Assistant/Communications Coordinator Michelle O'Shaughnessy.

1. CALL TO ORDER

Resolution No. 26-2022

Moved by Councillor Jaworski
Seconded by Councillor Lang

BE IT RESOLVED THAT the February 7, 2022 Council Meeting of the Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. O CANADA

3. APPROVAL OF AGENDA

Items moved to Other Business for discussion:

- 7.c.b. Agricultural Resource Committee Minutes - January 20, 2022
- 7.d.a. Accessibility Multi-Year Plan - Annual Status Update
- 7.d.c. MMP Intake 2 - Records Management Current State Assessment
- 7.d.d. Asset Management Update
- 7.d.i. Year of the Garden
- 7.d.k. Resolution - GFL Environmental
- 7.d.m. Resolution - National Childcare Program

Resolution No. 27-2022

Moved by Councillor Lang
Seconded by Councillor McDonell

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

CARRIED

4. DECLARATION OF PECUNIARY INTEREST

4.1 Councillor Luck - Place St. Laurent – Dedication of 1-Foot Reserve
Employed by EVB Engineering.

4.2 Councillor Luck - Glen Walter Water and Wastewater Servicing Master
Plan – Final Report Approval
Employed by EVB Engineering.

5. APPROVAL OF MINUTES

5.1 Previous Meeting Minutes - January 17, 2022

Resolution No. 28-2022

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Minutes of the January 17, 2022 Regular
Council Meeting, including the Closed Session Minutes, be adopted as
circulated.

CARRIED

5.2 Special Council Meeting Minutes- January 13, 2022

Resolution No. 29-2022

Moved by Councillor Jaworski
Seconded by Councillor Lang

BE IT RESOLVED THAT the Minutes of the January 13, 2022 Special
Council Meeting, including the Closed Session Minutes, be adopted as
circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

6.1 Oath of Office - Councillor Rebecca Luck

7. NEW BUSINESS

7.1 Staff Reports

7.1.a Appointment of Councillor Luck to the Committee of Adjustment (J. Haley)

Resolution No. 30-2022

Moved by Councillor Lang
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 07-2022 be received and By-law 07-
2022, being a by-law to appoint Councillor Rebecca Luck to the
Committee of Adjustment for the Township of South Glengarry for the year
2022 be read a first, second and third time, passed, signed and sealed this
7th day of February 2022.

CARRIED

7.1.b Appointment of Interim Treasurer and Signing Authority (K. Campeau)

Resolution No. 31-2022

Moved by Councillor McDonell
Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 08-2022 be received and that By-law 06-2022, being a by-law to appoint Michael Hudson as Treasurer for the Corporation of the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in open Council this 7th day of February, 2022.

AND FURTHERMORE that the Council of the Corporation of the Township of South Glengarry authorize that all cheques of the Corporation drawn on its accounts may be signed by Mayor Lyle Warden, CAO Tim Mills, Interim Treasurer Michael Hudson and Deputy Treasurer Kaylyn MacDonald and that they also be authorized to sign all other documents required in this manner.

CARRIED

7.1.c Place St. Laurent – Dedication of 1-Foot Reserve (K. Campeau)

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

Resolution No. 32-2022

Moved by Councillor Jaworski
Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 09-2022 be received and that By-law 08-2022, being a by-law to remove the 1-foot reserve legally described as Block 34 on Plan 14M-9, PIN 67128-0344 be read a first, second and third time, passed, signed and sealed in open council this 7th day of February 2022.

CARRIED

7.1.d SDG History Plaque Project Recommendations (K. Campeau)

Resolution No. 33-2022

Moved by Councillor Luck
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 10-2022 be received and that Council approve the recommendations of the Heritage Advisory Committee and recommend to the United Counties of SDG that historical plaques be located in Green Valley (History of Green Valley), Glen Walter (history of the St. Lawrence River/Waterfront theme) and along the Peanut Line (history of the Peanut Line).

CARRIED

7.1.e Glen Walter Water and Wastewater Servicing Master Plan – Final Report Approval (S. McDonald)

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

Resolution No. 34-2022

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 11-2022 be received and that Council accept the Glen Walter Water and Wastewater Servicing Master Plan and furthermore that Administration be directed to complete a Schedule "C" Environmental Assessment for the expansion of the Glen Walter Water Treatment Plant and Glen Walter Water Pollution Control Plant

CARRIED

- 7.1.f Municipal Modernization Program Intake 3 – Transfer Payment Agreement (K.Campeau)

Resolution No. 35-2022

Moved by Councillor Jaworski
Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 12-2022 be received and that By-law 10-2022, being a by-law to enter into a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Municipal Affairs and Housing be read a first, second and third time, passed, signed and sealed in open council this 7th day of February 2022.

CARRIED

- 7.2 Other Business

- 7.2.a Resolution- Abandoned Cemeteries

Resolution No. 36-2022

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports Prince Edward County's call for government action concerning the current legislation and regulations surrounding municipal requirements to take over and maintain abandoned operating cemeteries;

AND FURTHERMORE that a copy of this resolution be sent to the Minister of Government & Consumer Services, ROMA, the Eastern Ontario Wardens Caucus and all Ontario municipalities.

CARRIED

- 7.2.b Resolution - Joint and Several Liability

Resolution No. 37-2022

Moved by Councillor Jaworski
Seconded by Councillor Lang

WHEREAS municipal governments provide essential services to the residents and businesses in their communities;

AND WHEREAS the ability to provide those services is negatively impacted by exponentially rising insurance costs;

AND WHEREAS one driver of rising insurance costs is the legal principle of 'joint and several liability', which assigns disproportionate liability to municipalities for an incident relative to their responsibility for it;

AND WHEREAS the Government of Ontario has the authority and responsibility for the legal framework of 'joint and several liability';

AND WHEREAS the Premier of Ontario committed to review the issue in 2018 with a view to helping municipal governments manage their risks and costs;

AND WHEREAS the Association of Municipalities of Ontario, on behalf of municipal governments, has provided recommendations to align municipal liability with the proportionate responsibility for incidents and capping awards;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports AMO's recommendations;

THAT the Township of South Glengarry calls on the Attorney General of Ontario to work with municipal governments to put forward a plan of action to address 'joint and several liability' before the end of the government's current term so that municipalities can continue to offer high quality services to their communities;

AND FURTHERMORE that this resolution be forwarded to the Attorney General of Ontario, the Minister of Municipal Affairs and Housing, MPP Jim McDonnell, the Association of Municipalities of Ontario and all Ontario municipalities.

CARRIED

- 7.2.c Agricultural Resource Committee Minutes - January 20, 2022
- 7.2.d Accessibility Multi-Year Plan - Annual Status Update (K. Campeau)
- 7.2.e Municipal Modernization Intake 2- Records Management Current State Assessment (C. LeBrun)
- 7.2.f Letter - The Year of the Garden (Martin and District Horticultural Society)
Administration directed to bring a resolution back to the next meeting.
- 7.2.g Resolution - National Childcare Program - City of St Catharines
Administration directed to bring a resolution back to the next meeting.
- 7.2.h Asset Management Update - February 2022 (S. McDonald)
- 7.2.i Resolution - GFL Environmental Inc - SDG Counties
Administration directed to bring a resolution back to the next meeting.

Resolution No. 38-2022

Moved by Councillor Luck

Seconded by Councillor Lang

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

CARRIED

7.3 Committee Reports

7.3.a Environment Committee Minutes - November 23, 2021

7.3.b Committee of Adjustment Minutes - January 17, 2022

7.3.c Heritage Advisory Committee Minutes - January 14, 2022

7.3.d Heritage Advisory Committee Minutes - January 21, 2022

7.3.e RRCA Meeting Highlights - January 20, 2022

7.3.f SDG County Council Draft Minutes - January 24, 2022

7.4 For Information Only

7.4.a Municipal Modernization Program Intake 3 - Successful Projects (T. Mills)

7.4.b Update - Per Diem and Mileage (K. Campeau)

7.4.c Consent Application- B-196-21

7.4.d Consent Applications B-194 and 195-21

7.4.e Consent Summary 2021

7.4.f Resolution - Closing the Revolving Door of Justice - City of Brantford

7.4.g Resolution - Joint and Several Liability - SDG Counties

8. CLOSED SESSION

Resolution No. 39-2022

Moved by Councillor Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT Council convene to Closed Session at 7:59 pm to discuss the following items under Section 239 (2) of the Municipal Act;

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

(c) a proposed or pending acquisition or disposition of land by the municipality;

Specifically: Staff Report 13-2022

(d) labour relations or employee negotiations;

Specifically: Staff Report 14-2022

(f) advice subject to solicitor-client privilege

Specifically: Staff Report 15-2022

CARRIED

Resolution No. 40--2022

Moved by Councillor McDonell

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Tim Mills be appointed Acting Clerk for the portion of the Closed Session relating to labour relations or employee negotiations.

CARRIED

Resolution No. 41-2022

Moved by Councillor Jaworski
Seconded by Councillor Luck

BE IT RESOLVED that Council rise and reconvene into open session at 9:42 pm without reporting.

CARRIED

Resolution No. 42-2022

Moved by Councillor Luck
Seconded by Councillor Lang

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

CARRIED

- 9. CONFIRMING BY-LAW
- 9.1 Confirming By-law 09-2022

Resolution No. 43-2022

Moved by Councillor Lang
Seconded by Councillor McDonell

BE IT RESOLVED THAT By-law 09-2022, 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 7th day of February, 2022.

CARRIED

- 10. ADJOURNMENT

Resolution No. 44-2022

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 9:43 pm.

CARRIED

Mayor

Clerk

TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES

February 7, 2022, 6:00 p.m.
Electronic Meeting

PRESENT: Mayor Lyle Warden, Deputy Mayor Stephanie Jaworski,
Councillor Martin Lang and Councillor Sam McDonell
STAFF CAO Tim Mills, GM Planning, Building & Enforcement Joanne
PRESENT: Haley and GM Corporate Services/Clerk Kelli Campeau

1. CALL TO ORDER

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT the Public Meeting be opened.

2. APPROVAL OF AGENDA

Moved by Councillor McDonell
Seconded by Deputy Mayor Jaworski

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

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

4. NEW BUSINESS

4.1 Proposed Zoning By-law Amendment - Fournery

Ms. Haley advised that this public meeting is for a proposed Zoning Amendment to rezone the property legally described as Part of Lot 26, Concession 7, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry from Agricultural to Agricultural Exception Thirty-One to reduce the minimum lot area from 20 hectares to 18.7 hectares and to prohibit residential construction.

There were no questions or comments from members of Council or the public.

4.2 Proposed Plan of Subdivision and Zoning By-law Amendment

Ms. Haley spoke to the proposed plan of subdivision and zoning by-law amendment for the property legally described as Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located on the south side of South Beech Street, Lancaster. She advised that the developer proposes to create 7 residential lots, 6 of which will accommodate a semi-detached dwelling unit/lot and one of which will accommodate a 4-plex development.

The purpose of the zoning amendment is to rezone the subject property from:

1. Floodplain-holding to residential two for the proposed lots 1, 4, 5 and 6.

- 2. Floodplain-holding to residential two-exception three for the proposed lots 2 and 3 to reduce the minimum lot frontage from 9 metres per dwelling unit to 8.25 metres per dwelling unit.
- 3. Floodplain-holding to residential four-exception three for the proposed lot 7 to reduce the minimum lot frontage from 30 metres to 29.33 metres.
- 4. Floodplain-holding to residential two-holding for the proposed block 2.

Josh Eamon of EVB Engineering, representing the developer, further spoke to the application and provided an overview of the proposed development.

Deputy Mayor Jaworski inquired about how adding the lots would affect what is available on the Lancaster water system. Ms. Haley advised that we have a lot of available capacity in Lancaster and not many lots that are ready for development.

Deputy Mayor Jaworski further asked about the timeline of this project moving forward. Ms. Haley advised that under the Planning Act, if draft plan approval is granted the developer has 3 years but can ask for an extension. Mr. Eamon stated that the it is expected that it will move forward quickly if and when approvals are obtained.

5. ADJOURNMENT

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 6:28 pm.

Mayor

Clerk



HGMH Physician Recruitment

February 22, 2022



HÔPITAL
**Glengarry
Memorial**
HOSPITAL



Family Physicians Needed

- HGMH has a 22 bed inpatient unit and requires a physician to service these patients seven days a week.
- Physicians who practice in Alexandria are required to provide patient coverage on a rotational basis (certain conditions apply).
- Without recruitment, current physicians will be covering the inpatient unit 1 in 4 weeks.

Reason for Recruitment

- One physician gave up their hospital-based office in 2021, moving their practice in the town of Alexandria.
- 2 physicians will be leaving their family practices and inpatient hospital duties; each have a practice of approximately 850 patients.
- 1 physician looking to retire within the next 4 years; looking to reduce practice by 650 patients.
- A physician in Moose Creek will be leaving; although no impact on the hospital directly, will impact the area as the Doctor is part of the Family Health Organization (FHO) and has a practice of 830 patients.

Orphan Patients in Glengarry and SD&G

- In 2016, the population serviced by Alexandria physicians was estimated at 23,000 with an established practice size of 1,000 patients per doctor.
- Ontario Health Care Connect regional wait list for doctors is futile; local doctors haven't rostered from the list since 2018.
- ~3,150 patients will become newly orphaned, in addition to existing orphan group if we can't recruit.
- Our community has office space ready for 5 recruits

Recruitment Struggles

- Large hospitals in the area are providing [recruitment incentives](#).
- Larger hospitals/communities offer more work model options and tend to be more lucrative.
- Rural areas provide fewer spousal employment opportunities.
- 41% of medical students report debt of \$120,000 or more PLUS \$28,000 for the average Canadian undergrad debt.
- Alexandria hasn't recruited a physician practice since 2018.

HGMH Incentives (for onsite MDs)

- Free rent for the first 5 years (\$40,000 value) **OR**
A new practice incentive of \$40,000 (*new!*)
- Relocation incentive of up to \$5,000
- And the following:
 - Heating, cooling and ventilation
 - All utilities including water and electrical
 - Janitorial and maintenance services
 - Office furniture included
 - Paper shredding services at cost
 - IT support at cost
 - Medical supplies at cost plus %10
 - Onsite cafeteria

Our Proposal

- Competing with hundreds of underserviced communities.
- Ideally, recruitment and retention should involve collaboration between the hospital, the current physicians, the township's councils and the business community.
- We are proposing the following contributions per new doctor for a minimum of 5 year practice agreement, on top of the incentives offered by HGMH:
 - North Glengarry Township \$5,000
 - South Glengarry Township \$5,000
 - SD&G Counties \$5,000

Welcoming Committee

- We would like to invite members of Council, the Business Community, Hospital Leadership and fellow physicians to formally welcome new doctors to SD&G!
- A Welcoming Committee would serve to tour and spoil possible recruits (gas card to visit, showcase local attractions/restaurants, local welcome gift) and facilitate a meet & greet with key community leaders and hospital members.



Questions?



HÔPITAL
**Glengarry
Memorial**
HOSPITAL





STAFF REPORT

S.R. No. 16-2022

PREPARED BY: Michael Hudson, Interim Treasurer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: 2022 Interim Taxation By-law

BACKGROUND:

1. Section 317 of the *Municipal Act* provides that the Council of a local municipality may pass a by-law prior to the adoption of estimates for the year, levying amounts on the assessment of property in the local municipality that is rateable for local municipality purposes.
2. This means that the first tax bill is prepared prior to the passing of the final tax by-law, and we need to develop reasonable estimates so that we can tax and collect funds to address our short-term cash needs.

ANALYSIS:

3. The levying and collection of interim taxes at this time will permit the municipality to maintain an adequate cash flow to address its short-term needs and will greatly reduce the potential of having to borrow funds to maintain ongoing operations.
4. It is proposed that Interim due dates be March 31st and May 31st, 2022.
5. Once the taxation rate is set through the budget process, staff will prepare a final taxation by-law, which will set the final due dates on August 31st and October 31st, 2022.
6. Approximately 25% is due at each due date.

IMPACT ON 2022 BUDGET:

7. Approval of this by-law allows for the collection of 2022 taxation revenue to fund Township operations.

ALIGNMENT WITH STRATEGIC PLAN:

3. Strengthen the effectiveness and efficiency of our organization.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 16-2022 be received and that By-law 11-2022, being a by-law authorizing the levying of interim taxes be read a first, second and third time, passed, signed and sealed in open council this 22nd day of February 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 11-2022
FOR THE YEAR 2022**

BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY AND TO PROVIDE FOR THE PAYMENT OF INTERIM TAXES FOR THE YEAR 2022.

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

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

AND WHEREAS Section 317 of The Municipal Act provides that the Council of a local Municipality may pass a By-law to impose an interim levy on the assessment roll for taxation in the current year for properties in the Municipality rateable for local Municipality purposes;

AND WHEREAS Section 317 of The Municipal Act, provides a set of rules for determining the interim tax payable, which are also subject to the Municipality's discretion under Section 317 (9) of the Municipal Act to decrease or increase the interim tax payable, where it is felt that the interim amount would otherwise be too high or too low in relation to the total taxes that are anticipated to be levied on the property in the year;

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

1. **THAT** interim tax levies are hereby imposed on the whole of the assessment for real property for all property classes according to the assessment roll for taxation in the current year, and shall be in the amount equal to approximately fifty per cent (50%) of the final 2021 taxes on the property taking into account that certain assessments have been lowered or increased since 2021.
2. **THAT** the said interim tax levy shall become due and payable in two instalments due and payable on the 31st day of March 2022 and the 31st day of May 2022 and non-payment of the amount on the dates stated in accordance with this section shall constitute default.
3. **THAT** the Treasurer of the Township of South Glengarry shall add to the amount of all taxes due and unpaid, interest at the rate of 1.25 percent per month or fraction thereof, being fifteen (15) percent per annum, and all by-laws and parts of by-laws inconsistent with this paragraph are hereby superseded.
4. **THAT** interest added on all taxes of the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.

5. **THAT** the Treasurer shall cause to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a notice specifying the amount of taxes payable.
6. **THAT** a failure to receive the aforesaid notice in advance of the date for payment of the interim levy or any instalment does not affect the timing of default or the date from which interest shall be imposed.
7. **THAT** the Treasurer of the Township of South Glengarry may accept part payment on account of any taxes due, but such acceptance shall not affect interest under Section 3 of this by-law.
8. **THAT** this by-law shall be deemed to come into force and effect on January 1, 2022 and shall apply to properties on the assessment roll for taxation in the current year as listed on that date or which were added to the roll after that date, including properties added after the date this by-law is passed.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 22ND DAY OF FEBRUARY 2022.***

MAYOR: _____

CLERK: _____



STAFF REPORT

S.R. No. 17-2022

PREPARED BY: Michael Hudson, Interim Treasurer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: 2022 Borrowing By-law

BACKGROUND:

1. The Township's cash flow is such that borrowing may be required from time-to-time to meet the current payables.
2. The Borrowing By-law permits the Treasurer, if necessary, to borrow a sum and repay the line of credit as soon as permitted by cash flows.
3. Under the *Municipal Act*, the Township is limited to a percentage of its current estimated revenues, while operating on a descending line of credit.
4. There has been no requirement to borrow since 1998.

ANALYSIS:

5. In 2020, the Township bank account balance ranged from approximately \$7.8 million to \$14.5 million. This is in addition to uncollected tax arrears of approximately \$4.4 million.
6. The amount suggested is equal to past requests.
7. The Borrowing By-law has been prepared to reflect a \$3,000,000 limit.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

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

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 17-2022 be received and that By-law 12-2022, being a by-law to establish borrowing to an upset limit of \$3,000,000 in 2022 be read a first, second and third time, passed, signed and sealed in open council this 22nd day of February 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 12-2022
FOR THE YEAR 2022**

BEING A BY-LAW TO PROVIDE FOR BORROWING TO MEET, UNTIL THE TAXES ARE COLLECTED, THE CURRENT EXPENDITURES OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY FOR THE YEAR.

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 Council of the Corporation deems that it may be necessary to borrow the sum of **three million dollars** to meet, until the taxes are collected, the current expenditures of the Corporation for the year;

AND WHEREAS the total of amounts previously borrowed under Section 407 of the *Municipal Act*, 2001 as amended from time to time, (the "Act"), that have not been repaid are **nil** dollars;

AND WHEREAS the amount of the estimated revenues (as defined and interpreted in the Act) of the Corporation as set out in the estimates adopted for the current year and not yet collected (or, if the same have not yet been adopted, the amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year) is **19.228 million dollars**;

AND WHEREAS the amount to be borrowed under this By-law and the amounts of borrowings that have not been repaid does not in the aggregate exceed from January 1st to September 30th of the year, 50% of the total, and from October 1st to December 31st, 25% of the total of the estimated revenues of the Corporation as set out above;

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

1. **THAT** the Mayor and Treasurer of the Corporation are hereby authorized on behalf of the Corporation to borrow from time to time, by way of promissory note or banker's acceptance, from **Bank of Montreal**, a sum or sums not exceeding in the aggregate **three million dollars** to meet, until the taxes are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in subsection (1) of the said Section 407, as amended, from time to time, and to give, on behalf of the Corporation, to the Bank a promissory note or notes, sealed with the corporate seal and signed by them for the moneys so borrowed, and such other documentation as may be requested by the Bank therefore, with interest at a rate not exceeding **prime per cent per annum**, which may be paid in advance or otherwise.

2. **THAT** all sums borrowed from the said Bank, for any or all of the purposes mentioned in the said Section 407, as amended from time to time, shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.
3. **THAT** the Treasurer is hereby authorized and directed to apply in payment of all sums borrowed pursuant to the authority of this By-law, as well as all the other sums borrowed in this year and any previous years, from the said Bank for any or all of the purposes mentioned in the said Section 407, as amended from time to time, together with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and preceding years and all of the moneys collected or received from any other source, which may lawfully be applied for such purpose.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 22ND DAY OF FEBRUARY 2022.

MAYOR:

CLERK:



STAFF REPORT

S.R. No. 18-2022

PREPARED BY: Kelli Campeau, GM Corporate Services
Dillen Seguin, Director of Water/Waste Water

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: Netsolid Request – Redwood Estates

BACKGROUND:

1. Netsolid, an Internet service provider, is interested in providing internet services within Redwood Estates. Currently, Netsolid has two towers in the area located on private properties.
2. They have experienced challenges expanding services to residents of Redwood Estates due to the volume of trees surrounding the homes, which prevents the existing towers from connecting to the target homes.
3. Administration has been approached by Netsolid, inquiring about the possibility of utilizing the Redwood Estates Water Treatment Plant as a location for a relay site, which would involve placing a small tower on the Township's property.

ANALYSIS:

4. Director of Water/Wastewater Dillen Seguin met with a representative from Netsolid at the proposed location (Redwood Estates WTP) to discuss the potential for installing the relay site and identify possible locations on the property where the tower could be placed.
5. It is proposed that the relay site/tower be located on the east side of the building, as this location would not interfere with the operations of the Water Department. Due to the size of the proposed tower, no building permits would be required.
6. The installation of the relay site would result in the ability for Netsolid to provide residents of Redwood Estates with high-speed internet services of 100/50 mbps.
7. Netsolid has offered to provide the Township with free internet access at the Water Treatment Plant in exchange for locating the relay site on the property.



IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity.

Goal 4: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 18-2022 be received and that by-law 13-2022, being a by-law to enter into a Point-of-Presence agreement with Netsolid Internet Solutions Inc. be read a first, second and third time, passed, signed and sealed in open council this 22nd day of February 2022.

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

THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 13-2022
FOR THE YEAR 2021

**BEING A BY-LAW TO ENTER INTO A POINT-OF-PRESENCE AGREEMENT
BETWEEN THE CORPORATION OF THE TOWNSHIP OF SOUTH
GLENGARRY AND NETSOLID INTERNET SOLUTIONS INC.**

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 Council of the Township of South Glengarry is desirous of entering into a point-of-presence agreement with Netsolid Internet Solutions Inc.

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

1. **THAT** the Mayor and Clerk are hereby authorized to enter into a point-of-presence agreement between the Corporation of the Township of South Glengarry and Netsolid Internet Solutions Inc., attached hereto as Schedule “A” and forming party of this by-law.
2. **THAT** this By-law shall come into force and take effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL, THIS 22ND DAY OF FEBRUARY, 2022.**

MAYOR:

CLERK:

English - Point-of-Presence Tower Agreement

Feb 16 2022

Netsolid Internet Solutions Inc

Point-of-Presence (POP) Agreement

Summary:

The goal of this agreement is to secure an agreement between Netsolid and Corporation of the Township of South Glengarry to provide a Point-of-Presence in order to provide Internet services. The spirit of this agreement is for both parties to work together with a common goal of providing better internet access to the local community.

Parties:

This agreement is between Netsolid Internet Solutions Inc, hereafter referred to simply as “Netsolid”, located at 16893 boul. Hymus, Kirkland, Qc, H9H 3L4

AND

Corporation of the Township of South Glengarry located at 6 Oak Street, Lancaster, ON, K0C 1E0”

Point-of-Presence location:

6211 Shannon Lane, Bainsville, ON KoC 1E0

Agreement:

Corporation of the Township of South Glengarry agrees to allow Netsolid to install a tower for the purpose of providing internet services at the above-mentioned Point-of-Presence location. Netsolid will be solely responsible for this installation, the safety of their employees, the insurance for any potential damage in the event of a disaster or mishap related to their installation as well as any associated costs to their installation.

Corporation of the Township of South Glengarry will agree to give Netsolid, their employees and/or contractors access to the equipment when necessary for maintenance purposes without unnecessary delay.

Netsolid shall agree not to exceed a maximum average electrical consumption of 150 watts peak and 50 watts continuous.

In the event of a transfer of property ownership, this agreement shall carry on to the next party as is. The agreed upon exchange listed below shall carry on to the new party.

This agreement shall carry an initial term of 60 months (5 years) with an automatic renewal of consecutive terms of 24 months each.

Netsolid shall retain ownership of the tower for 7 years, during which time Corporation of the Township of South Glengarry may only install his/her own equipment (for example TV antennas or HAM radio antennas) on the tower for personal use in coordination with Netsolid to ensure reliability of their internet service. Netsolid shall retain ownership of their antennas at all time.

|INSURANCE

The tenant shall, at all times during the Term, maintain an insurance policy covering all of its undertakings and, in particular, general liability insurance coverage in an amount of Five Million Dollars (\$5,000,000) per occurrence. The Tenant agrees to provide proof of insurance to the Landlord via an insurance certificate.

INDEMNITY

Save for negligence or willful acts of the Landlord and those for whom the Landlord is in law responsible, the Tenant shall indemnify and ssave harmless the Landlord against all actions, suits, claims, direct damages, costs and liabilities arising out of result of:

- any breach, violation or non-performance of the terms and obligations on the part of the Tenant set out in this agreement
- any injury to or death of any person(s) occasioned by the use of the Tower by the Tenant, its servants, agents, employees or contractors
- the Tenant shall provide proof of indemnification to the Landlord within thirty (30) days of signing this agreement should the Landlord request same.
- the liability of the Tenant pursuant to the above items within the INDEMNITY section of this agreement above shall not, in any case, exceed the amount of insurance proceeds payable to the Tenant for any event giving rise to its liability pursuant to the insurance coverage procured pursuant to the above section INSURANCE.

Termination and Changes:

In the event of termination or non-renewal of this agreement |ACCOUNT_NAME| agrees to provide Netsolid with at least 6 months to find an alternate means of providing a continuation of service to their customers.

Both parties agree that any changes to this agreement must be done in writing and agreed to by both parties. Each party agrees that any changes to this agreement must be in the best interest of both parties.

Service:

In exchange Netsolid agrees to provide the following services

- AirFiber 30-B (+CA\$0.00)

Term In Months: 60

Signer's Name

Signer's Name

Signature



STAFF REPORT

S.R. No. 19-2021

PREPARED BY: Dillen Seguin, Director of Water/Wastewater

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: 2022 Water and Sewage Plants Annual Reports

BACKGROUND:

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

ANALYSIS:

4. Appended are the six (6) reports showing compliance/non-compliance for the Glen Walter, Lancaster and Redwood Estates Water Treatment Plants for 2021 and the Glen Walter, Lancaster and Green Valley Sewage Treatment Plants for 2021.
5. The reports contain detailed information on the plants and are being provided to Council for your review at this time.
6. Questions on the reports should be directed to Administration in the next 2 weeks so that we can prepare a Staff Report to approve the reports for the March 7th Council Meeting.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

Goal 4: Improve quality of life in our community

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 19-2022 be received and that the Council of the Township of South Glengarry receive the 2021 Annual Reports for the Redwood Estates, Lancaster and Glen Walter Water Treatment Plants and the Lancaster, Green Valley and Glen Walter Sewage Treatment Plants and furthermore, that a Staff Report to approve the reports be prepared for the March 7, 2022 Council Meeting.

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



GLEN WALTER WATER TREATMENT Annual Report 2021

(as per O. Reg. 170/03 – Section 11)

and

2021 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

Reporting Period of January 1st – December 31st, 2021

**Prepared by Dillen Seguin
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 22, 2022

Contents of Report

Required Information

Flows

- Raw Water
- Treated Water

Compliance

- Reporting

System Description

- Overview
- Equipment
- Process
- Distribution

Operation Summary

- Operational Data
- Upgrades
- Operational Issues
- Major Maintenance

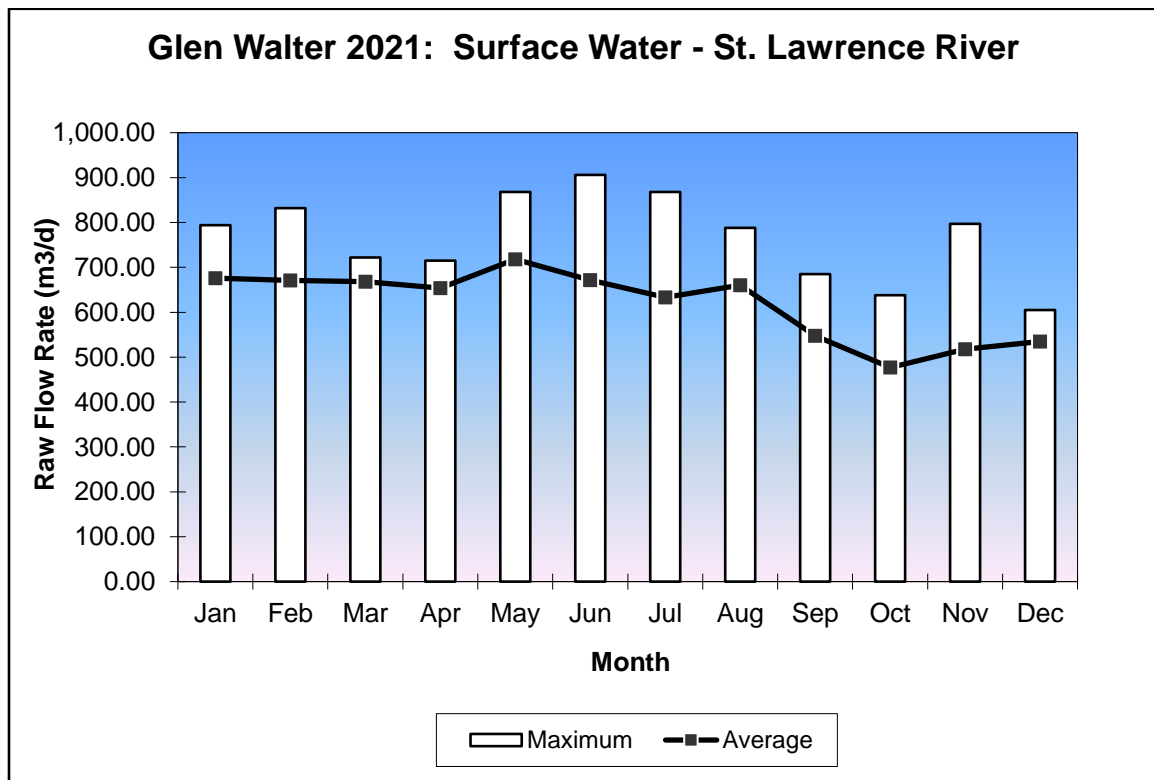
Non-Compliance

- Adverse Water Quality Incidents
- Non-Compliance
- Non-Compliance Ministry Inspection

Regulatory Sample Results

- Microbiological Testing
- Inorganic Parameters
- Organic Parameter

Comparison of Daily Average and Maximum Raw Daily Flows for 2021

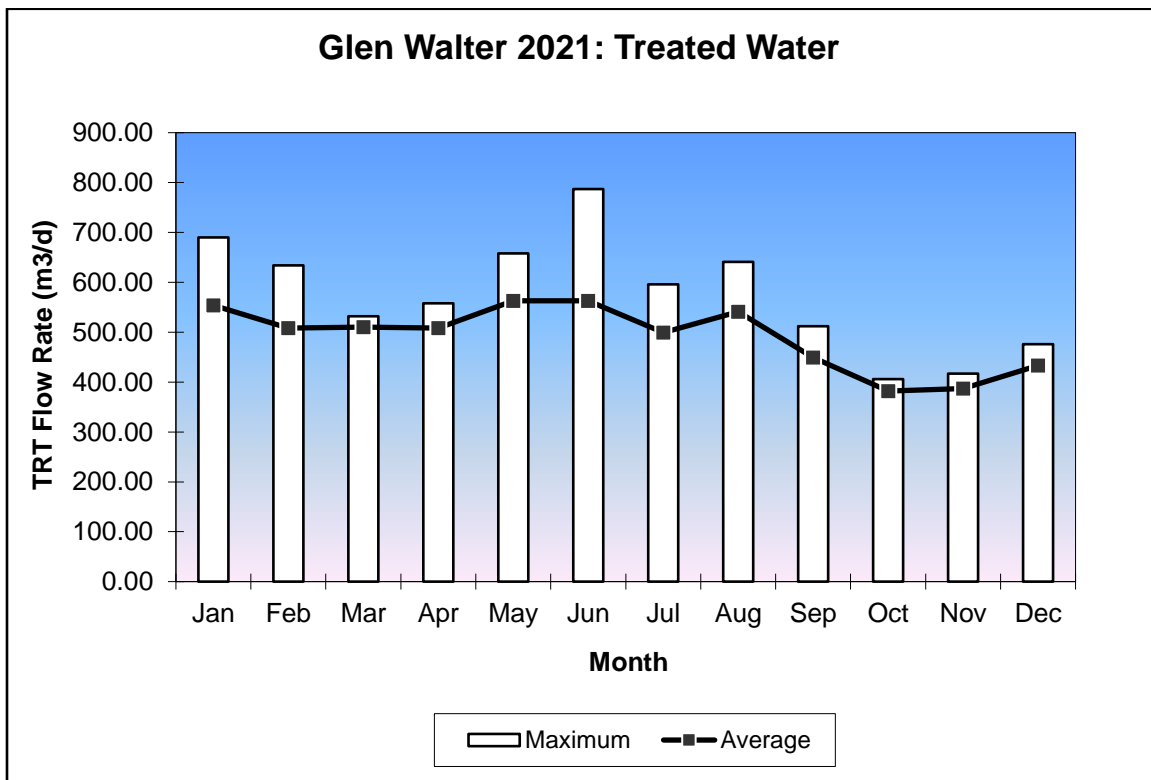


Permit To Take Water (3285-9TMQM2)

Max Allowable Raw Water Flow: 995m3/d

Year Max: 906 m3/day

Comparison of Daily Average and Maximum Treated Daily Flows for 2021



Municipal Drinking Water License Rated Capacity (185-102)

Rated Capacity: 995m3/d

Year Max flow: 787m3/d

The Corporation of the Township of South Glengarry Glen Walter Water Treatment Plant 2021 Annual Performance Report

Reporting

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

The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

Overview

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

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

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

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

Equipment

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

Process

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

Distribution

The distribution system is comprised of varying sized water pipes, valves, and fire hydrants all supplied from the two high lift pumps situated at the Glen Walter Water Plant. Fire flow cannot be utilized within the Glen Walter system.

Upgrades

Distribution Chlorine analyzer was connected to SCADA system through the upgrade on the Bray Street Pumping Station.

No upgrades at the plant were noted for the reporting year.

Operational Issues

Blocked water intake, during the winter season of 2021, the water intake was observed to be blocked for approximately 4 hours.

Incident Date: February 17th, 2021

Divers were hired to camera/ inspect and clean the line; no blockages were noted from the inspection. Both intake structure and low lift pump revisor cleaned.

Intake continues to work as designed.

Completion Date: May 11th, 2021

Major Maintenance

Month	Details
Jan.	New solenoids installed on low lift 1
Mar.	New LED lights generator room
May.	Dive inspection/cleaning
May.	Generator maintenance/tests
Jun.	Analytical calibrations
Jun.	Hydrant flushing
Jun.	Filter media addition
Sep.	ISI on site for Scada upgrades for turbidity requirements
Oct.	Flow meter calibrations
Oct.	Low lift 2 out for rebuild
Oct.	Generator over heating/ new water valves installed
Oct.	Winterize hydrants
Dec.	Generator maintenance/load test
Dec.	High lift 4 repaired/new solenoid and gaskets installed

Ontario Drinking Water License #185-102

The Township of South Glengarry Water Treatment Department operated the Glen Walter Water Treatment Plant for the year 2021.

Adverse Water Quality Incidents

There were no adverse water quality incidents reported during the reporting period.

Non-Compliance

During the reporting year, there was 2 non-compliance in regard to a regulatory requirement.

Incident Date: November 17th, 2021

Parameter: Low Pressure

Result: <20 psi

Corrective Action: Return pressure back to normal range, preventative boil water was issued until water samples could be tested.

Corrective Action Date: November 19th, 2021

Incident Date: December 17th, 2021

Parameter: Low Pressure

Result: <20 psi

Corrective Action: Return pressure back to normal range, no additional requirements

Non-Compliance Ministry Inspection

During the year 2021 non-compliance from a ministry inspection was noted within the Glen Walter Drinking Water System.

Legislation:

- Performance Criterion for Filtered Water Turbidity less than 0.3 NTU in 95% of measurements each month

Updates to SCADA to calculate filtered water turbidity was programmed to calculate the Filtered water turbidity on daily basis and monthly readings to comply with O. Reg 170/03

Status: Completed

Legislation:

- Failure to meet recording frequency due to data loss on Scada

Procedure created to meet minimum sampling, testing and recoding frequencies

Status: Completed

Legislation: O. Reg. 170/03

- Continuous monitoring equipment was not recording data with a prescribed format

Updates to the SCADA to record measurements with the prescribed format in the historian were completed to comply with O. Reg 170/03

Status: Completed

Legislation: O. Reg. 170/03

- Required Trends and Scaling

Updates to the SCADA included addition of filter run time trends and adjustments to the turbidity scaling.

Status: Completed

Legislation: SDWA

- Harmful algal bloom monitoring plan not in place

Harmful algal bloom plan posted, and training provided to comply with O. Reg 170/03

Status: Completed

Legislation: DWWP

- Form 1 Documents

Training Provided to confirm all Form 1 requirements are met prior to a watermain addition, modification or extension being placed into service.

Status: Completed

Statistics for Flow and Chemicals 2021

A total of 226,105m³ of raw water had been treated for the year 2021 with a monthly average of 619m³ per day and a maximum flow of 906m³/day for the year. Maximum flow is equivalent to 91% plant capacity.

The Glen Walter Water Treatment Plant uses sodium hypochlorite for disinfection. A total of 592.2kg of sodium hypochlorite had been utilized for the year at an average dosage rate of 2.6mg/litre.

The Glen Walter Water Treatment Plant also uses aluminum sulphate as a coagulant in the treatment process. A total of 2.78m³ of aluminum sulphate was used.

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

Description: Pressure Filter System - Carbon Contactors - Alum Coagulation - Sodium Hypochlorite Disinfection

	Raw Water Flow			Treated Water Flow			Chemical Usage		Treated Water								Distribution Water							
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Alum Total L Used	Free Cl2 Residual mg/L Min. Max. Avg.			Average Turbidity NTU	Average Colour TCU	Average Aluminum mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Free Cl2 Residual mg/L Min. Max. Avg.			THM ug/L	Lead µg/L	Lead µg/L		
January	20.966	0.676	0.794	17.202	0.554	0.690	50.36	327.600	0.85	3.00	1.65	0.11		0	0.051	0.3	0.1	0.92	1.22	1.10	31			
February	18.789	0.671	0.832	14.232	0.508	0.634	45.39	303.180	0.85	1.78	1.45	0.10		0	0.048			1.06	1.28	1.17				
March	20.672	0.668	0.722	15.817	0.510	0.532	49.23	332.760	1.23	1.62	1.36	0.10		0	0.070			0.98	1.20	1.08				
April	19.646	0.654	0.715	15.244	0.508	0.558	47.46	322.800	1.19	1.46	1.27	0.10		0	0.039	0.1	0.3	0.88	1.06	0.97	33			
May	22.272	0.718	0.868	17.417	0.563	0.658	56.19	343.870	0.85	1.57	1.23	0.11		0	0.061			0.81	1.12	0.92				
June	20.181	0.672	0.906	16.907	0.563	0.787	61.26	272.570	0.85	3.00	1.46	0.11		0	0.119			0.76	1.22	1.00				
July	19.651	0.633	0.868	15.487	0.499	0.596	56.02	247.200	0.85	3.00	1.49	0.11		0	0.112	0.1	0.2	0.88	1.22	1.06	40			
August	20.486	0.660	0.788	16.777	0.541	0.641	59.11	246.240	0.44	1.62	1.39	0.09		0	0.141			1.04	1.36	1.20				
September	16.468	0.548	0.685	13.482	0.449	0.512	47.09	235.320	1.22	2.29	1.46	0.10		0.5	0.131			1.02	1.60	1.21				
October	14.799	0.477	0.638	11.872	0.382	0.406	37.16	212.200	1.33	1.67	1.57	0.08		0.5	0.067	0.1	0.1	0.90	1.36	1.22	55.0			
November	15.568	0.518	0.797	11.610	0.387	0.417	41.11	253.980	1.37	1.71	1.57	0.08		0.4	0.038			0.98	1.38	1.24				
December	16.607	0.535	0.605	13.423	0.433	0.476	41.82	238.800	1.16	1.54	1.32	0.09		0	0.026			0.86	1.26	1.07				
Total	226.105			179.47			592.2	3336.52																
Average	18.842	0.619	0.768	14.956	0.491	0.576	49.350	278.043	1.02	2.02	1.44	0.10	0.12	0.075	0.15	0.175	0.92	1.27	1.10	39.75	#DIV/0!	#DIV/0!		
Criteria			0.995			0.995			0.2					5		10	1	0.05			100	10	10	
Maximum			0.906			0.787			0.44					0.5				0.76						
Compliance			Yes			Yes			Yes					Yes			Yes	Yes	Yes			Yes		

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	4	0.0	4.0	1.5	2.0	10.0	5.5	4	4	0	4	0	4	0	12	12	0	12	0	12	0
February	4	0.0	0.0	0.0	1.0	3.0	2.0	4	4	0	4	0	4	0	12	12	0	12	0	12	0
March	5	0.0	5.0	1.6	5.0	47.0	17.2	5	5	0	5	0	5	0	15	15	0	15	0	15	0
April	4	2.0	6.0	4.3	9.0	13.0	11.0	4	4	0	4	0	4	0	12	12	0	12	0	12	0
May	5	0.0	2.0	0.8	0.0	10.0	4.8	5	5	0	5	0	5	0	15	15	0	15	0	15	0
June	4	0.0	1.0	0.3	0.0	26.0	6.5	4	4	0	4	0	4	0	12	12	0	12	0	12	0
July	4	0.0	0.0	0.0	0.0	0.0	0.0	4	4	0	4	0	4	0	12	12	0	12	0	12	0
August	5	0.0	17.0	3.4	0.0	76.0	15.2	5	5	0	5	0	5	0	15	15	0	15	0	15	0
September	4	0.0	4.0	1.0	0.0	10.0	2.5	4	4	0	4	0	4	0	12	12	0	12	0	12	0
October	4	3.0	10.0	6.5	9.0	26.0	18.5	4	4	0	4	0	4	0	12	12	0	12	0	12	0
November	5	0.0	15.0	6.0	0.0	41.0	19.8	5	5	0	5	0	5	0	18	18	0	18	0	18	0
December	4	0.0	0.0	0.0	0.0	0.0	0.0	4	4	0	4	0	4	0	12	12	0	12	0	12	0
Total	52							52							159						

Inorganic Parameters

GLEN WALTER WATER TREATMENT PLANT

INORGANIC PARAMETERS					
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE
ANTIMONY	Jan-04-21	0.0001	0.006	mg/L	No
ARSENIC	Jan-04-21	0.0003	0.025	mg/L	No
BARIUM	Jan-04-21	0.0170	1.0	mg/L	No
BORON	Jan-04-21	0.0220	5.0	mg/L	No
CADMIUM	Jan-04-21	0.000015	0.005	mg/L	No
CHROMIUM	Jan-04-21	0.0020	0.050	mg/L	No
LEAD	Year 2020	0.6400	10.0	ug/L	No
MERCURY	Jan-04-21	0.00002	0.001	mg/L	No
SELENIUM	Jan-04-21	0.0010	0.010	mg/L	No
SODIUM	Aug-8-17	19.20	200.0	mg/L	No
URANIUM	Jan-04-21	0.00019	0.020	mg/L	No
FLUORIDE	Aug-8-17	0.1000	1.5	mg/L	No
NITRITE	Year 2021	0.1500	1.0	mg/L	No
NITRATE	Year 2021	0.1750	10.0	mg/L	No

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

Organic Parameters

GLEN WALTER WATER TREATMENT PLANT					
ORGANIC PARAMETERS					
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE
ALACHLOR	Jan-04-21	0.3	5	ug/L	No
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-04-21	0.5	5	ug/L	No
AZINPHOS-METHYL	Jan-04-21	1	20	ug/L	No
BENZO(A)PYRENE	Jan-04-21	0.006	0.01	ug/L	No
BENZENE	Jan-04-21	0.5	5	ug/L	No
BROMOXNYL	Jan-04-21	0.5	5	ug/L	No
CARBON TETRACHLORIDE	Jan-04-21	0.2	5	ug/L	No
CARBARYL	Jan-04-21	3	90	ug/L	No
CARBOFURAN	Jan-04-21	1	90	ug/L	No
CHLORPYRIFOS	Jan-04-21	0.5	90	ug/L	No
1,2-DICHLOROBENZENE	Jan-04-21	0.5	200	ug/L	No
1,4-DICHLOROBENZENE	Jan-04-21	0.5	5	ug/L	No
1,2-DICHLOROETHANE	Jan-04-21	0.5	5	ug/L	No
1,1-DICHOEOETHENE	Jan-04-21	0.5	1.4	ug/L	No
DICHLOROMETHANE	Jan-04-21	5	50	ug/L	No
DIAZINON	Jan-04-21	1	20	ug/L	No
DICAMBA	Jan-04-21	10	120	ug/L	No
2-4 DICHLOROPHENOL	Jan-04-21	0.2	900	ug/L	No
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-04-21	10	100	ug/L	No
DICLOFOP-METHYL	Jan-04-21	0.9	9	ug/L	No
DIMETHOATE	Jan-04-21	1	20	ug/L	No
DIQUAT	Jan-04-21	5	70	ug/L	No
DIURON	Jan-04-21	5	150	ug/L	No
GLYPHOSATE	Jan-04-21	25	280	ug/L	No
MONOCHLOROBENZENE	Jan-04-21	0.5	80	ug/L	No
MALATHION	Jan-04-21	5	190	ug/L	No
METOLACHLOR	Jan-04-21	3	50	ug/L	No
METRIBUZIN	Jan-04-21	3	80	ug/L	No
PARAQUAT	Jan-04-21	1	10	ug/L	No
PENTACHLOROPHENOL	Jan-04-21	0.2	60	ug/L	No
PHORATE	Jan-04-21	0.3	2	ug/L	No
PICLORAM	Jan-04-21	15	190	ug/L	No
POLYCHLORINATED BIPHENYLS(PCB)	Jan-04-21	0.05	3	ug/L	No
PROMETRYNE	Jan-04-21	0.1	1	ug/L	No
SIMAZINE	Jan-04-21	0.5	10	ug/L	No
TETRACHLOROETHYLENE	Jan-04-21	0.5	30	ug/L	No
TRICHLOROETHYLENE	Jan-04-21	0.5	5	ug/L	No
TERBUFOS	Jan-04-21	0.5	1	ug/L	No
2,3,4,6-TETRACHOLOPHENOL	Jan-04-21	0.2	5	ug/L	No
TRIALATE	Jan-04-21	10	230	ug/L	No
2,4,6-TRICHLOROPHENOL	Jan-04-21	0.2	5	ug/L	No
TRIFLURALIN	Jan-04-21	0.5	45	ug/L	No
Vinyl Chloride	Jan-04-21	0.2	2	ug/L	No
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2021	39.7	100	ug/L	No
MCPA	Year 2021	10	100	ug/L	No
HAA	Year 2021	15.2	80	ug/L	No



LANCASTER WATER TREATMENT Annual Report 2021

(as per O. Reg. 170/03 – Section 11)

and

2021 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

Reporting Period of January 1st – December 31st, 2021

**Prepared by Dillen Seguin
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 22, 2022

Contents of Report

Required Information

Flows

- Raw Water
- Treated Water

Compliance

- Reporting

System Description

- Overview
- Equipment
- Process
- Distribution

Operation Summary

- Operational Data
- Upgrades
- Operational Issues
- Major Maintenance

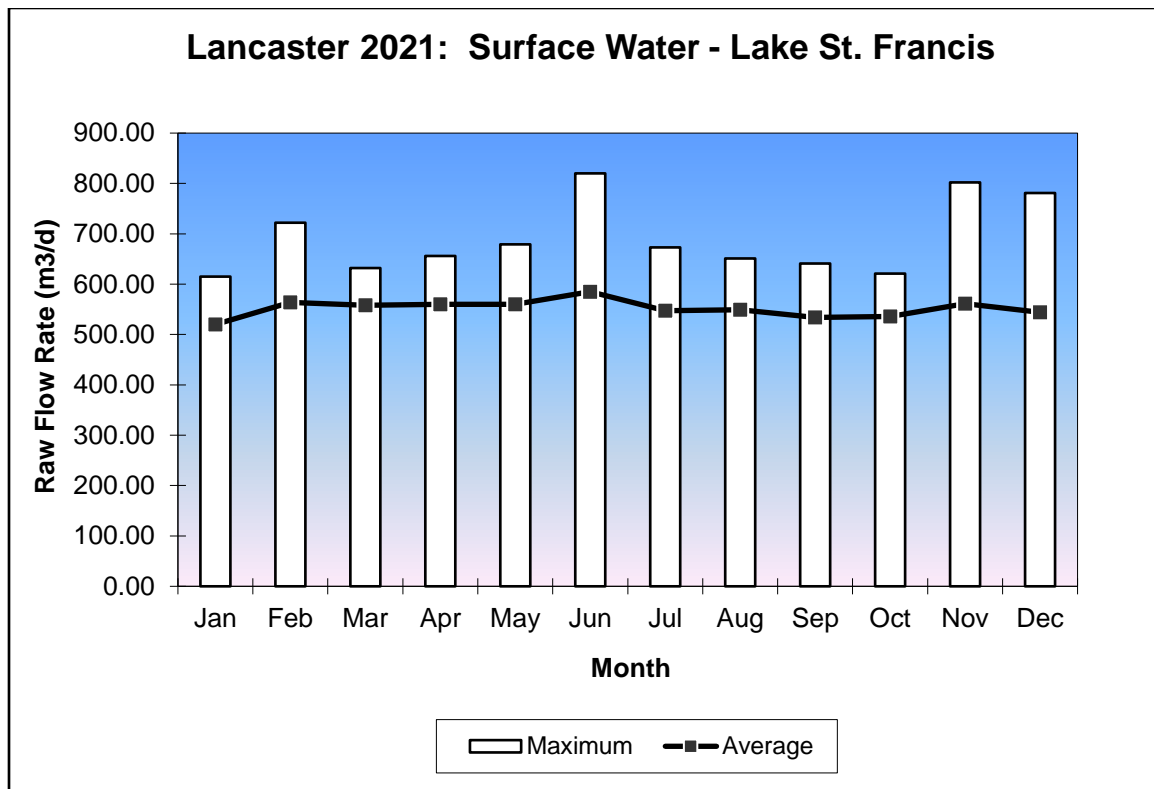
Non-Compliance

- Adverse Water Quality Incidents
- Non-Compliance
- Non-Compliance Ministry Inspection

Regulatory Sample Results

- Microbiological Testing
- Inorganic Parameters
- Organic Parameter

Comparison of Daily Average and Maximum Raw Daily Flows for 2021

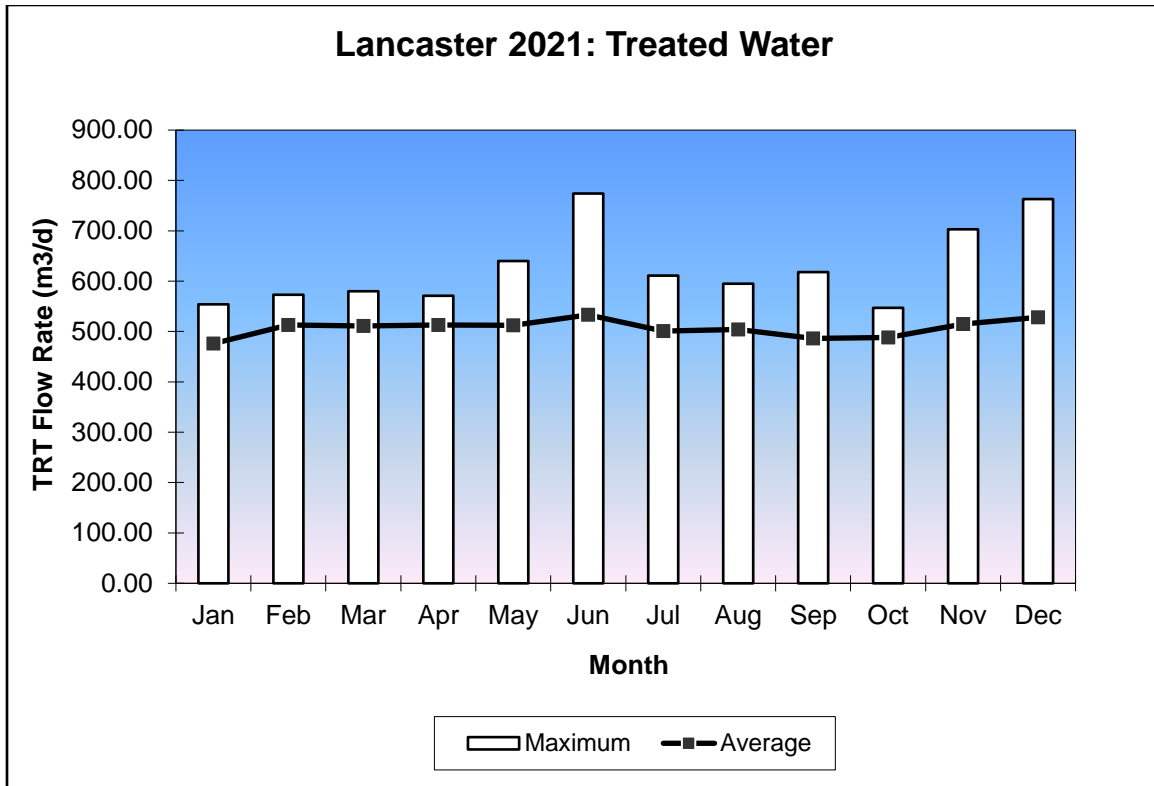


Permit To Take Water (6653-AP9H6L)

Max Allowable Raw Water Flow: 1,440m3/d

Year Max: 820m3/day

Comparison of Daily Average and Maximum Treated Daily Flows for 2021



Municipal Drinking Water License Rated Capacity (185-101)

Rated Capacity: 1,440m³/d

Year Max flow: 763m³/d

The Corporation of the Township of South Glengarry Lancaster Water Treatment Plant 2021 Annual Performance Report

Reporting

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

The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

Overview

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

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

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

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

Equipment

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

Process

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

Distribution

The distribution system is comprised of varying sized water pipes, valves, and fire hydrants all supplied from the three high lift pumps situated at the Lancaster Water Plant. Fire flow can be achieved for the Lancaster Water system.

Upgrades

No upgrades were noted in the reporting year.

Operational Issues

No issues were noted in the reporting year.

Major Maintenance

Month	Details
Apr.	Gas heating units in water plant worked on
May.	Flocculation arms worked on
May.	Generator maintenance/tests
Jun.	Analytical calibrations
Jun.	Hydrant flushing
Aug.	New furnace and A/C installed
Sep.	ISI on site for Scada upgrades for turbidity requirements/trends
Sep.	Backwash pump failure/ electrical fixed
Oct.	Flow meter calibrations
Oct.	Winterize hydrants
Dec.	Generator maintenance/load test

Ontario Drinking Water License #185-101

The Township of South Glengarry Water Treatment Department operated the Glen Walter Water Treatment Plant for the year 2021.

Adverse Water Quality Incidents

There were no adverse water quality incidents reported during the reporting period.

Non-Compliance

There were no non-compliance incidents reported during the reporting year.

Non-Compliance Ministry Inspection

During the year 2021 non-compliance from a ministry inspection was noted within the Lancaster Drinking Water System.

Legislation:

- Performance Criterion for Filtered Water Turbidity less than 0.3 NTU in 95% of measurements each month

Updates to SCADA to calculate filtered water turbidity was programmed to calculate the Filtered water turbidity on daily basis and monthly readings to comply with O. Reg 170/03

Status: Completed

Legislation: O. Reg. 170/03

- Continuous monitoring equipment was not recording data with a prescribed format

Updates to the SCADA to record measurements with the prescribed format in the historian were completed to comply with O. Reg 170/03

Status: Completed

Legislation: O. Reg. 170/03

- Required Trends

Updates to the SCADA included addition of filter run time trends.

Status: Completed

Legislation: SDWA

- Harmful algal bloom monitoring plan not in place

Harmful algal bloom plan posted, and training provided to comply with O. Reg 170/03

Status: Completed

Legislation: SDWA

- Backwash sampling, testing and monitoring

Sample schedule updated to meet the requirements of the MDWL

Status: Completed

Statistics for Flow and Chemicals 2021

A total of 201,353m³ of raw water had been treated for the year 2021 with a monthly average of 552m³ per day and a maximum flow of 820m³ /day for the year. Maximum flow is equivalent to 57% of plant capacity.

The Lancaster Water Treatment Plant uses sodium hypochlorite for disinfection. A total of 825.0kg of sodium hypochlorite has been utilized for the year at an average dosage rate of 4.09mg/litre.

The Lancaster Water Treatment Plant also uses aluminum sulphate as a coagulant in the treatment process. A total of 4.07m³ of aluminum sulphate had been used.

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

Municipality: Township of South Glengarry
Project: Lancaster W.T.P
DWS # 260006867

Annau Report Data
2021

Water Source: Lake St. Francis
Design Capacity: 1.440 x 1000 m3/D

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

	Raw Water Flow			Treated Water Flow			Chemical Usage		Treated Water								Distribution Water						
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Alum Total L Used	Free Cl2 Residual mg/L Min. Max. Avg.			Average Turbidity NTU	Average Colour TCU	Average Aluminum mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Free Cl2 Residual mg/L Min. Max. Avg.			THM ug/L	Lead µg/L	Lead µg/L	
January	16.128	0.520	0.615	14.759	0.476	0.554	62.97	288.000	1.25	1.99	1.71	0.10	0.25	0.070	0.3	0.1	1.36	1.68	1.49	21			
February	15.812	0.564	0.722	14.383	0.513	0.573	56.25	283.000	1.62	2.18	1.86	0.10	0.00	0.080			1.56	1.82	1.69				
March	17.301	0.558	0.632	15.847	0.511	0.580	63.60	338.000	0.85	2.45	1.76	0.10	0.00	0.080			0.80	1.78	1.56				
April	16.808	0.560	0.656	15.412	0.513	0.571	63.35	323.000	1.23	1.77	1.54	0.10	0.00	0.090	0.3	0.1	1.34	1.58	1.46	32			
May	17.365	0.560	0.679	15.885	0.512	0.640	65.56	351.000	0.85	2.74	1.76	0.11	0.00	0.130			1.04	1.92	1.62				
June	17.571	0.585	0.820	15.990	0.533	0.774	81.05	383.000	1.43	2.58	1.81	0.09	0.60	0.170			1.40	1.90	1.71				
July	16.986	0.547	0.673	15.558	0.501	0.611	77.84	355.000	1.73	2.44	1.92	0.09	0.25	0.200	0.2	0.1	1.66	1.92	1.81	50			
August	17.021	0.549	0.651	15.650	0.504	0.595	72.63	355.000	1.54	2.23	1.85	0.08	0.00	0.290			1.40	1.94	1.67				
September	16.024	0.534	0.641	14.597	0.486	0.618	68.81	339.000	1.39	2.68	1.72	0.09	0.00	0.260			1.28	1.70	1.53				
October	16.621	0.536	0.621	15.138	0.488	0.547	69.20	340.000	1.05	2.18	1.69	0.10	0.25	0.190	0.1	0.1	1.02	1.74	1.54	46			
November	16.849	0.561	0.802	15.453	0.515	0.703	65.34	354.000	1.25	3.29	1.82	0.09	0.00	0.100			1.22	2.00	1.60				
December	16.867	0.544	0.781	16.383	0.528	0.763	78.83	356.000	1.51	2.08	1.87	0.09	0.00	0.080			1.42	1.90	1.70				
Total	201.353			185.055			825.43	4065															
Average	16.779417	0.552	0.691	15.421	0.507	0.627	68.79	338.750	1.31	2.38	1.78	0.10	0.1125	0.145	0.2	0.1	1.29	1.82	1.62	37.3	#DIV/0!	#DIV/0!	
Criteria			1.440						0.2				5		10	1	0.05			100	10	10	
Maximum																							
Compliance	Yes						Yes				Yes		Yes		Yes	Yes	Yes				Yes	-	-

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	4	0	1	0.25	0	4	1.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
February	4	0	0	0.00	0	2	0.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
March	5	0	0	0.00	0	56	15.40	5	5	0	5	0	5	0	15	15	0	15	0	15	0
April	4	0	1	0.25	0	4	1.25	4	4	0	4	0	4	0	12	12	0	12	0	12	0
May	5	0	1	0.20	0	21	4.80	5	5	0	5	0	5	0	15	15	0	15	0	15	0
June	4	0	2	0.50	0	2	0.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
July	4	0	2	0.50	0	8	2.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
August	5	0	3	1.20	0	14	5.60	5	5	0	5	0	5	0	15	15	0	15	0	15	0
September	4	0	4	1.50	0	16	7.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
October	4	2	6	4.00	6	26	12.00	4	4	0	4	0	4	0	12	12	0	12	0	12	0
November	5	0	9	3.20	6	26	15.60	5	5	0	5	0	5	0	15	15	0	15	0	15	0
December	4	2	4	3.00	4	27	18.50	4	4	0	4	0	4	0	12	12	0	12	0	12	0
Total	52							52							156						

Inorganic Parameters

LANCASTER WATER TREATMENT PLANT

INORGANIC PARAMETERS					
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE
ANTIMONY	Jan-04-21	0.0001	0.006	mg/L	No
ARSENIC	Jan-04-21	0.0004	0.025	mg/L	No
BARIUM	Jan-04-21	0.0210	1	mg/L	No
BORON	Jan-04-21	0.0220	5	mg/L	No
CADMIUM	Jan-04-21	0.000015	0.005	mg/L	No
CHROMIUM	Jan-04-21	0.0020	0.050	mg/L	No
LEAD	Year 2020	1.18	10	ug/L	No
MERCURY	Jan-04-21	0.00002	0.001	mg/L	No
SELENIUM	Jan-04-21	0.0010	0.010	mg/L	No
SODIUM	Aug-8-17	17.8	200	mg/L	No
URANIUM	Jan-04-21	0.00025	0.020	mg/L	No
FLUORIDE	Aug-8-17	0.10	1.5	mg/L	No
NITRITE	Year 2021	0.10	1	mg/L	No
NITRATE	Year 2021	0.20	10	mg/L	No

Eastern Ontario Health Unit MAC					
Sodium	Aug-8-17	17.8	20	mg/L	No

Organic Parameters

LANCASTER WATER TREATMENT PLANT					
ORGANIC PARAMETERS					
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE
ALACHLOR	Jan-04-21	0.3	5	ug/L	No
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-04-21	0.5	5	ug/L	No
AZINPHOS-METHYL	Jan-04-21	1	20	ug/L	No
BENZO(A)PYRENE	Jan-04-21	0.006	0.01	ug/L	No
BENZENE	Jan-04-21	0.5	5	ug/L	No
BROMOXYNIL	Jan-04-21	0.5	5	ug/L	No
CARBON TETRACHLORIDE	Jan-04-21	0.2	5	ug/L	No
CARBARYL	Jan-04-21	3	90	ug/L	No
CARBOFURAN	Jan-04-21	1	90	ug/L	No
CHLORPYRIFOS	Jan-04-21	0.5	90	ug/L	No
1,2-DICHLOROBENZENE	Jan-04-21	0.5	200	ug/L	No
1,4-DICHLOROBENZENE	Jan-04-21	0.5	5	ug/L	No
1,2-DICHLOROETHANE	Jan-04-21	0.5	5	ug/L	No
1,1-DICHOEOETHENE	Jan-04-21	0.5	1.4	ug/L	No
DICHLOROMETHANE	Jan-04-21	5	50	ug/L	No
DIAZINON	Jan-04-21	1	20	ug/L	No
DICAMBA	Jan-04-21	10	120	ug/L	No
2-4 DICHLOROPHENOL	Jan-04-21	0.2	900	ug/L	No
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-04-21	10	100	ug/L	No
DICLOFOP-METHYL	Jan-04-21	0.9	9	ug/L	No
DIMETHOATE	Jan-04-21	1	20	ug/L	No
DIQUAT	Jan-04-21	5	70	ug/L	No
DIURON	Jan-04-21	5	150	ug/L	No
GLYPHOSATE	Jan-04-21	25	280	ug/L	No
MONOCHLOROBENZENE	Jan-04-21	0.5	80	ug/L	No
MALATHION	Jan-04-21	5	190	ug/L	No
METOLACHLOR	Jan-04-21	3	50	ug/L	No
METRIBUZIN	Jan-04-21	3	80	ug/L	No
PARAQUAT	Jan-04-21	1	10	ug/L	No
PENTACHLOROPHENOL	Jan-04-21	0.2	60	ug/L	No
PHORATE	Jan-04-21	0.3	2	ug/L	No
PICLORAM	Jan-04-21	15	190	ug/L	No
POLYCHLORINATED BIPHENYLS(PCB)	Jan-04-21	0.05	3	ug/L	No
PROMETRYNE	Jan-04-21	0.1	1	ug/L	No
SIMAZINE	Jan-04-21	0.5	10	ug/L	No
TETRACHLOROETHYLENE	Jan-04-21	0.5	30	ug/L	No
TRICHLOROETHYLENE	Jan-04-21	0.5	5	ug/L	No
TERBUFOS	Jan-04-21	0.5	1	ug/L	No
2,3,4,6-TRICHLOROPHENOL	Jan-04-21	0.2	5	ug/L	No
TRIALATE	Jan-04-21	10	230	ug/L	No
2,4,6-TRICHLOROPHENOL	Jan-04-21	0.2	5	ug/L	No
Vinyl Chloride	Jan-04-21	0.2	2	ug/L	No
TRIFLURALIN	Jan-04-21	0.5	45	ug/L	No
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2021	37.3	100	ug/L	No
MCPA	Year 2021	10	100	ug/L	No
HAA	Year 2021	18	80	ug/L	No



REDWOOD WATER TREATMENT Annual Report 2021

(as per O. Reg. 170/03 – Section 11)

and

2021 Summary Report for Municipalities

(as per O. Reg. 170/03 – Schedule 22)

Reporting Period of January 1st – December 31st, 2021

**Prepared by Dillen Seguin
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 22, 2022

Contents of Report

Required Information

Flows

- Raw Water
- Treated Water

Compliance

- Reporting

System Description

- Overview
- Equipment
- Process
- Distribution

Operation Summary

- Operational Data
- Upgrades
- Operational Issues
- Major Maintenance

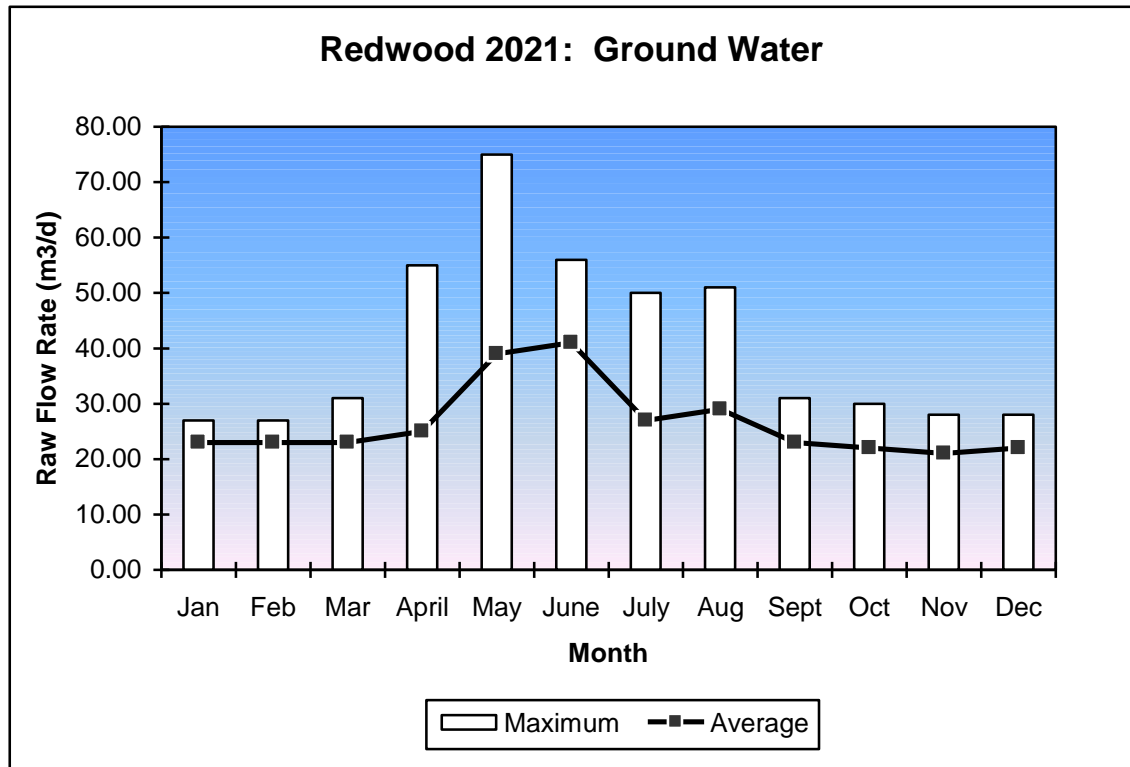
Non-Compliance

- Adverse Water Quality Incidents
- Non-Compliance
- Non-Compliance Ministry Inspection

Regulatory Sample Results

- Microbiological Testing
- Inorganic Parameters
- Organic Parameter

Comparison of Daily Average and Maximum Raw Daily Flows for 2021

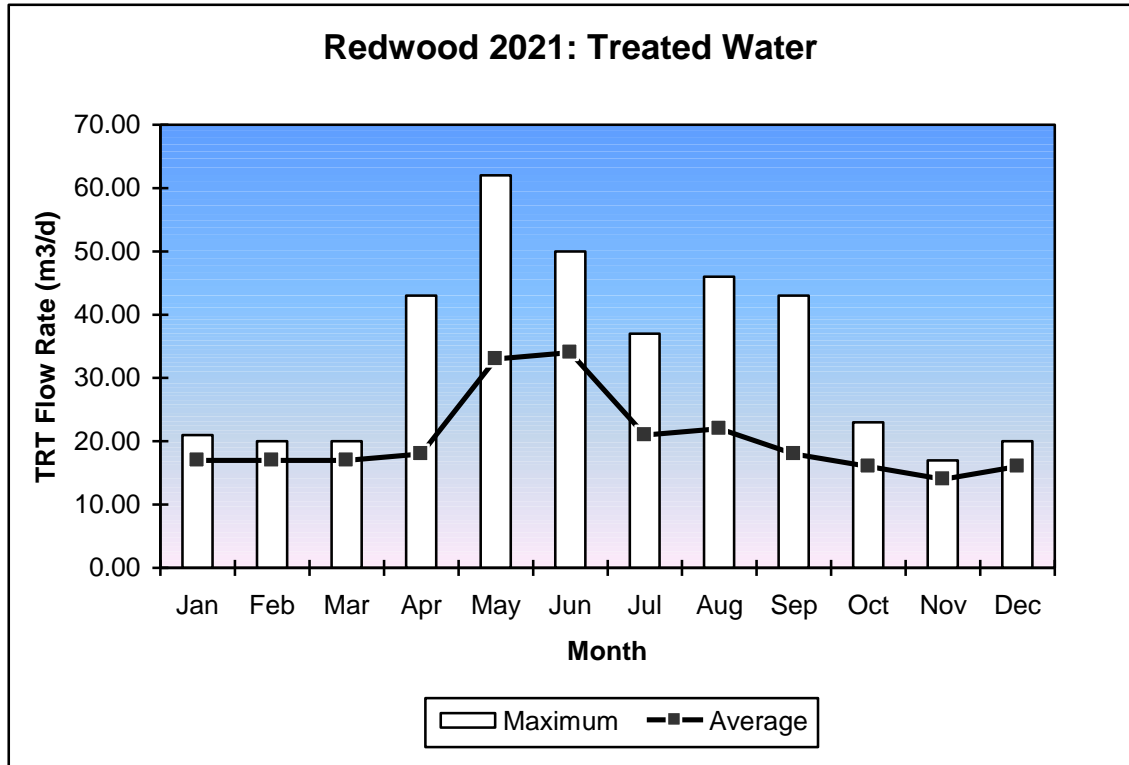


Permit To Take Water (8854-9GQQNL)

Max Allowable Raw Water Flow: 151.2m³/d

Year Max: 75m³/day

Comparison of Daily Average and Maximum Treated Daily Flows for 2021



Municipal Drinking Water License Rated Capacity (185-103)

Rated Capacity: 151.2m³/d

Year Max flow: 62m³/d

The Corporation of the Township of South Glengarry Redwood Estates Water Treatment Plant 2021 Annual Performance Report

Reporting

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

The Township of South Glengarry commitment policy is to: Provide a safe and reliable supply of drinking water to all its customers, meet or exceed the requirements of all legislation and regulations applicable to drinking water and maintain and continually improve its quality management system.

Overview

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

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

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

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

Equipment

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

Process

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

Distribution

The distribution system is comprised of one sized water pipe, valves, and two sample hydrants all supplied from the two high lift pumps that fill two hydro pneumatic tanks situated at the Redwood Water Plant. Fire flow cannot be supplied.

Upgrades

Addition of De-chlorination pucks to the backwash final effluent to meet the requirements under Schedule C of the municipal drinking water license. Director notification provided Nov 10, 2021.

Operational Issues

During the year 2021, the final effluent for backwash did not meet the Maximum discharge limit of 0.02mg/L.

Notification to the ministry was submitted on January 24th, 2022

Major Maintenance

Month	Details
May.	Generator maintenance/tests
Jun.	Analytical calibrations
Jun.	Hydrant flushing
Sep.	Re-build sodium Hypochlorite system (Pipework and Pump)
Oct.	Flow meter calibrations
Nov.	Addition of holding tank for de-chlorination pucks
Dec.	Generator maintenance/load test

Ontario Drinking Water License# 185-103

The Township of South Glengarry Water Treatment Department operated the Redwood Estates Water Treatment Plant for the year 2021.

Adverse Water Quality Incidents

There was 1 adverse water quality incident reported during the reporting period.

Incident Date: January 7th, 2021

Parameter: High Sodium

Result: 254mg/L

Corrective Action: Re-Sample and Re-Test

Notices for High Sodium prepared and delivered to residents (Hand Delivered)

Corrective Action Date: January 11th, 2021

Non-Compliance

During the reporting year, there was 1 non-compliance in regard to the Municipal Drinking Water License

Under Schedule C: System-specific Conditions – Residuals Management. The max allowable annual concentration for chlorine is 0.02ppm.

Result: 0.80ppm

Reported: January 24th, 2022

Corrective Action: Addition of De-chlorination pucks to the backwash tank.

Non-Compliance Ministry Inspection

During the year 2021 non-compliance from a ministry inspection was noted within the Redwood Estates Drinking Water System.

Legislation: SDWA

- Backwash sampling, testing and monitoring

Sample schedule updated to meet the requirements of the MDWL

Status: Completed

Legislation: O. Reg. 170/03

- Lead Sampling not met

Updated sampling schedule includes all requirements for lead sampling required for the Redwood Estates Drinking Water System. Training has been provided for all sampling.

Status: Completed

Statistics for Flow and Chemicals 2021

A total of 9,845 cubic meters of water had been treated for the year 2021 with a monthly average of 27m³ per day and a maximum flow of 75m³ /day for the year. Maximum flow is equivalent to 50% of the plant capacity.

The Redwood Estates Water Treatment Plant uses Sodium Hypochlorite for disinfection. A total of 72.2 kg of chlorine had been utilized for the year at an average of 7.3mg/liter.

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

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

Annau Report Data
2021

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

Description: Greensand Pressure Filtration - Sodium Hypochlorite Disinfection

	Raw Water Flow			Treated Water Flow			Chemical	Treated Water										Distribution Water				Backwash Water Flow			
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Cl2 Total Kg Used	Free Cl2 Residual mg/L			Average Turbidity NTU	Average Colour TCU	Sodium mg/L	Nitrate NO3 mg/L	Nitrite NO2 mg/L	Iron mg/L NO2 mg/L	Free Cl2 Residual mg/L			THM ug/L	Lead ug/L	CBOD5 mg/L	TSS mg/L	Iron mg/L NO2	Mn mg/L
	Min.	Max.	Avg.														Min.	Max.	Avg.						
January	0.734	0.023	0.027	0.538	0.017	0.021	5.30	0.35	5.04	1.69	0.17	0.0	254	0.1	0.1	0.021	0.58	2.09	1.53	18		3	3	1.030	0.082
February	0.664	0.023	0.027	0.479	0.017	0.020	4.45	0.70	2.43	1.66	0.14	0.0					0.96	2.04	1.63						
March	0.727	0.023	0.031	0.528	0.017	0.020	4.79	0.85	2.28	1.53	0.13	0.0					0.90	1.92	1.46						
April	0.753	0.025	0.055	0.557	0.018	0.043	5.33	0.39	2.43	1.41	0.89	0.0		0.1	0.1	0.005	0.81	2.04	1.34	23		3	3	0.604	0.072
May	1.225	0.039	0.075	1.025	0.033	0.062	8.54	0.45	3.20	1.53	0.14	0.5					0.51	1.96	1.41			3	104	3.120	0.293
June	1.233	0.041	0.056	1.033	0.034	0.050	8.86	0.30	3.04	1.52	0.18	0.4					0.55	1.92	1.38						
July	0.863	0.027	0.050	0.669	0.021	0.037	6.10	0.95	2.27	1.36	0.14	0.3		0.1	0.1	0.014	1.00	1.77	1.28	14		3	13	4.090	0.335
August	0.908	0.029	0.051	0.707	0.022	0.046	7.14	1.21	2.18	1.70	0.16	0.0					1.26	1.97	1.62						
September	0.708	0.023	0.031	0.557	0.018	0.043	5.80	1.15	2.23	1.71	0.20	0.2					0.85	1.99	1.59			3	3	0.183	0.019
October	0.701	0.022	0.030	0.516	0.016	0.023	5.79	0.75	2.53	1.59	0.17	0.0		0.1	0.1	0.018	0.84	2.05	1.45	19		3	5	0.379	0.048
November	0.634	0.021	0.028	0.447	0.014	0.017	4.81	0.90	2.17	1.61	0.15	0.0					0.98	1.81	1.47			5	3	1.61	0.211
December	0.695	0.022	0.028	0.501	0.016	0.020	5.32	0.85	2.53	1.54	0.10	0.0					0.52	1.97	1.40			3	13	2.34	0.278
Total	9.845			7.557			72.23																		
Average	0.820	0.027	0.041	0.630	0.020	0.034	6.019	0.74	2.6941667	1.57	0.21	0.1125		0.1	0.1	0.015	0.81	1.96	1.46	18.500		3.25	18.4	1.6695	0.167
Criteria			0.151					0.2				5	20	10	1		0.05			100	10	25	25		
Maximum			0.075					0.3				254					0.52								
Compliance	Yes						Yes						Yes	NO	Yes	Yes	Yes			Yes			-		

	Total # of Raw Samples	Raw Water Escherichia Coliform (cfu/100mL)			Raw Water Total Coliform (cfu/100mL)			Total # of Treated Samples	Treated Water Escherichia Coliform (cfu/100mL)		Treated Water Total Coliform (cfu/100mL)		Treated Water Heterotrophic Plate Count (cfu/100mL)		Total # of Dist. Samples	Distribution Water Escherichia Coliform (cfu/100mL)		Distribution Water Total Coliform (cfu/100mL)		Distribution Water Heterotrophic Plate Count (cfu/100mL)	
		Minimum	Maximum	Average	Minimum	Maximum	Average		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe		Safe	Unsafe	Safe	Unsafe	Safe	Unsafe
January	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
February	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
March	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
April	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
May	1	0	0	0	0	2	2	0	0	0	0	0	0	0	5	5	0	5	0	5	0
June	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
July	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
August	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
September	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
October	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
November	1	0	0	0	0	0	0	0	0	0	0	0	0	0	5	5	0	5	0	5	0
December	1	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	0	4	0	4	0
Total	12							0							52						

REDWOOD WATER TREATMENT PLANT					
INORGANIC PARAMETERS					
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE
<i>Antimony</i>	Jan-04-21	0.0001	0.006	mg/L	No
<i>Arsenic</i>	Jan-04-21	0.0001	0.025	mg/L	No
<i>Barium</i>	Jan-04-21	0.2740	1	mg/L	No
<i>Boron</i>	Jan-04-21	0.1820	5	mg/L	No
<i>Cadmium</i>	Jan-04-21	0.000015	0.005	mg/L	No
<i>Chromium</i>	Jan-04-21	0.0020	0.05	mg/L	No
<i>Lead</i>	Year 2014	0.9450	10	ug/L	No
<i>Mercury</i>	Jan-04-21	0.00002	0.001	mg/L	No
<i>Selenium</i>	Jan-04-21	0.0010	0.01	mg/L	No
<i>Sodium</i>	Jan-04-21	254	200	mg/L	Yes
<i>Uranium</i>	Jan-04-21	0.00006	0.02	mg/L	No
<i>Fluoride</i>	Apr-06-21	0.10	1.5	mg/L	No
<i>Nitrite</i>	Year 2021	0.10	1	mg/L	No
<i>Nitrate</i>	Year 2021	0.10	10	mg/L	No
Eastern Ontario Health Unit MAC					
Sodium	Jan-04-21	254	20	mg/L	Yes

Inorganic Parameters

REDWOOD WATER TREATMENT PLANT					
ORGANIC PARAMETERS					
PARAMETER	SAMPLE DATE	RESULT VALUE	MAC	UNIT OF MEASURE	EXCEEDANCE
ALACHLOR	Jan-04-21	0.3	5	ug/L	No
ATRAZINE + N-DEALKYLATED METOBOLITES	Jan-04-21	0.5	5	ug/L	No
AZINPHOS-METHYL	Jan-04-21	1	20	ug/L	No
BENZO(A)PYRENE	Jan-04-21	0.006	0.01	ug/L	No
BENZENE	Jan-04-21	0.5	5	ug/L	No
BROMOXYNIL	Jan-04-21	0.5	5	ug/L	No
CARBON TETRACHLORIDE	Jan-04-21	0.2	5	ug/L	No
CARBARYL	Jan-04-21	3	90	ug/L	No
CARBOFURAN	Jan-04-21	1	90	ug/L	No
CHLORPYRIFOS	Jan-04-21	0.5	90	ug/L	No
1,2-DICHLOROBENZENE	Jan-04-21	0.5	200	ug/L	No
1,4-DICHLOROBENZENE	Jan-04-21	0.5	5	ug/L	No
1,2-DICHLOROETHANE	Jan-04-21	0.5	5	ug/L	No
1,1-DICHOROETHENE	Jan-04-21	0.5	1.4	ug/L	No
DICHLOROMETHANE	Jan-04-21	5	50	ug/L	No
DIAZINON	Jan-04-21	1	20	ug/L	No
DICAMBA	Jan-04-21	10	120	ug/L	No
2-4 DICHLOROPHENOL	Jan-04-21	0.2	900	ug/L	No
2,4-DICHLOROPHENOXY ACETIC ACID(2,4-D)	Jan-04-21	10	100	ug/L	No
DICLOFOP-METHYL	Jan-04-21	0.9	9	ug/L	No
DIMETHOATE	Jan-04-21	1	20	ug/L	No
DIQUAT	Jan-04-21	5	70	ug/L	No
DIURON	Jan-04-21	5	150	ug/L	No
GLYPHOSATE	Jan-04-21	25	280	ug/L	No
MONOCHLOROBENZENE	Jan-04-21	0.5	80	ug/L	No
MALATHION	Jan-04-21	5	190	ug/L	No
METOLACHLOR	Jan-04-21	3	50	ug/L	No
METRIBUZIN	Jan-04-21	3	80	ug/L	No
PARAQUAT	Jan-04-21	1	10	ug/L	No
PENTACHLOROPHENOL	Jan-04-21	0.2	60	ug/L	No
PHORATE	Jan-04-21	0.3	2	ug/L	No
PICLORAM	Jan-04-21	15	190	ug/L	No
POLYCHLORINATED BIPHENYLS(PCB)	Jan-04-21	0.05	3	ug/L	No
PROMETRYNE	Jan-04-21	0.1	1	ug/L	No
SIMAZINE	Jan-04-21	0.5	10	ug/L	No
TETRACHLOROETHYLENE	Jan-04-21	0.5	30	ug/L	No
TRICHLOROETHYLENE	Jan-04-21	0.5	5	ug/L	No
TERBUFOS	Jan-04-21	0.5	1	ug/L	No
2,3,4,6-TETRACHOLOPHENOL	Jan-04-21	0.2	5	ug/L	No
TRIALATE	Jan-04-21	10	230	ug/L	No
2,4,6-TRICHLOROPHENOL	Jan-04-21	0.2	5	ug/L	No
TRIFLURALIN	Jan-04-21	0.5	45	ug/L	No
Vinyl Chloride	Jan-04-21	0.2	2	ug/L	No
THM (NOTE: SHOW LATEST ANNUAL AVERAGE)	Year 2021	18.5	100	ug/L	No
MCPA	Year 2021	10	100	ug/L	No
HAA	Year 2021	6.4	80	ug/L	No

Organic Parameters



**GLEN WALTER SEWAGE TREATMENT
Annual Report
2021**

**Prepared by Dillen Seguin
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 22, 2022

**The Corporation of the Township of South Glengarry
Glen Walter Water Pollution Control Plant
(Sewage Plant)
2021 Annual Performance Report**

In accordance with the Amended Certificate of Approval, Number 3-0464-84-889, Notice 3 issue date March 23, 2015, the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2021; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

Capacity of Works	787 m ³ /day (average daily flow)
Service Area	Purcell subdivision, South Glengarry
Service Population	Approximately 875
Effluent Receiver	St. Lawrence River
Major Process	Secondary aeration treatment facility complete with a phosphorus removal system; ultra violet disinfection

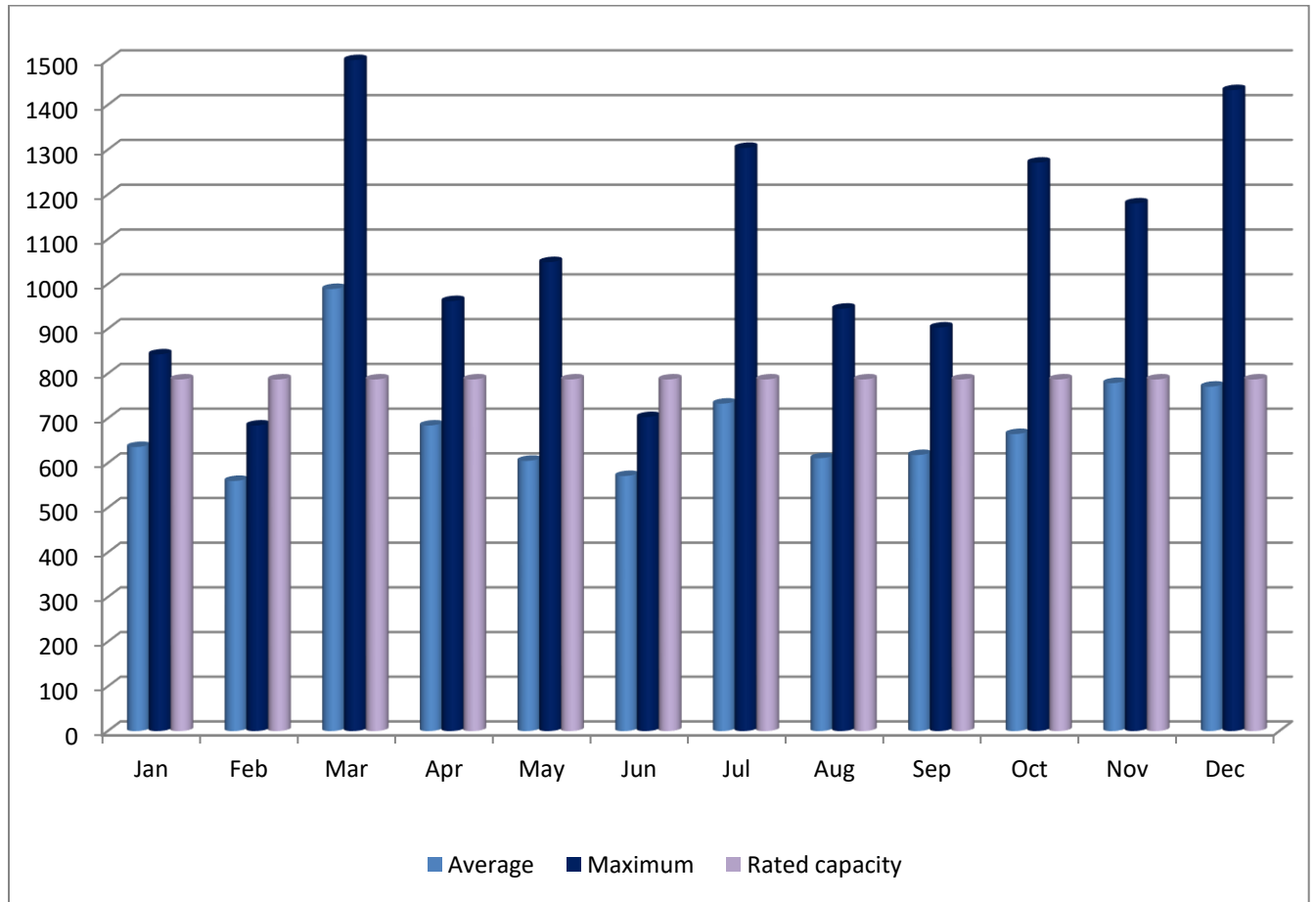
The Glen Walter WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 3-0464-84-889, original, Notice #1 and Notice #2 and Notice #3 documents, in accordance with Section 53 of the Ontario Water Resources Act. The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

Rated Capacity

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

The rated capacity of the Glen Walter WPCP is 787 cubic meters per day (m³/day); that is raw influent (flow) into the plant for treatment. During the reporting year 2021, the Glen Walter WPCP exceeded the rated capacity of 787 m³/day, seventy-nine (79) days.

Monthly Average and Maximum Daily Flows for 2021
(Rated capacity 787 m³/day)



EFFLUENT OBJECTIVES

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

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

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

EFFLUENT LIMITS

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

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

Effluent Parameter	Average Concentration (milligrams per litre unless otherwise indicated)	Average Loading Objective (kilograms per day unless otherwise indicated)
Column 1	Column 2	Column 3
<i>CBOD₅</i>	25	15.63
Total Suspended Solids	25	15.63
Total Phosphorus	0.86	0.54
Total Ammonia Nitrogen:		
Summer - 14° C (May 1 to September 30)	4.0	2.5
Winter- 4° C (October 1 – April 30)	8.0	5.0
<i>E. Coli</i>	200 organisms per 100 millilitres	-

MONITORING AND RECORDING

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

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

Effluent Monitoring

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

LABORATORY

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

2021 ANNUAL EFFLUENT QUALITY

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	3.1	25	2.10	15.63
Total Suspended Solids	5.4	25	3.64	15.63
Total Phosphorus	0.21	0.86	0.14	0.54
Total Ammonia Nitrogen:				
Summer - 14° C (May 1 to September 30)	0.79	4.0	0.49	2.5
Winter- 4° C (October 1 – April 30)	1.39	8.0	0.99	5.0
<i>E. Coli</i> (monthly geometric mean density)	1.6	200 organisms per 100 millilitres	-	-

In the reporting year 2021, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded

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

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

INVENTORY

Chemical	Annual Status	Units
Alum	9.7	Cubic meters

MAINTENANCE

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

MONTHLY

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

TREATMENT PLANT

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

PUMP STATIONS

- Cleaned Check Valves at SPS #1
- Greased Check Valves at SPS #2

QUARTERLY

N/A

SEMI-ANNUALLY

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

ANNUALLY

- Annual calibration of monitoring equipment
- Annual calibration of flow meters

MAJOR MAINTENANCE

- New heat trace wire installed on sewage plant (Jan)
- Fixed blower #2 required new pulley and belts (Mar)
- Pump station cleaning (May/Jul)
- New pump station PSL installed (May)
- Sewage force main break on County Rd. 2 (Yacht Force main) (Aug)
- New Sewage pump installed (Nov)
- Breaker for sewage pump 1 replaced (Nov)
- Blower #2 sent out for rebuild (Nov)
- Clean and camera gravity fed sewer on County Road 2 (Golf Course to Purcell) (Dec)
- Clean and camera gravity fed sewer on St. Laurent Blvd. (Dec)

OPERATIONAL ISSUES

The facility met all operational requirements for the fiscal year January 01 – December 31, 2021.

BIOSOLID (SLUDGE) SUMMARY

The Glen Walter WPCP has a program in place for the removal of biosolids transferred from the *Works*; volume totaling 360 m³ for the fiscal year 2021. Joseph Romeo René Goulet (Certificate of Approval Hauler # A 920463) is contracted and hauled/transported 360 m³ to the Lancaster Lagoons for disposal.

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

COMPLAINTS

No complaints were lodged in the fiscal year January 01 – December 31, 2021.

BY-PASS REPORT(S)

By-passing occurrences: (0)

REPORTS

Appendix A – Annual Performance (2021)

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

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

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

APPENDIX – A –

Glen Walter Annual Performance Report

2021

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

Annual Report Data
2021

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

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

	Influent Flow			Effluent Flow	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Ammonium	Waste Loadings				Alum	Effluent Flow
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Total X 1000 m3/D	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L		Removal Percent	Average Effluent mg/L	BOD Kg/D	TSS Kg/D		
January	19.724	0.636	0.843	19.724	79	3.00	96.20	130	4.50	96.54	3.44	0.12	96.51	0.05	1.91	2.86	0.08	0.03	0.669	0.636
February	15.693	0.560	0.684	15.693	77	3.00	96.10	145	7.75	94.66	3.91	0.28	92.84	0.06	1.68	4.34	0.16	0.03	0.633	0.560
March	30.666	0.989	1.983	30.666	34	3.60	89.41	72	4.00	94.44	1.61	0.15	90.68	0.23	3.56	3.96	0.15	0.23	0.892	0.989
April	20.544	0.684	0.962	20.544	47	3.00	93.62	78	3.50	95.51	1.75	0.10	94.29	0.13	2.05	2.39	0.07	0.09	0.864	0.684
May	18.781	0.605	1.049	18.781	41	3.00	92.68	72	4.00	94.44	1.66	0.16	90.36	1.08	1.82	2.42	0.10	0.65	0.892	0.605
June	17.140	0.571	0.703	17.140	141	3.00	97.87	128	3.50	97.27	4.50	0.20	95.56	0.16	1.71	2.00	0.11	0.09	0.648	0.571
July	22.725	0.733	1.304	22.725	77	3.00	96.10	103	4.00	96.12	3.04	0.26	91.45	0.16	2.20	2.93	0.19	0.12	0.669	0.733
August	18.971	0.611	0.945	18.971	54	3.00	94.44	96	4.60	95.21	2.57	0.35	86.38	1.94	1.83	2.81	0.21	1.19	0.669	0.611
September	18.565	0.618	0.903	18.565	16	3.00	81.25	114	10.50	90.79	2.89	0.33	88.58	0.65	1.85	6.49	0.20	0.40	0.888	0.618
October	20.636	0.665	1.271	20.636	41	3.00	92.68	76	5.00	93.42	3.21	0.31	90.34	6.11	2.00	3.33	0.21	4.06	0.944	0.665
November	23.380	0.779	1.180	23.380	28	3.00	89.29	42	7.80	81.43	1.97	0.17	91.37	2.03	2.34	6.08	0.13	1.58	0.950	0.779
December	23.911	0.771	1.433	23.911	61	3.00	95.08	108	5.25	95.14	2.60	0.13	95.00	1.18	2.31	4.05	0.10	0.91	0.982	0.771
Total	250.736			250.736										13.78	25.26	43.65	1.71	9.39	9.700	8.22
Average		0.685		20.895	58.0	3.1	92.9	97.0	5.4	93.7	2.76	0.21	91.95	1.15	2.10	3.64	0.14	0.78	0.808	0.69
Criteria		0.787				25			25			0.86		(S) 4 W (8)	15.63	15.63	0.54	S 2.5		
Maximum															W 5.0					
Compliance		Yes				Yes			Yes			Yes		Yes	Yes	Yes	Yes	Yes		

	Effluent E-Coli		
	Min	Max	Geo. Mean
January	1	1	1.0
February	1	3	1.7
March	1	1	1.0
April	1	1	1.0
May	1	7	2.6
June	1	3	1.7
July	1	2	1.4
August	1	1	1.0
September	1	2	1.4
October	1	16	4.0
November	1	1	1.0
December	1	1	1.0

Average	1	3	1.6
Criteria		200	
Maximum Compliance		16	
		Yes	



**LANCASTER SEWAGE TREATMENT
Annual Report
2021**

**Prepared by Dillen Seguin
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 22, 2022

**The Corporation of the Township of South Glengarry
Lancaster Sewage Treatment
(Sewage Plant)
2021 Annual Performance Report**

In accordance with the Certificate of Approval, Number 8124-4L9KB9, Issue date July 17, 2000 the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2021; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

DESCRIPTION OF WORKS

Capacity of Works	1,490 m ³ /day (average daily flow)
Service Area	Village of Lancaster & South Lancaster
Service Population	Approximately 1,190
Effluent Receiver	Lake St. Francis
Major Process	Facultative Lagoon treatment facility complete with a phosphorus removal system

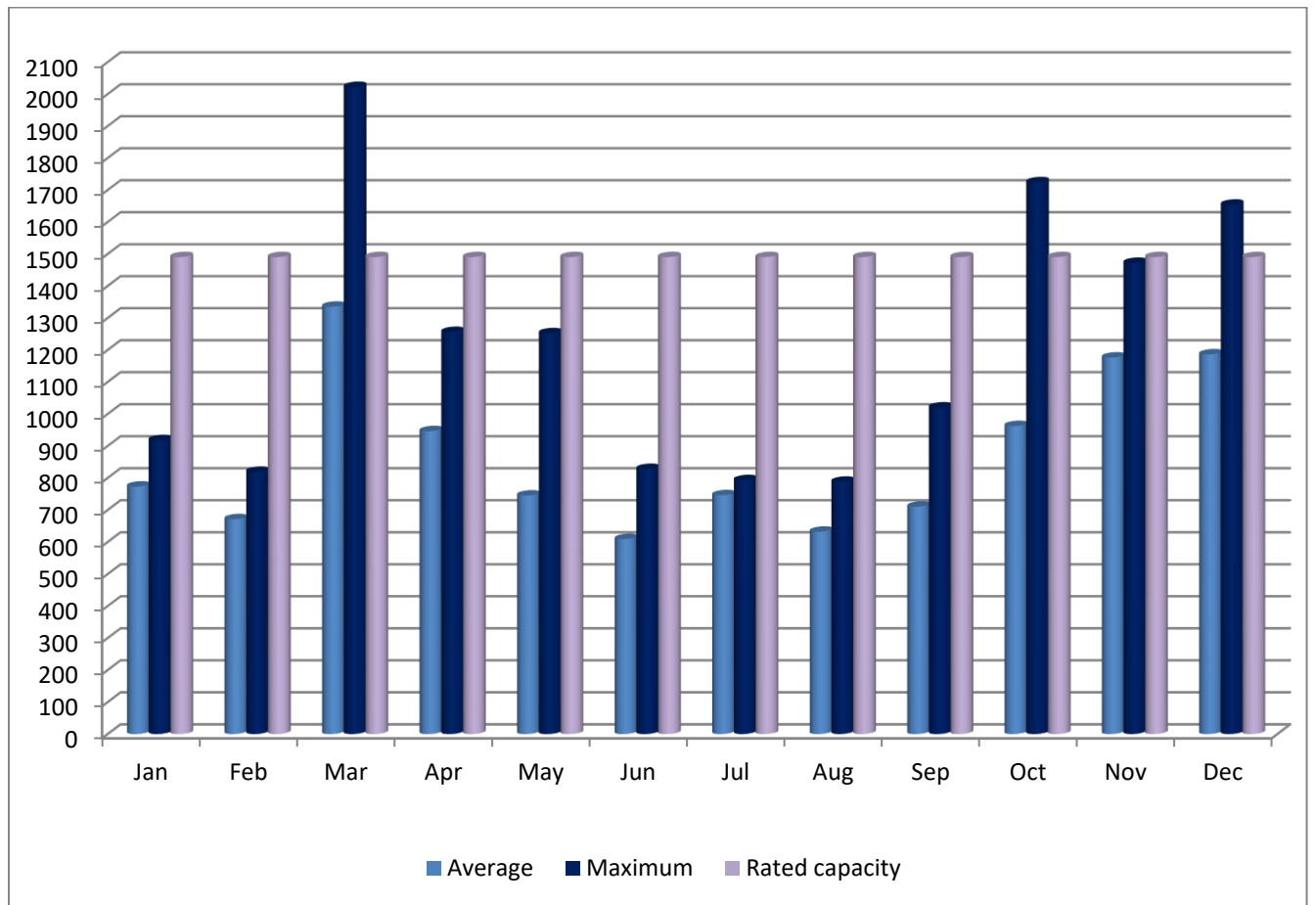
The Lancaster WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 8124-4L9KB9, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions, and,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

Rated Capacity

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

The rated capacity of the Lancaster WPCP is 1,490 cubic meters per day (m³/day); that is raw influent (flow) into the lagoon for treatment. During the reporting year 2021, the Lancaster WPCP exceeded the rated capacity of 1,490 m³/day, Four-teen (14) days.

Monthly Average and Maximum Daily Flows for 2021 **(Rated capacity 1,490 m³/day)**



EFFLUENT OBJECTIVES

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

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

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

EFFLUENT LIMITS

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

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

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

MONITORING AND RECORDING

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

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

Effluent Monitoring

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

LABORATORY

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

2021 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
<i>CBOD₅</i>	4.8	30	3.73	44.7
Total Suspended Solids	6.8	40	5.43	59.6
Total Phosphorus				
Summer – June 1 to November 30	0.12	0.5	0.08	0.75
Winter – December 1 to May 31	0.21	1.0	0.17	1.5
Total Ammonia Nitrogen:				
Summer – June 1 to November 30	5.59	13	4.60	19.4
Winter- December 1 to May 31	9.39	20	7.81	30.0
<i>E. Coli</i>	21.4		-	-

In the reporting year 2021, the *Works* were operated and maintained such that the concentrations and waste loadings of the materials named in Table 2 as effluent parameters were not exceeded

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

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

INVENTORY

Chemical	Annual Status	Units
Alum	41.5	Cubic meters

MAINTENANCE

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

MONTHLY

- Checked operations and performance of sewage pumps.

TREATMENT PLANT

- Changed Oil - Blower #1, #2 and #3

QUARTERLY

- N/A

SEMI-ANNUALLY

- Cleaned Filters on Blower #1, #2 and #3.

ANNUALLY

- Annual calibration of monitoring equipment
- Annual calibration of flow meters

MAJOR MAINTENANCE

- New pump station sensor installed on South Beech (May)
- Cleaning of pump station (May/Jun)
- Pump #1 Old Montreal pump station sent out for repair (Aug)
- Clean gravity sewer on Victoria due to blockage (Aug)
- Clean gravity sewer on Military Road due to blockage (Aug)
- Sewer force main break South Beech Street (Nov)

OPERATIONAL ISSUES

No operational issues noted within the 2021 fiscal year

BIOSOLID (SLUDGE) SUMMARY

The Glen Walter WPCP has a program in place for the removal of biosolids transferred from the Glen Walter W.P.C.P *Works to the Lancaster lagoons*; volume totaling 360 m³ for the fiscal year 2021. Joseph Romeo René Goulet (Certificate of Approval Hauler # A 920463) is contracted and hauled/transported 360 m³ to the Lancaster Lagoons for disposal.

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

COMPLAINTS

No complaints reported during the 2021 operational year

BY-PASS REPORT(S)

No By-passes in 2021

REPORTS

Appendix A – Lancaster Sewage Annual Performance Report 2021 (Attached)

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

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

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

**APPENDIX – A –
Lancaster Lagoons
2021**

Municipality: Township of South Glengarry
Project: Lancaster Lagoons

Annual Report Data
2021

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

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

	Influent Flow			Effluent	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Ammonium	Waste Loadings				Alum	Effluent Flow
	Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3		Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent	Average Influent mg/L	Average Effluent mg/L	Removal Percent		BOD Kg/D	TSS Kg/D	TP Kg/D	N-NH3 Kg/D		
January	23.969	0.773	0.918	21.512	55.75	6.75	87.89	64.25	8.25	87.16	2.38	0.26	89.08	9	4.68	5.72	0.18	6.24	3.449	0.693
February	18.800	0.671	0.819	16.673	113.50	5.50	95.15	152.50	8.00	94.75	3.94	0.21	94.67	12.1	3.27	4.76	0.12	7.20	3.000	0.595
March	41.407	1.335	2.022	34.774	58.80	5.00	91.50	89.60	7.20	91.96	2.53	0.27	89.33	13.32	5.61	8.07	0.30	14.93	3.496	1.121
April	28.389	0.946	1.256	25.141	78.75	7.25	90.79	121.50	15.00	87.65	2.76	0.25	90.94	8.61	6.08	12.57	0.21	7.22	3.696	0.838
May	23.124	0.745	1.252	19.856	147.60	6.00	95.93	216.00	6.60	96.94	4.38	0.21	95.21	7.01	3.84	4.22	0.13	4.49	3.430	0.640
June	18.277	0.609	0.828	18.277	149.00	7.00	95.30	210.75	3.00	98.58	6.22	0.11	98.23	3.99	4.26	1.83	0.07	2.43	3.678	0.609
July	23.153	0.746	0.793	24.510	135.75	3.50	97.42	137.75	7.25	94.74	3.64	0.12	96.70	3.88	2.77	5.73	0.09	3.07	3.448	0.790
August	19.614	0.632	0.788	17.791	157.80	3.80	97.59	177.60	8.80	95.05	4.87	0.2	95.89	4.03	2.18	5.04	0.11	2.31	3.496	0.573
September	21.313	0.710	1.020	20.360	85.00	3.25	96.18	113.00	5.25	95.35	3.85	0.13	96.62	6.94	2.20	3.56	0.09	4.71	3.696	0.678
October	29.833	0.962	1.724	27.062	67.75	3.00	95.57	50.00	3.25	93.50	2.88	0.06	97.92	7.28	2.62	2.83	0.05	6.35	3.389	0.872
November	35.309	1.176	1.472	23.309	39.20	3.00	92.35	72.80	4.80	93.41	2.19	0.1	95.43	7.45	3.53	5.64	0.12	8.76	3.100	1.176
December	36.773	1.186	1.654	33.540	21.50	3.50	83.72	34.50	4.75	86.23	1.89	0.10	94.71	6.3	3.78	5.13	0.11	6.81	3.700	1.081
Total	319.961			282.805											44.81	65.11	1.59	74.50	41.578	9.666
Average	26.663	0.874	1.212	23.567	92.53	4.80	93.28	120.02	6.85	92.94	3.46	0.17	94.56	7.49	3.73	5.43	0.13	6.21		
Criteria		1.49				30			40			S 0.5		S 13	44.7	59.6	S 0.75	S 19.4		
												W 1.0		W 20			W 1.5	W 30		
Maximum																	0.13	6.2		
Compliance		Yes				Yes			Yes			Yes		Yes	Yes	Yes	Yes	Yes		



**GREEN VALLEY SEWAGE TREATMENT
Annual Report
2021**

**Prepared by Dillen Seguin
Director of Water/Wastewater Operations**

Date Prepared/Submitted: February 22, 2022

**The Corporation of the Township of South Glengarry
Green Valley Sewage Treatment
(Sewage Plant)
2021 Annual Performance Report**

In accordance with the Certificate of Approval, Number 3-2012-88-896, Issue date August 1, 1989 the Water Pollution Control Plant (WPCP) is required to prepare an annual performance report. This document covers the reporting year January 01 to December 31, 2021; the facility performance report summarizes important information regarding the quality of the effluent wastewater, analytical test results, maintenance operations, and relevant activities of the WPCP.

Description of Works

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

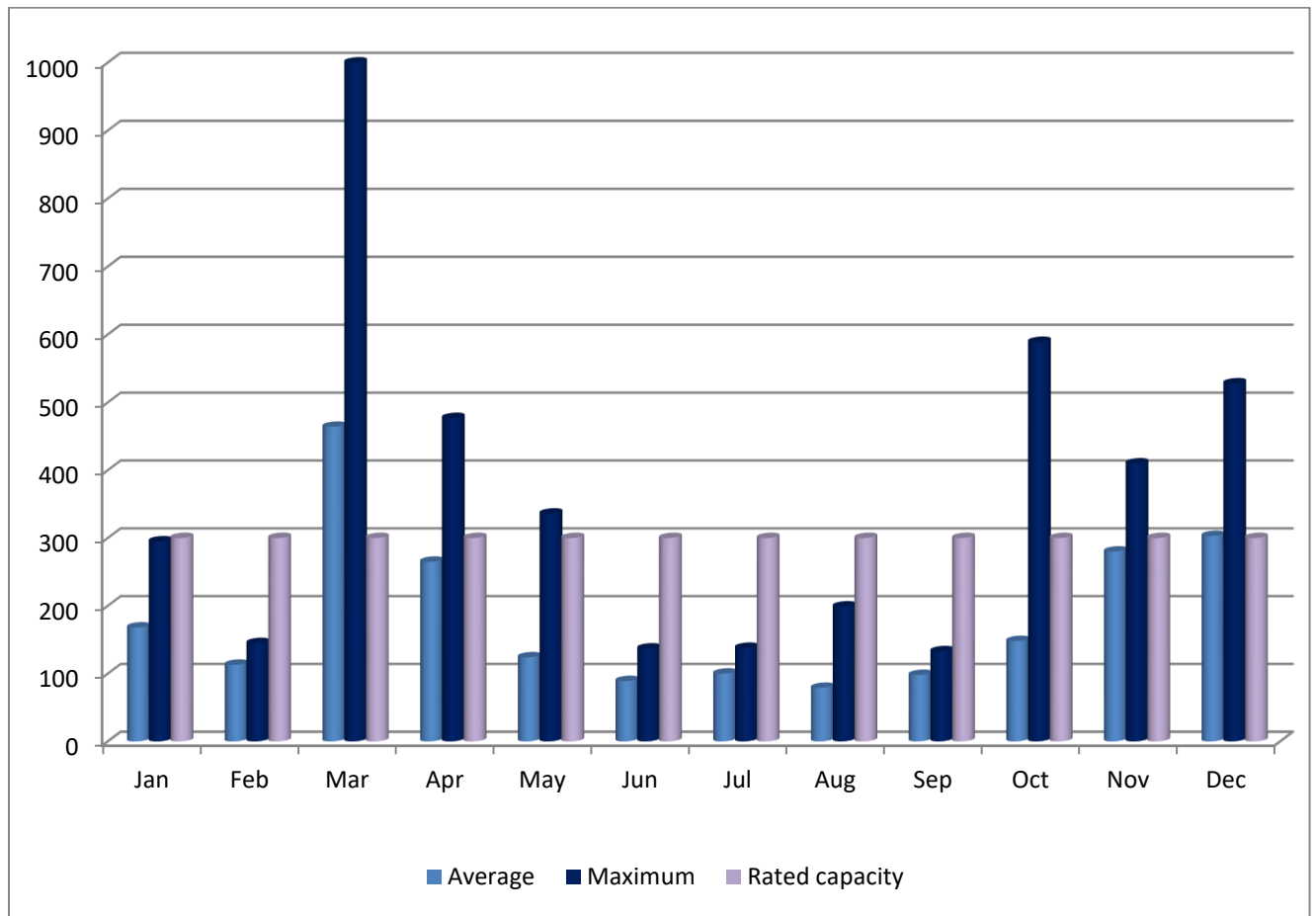
The Green Valley WPCP received and operates its operation under *Certificates of Approval (now referred to as Environmental Compliance Approval [ECA])* Number 3-2012-88-896, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions,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

Rated Capacity

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

The rated capacity of the Green Valley WPCP is 300 cubic meters per day (m³/day); that is raw influent (flow) into the lagoon for treatment. During the reporting year 2021, the Green Valley WPCP exceeded the rated average capacity of 300 m³/day, fifty-eight (58) days.

Monthly Average and Maximum Daily Flows for 2021
(Rated capacity 300 m³/day)



EFFLUENT LIMITS

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

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

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

MONITORING AND RECORDING

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

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

Effluent Monitoring

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

LABORATORY

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

2021 ANNUAL EFFLUENT QUALITY:

Parameters	Average Concentration mg/L	Criteria Concentration mg/L	Average Loading, kg/d	Loading Criteria, kg/d
CBOD ₅	6.80	30	29.20	214.3
**Total Suspended Solids	8.00	30	41.82	214.3
Total Phosphorus	0.29	1.0	1.27	7.1

In the reporting year 2021, the *Works* were operated and maintained such that the concentrations and waste loadings for CBOD₅, Total Suspended Solids and Total Phosphorus named in Table 2 as effluent parameters were not exceeded in the effluent from the *Works*; in compliance with the ECA requirements for the effluent limits parameters.

INVENTORY

Chemical	Annual Status	Units
Alum	14	Cubic meters

MAINTENANCE

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

MONTHLY

- Checked operations and performance of sewage pumps.

QUARTERLY

- N/A

SEMI-ANNUALLY

- N/A

ANNUALLY

- Annual calibration of monitoring equipment
- Annual calibration of flow meters
- Re-grease grey-line unit probes in sewage pump stations

MAJOR MAINTENANCE

- Clean pump stations (May/June)
- New pump station level sensor installed (May)
- Rebuilt sewage pump #1 south station (Dec)

OPERATIONAL ISSUES

- The facility did meet all operational requirements for the fiscal year January 01 – December 31, 2021.

COMPLAINTS

- No complaints were lodged in the fiscal year January 01 – December 31, 2021.

BY-PASS REPORT(S)

- By-pass Records
 - March 11, 2021
 - March 26, 2021
 - December 11, 2021

GREEN VALLEY WASTEWATER TREATMENT LAGOON PERFORMANCE 2021

On April 21st, 2021, the Township of South Glengarry Wastewater Department dosed the twin celled lagoon system with 14,000 litres of Alum for phosphorus removal. Each cell is equipped with a level marker which read 1.3 meters, that is equal to approximately 78,000 cubic meters of raw sewage.

On April 27th, 2021, at approximately 10:00, the lagoon discharge commenced, and the first set of samples were collected. The flow was set at approximately 5,200 cubic meters per day. On May 13th, 2021, the discharge was terminated as per C of A 3-2012-88-896 which states: the sewage works shall be operated on an annual discharge basis with the effluent discharge commencing not earlier than March 15th or terminating not later than May 25th of each year. A total of 72,545 cubic meters have been recorded on the Manta Ray Level Velocity Logger.

Lab Results

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

REPORTS

Appendix A – Green Valley Sewage Annual Performance Report 2021 (Attached)

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

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

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

APPENDIX – A –
Green Valley Lagoons
Sewage Annual Performance Report
2021

Municipality: Township of South Glengarry Project: Green Valley Lagoons							Annual Report Data 2021				Water Course: Beaudette River Design Capacity: 0.300 x 1000 m3/D					
Description: 2 Sewage Pumping Stations - 2 Faculative Cells - Annual Discharge																
Influent Flow			Effluent	Biochemical Oxygen Demand			Suspended Solids - Total			Phosphorus			Waste Loadings			Alum
Total X 1000 m3	Average X 1000 m3	Maximum Daily X 1000 m3	Flow - Total X 1000 m3/D	Average Influent mg/L	Average Effluent mg/L		Average Influent mg/L	Average Effluent mg/L		Average Influent mg/L	Average Effluent mg/L		BOD Kg/D	TSS Kg/D	TP Kg/D	m3 Used
January	5.225	0.168	0.295	0	87	0	140	0		4.11	0		0.00	0.00	0.00	0
February	3.189	0.113	0.145	0	103	0	90	0		4.62	0		0.00	0.00	0.00	0
March	14.390	0.464	1.234	0	128	0	150	0		3.80	0		0.00	0.00	0.00	0
April	7.969	0.265	0.477	19.455	69	6.0	104	6.5		2.25	0.26		29.18	31.61	1.26	16
May	3.858	0.124	0.336	52.030	90	7.3	12	13.0		4.98	0.32		29.21	52.03	1.28	0
June	2.697	0.089	0.137	0	198	0	206	0		5.30	0		0.00	0.00	0.00	0
July	3.111	0.100	0.138	0	235	0	200	0		7.68	0		0.00	0.00	0.00	0
August	2.456	0.079	0.199	0	175	0	150	0		5.55	0		0.00	0.00	0.00	0
September	2.957	0.098	0.133	0	177	0	170	0		4.05	0		0.00	0.00	0.00	0
October	4.593	0.148	0.589	0	212	0	440	0		5.93	0		0.00	0.00	0.00	0
November	8.423	0.280	0.410	0	36	0	64	0		2.16	0		0.00	0.00	0.00	0
December	9.415	0.303	0.528	0	121	0	195	0		5.84	0		0.00	0.00	0.00	0
Total	68.283			71.485									58.39	83.64	2.55	0
Average	5.690	0.186	0.385	5.957	135.9	6.7	160.1	10		4.69	0.29		29.20	41.82	1.27	0
Criteria		0.300				30		30			1.0		214.3	214.3	7.10	
Maximum						7.3		13			0.32		29.21	52.03	1.28	
Compliance	Yes					Yes				Yes			Yes	Yes	Yes	
Influent						Effluent										
BOD Average mg/L	TKN Average mg/L	TP Average mg/L	NH3 Average mg/L	Average Flow X1000 m3/D												
Sample Date:																
January	87	40.70	4.11	21.80	0.000	April 27th, 2021	7	4	0.25	3.46	7.85	6.5	0.1	0.9	230	12000
February	103	39.60	4.62	26.30	0.000	April 30th, 2021	5	9	0.26	3.49	7.85	6.3	0.1	0.7	10	42
March	128	30.60	3.80	15.90	0.000	May 3rd, 2021	7	10	0.37	3.06	7.98	6.9	0.1	0.5	230	1020
April	69	18.50	2.25	9.54	4.863	May 7th, 2021	10	10	0.3	3.3	7.92	6.4	0.1	0.2		
May	90	44.30	4.98	25.40	4.002	May 13th, 2021	5	7	0.28	4.8	7.96	6.4	0.1	0.1	12	28
June	198	41.90	5.30	29.70	0.000											
July	235	58.20	7.68	35.90	0.000											
August	175	46.70	5.55	30.00	0.000											
September	177	31.10	4.05	29.20	0.000											
October	212	50.50	5.93	44.40	0.000											
November	36	18.00	2.16	7.64	0.000											
December	121	42.70	5.84	21.80	0.000											
Average	135.92	38.57	4.69	24.80	4.433		6.80	8.00	0.29	3.62	7.91	6.50	0.10	0.48	121	3273



STAFF REPORT

S.R. No. 20-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: 2851853 Ontario Inc. Site Plan Control Agreement

BACKGROUND:

1. The subject property is legally described as east Part of Lot 5, Concession 3, SSRR, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry addressed as 19590 Glen Road, Williamston and known as Williamstown Mini Storage.
2. Williamstown Mini Storage currently consists of 4 structures containing individual self-storage units, an office building which includes a dwelling unit and a washroom that is accessible by the public, as well as adequate parking spaces for the patrons of this facility.
3. Williamstown Mini Storage has been recently purchased by 2851853 Ontario Inc. The new owner proposes an addition to the mini storage facility.
4. Prior to a building permit being issued, as per our Site Plan Control By-Law 14-18, all development located in an Industrial zone is subject to Site Plan Control.

ANALYSIS:

5. The subject property is approximately 2.2 acres in area. The applicant plans to construct a 5th structure that will be 415.6 square metres in size. It will also contain individual self storage units available to the public. This structure can meet all zoning by-law standards.
6. The property is designated Agricultural Resource and is zoned Light Industrial. The proposed use conforms to the Zoning By-law.
7. The proposed development plans were circulated to and reviewed by the Planning and Building Department and the Fire Department. All applicable plans submitted for the Site Plan Control Process were reviewed and approved by Administration.

8. The attached Site Plan Control Agreement contains the typical clauses to ensure that the proposed development and site works are constructed as per the approved plans.
9. The Site Plan Control Agreement and the Site Plan may be registered on title following the execution of the agreement.
10. A building permit may be issued following the execution of the Site Plan Control Agreement and upon an application being submitted.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 20-2022 be received and that By-law 14-2022, being a by-law to enter into a Site Plan Control Agreement for the property legally described as the east Part of Lot 5, Concession 3, SSRR, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry addressed as 19590 Glen Road, also known as Williamstown Mini Storage be read a first, second and third time, passed, signed and sealed in open council this 22nd day of February 2022 and furthermore that the Mayor and Clerk be authorized to execute the Site Plan Control Agreement.

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

**THIS AGREEMENT made in quadruplicate this
22nd day of February, 2022**

BETWEEN:

2851853 ONTARIO INC.

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

AND:

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
Hereinafter called the "TOWNSHIP"
OF THE SECOND PART**

WHEREAS the Owner has applied to the Township for approval of a site plan for the Owner's lands, said site plan is annexed hereto as Schedule "B" and the Township has approved the site plan subject to the Owner entering into this Agreement with the Township.

NOW THEREFORE this Agreement witnesseth that in consideration of the approval by the Township of the site plan for the development on the Owner's lands and the implementation of the conditions in the said approval, the Owner and the Township agree as follows:

1. IN THIS AGREEMENT:

"TOWNSHIP"	means the Corporation of the Township of South Glengarry, and its appointees
"OWNER"	2851853 ONTARIO INC.
"LANDSCAPING"	means any rock, brick, poured concrete or treated wood retaining walls intended to withhold soils or rock at a higher grade or elevation, trees, hedges, shrubs or other similar vegetation.

LANDS

2. The Owner hereby agrees and acknowledges that the lands affected by this Agreement are the lands described in Schedule "A" attached hereto and forming part of this Agreement.

PERMITS

3. (a) The Township agrees that upon execution of this Agreement by all parties and upon submission and approval of the plans and specifications in accordance with Township by-laws, regulations and the Ontario Building Code, a building permit or permits for the development of the lands as contemplated by this Agreement shall be issued.
- (b) The Owner agrees that placement of structures and site services on the property shall be in accordance with the site plan attached to this agreement.

GRADING

4. The Owner shall provide to the Township of South Glengarry a Site Plan containing grading and drainage information that includes the location of the proposed mini storage building, parking and other site works that conforms to the Township's Site Plan Control By-Law. The Site Plan(s) is included in "Schedule "B" -Approved Plans" as attached to this document.

LICENSE TO ENTER LAND

5. The Owner hereby grants to the Township, its servants, agents and contractors, the license to enter the Owner's lands for the purpose of inspection of the works and to perform such work as may be required as a result of a default.

DEFAULT

6. (a) In the event of a default by the Owner or it's successors or assignees in the provision and maintenance of all matters and things required to be done by it pursuant to this Agreement, and after thirty (30) days written notice to the Owner, the Township may, at the expense of the Owner, enter upon the Owner's lands and do all such matters and things as are in default. "Cost" and "Expense of the Owner" in this clause shall be the actual cost incurred by the Township plus 25% of such cost as a charge for overhead. Any costs incurred by the Township pursuant to this Agreement shall be paid by the Owner to the Township within thirty (30) days of the mailing of an invoice by the Township addressed to the Owner and costs referred to in this clause

may be recovered by the Township in like manner as municipal taxes pursuant to the provisions of the *Municipal Act*, as amended.

- (b) The Owner further agrees that the entry and performance of works or procedures by the Township as herein provided shall not constitute a trespass.

AGREEMENT BINDING ON SUCCESSOR ON TITLE

- 7. (a) The Owner covenants and agrees that each and every covenant herein contained shall be binding upon the Owner of the Owner's lands and upon each and every successor on title.
- (b) The Owner covenants and agrees with the Township that if it subsequently sells or conveys the Owner's lands or any part thereof, each transfer or grant shall contain a covenant on the part of the grantee therein binding it, its successors and assigns, to the terms of this Agreement, and any further amendments thereto, and a further covenant on the part of the grantee or its successors and assigns to include a similar covenant in all subsequent transfers or grants of the Owner's lands, until the duties and obligations of the Owner under this Agreement have been fully performed. This Agreement does not relieve the Owner from complying with any other building and/or zoning requirements under the provisions of the *Ontario Building Code Act* and *Planning Act*.

SCHEDULES

- 8. The following Schedules are attached hereto and form part of this Agreement:

SCHEDULE "A"	Legal Description of the Owner's Property
SCHEDULE "B"	Approved Plans

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

JONATHON VELOCCI DATE
2851853 ONTARIO INC.
(I HAVE AUTHORITY TO BIND THE CORPORATION)

THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY

PER: _____

MAYOR LYLE WARDEN DATE

PER: _____

CLERK KELLI CAMPEAU DATE

SCHEDULE "A"

LEGAL DESCRIPTION **OF THE OWNER'S LANDS**

Part of Lot 5, Concession 3, SSRR, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, being Part 1 of 14R-5869 and PIN 671240285.

SCHEDULE "B"

WILLIAMSTOWN SELF STORAGE APPROVED PLANS

Drawing Name:	Drawing Date:	By:
General Site Plan and Erosion and Settlement Control Plan- C1.1	October 26, 2021, Revised February 2, 2022	EVB Engineering
Site Grading Plan- C1.2	October 26, 2021, Revised February 2, 2022	EVB Engineering
Details and O.P.S.D's- C2.1	October 26, 2021, Revised February 2, 2022	EVB Engineering

WILLIAMSTOWN SELF
STORAGE SITE PLAN

TOWNSHIP OF SOUTH GLENGARRY
COUNTY OF GLENGARRY, ONTARIO



KEY PLAN
N.T.S.

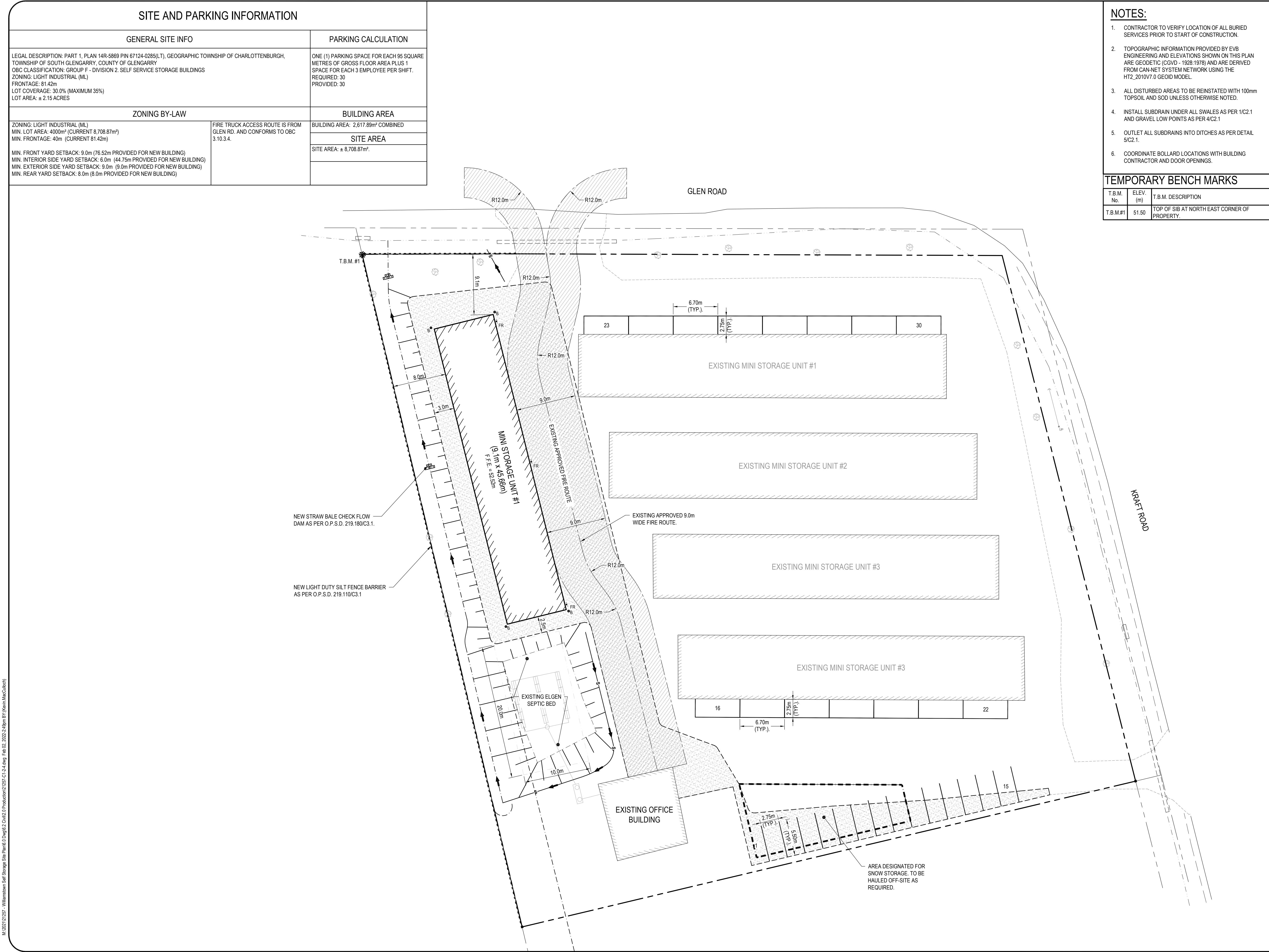
DRAWING LIST

- C1.1 GENERAL SITE PLAN & SEDIMENT & EROSION CONTROL PLAN
- C1.2 SITE GRADING PLAN
- C2.1 DETAILS & O.P.S.D.'S

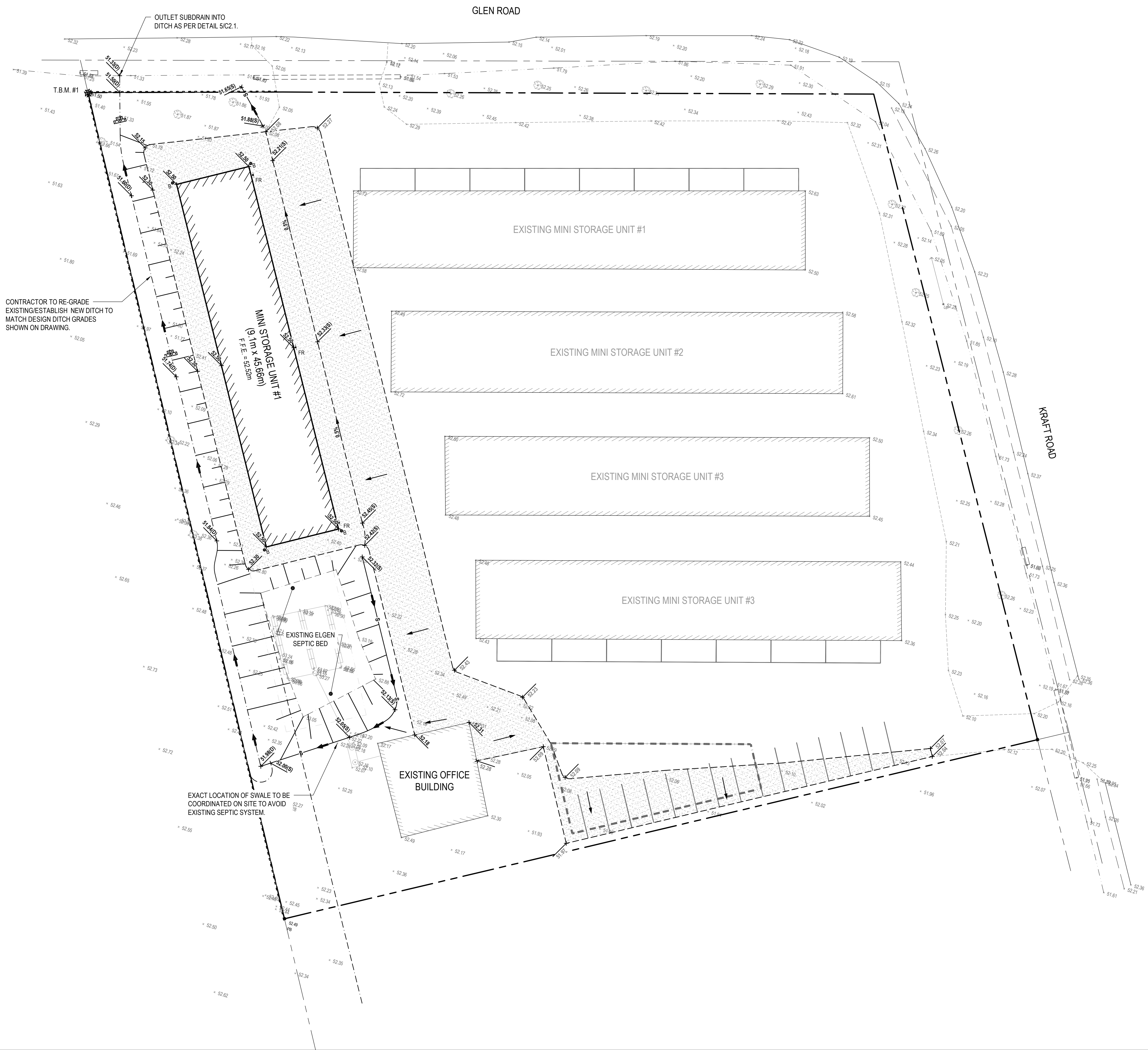


800 SECOND ST. WEST
CORNWALL, ONTARIO CANADA, K6J 1H6
TEL: 613-935-3775 | FAX: 613-935-6450
WEBSITE: EVBengineering.com

RE-ISSUED FOR SITE PLAN CONTROL
DATE: 2022/02/02



M:\2021\21251 - Williamstown Self Storage Site Plan\6.1 Drawings\2. Design\2.1 Production\21251_C1-4.dwg File: 02_2022-10-26pm 8:17 (Kevin MacCulloch)



NOTES:

- CONTRACTOR TO VERIFY LOCATION OF ALL BURIED SERVICES PRIOR TO START OF CONSTRUCTION.
- TOPOGRAPHIC INFORMATION PROVIDED BY EVB ENGINEERING AND ELEVATIONS SHOWN ON THIS PLAN ARE GEODETIC (CGVD - 1928-1978) AND ARE DERIVED FROM CAN-NET SYSTEM NETWORK USING THE HT2_2010V7.0 GEOID MODEL.
- ALL DISTURBED AREAS TO BE REINSTATED WITH 100mm TOPSOIL AND SOD UNLESS OTHERWISE NOTED.
- INSTALL SUBDRAIN UNDER ALL SWALES AS PER 1/C2.1 AND GRAVEL LOW POINTS AS PER 4/C2.1
- OUTLET ALL SUBDRAINS INTO DITCHES AS PER DETAIL 5/C2.1.
- COORDINATE BOLLARD LOCATIONS WITH BUILDING CONTRACTOR AND DOOR OPENINGS.

TEMPORARY BENCH MARKS

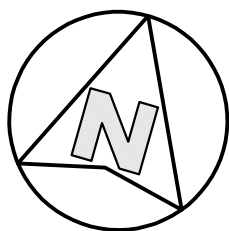
T.B.M. No.	ELEV. (m)	T.B.M. DESCRIPTION
T.B.M.#1	51.50	TOP OF SIB AT NORTH EAST CORNER OF PROPERTY.

LEGEND:

- NEW PROPERTY LINE
- EXISTING PROPERTY LINE
- EXISTING EDGE OF ASPHALT
- NEW LINE PAINTING
- EXISTING SHOULDER
- NEW SWALE
- NEW DITCH
- NEW TOP OF SLOPE
- NEW BOTTOM OF SLOPE
- EXISTING BOTTOM OF SLOPE
- EXISTING CULVERT
- FINISHED GROUND ELEVATION
- FINISHED SWALE ELEVATION
- FINISHED DITCH ELEVATION
- EXISTING GROUND ELEVATION
- NEW BOLLARD
- NEW FIRE ROUTE SIGN & POST
- SITE TEMPORARY BENCHMARK
- EXISTING UTILITY POLE
- EXISTING TREE
- NEW TERRACING AT 3H:1V SLOPE OR FLATTER.
- NEW GRANULAR DRIVEWAY
- NEW BUILDING OUTLINE
- EXISTING BUILDING OUTLINE
- NEW LIGHT DUTY SILT FENCE AS PER O.P.S.D. 219.110/C3.1
- NEW STRAW BALE FLOW CHECK DAM AS PER O.P.S.D. 219.180/C3.1

2021/02/02	2	RE-ISSUED FOR SITE PLAN CONTROL
2021/01/10	1	ISSUED FOR SITE PLAN CONTROL
DATE	No.	REVISION

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THIS DOCUMENT ARE THE PROPERTY OF EVB ENGINEERING WHO RETAINS OWNERSHIP AND AUTHORITY OF THIS DOCUMENT IN ITS ENTIRETY. THIS DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF EVB ENGINEERING. AUTHORIZED USE OF THIS DRAWING IS GRANTED SOLELY FOR THE PURPOSE OF THIS SPECIFIC PROJECT AND LOCATION, AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT. COPYRIGHT © 2021 EVB ENGINEERING.



800 SECOND STREET WEST
CORNWALL, ONTARIO CANADA, K6J 1H6
TEL: 613-935-3775 | FAX: 613-935-6450
WEBSITE: EVBengineering.com

CLIENT:

PROJECT:

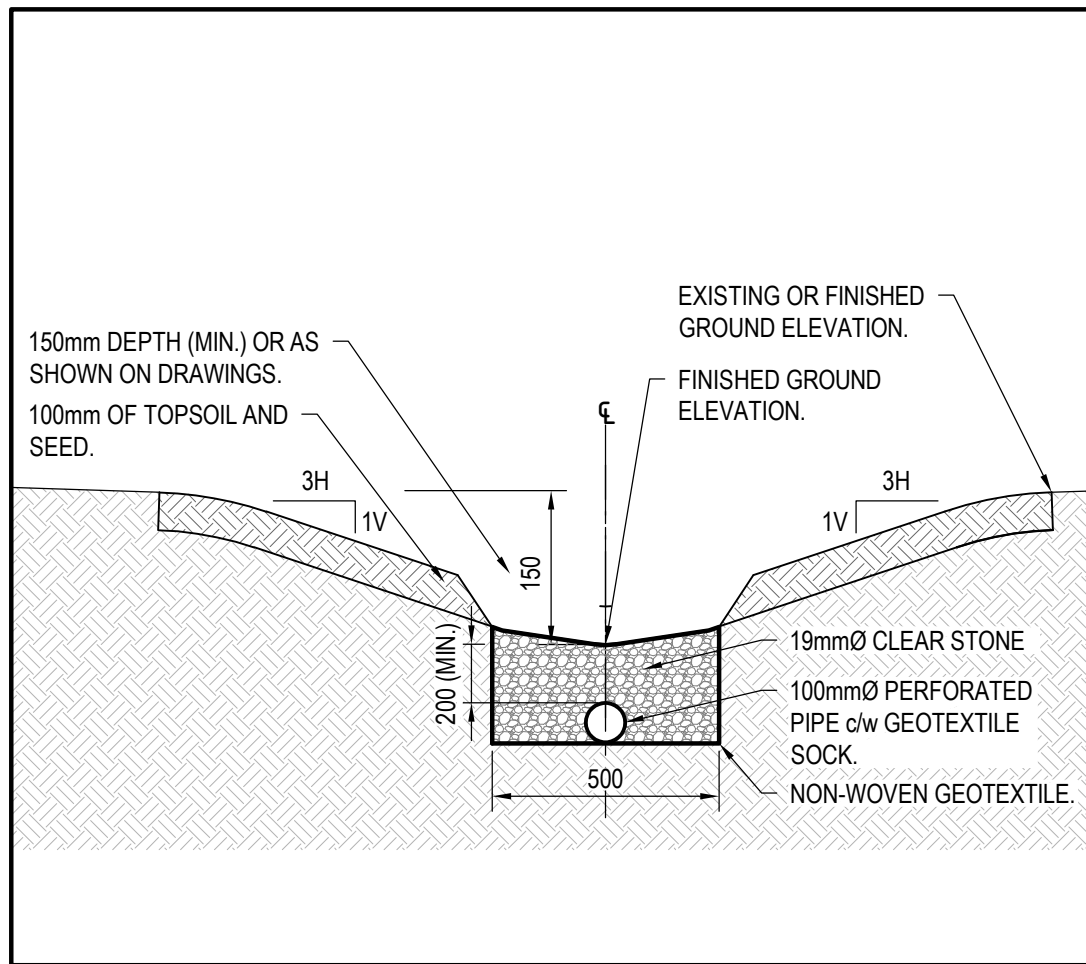
WILLIAMSTOWN SELF
STORAGE SITE PLAN

TITLE:

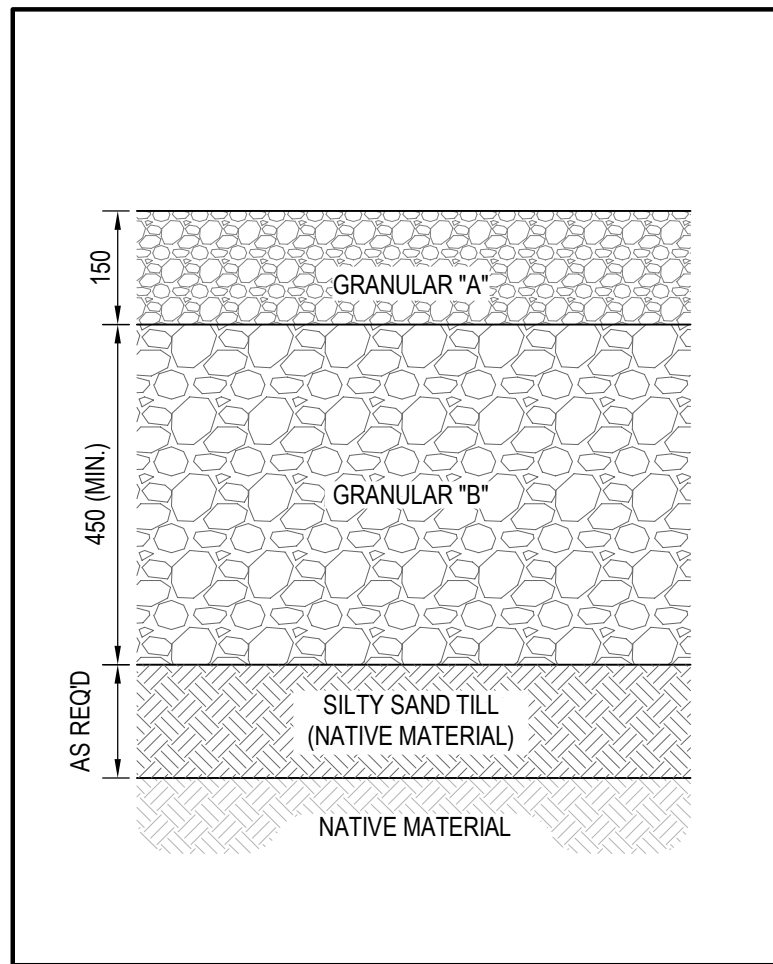
SITE GRADING PLAN

SCALE: 1:250	JOB NO: 21251
DESIGNED BY: K.M.	DATE: 2021/10/26
DRAWN BY: M.K.	DRAWING NO.
CHECKED BY: J.E.	C1.2

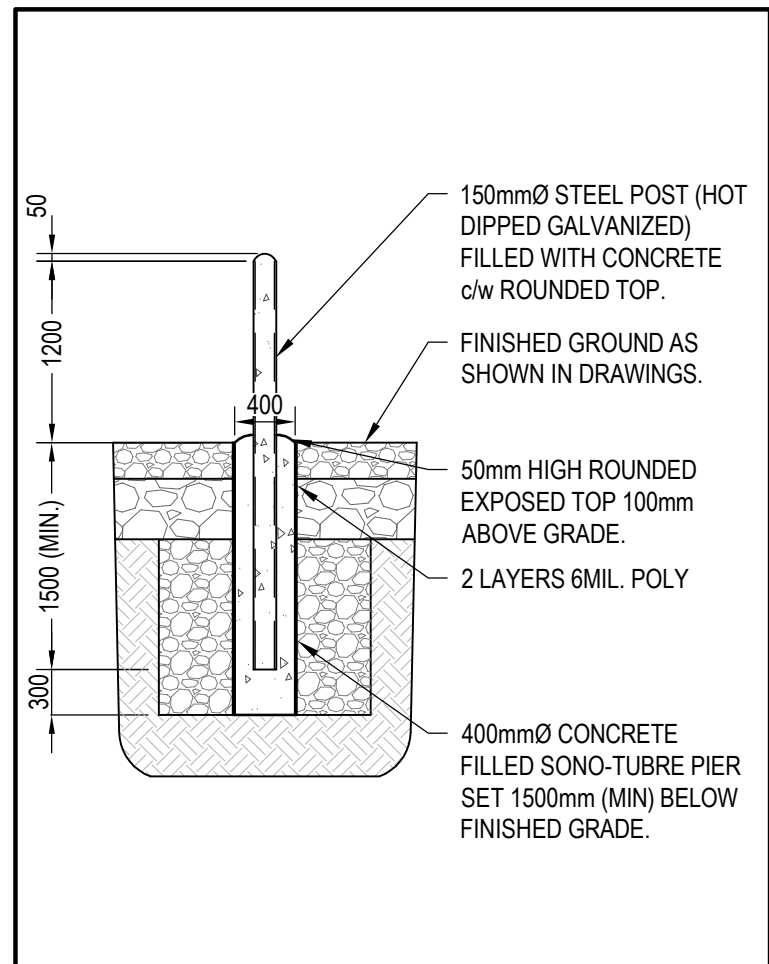
M:\2021\21257 - Williamstown Self Storage Site Plan\6 - Details\2 C2.1 Production\21257_C2_1.dwg File 02, 2022-2-22pm By (Kevin MacCulloch)



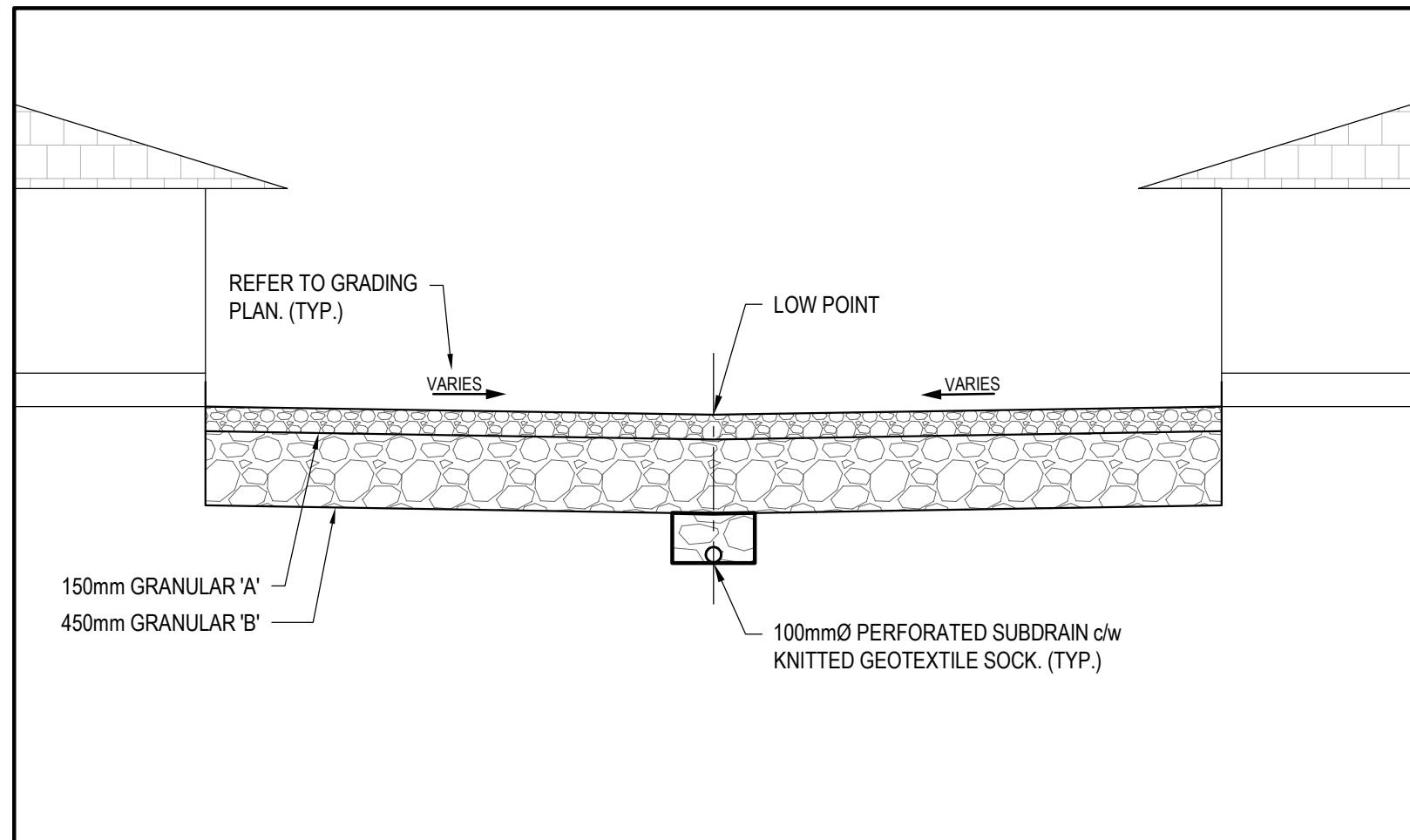
1 TYPICAL SWALE & SUBDRAIN DETAIL
SCALE: N.T.S.



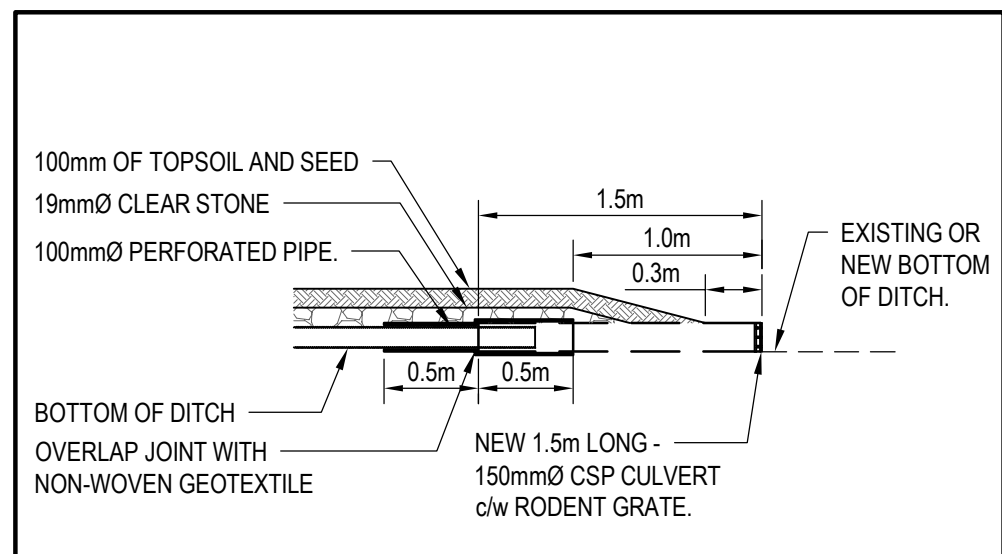
2 GRANULAR SURFACE DETAIL
SCALE: N.T.S.



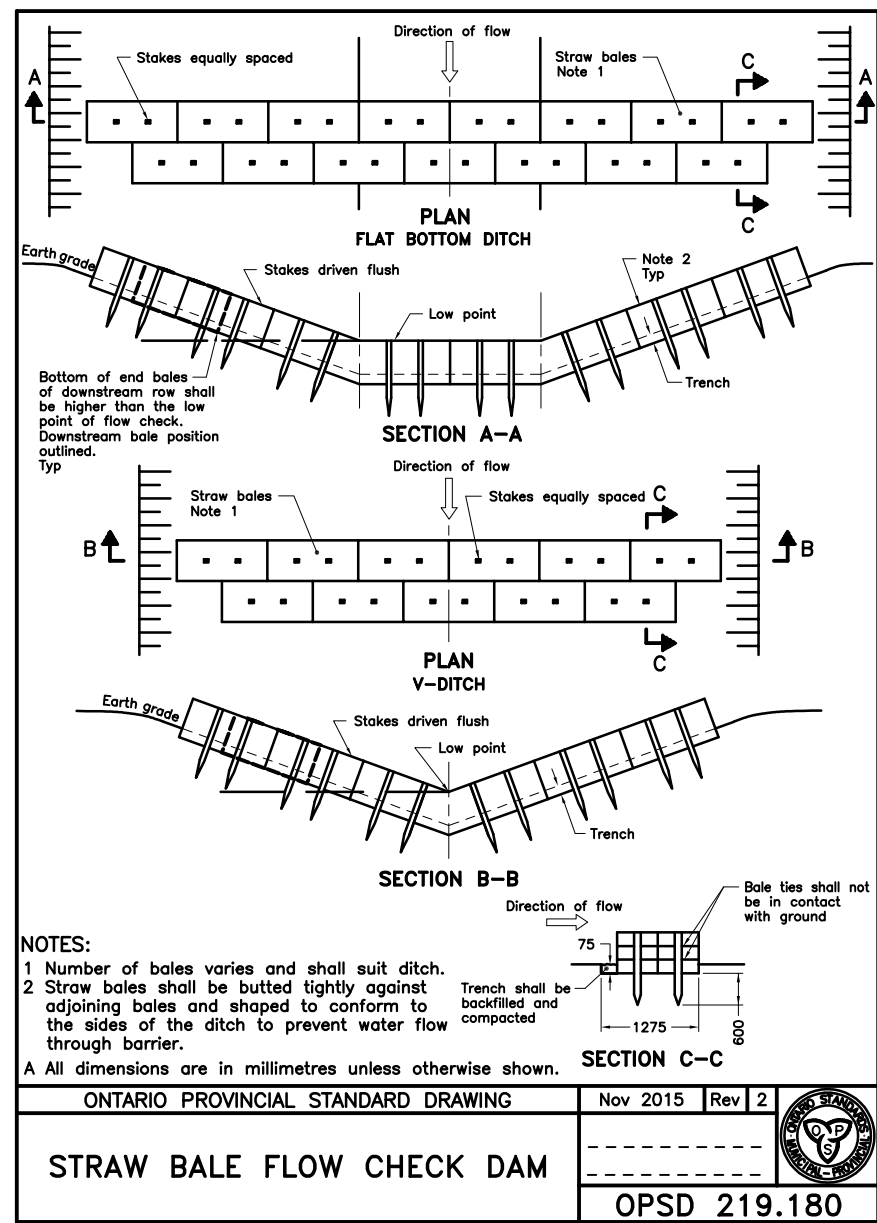
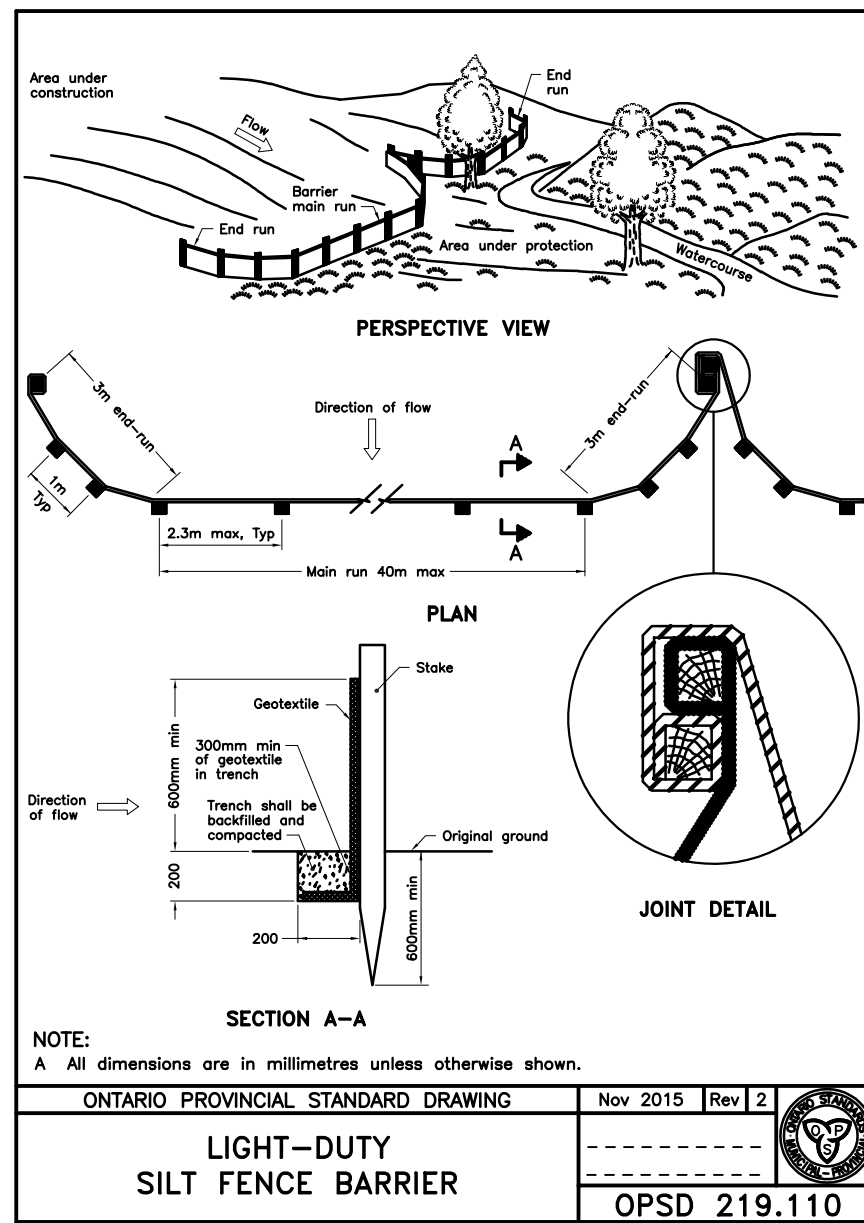
3 TYPICAL BOLLARD DETAIL
SCALE: N.T.S.



4 TYPICAL GRANULAR SWALE DETAIL c/w PERFORATED SUBDRAIN
SCALE: N.T.S.



5 SUBDRAIN OUTLET DETAIL
SCALE: N.T.S.



2021/02/02	2	RE-ISSUED FOR SITE PLAN CONTROL
2021/01/10	1	ISSUED FOR SITE PLAN CONTROL
DATE	No.	REVISION

THE DRAWINGS, ARRANGEMENTS, ANNOTATIONS AND GRAPHICAL PRESENTATIONS ON THIS DOCUMENT ARE THE PROPERTY OF EVB ENGINEERING WHO RETAINS OWNERSHIP AND AUTHORSHIP OF THIS DOCUMENT IN ITS ENTIRETY. THIS DOCUMENT IS AN INSTRUMENT OF SERVICE AND IS THE INTELLECTUAL AND PHYSICAL PROPERTY OF EVB ENGINEERING. AUTHORIZED USE OF THIS DRAWING IS GRANTED SOLELY FOR THE PURPOSE OF THIS SPECIFIC PROJECT AND LOCATION, AND NOT FOR CONSTRUCTION OR USE FOR ANY OTHER PROJECT.
COPYRIGHT © 2021 EVB ENGINEERING.



800 SECOND STREET WEST
CORNWALL, ONTARIO CANADA, K6J 1H6
TEL: 613-935-3775 | FAX: 613-935-6450
WEBSITE: EVBengineering.com

CLIENT:

PROJECT:

WILLIAMSTOWN SELF
STORAGE SITE PLAN

TITLE:

DETAILS & O.P.S.D'S

SCALE:	JOB NO:
AS SHOWN	21257
DESIGNED BY:	DATE:
K.M.	2021/10/26
DRAWN BY:	DRAWING NO.
M.K.	
CHECKED BY:	
J.E.	

C2.1

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 14-2022
FOR THE YEAR 2022**

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO A SITE PLAN AGREEMENT BETWEEN THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY AND 2851853 ONTARIO INC.

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 Council of the Township of South Glengarry deems it necessary and in the public interest to enter into a Site Plan Agreement with 2851853 Ontario Inc being the owners of the land described as Part of Lot 5, Concession 3, SSRR, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry addressed as 19590 Glen Road, Williamstown and known as Williamstown Mini Storage.

AND WHEREAS the Council of the Township of South Glengarry passed By-law No. 14-18, being a by-law to establish a Site Plan Control Area pursuant to Section 41 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, on the aforementioned subject property.

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

1. **THAT** the Mayor and Clerk are hereby authorized to execute a Site Plan Agreement with 2851853 Ontario Inc. a copy of which is attached hereto as Schedule "A" and is hereby declared to form part of this by-law.
2. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 22ND DAY OF FEBRUARY, 2022.

MAYOR: _____ **CLERK:** _____



STAFF REPORT

S.R. No. 21-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: Fourney Zoning By-law Amendment

BACKGROUND:

Site Location:

1. The subject property is legally described as part of Lot 26, Concession 7, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry.

Owner/Applicant:

2. Scott Fourney

Description of Site and Surroundings:

3. The subject site is located on the north side of Concession Road 7. The subject site is 18.7 hectares in size. A consent was recently granted to dispose of the surplus dwelling from the farming operation; this property is vacant and is currently being farmed. The surrounding lands are characterized as primarily farmland with some residential uses.

Summary of Requested Zoning Proposal:

4. On January 12, 2022 the Township accepted a zoning amendment application. The application was deemed complete on January 13, 2022. The purpose of this application is to reduce the minimum lot area from 20 hectares to 18.7 hectares and to prohibit residential construction.

ANALYSIS:

5. The United Counties of SDG recently adopted a new Official Plan (OP) in 2017, which was approved by the Ministry of Municipal Affairs and Housing with modifications in February 2018 and was appealed by both the United Counties and the Township of South Glengarry; therefore, some of the schedules of the former Official Plan are still in effect.
6. The subject property is designated Agricultural Resource in the former and the new Official Plan and is subject to policies in the new Official Plan. The former OP and the current OP serve as the Township's OP.

Planning Rationale:

Provincial Policy Statement

7. The Planning Act requires that all Township planning decisions be consistent with the Provincial Policy Statement (PPS), 2020, a document that provides further policies on matters of Provincial interest related to land use development. The recommended Zoning By-law amendment is consistent with the matters of Provincial interest as outlined in the Planning Act and is in keeping with the PPS, 2020 specifically section 2.3, subsection 2.3.4.1. c) 2. by prohibiting residential construction.

Official Plan Designation

8. The subject property is designated Agriculture Resource in the United Counties Official Plan. This zoning amendment application conforms to the Agricultural Resource Lands section 5.3 and to section 8.12.13.3.7 iii. in the United Counties Official Plan

Zoning By-law:

9. The subject property is currently zoned Agricultural in the Township's Zoning By-law 38-09. Agricultural uses are permitted.
10. 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:

11. 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 February 7, 2022, no members of the public spoke in opposition or support of this proposed amendment nor were any written comments received.
12. The Ontario Planning Act requires all zoning amendment applications to be processed and a decision made within 90 days of receipt of a complete application. A decision will be made on day 33.
13. 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. The proposed amendment is appropriate for the site as the subject property is large enough to accommodate an agricultural operation and residential construction is prohibited.
14. 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 Planning Report for future consideration.
15. 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. If the decision of Council is appealed, the Ontario Land Tribunal (OLT) must have consideration to the decision of Council.

IMPACT ON 2021 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 21-2022 be received and that By-law 15-2022, being a by-law to amend By-law 38-09, the Comprehensive Zoning By-law for the Township of

South Glengarry to rezone the property legally described as part of Lot 26, Concession 7, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry from Agricultural (AG) to Agricultural – Exception Thirty One (AG-31) to reduce the Minimum Lot Area from 20 hectares to 18.7 hectares and to prohibit residential construction be read a first, second and third time, passed, signed and sealed in open council this 22nd day of February, 2022. The Council of the Township of South Glengarry confirms that no public comments were received on this application therefore there was no effect on the decision.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 15-2022
FOR THE YEAR 2022**

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

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

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

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

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

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

1. **THAT** the area affected by this by-law is legally described as part of part of Lot 26, Concession 7, in the geographic Township of Lancaster, 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 Lot 26, Concession 7, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry. be rezoned from Agricultural (AG) to Agricultural – Exception Thirty One (AG-31) to reduce the Minimum Lot Area from 20 hectares to 18.7 hectares and to prohibit residential construction.
3. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
4. **THAT** this by-law shall come into force and effect and take effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, as amended.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 22ND DAY OF FEBRUARY, 2022.***

MAYOR:

CLERK:

BY-LAW 15-2022

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Agricultural (AG) to Agricultural – Exception Thirty One (AG-31) to reduce the Minimum Lot Area from 20 hectares to 18.7 hectares and to prohibit residential construction.

Schedule “A”



Lands to be zoned to
Agricultural - Exception
Thirty One (AG-31)

**This is Schedule “A” to By-law 15-2022
Adopted this 22nd day of February, 2022**

**Township of
South Glengarry**

Mayor

Clerk



STAFF REPORT

S.R. No. 22-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: TFG Development - Proposed South Beech Street Draft Plan of Subdivision

BACKGROUND:

1. On December 17, 2021, the Township of South Glengarry received a Draft Plan of Subdivision Application from the United Counties of SDG for the property legally described as Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, on the south side of South Beech Street, Lancaster.
2. The purpose of this draft plan of subdivision application is to create 7 residential building lots that will be accessed directly off of South Beech Street. These building lots will be zoned for semi-detached dwellings and one four-plex resulting in a total of 16 new dwelling units if all lots are developed.
3. The subject property is located on the south side of South Beech Street, west of Military Road (County Road 34). It is formerly known as the playground for St. Joseph's French Catholic Elementary School.
4. The property is currently vacant; it is approximately 6.24 acres (2.5 hectares) in size and approximately 1.9 acres (0.8 hectares) is proposed to be developed. The surrounding lands are characterized as vacant land to the west, residential and institutional uses to the north, vacant land and the municipal water treatment building to the east and the Highway 401 to the south.

ANALYSIS:

5. Section 2 of the Planning Act outlines those land use matters that are of provincial interest to which all planning decisions shall have regard. The provincial interests that apply to this site are; the orderly development of safe and healthy communities, the adequate provision of a full range of housing, including affordable housing and the appropriate location of growth and development. In addition, the Planning Act requires that all planning decisions be consistent with the Provincial Policy Statement (PPS), a document that provides further policies on matters of

provincial interest related to land use development. The PPS policies that apply to this proposed draft plan of subdivision are as follows:

- a. 1.0 Building Strong Communities, 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns, and;
 - b. 3.0 Protecting Public Health and Safety 2.1 Natural Hazards.
6. On February 4, 2018, the Ministry of Municipal Affairs and Housing approved the Official Plan (OP). The decision of the Official Plan was appealed therefore, the schedules from the former Official Plan remain in effect until the appeal is decided. The OP provides local policy direction for growth and development. The following sections of the Official Plan were reviewed and considered, and the proposed development conforms to the Official Plan:
 - Section 3- Community Growth and Settlement
 - 3.1 Objectives
 - 3.4.3 Urban Settlement Areas
 - 3.5 Permitted Uses Table
 - 3.5.1.1 Adequate Lot Sizes
 - 3.5.1.3 Frontage and Access
 - Section 4- Public Services and Infrastructure
 - 4.3.2.5 Parks and Recreation
 - 4.3.3.1 Servicing Hierarchy
 - 4.3.4 Stormwater Management
7. The subject property is currently zoned Floodplain- Holding. A Zoning Amendment was applied for and processed concurrently with this draft plan of subdivision application.
8. The proposed draft plan of subdivision and notice of a public meeting was circulated to the neighbouring property owners within 120 metres of the proposed site, including all applicable agencies as required by the Ontario Planning Act.
9. The notice of public meeting was also advertised in the Cornwall Standard Freeholder, the Glengarry News and on the Township's website.
10. A public meeting was held on February 7, 2022 for both the draft plan of subdivision and the proposed zoning by-law amendment. During the meeting the Engineering Consultants for the developer presented the proposed development.
11. No members of the public participated in the public meeting. One written comment was received regarding this proposed development, the proponent requested to be

notified of the zoning by-law amendment decision, sought clarification on the proposed zoning and expressed concerns with the drainage due to the recent filling of the property

12. When reviewing this draft plan of subdivision application, a review team was created which included Sarah McDonald, GM of Infrastructure Services, Dillen Seguin, Director of Water and Wastewater Services, Fire Chief Dave Robertson, Chris Raabe, Director of Development/Chief Building Official and Joanne Haley, GM Planning, Building and Enforcement. The subdivision submission was also reviewed by the Township's engineering peer review, Ainley Engineering.

13. Following the review, draft plan conditions representing the requirements of the Township of South Glengarry were drafted and will be requested to be part of the draft plan approval issued by SDG. The proposed draft plan conditions representing the requirements of the Township of South Glengarry can be found attached to this report

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 22-2022 be received and that the Council of the Township of South Glengarry recommends to the United Counties of Stormont, Dundas and Glengarry Director of Planning Services to issue draft plan approval of the South Beech Street Subdivision subject to the conditions as requested by the Township, located in Lancaster and legally described as Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry.

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

**TOWNSHIP OF SOUTH GLENGARRY
PROPOSED DRAFT PLAN CONDITIONS
INFRASTRUCTURE
SOUTH BEECH STREET SUBDIVISION
(01-SG-S-2021)**

1. That this approval applies to the Draft Plan of Subdivision, prepared by EVB Engineering and Ron M. Jason Ontario Land Surveyor, dated September 2, 2021, which shows the following:
 - a. 7 residential lots (Lots 1 to 7):
 - i. 6 semi-detached lots (Lots 1 to 6 - 12 dwellings);
 - ii. 1 fourplex lot (Lot 7 - 4 dwellings).
 - b. 3 blocks.
2. Prior to the issuance of a Commence Work Notification, the Owner shall obtain such permits as may be required from Municipal or Provincial authorities and shall file copies thereof with the General Manager - Planning, Building & Enforcement and General Manager – Infrastructure Services.
3. The Owner, or his agents, shall not commence or permit the commencement of any site related works until such time as a preconstruction meeting has been held with Infrastructure Department staff and until the Municipality issues a Commence Work Notification.
4. That the Owner enters into a subdivision agreement with the Township of South Glengarry that is consistent with the Township's approved Subdivision Design Guidelines and said agreement shall be registered against the land to which it applies once the plan of subdivision has been registered.
5. That the Owner agrees in writing to satisfy all standard requirements, financial and otherwise, of the Township of South Glengarry concerning the provision of roads, installation of services, storm water and drainage. All standard requirements must be consistent with the Township's approved Subdivision Design Guidelines.
6. That the Owner convey up to 5% of the amount of the land included in the plan to the municipality for park purposes or payment in lieu of the value of the land as per the Planning Act, Section 51.1 subsection 1 and 3.
7. That the Subdivision Agreement between the Owner and the municipality indicates that such easements as may be required for utility or drainage purposes shall be

granted to the appropriate authority and must be a minimum of one meter in width for utilities and a minimum of 3 meters in width for drainage purposes.

8. That the Subdivision Agreement between the Owner and the municipality include the requirement for dust control and the cleaning of South Beech Street during the construction of the infrastructure.
9. That the Subdivision Agreement between the Owner and the municipality contain phasing arrangements to the satisfaction of the municipality if required.
10. That prior to final approval, the approval authority be advised that this proposed plan of subdivision conforms to the zoning by-law in effect.
11. That any dead ends and open sides of the road allowance created by this draft plan that abut adjacent lands, shall be terminated by 0.3 metre reserves to be conveyed to, and held in trust by, the municipality.
12. The owner agrees to prepare and submit a Storm Water Management Plan and describe how it is to be implemented in accordance with the current Stormwater Management Best Management Practices to the satisfaction of the Township of South Glengarry and Raisin Region Conservation Authority. The plan should address both water quality and quantity concerns and any impact to the receiving watercourse. The plan should consider proposed on-lot controls to reduce the rate of runoff and minimize contaminant transportation. Models, assumptions and calculations of pre and post development runoff are to be included with this submission. Total suspended solids (TSS) should meet normal protection measures at a minimum of 80% removal.
13. The owner agrees to prepare and submit a Lot Grading and Drainage Plan (incl. Erosion and Sediment Control Measures) and indicate how it is to be implemented to the satisfaction of the Township of South Glengarry.
14. That the Subdivision Agreement between the owner and the municipality be consistent with By-Law 24-11 known as the "Water and Wastewater Capacity Allocation By-Law".
15. The Owner shall submit a Geotechnical Study, certified by a Professional Engineer, to the satisfaction of the Municipality. The recommendations of the Geotechnical Study shall be incorporated into the Subdivision Agreement and the Subdivision Agreement shall contain provisions whereby the Owner agrees to implement the Study recommendations to the satisfaction of the Municipality.

16. The Owner shall bear the expense of all off site works resulting from the approved public works design where such works are not subsidized under the Policies and By-Laws of the Municipality.
17. The Owner acknowledges and agrees that driveways for ground oriented attached units shall be paired wherever possible to maximize on-street parking opportunities.
18. The Owner agrees to reimburse the Municipality for the cost of any Peer Reviews of the Studies or Reports submitted in support of the proposed Plan of Subdivision.
19. That prior to Final Approval, all recommendations of the Servicing Study shall be incorporated into the Subdivision Agreement and the Subdivision Agreement shall contain provisions whereby the Owner agrees to implement the Study recommendations to the satisfaction of the Municipality.
20. The Owner shall submit for the Municipality's approval a detailed breakdown of construction costs for the works associated with the development of this plan, including any cash surcharges or special levies. The construction cost estimate shall be prepared and stamped by a professional engineer. The cost estimate shall be submitted for incorporation into Subdivision Agreement.
21. The Owner shall satisfy all technical, financial and other requirements of all Utilities (i.e. Hydro, Bell, Cable, Natural Gas, etc.).

Note: The Township of South Glengarry advises the Owner that no construction of any infrastructure, including but not limited to, roads, water and waste water, ditches, utilities etc. within the proposed rights-of-ways (and off site) commence prior to the registration of the plan of subdivision or any phase of the plan of subdivision.



STAFF REPORT

S.R. No. 23-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: TFG Developments Zoning By-law Amendment

BACKGROUND:

Site Location:

1. Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, on the south side of South Beech Street, Lancaster.

Owner/Applicant:

2. TFG Developments Inc.

Description of Site and Surroundings:

3. The subject property is located on the south side of South Beech Street, west of Military Road (County Road 34). It is formerly known as the playground for St. Joseph's French Catholic Elementary School.
4. The property is currently vacant. It is approximately 6.24 acres (2.5 hectares) in size and approximately 1.9 acres (0.8 hectares) is proposed to be developed. The surrounding lands are characterized as vacant land to the west, residential and institutional uses to the north, vacant land and the municipal water treatment building to the east and the Highway 401 to the south.

Summary of Requested Zoning Proposal:

5. On January 13, 2022, the Township accepted the zoning amendment application; said application was deemed complete on January 14, 2022. The purpose of the zoning amendment is to rezone the subject property from:
 - a. Floodplain- Holding (FP-H) to Residential Two (R2) for the proposed lots 1, 4, 5 and 6;

- b. Floodplain- Holding (FP-H) to Residential Two- Exception Three (R2-3) for the proposed lots 2 and 3 to reduce the Minimum Lot Frontage from 9 metres per dwelling unit to 8.25 metres per dwelling unit;
- c. Floodplain- Holding (FP-H) to Residential Four- Exception Three (R4-3) for the proposed lot 7 to reduce the Minimum Lot Frontage from 30 metres to 29.33 metres, and;
- d. Floodplain-Holding (FP-H) to Residential Two- Holding (R2-H) for the proposed Block 2.

ANALYSIS:

Planning Policy Framework:

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

Provincial Policy Statement

- 7. 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:
 - a. 1.0 Building Strong Communities, 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns, and;
 - b. 3.0 Protecting Public Health and Safety 2.1 Natural Hazards.
- 8. Section 1.1.1. of the PPS states that "*Healthy, liveable and safe communities are sustained by:*
 - 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";*

This proposed amendment is consistent with these sections of the PPS as the subject property will accommodate 7 residential lots fronting on an existing street. Six of the lots will accommodate semi-detached dwellings and one lot will accommodate a 4-plex dwelling.

9. Section 1.1.3. of the PPS states that *“Settlement Areas shall be the focus of Growth and Development”*.

The proposed zoning amendment will permit residential growth and development within the Urban Settlement Area of Lancaster.

10. Section 3.0- Natural Hazards of the PPS applies to this Zoning Amendment application. Subsection 3.1 States *“Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:*

- a) hazardous lands adjacent to the shorelines of the Great Lakes - St. Lawrence River System and large inland lakes which are impacted by flooding hazards, erosion hazards and/or dynamic beach hazards;*
- b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and*
- c) hazardous sites”*

This zoning amendment application conforms to this section of the PPS as the Raisin Region Conservation Authority (RRCA) issued a permit on May 28, 2021, to allow the northern portion of the subject property to be filled above the 1:100-year flood plain. The area that is proposed to be developed is now above or higher than the floodplain. The remainder of the property will continue to be zoned as Floodplain Holding and will not be permitted to be developed unless further approvals are granted by the RRCA.

Official Plan Designation

11. The proposed zoning amendment conforms to the Official Plan. Below are the specific sections that the application conforms to:
- The subject property is located within the Urban Settlement Area of Lancaster. Section 3.4.3 Urban Settlement Areas includes Residential Districts, the subject property is designated Residential District.

- Table 3.5 of the Official Plan- Residential District permits a full range of low, medium and high-density housing as well as specialized housing types and neighbourhood serving Commercial uses
- Section 4.3.3.4 (3), Servicing Capacity and Allocation requires all proposed development within the Service Limit to be connected to full or partial services where such services are available and where there is sufficient capacity to accommodate the proposed development. This zoning amendment conforms to this section as any proposed development can connect to full municipal services.
- Section 3.5.1.1. requires all existing, proposed or potential land uses to have an adequate lot size to meet all required setbacks, parking, loading facilities, infrastructure, safe access and egress etc.
- Section 3.5.1.3- Frontage and Access, requires all uses to front on an open and maintained public road.
- Section 4.3.6.3- Township Roads as the subject property requires all existing, proposed or potential land uses have an adequate lot size to meet all required setbacks, parking, loading facilities, infrastructure, safe access and egress etc.

The requested zoning amendment conforms to the Official Plan.

Zoning By-law:

12. The subject property is currently zoned Flood Plain- Holding in the Township's Zoning By-law 38-09. The RRCA issued a permit to allow the northern portion (0.8 hectares) of the property that is subject to this zoning amendment to be filled to raise the land above the 1:100-year floodplain. A recent topographical survey proves that the area of the subject property that is subject to this zoning amendment is now above the 1:100-year floodplain.
13. 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
14. If this Zoning Amendment is approved the subject property will be rezoned from:
 - Floodplain- Holding (FP-H) to Residential Two (R2) for the proposed lots 1, 4, 5 and 6,
 - Floodplain- Holding (FP-H) to Residential Two- Exception Three (R2-3) for the proposed lots 2 and 3 to reduce the Minimum Lot Frontage from 9 meters per dwelling unit to 8.25 meters per dwelling unit,

- Floodplain- Holding (FP-H) to Residential Four- Exception Three (R4-3) for the proposed lot 7 to reduce the Minimum Lot Frontage from 30 meters to 29.33 meters, and;
- Floodplain-Holding (FP-H) to Residential Two- Holding (R2-H) for the proposed Block 2.



Public Consultation:

15. The proposed Amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; it was also advertised in the Cornwall Standard Freeholder, the Glengarry News and on the Township's website.
16. A public meeting was held on February 7, 2022; several members of the public attended the public meeting however no one spoke in opposition or support of this proposed amendment.
17. One written comment was received regarding this proposed zoning by-law amendment. The proponent requested to be notified of the zoning by-law amendment decision, sought clarification on the proposed zoning and expressed concerns with the drainage due to the recent filling of the property.
18. The proposed Amendment was also circulated to applicable agencies including the Ministry of Transportation and the RRCA. The Ministry of Transportation had not provided any formal comments prior to the authoring of this report. The RRCA is

supportive of the proposed zoning by-law amendment. The written comments are attached to this staff report.

19. The Ontario Planning Act requires all zoning amendment applications to be processed and a decision made within 90 days of receipt of a complete application. A decision will be made on day 40.
20. 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. The proposed amendment is appropriate for the site as the subject property is large enough to accommodate an agricultural operation and residential construction is prohibited.
21. 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 Planning Report for future consideration.
22. Council also has the option to refuse the applications. Should Council wish to refuse the applications, reasons for the refusal are required including a written explanation of the refusal.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 23-2022 be received and that By-law 16-2022, being by-law to amend by-law 38-09, the Comprehensive Zoning By-law for the Township of South Glengarry to rezone the property legally described as Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry (PIN 671230264) from Flood Plain-Holding (FP-H) to Residential Two (R2), Residential Two- Exception Three (R2-3), Residential Two-Holding (R2-H) Residential Four-Exception Three (R4-3) & Flood Plain- Holding (FP-H) be read a first, second and third time, passed, signed and sealed in open council this 22nd day of February, 2022. The Council of the Township of South Glengarry confirms that that the public comments received on this application were considered and there was no effect on the decision.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 16-2022
FOR THE YEAR 2022**

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

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

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

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

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

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

1. **THAT** the area affected by this by-law is legally described as part of Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry (PIN 671230264) as indicated on Schedule "A" attached hereto and forming part of this by-law.
2. **THAT** the property located at Part of Lot L, Concession 1 Front, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry be rezoned from Flood Plain -Holding (FP-H) to Residential Two (R2), Residential Two- Exception Three (R2-3), Residential Two- Holding (R2-H) Residential Four- Exception Three (R4-3) & Flood Plain- Holding (FP-H).
3. **THAT** all other applicable provisions of by-law 38-09, as amended, shall continue to apply.
4. **THAT** this by-law shall come into force and effect and take effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, as amended.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED
IN OPEN COUNCIL THIS 22ND DAY OF FEBRUARY, 2022.***

MAYOR: **CLERK:**

BY-LAW 16-2022

EXPLANATORY NOTE

This is an amendment to zoning By-law 38-09, which is the zoning by-law of the Township of South Glengarry. The purpose of this Amendment is to rezone the subject property from Flood Plain -Holding (FP-H) to Residential Two (R2), Residential Two- Exception Three (R2-3), Residential Two- Holding (R2-H) Residential Four- Exception Three (R4-3) & Flood Plain- Holding (FP-H). The applicant intends to develop 0.8 hectares of the subject property to create a 7-lot plan of subdivision. Each Lot 1 through 6 is proposed to contain a semi-detached dwelling (12 dwelling units) and Lot 7 is proposed to contain a fourplex (4 dwelling units). Each of the proposed lots are to be serviced by municipal water and wastewater services. The remainder of the lands will be undeveloped.

Schedule “A”



Lands to be Rezoned to R2,
R3-3, R2-H, R4-3 and FP-H

**This is Schedule “A” to By-law 16-2022
Adopted this 22nd day of February, 2022**

**Township of
South Glengarry**

Mayor

Clerk



Raisin Region Conservation Authority

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

Tel: 613-938-3611 Fax: 613-938-3221 www.rrca.on.ca

January 28, 2022

Joanne Haley
General Manager – Planning, Building and Enforcement
Township of South Glengarry
6 Oak Street, P.O. Box 220
Lancaster, Ontario K0C-1N0

Via Email: jhaley@southglengarry.com

Subject: Zoning By-Law Amendment (ZBLW-02-2022) – Beech Street Subdivision
Part Lot 1 Concession 1 (Charlottenburgh), South Glengarry
File No.: 01-SG-S-2021

Dear Ms. Haley,

Thank you for the opportunity to review and provide comments on the zoning by-law amendment.

The RRCA has reviewed and considered the following documents:

1. Notice: Township of South Glengarry; Notice of Subdivision and Zoning Amendment; January 13, 2022.
2. Report: ZanderPlan; Subdivision Application, Property Roll No.: 0101-006-000-17000; December 8, 2021
3. Report: EVB Engineering; Beech St. Subdivision Preliminary Servicing Report; Rev 1 September 2, 2021.
4. Drawing: EVB Engineering; Site Grading Plan SK.3 – Rev.1; June 2, 2021.
5. Drawing: EVB Engineering; Original Ground Elevations as Measured on 2022-01-10; January 10, 2022.
6. Permit: Raisin Region Conservation Authority; 2021-SGL-050; Issued May 28, 2021.
7. Letter: Raisin Region Conservation Authority to Ryan Flaro/TFG Developments; Re: 2021-SGL-050 [*Permit Conditions*]; May 28, 2021.
8. Technical Memorandum; EVB Engineering; Lancaster School Site Plan – 100 Yr. Flood Plain Storage; May 10, 2021.

9. Technical Memorandum; EVB Engineering; Lancaster School Site Plan – 100 Yr. Flood Plain Storage – Revision 1 [*Updated version of rev 1 received*]; July 8, 2021.
10. Report; Dillon Consulting; Raisin River and St. Lawrence River Floodplain Mapping Update (Final) Hydrology and Hydraulics Report; February 25, 2020.

Additionally, the RRCA considered the following information known to us:

1. DRAPE aerial imagery, 2014 and 2019 acquisitions
2. GIS datasets for Natural Heritage Features (watercourses, woodlands, etc.)
3. GIS datasets for Natural Hazard information (RRCA Flood Hazard Maps, soil maps, etc.)
4. GIS datasets for topography (LiDAR, Digital Elevation Model)
5. Natural Heritage Information Center (NHIC) data for species of conservation concern

The following comments are provided from our office:

The drawing prepared by EVB and labeled Fig. 1 “Original Ground Elevations as Measured on 2022-01-10”, indicates that the grading work has been initiated, as per the RRCA permit and site grading plan, SK-3 Rev.1 (EVB).

- The RRCA is satisfied that Lots 1,2, 3, 4, 5, 6, and 7, as well as Block 2 are currently above the 1:100-year flood elevation, and that it is the developer’s intent to ensure these lots remain above the 1:100-year flood elevation.
- The RRCA notes that Block 3 remains below the 1:100-year floodplain.

The RRCA does not object to the removal of Flood Plain Holding on Lots 1 to 7 (inclusive) and Block 2 as these lots have been shown to be above the 1:100-year flood elevation.

Should you have any questions or concerns, please feel free to contact the undersigned.

Sincerely,



Phil Barnes, P.Eng.
Team Lead, Watershed Management

From: [malcolm ross](#)
To: [Joanne Haley](#)
Subject: re amendment file -01-SG-S-2021 ZBLW-02-2022
Date: January-24-22 2:44:14 PM

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.

Hello Joanne Haley,

I would like to be notified of the decision of the Township of South Glengarry in respect of the proposed zoning amendments made on this property.

For this proposed Zoning Amendment can you please tell me what item 4 means when it is proposed to be change to R2-H the notice does not explain what this means or what the plans for this parcel of land is going to be used for.

Also, it states that the FP-H parcel is going to be undeveloped are there plans to have some drainage put in to get rid of the swamp/pool of water that is there now.

I sent you an email about a driveway that was put on this property with no culvert that was blocking the flow of the water on both sides of South Beech St on Oct 25th, 2021, you sent an email back to me saying you forwarded it to the road manager & nothing was done about the flooding of the ditches on both sides of the road on South Beech St. I then sent an email to Lyle Warden on Dec. 2, 2021 and he said he would see what he could find out about it and again nothing was done. I was told by someone that I should get the Ministry of Environment involved as these swamp-like conditions are not healthy and they could help to promote the increase of mosquitos and the chance of West Nile Virus. The lack of response on this complaint to Township makes me very leery about once construction starts on this property if there are any complaints made will they be addressed or ignored the way this complaint was.

Patricia Gillespie
25 South Beech St
Lancaster, Ontario
K0C 1N0



STAFF REPORT

S.R. No. 24-2021

PREPARED BY: Sherry-Lynn Servage, Director of Parks, Recreation and Culture
PREPARED FOR: Council of the Township of South Glengarry
COUNCIL DATE: February 22, 2022
SUBJECT: RFP 01-2022 – North Lancaster Play Structure

BACKGROUND:

1. The existing play structure located at the North Lancaster Optimist Park is predominantly made of wood materials and has well exceeded its life expectancy.
2. Proponents were invited to provide the design, excavation, supply and installation of a new play structure at the North Lancaster Optimist Park.
3. RFP 01-2022 was published on January 19, 2022 and closed on February 9, 2022.
4. The RFP instructed that all submissions must meet the following requirements:
 - The structure would meet the needs of children ages of 18 months to 12 years.
 - CAN/CSA-Z614-14 Standard 'Children's Play Spaces and Equipment'
 - Annex H to ensure it meets accessibility requirements of newly constructed play spaces.
 - Installation of Engineered Wood Fibre for the surface of the play area to ensure it is fully accessible.
 - The supply and installation of the new play structure is to be completed by August 29, 2022.

ANALYSIS:

5. The 2022 budget included \$60,000.00 for the replacement of the existing play structure.
6. The RFP specified a budget of \$60,000.00 for the supply and installation of all materials for the play structure space.

7. The Township received six (6) design options total from four (4) separate suppliers. All proponents were given the opportunity to submit up to 2 design options. The submissions were as follows:

Supplier	Price
ABC Recreation Design Option 1	\$44,491.74 +HST
ABC Recreation Design Option 2	\$44,488.95 +HST
Blue Imp	\$59,830.00 +HST
Henderson Recreation Equipment	\$58,499.00 +HST
Playground Planners Option 1	\$59,691.12 +HST
Playground Planners Option 2	\$59,936.25 +HST

8. All submissions met the requirements of the RFP.
9. Based on the Evaluation Matrix provided in the RFP, it is recommended that the Township award the project to Playground Planners Option 2 for \$59,936.25 +HST.
10. Throughout the RFP process, Administration had been in communication with the North Lancaster community, specifically a resident that has been an advocate for the park. Administration also consulted with the North Lancaster Community Group during the evaluation process, and they are in favour of the proposed successful design option.
11. The Township will be working with the community group regarding future fundraising initiatives at the park, specifically additions to the play structure area.

IMPACT ON 2021 BUDGET:

12. The proposal submitted by Playground Planners with a value of \$59,936.25 +HST is within the 2022 budget.

ALIGNMENT WITH STRATEGIC PLAN:

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

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 24-2022 be received and that RFP 01-2022 for the North Lancaster Optimist Park be awarded to Playground Planners as per their submission of \$59,936.25 plus HST and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

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





STAFF REPORT

S.R. No. 25-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: February 22, 2022

SUBJECT: Tender 07-2022 – General Contractor - Char-Lan Recreation Centre Ice Pad

BACKGROUND:

1. The Char-Lan Recreation Centre is undergoing an arena floor and dasher board project that will consist of a new refrigerated arena slab that will connect to the existing refrigeration plant. The dasher board portion of this project will include new boards, glass, players benches and safety netting.
2. Proponents were invited to provide a proposal for the Char-Lan Recreation Centre Project. The General Contractor's scope of work also carries the contract for the dasher board company, Athletica Sport Systems, and CIMCO Refrigeration for the refrigeration components of the project. The scope of work includes, but is not limited to:
 - a. Removal of the existing concrete ice pad, flooring, and exterior perimeter slab.
 - b. Removal and salvage of the existing boards and hardware of the dasher board system.
 - c. Installation of the new refrigerated concrete ice pad and perimeter slab.
 - d. Installation of the new dasher board system.
3. Tender No. 07-2022 was published on January 25, 2022 and closed on February 16, 2022 with a mandatory job showing on February 1, 2022.

ANALYSIS:

1. The Township received \$1,026,620.00 from the Investing in Canada's Infrastructure Program for the arena floor and dasher board project.
2. Construction is required to be completed by August 25, 2022 in order for the refrigeration plant to be turned on and allow for the ice season to commence

September 8, 2022. This date is based on the arena being available to the contractor on April 4, 2022.

3. Liquidated damages in the amount of any direct costs as may be established by the Township plus \$1,000.00 per day for each day that the work is not completed within the schedule as defined in the contract will be assessed against the contractor.
4. The Township received three (3) submissions. They are:

Company	Price
Bradley Contracting	\$1,255,024.07 +HST
Grant Marion Construction Ltd	\$1,256,680.00 +HST
Premium Construction	\$1,289,890.00 +HST

5. All suppliers met the required criteria of the Tender.
6. It is recommended that the Township award the Tender to Bradley Contracting. See attached recommendation from EVB Engineering.

IMPACT ON 2022 BUDGET:

7. The proposal submitted by Bradley Contracting with a value of 1,255,024.07 +HST is within the 2022 budget.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 25-2022 be received and that Tender 07-2022 for the Char-Lan Recreation Centre Ice Pad be awarded to Bradley Contracting as per their submission of 1,255,024.07 plus HST and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

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



Township of South Glengarry
Sherry-Lynn Servage
Director of Parks, Recreation and Culture
Williamstown, Ontario
K0C 2J0

February 17th, 2022

Subject: **Tender No. 07-2022 – Char-Lan Recreation Centre Ice Pad**
Tender Recommendation Letter

Dear Sherry-Lynn,

We have reviewed the tenders submitted for the above noted project. Three (3) tenders were submitted electronically via email to the Township prior to the stipulated closing time. The official tender results are as follows (excluding HST).

Tenderer	Total Tendered Amount
1. Bradley Contracting	\$1,255,024.07
2. Grant Marion Construction	\$1,256,680.00
3. Premium Construction	\$1,289,890.00

The tender submitted by Bradley Contracting was the low tender. Note a small adjustment (+\$18) was made to the Bradley Contracting bid due to a mathematical error in their Form of Tender (correction included in the value above). After review of the tender submission, we find their tender submission to be complete. The tender also appears competitively priced and reflective of the scope of work.

The total tendered amounts above include the cost four (4) cash allowance items (Cimco, Athletica, sound system and geotechnical testing) plus one (1) provisional item (excavation and sand fill) and a project contingency. The total value of the provisional item submitted by Bradley Contracting was \$45,468.

All references from the low bidder (Bradley Contracting) presented in the Form of Tender Statement 'A' were contacted. Two of the projects were similar type projects – one a slab replacement of very similar scope as Char-Lan with the City of Ottawa at the Mlacak Arena in Kanata and the other a large outdoor slab replacement (no refrigeration piping) in Ottawa. The third project was unrelated (sound wall replacement) completed for the City of Ottawa. In general, the reviews were positive indicating the standard of work was good and all three references indicated they would work with this contractor again.

A tender checklist and tender evaluation spreadsheet are attached for your reference.



Please do not hesitate to contact the undersigned should you have any questions regarding the above documents. Please let us know if you would like us to notify the low bidder (Bradley Contracting) on your behalf following your review and Council approval.

Yours Truly,

A handwritten signature in black ink, appearing to read "Greg Esdale". The signature is written in a cursive, flowing style.

Greg Esdale, P.Eng.
Structural Engineer



**Char-Lan Recreation Centre Ice Pad
Tender No. 07-2022 - Tender Checklist**

Wednesday February 16th, 2022 at 10:00AM

Company	Name	Bid Bond	Received on Time	Total Tendered Amount
Bradley Contracting	Tim Monk	yes	yes	\$1,255,024.07 (see note below)
Grant Marion Construction	Luc Marion	yes	yes	\$1,256,680
Premium Construction	Hardik Sakariya	yes	yes	\$1,289,890
Note: The tenderer made a mathematical error under 2.1 Schedule of Items and Prices - \$1,255,006.07 input as the total amount but the unit rates totaled \$1,255,024.07 (governs)				



Char-Lan Recreation Centre Ice Pad
Tender No. 07-2022 Evaluation
February 16, 2022



ITEM #	DESCRIPTION	UNIT	QTY	Bradley Contracting		Grant Marion Const.		Premium Construction	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	Char-Lan Centre Ice Pad as described under Section 2.3 - Itemized Lump Sum Breakdown	ls	1	\$551,742.32	\$551,742.32	\$638,500.00	\$638,500.00	\$671,990.00	\$671,990.00
2	Lump Sum for Other Requirements	ls	1	\$87,313.75	\$87,313.75	\$16,000.00	\$16,000.00	\$15,000.00	\$15,000.00
3	Total Provision Items as described under Section 2.2 - Schedule of Provisional Items	ls	1	\$45,468.00	\$45,468.00	\$31,680.00	\$31,680.00	\$32,400.00	\$32,400.00
4	Cash Allowance - Supply of Labour and Material to install refrigeration system by Cimco	ls	1	\$201,500.00	\$201,500.00	\$201,500.00	\$201,500.00	\$201,500.00	\$201,500.00
5	Cash Allowance - Supply of Labour and Material to Install Dasher Board System by Athletica	ls	1	\$256,500.00	\$256,500.00	\$256,500.00	\$256,500.00	\$256,500.00	\$256,500.00
6	Cash Allowance for Arena Sound System	ls	1	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
7	Cash Allowance for Geotechnical Testing	ls	1	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
8	Contingency	ls	1	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Total Tendered Amount					\$1,255,024.07		\$1,256,680.00		\$1,289,890.00

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Building By-law Review

PREPARED BY: Chris Raabe, Director of Development & CBO

The current Building By-law 22-12 (attached) was enacted by Council in November 2012.

Administration has initiated a comprehensive review of the Building By-law, which has resulted in proposed changes, subject to Council's direction and approval. Administration is looking to bring a new proposed Building By-law before council in the near future.

Administration would like Council's guidance and feedback on the following proposed changes prior to completing the draft by-law.

Significant proposed changes:

#1. Building Permit Fees

Subsection 7(2) of the Building Code Act (BCA) states, "the total amount of fees authorized under clause (1)(c) must not exceed the anticipated reasonable cost of the principal authority to administer and enforce this Act in its area of jurisdiction."

Therefore, the BCA has the Building Department limited to a cost recovery platform.

The last permit fee increase came into effect on January 1, 2017. The department's cost recovery percentage over the last three calendar years is illustrated in Table 1 below.

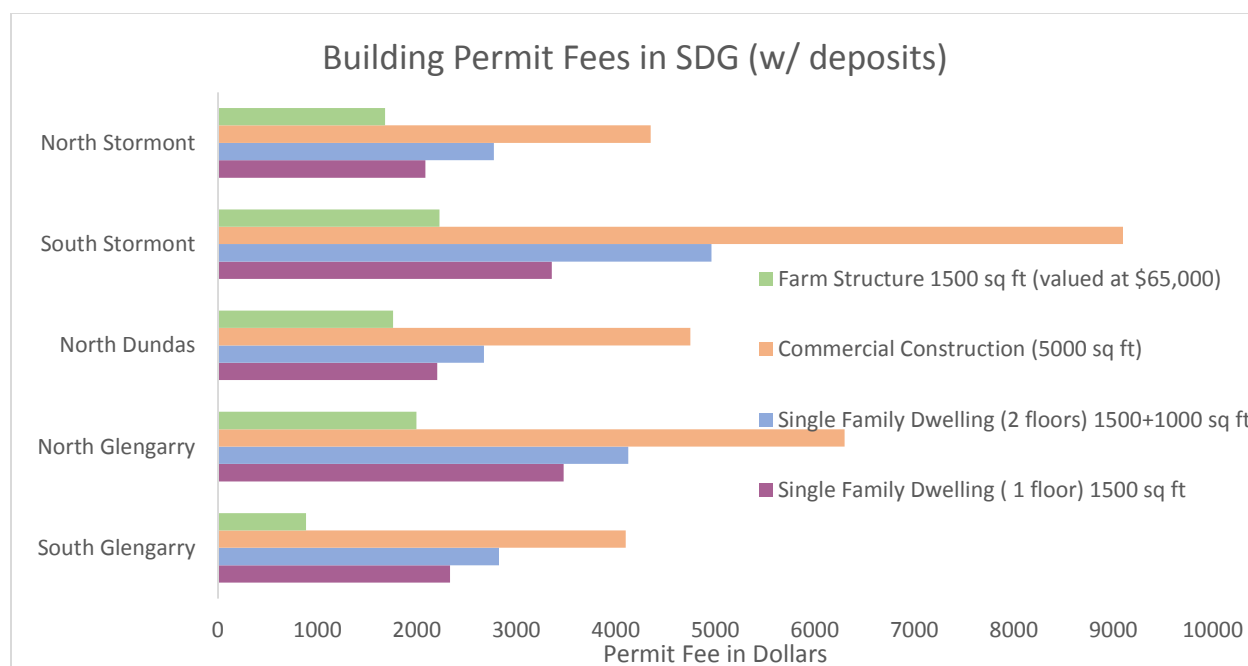
Table 1

Building Department			
Year	Total Revenue	Total Expense	Cost Recovery
2021	\$452 283.23	\$500 425.83	90.4 %
2020	\$281 417.85	\$390 395.42	72.1 %
2019	\$254 674.98	\$439 003.58	58.0%

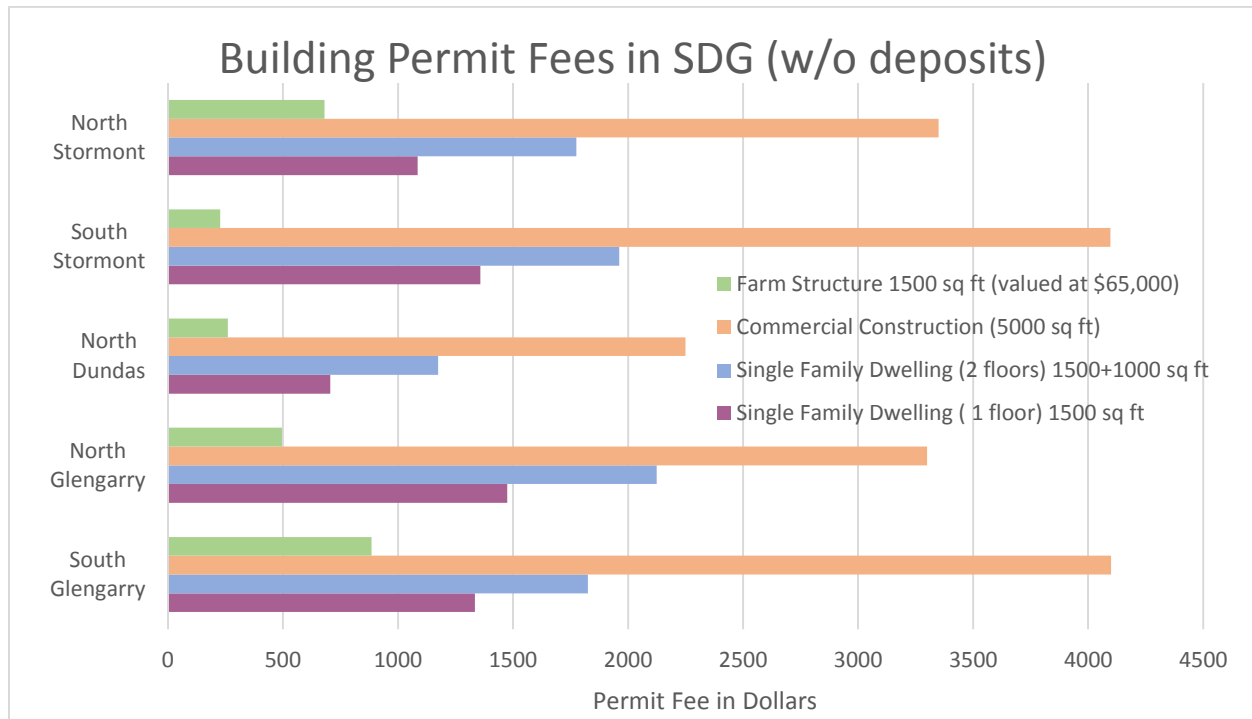
2021 was a successful calendar year for the Building Department with over 300 permits issued; however, the department still operated at a 9.6% deficit. Administration has entertained the idea of raising building permit fees uniformly across all types of construction. A ten percent (10%) permit fee increase would help offset expense increases and inflation rates.

Graphs 1 and 2 illustrate a fee comparison between South Glengarry and four (4) other municipalities within SDG. South Dundas fees were unavailable at the time of research.

Graph 1



Graph 2



#2. Administrative Performance Deposit

Administration is also recommending the addition of an “administrative performance deposit” to the by-law.

The administrative performance deposit would be collected by the Township to provide security that all necessary inspections are completed through the duration of construction or demolition. The proposed format would follow a tiered system to encourage residents to complete projects in a timely manner to receive their full deposit refund. The format could look as follows:

One hundred percent (100%) of the Administrative Performance Deposit is to be refunded if the work and all required inspections are fully completed within one (1) year of the date of issuance of the permit;

Seventy five percent (75%) of the Administrative Performance Deposit is to be refunded if the work and all required inspections are fully completed within two (2) years of the date of issuance of the permit;

Fifty percent (50%) of the Administrative Performance Deposit is to be refunded if the work and all required inspections are fully completed within three (3) years of the date of issuance of the permit;

Twenty five percent (25%) of the Administrative Performance Deposit is to be refunded if the work and all required inspections are completed within four (4) years of the date of issuance of the permit; and

No refund of the Administrative Performance Deposit will be awarded if the work and all required inspections are not fully completed within four (4) years of the date of the issuance of the permit. This will not relieve the permit holder of obligations under any regulations of any by-law, the BCA, or regulations made there under.

#3. Renewal of Permits

The addition of, “dormant applications, abandoned applications, dormant permits, renewal of permits and permit revocation” to the by-law.

Classifying building permits in the categories listed above would help reduce open building permit applications and permits. It’s Administration’s goal to close as many open files as possible while ensuring compliance with the BCA and the Ontario Building Code (OBC). If residents are faced with an additional fee for building permits that have been left lingering, they may be more likely to complete their project and follow through with the applicable inspections from the municipality.

Permits which have expired, or been revoked, could be renewed provided the required fee is paid for such renewal and the plans are made to comply with the BCA, OBC and all other applicable law.

#4. Limiting Distance Agreement

The addition of a “limiting distance agreement” to the by-law.

When reviewing exposed building faces, Part 9 of the OBC references the option of measuring a limiting distance beyond the property line if the property owners and the municipality enter into an agreement. The agreement is to be registered against the title of the property.

The limiting distance agreement option would provide additional flexibility for residents when complying with the OBC.

#5. Building Permit Fee Indexing

The addition of “building permit fee indexing” to the by-law.

Building permit fees outlined in the fee schedule would be adjusted without amendment to the by-law annually on January 1st of each year. The fee adjustment would be in accordance with the Bank of Canada Annual Consumer Price Index.

Building permit fee indexing would allow administration to adjust fees to remain current with inflation rates.

Conclusion

Administration is requesting feedback from Council regarding the five Building By-law topics listed below and described throughout the report, including:

1. Building Permit Fees
2. Administrative Performance Deposit
3. Renewal of Permits
4. Limiting Distance Agreement
5. Building Permit Fee Indexing

Administration will implement Council's feedback and have a new proposed Building By-law brought forward in the future.

THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 49-13
FOR THE YEAR 2013

SG-K-13

BEING A BY-LAW TO AMEND BY-LAW 22-12, BEING A BY-LAW UNDER THE ONTARIO BUILDING CODE ACT, 1992, AS AMENDED, RESPECTING CONSTRUCTION, DEMOLITION, AND CHANGE OF USE PERMITS.

WHEREAS Council of the Corporation of the Township of South Glengarry passed By-law 22-12, to set permit requirements and building permit fees for all areas in the Township.

WHEREAS the Council of the Corporation of the Township of South Glengarry wishes to amend by-law 22-12 Schedule "A".

AND WHEREAS the Council of the Corporation of the Township of South Glengarry desires to amend By-law 22-12 to enact a new building fees by-law for the issuance of permits and a fee Schedule for 2014, 2015, 2016 and 2017.

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

1. Schedule "A" of by-law 49-13 is amended by deleting the existing schedule and replacing it with Schedule "A" dated January 13th, 2014. as attached.
2. Schedule "A" of by-law 22-12 is amended by deleting the existing schedules and replacing it with Schedule "A" effective January 13th, 2014 through to January 1, 2017.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED, AND SEALED
IN OPEN COUNCIL THIS 13th DAY OF JANUARY 2014.

MAYOR:



CLERK:



CERTIFIED A TRUE COPY

Marilyn LeBrun, Clerk
5-01-2017
Date

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 22-12
FOR THE YEAR 2012**

BEING A BY-LAW RESPECTING CONSTRUCTION, DEMOLITION AND CHANGE OF USE PERMITS AND INSPECTIONS WITHIN THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY.

WHEREAS under Section 7 of the *Building Code Act*, S.O. 1992, c.23, as amended, a By-law may be passed by the Council of a municipality prescribing the *construction*, demolition and change of use *permits*, inspections and related matters;

AND WHEREAS the Council of the Corporation of the *Township* of South Glengarry desires to repeal By-law 24-06 and 10-10 to enact a new *building* by-law for the issuance of *permits* and related matters, including a fee schedule;

NOW THEREFORE the Council of Corporation of the *Township* of South Glengarry hereby enacts the following:

PART 1 – SHORT TITLE

1.1. THAT this by-law may be cited as the “Building By-law” or “Building Policy”.

PART 2 – DEFINITIONS

2.1 In this Bylaw:

2.1.1 **Act** - means the *Building Code Act*, S.O. 1992, c.23, as amended.

2.1.2 **Applicant** - means the *owner* of a *building* or property who applies for a *permit* or a person authorized to apply for a *permit* on the *owner's* behalf, or any person or corporation empowered to by statute to cause the *construction* or demolition of a *building* or *buildings* and anyone acting under the authority of such person or corporation;

2.1.3 **Building Code** - means the regulation made under Section 34 of the *Act*;

2.1.4 **Building** - means any structure used or intended to be used for supporting or sheltering any use or occupancy

2.1.5 **Chief Building Official** - means the *Chief Building Official* appointed by by-law by Council for the purpose of enforcement of the *Act*, the *Building Code* and this by-law, or in his/her absence of the Deputy *Chief Building Official*.

2.1.6 **Complete application** - means an application that meets the requirements set out in the *Building Code* for applications where the Chief Building

- 2.1.7 Conditional permit** - means a *permit* issued under subsection 8(3) of the *Act*;
- 2.1.8 Construct** - means *construct* as defined in subsection 1(1) of the *Act*;
- 2.1.9 Demolish** - means *demolished* as defined in subsection 1(1) of the *Act*;
- 2.1.10 Farm Building** - means a *farm building* as defined in Section 1.4 of the *Building Code*;
- 2.1.11 Owner** - means, in respect of the property on which the *construction* is to take place, the registered *owner* of the land and, except for conditional *permits*, may include a lessee, mortgagee in possession and the person acting as the *owner's* authorized agent;
- 2.1.12 Partial permit** – means a *permit* issued by the *Chief Building Official* to *construct* part of a *building*.
- 2.1.13 Permit** - means permission of authorization given in writing by the *Chief Building Official* to perform work, to change the use of a *building* or part thereof, or to occupy a *building* or part thereof as regulated by the *Act* and the *Building Code*.
- 2.1.14 Permit holder** – means the *owner* to whom the *permit* has been issued or where a *permit* has been transferred , the new *owner* to whom the *permit* has been transferred;
- 2.1.15 Revised submission** – Means additional information filed with the *Chief Building Official* which depicts one or more changes to the proposed or as-constructed design of a *building* or part of a *building* for which a *permit* has already been issued and for which approval by the *Chief Building Official* is required;
- 2.1.16 Sewage system** - means a *sewage system* as defined in the Section 1.4 of the *Building Code*;
- 2.1.17 Supplementary submission** - means a resubmission of additional information in relation to *building permit* application documents previously filed and reviewed , that requires additional review to determine *Building Code* compliance;
- 2.1.18 Township** - means The Corporation of the *Township* of South Glengarry.
- 2.2** Terms not defined in this By-law shall have the meaning ascribed to them in the *Act* or the *Building Code*.

PART 3 – CLASSES OF PERMITS

- 3.1** Classes of *permits* required for the *construction*, demolition or change of use of a *building* shall be set out in Schedule "A" to this By-law.

PART 4 – REQUIREMENTS FOR PERMIT APPLICATIONS

4.1 GENERAL REQUIREMENTS

- 4.1.1** Every *permit* application must meet the requirements of this section and shall:
- a. be made by the *applicant*;
 - b. be made in writing to the *Chief Building Official* on forms prescribed by the Province of Ontario or when no form is prescribed, on a form prescribed by the *chief building official*; and
 - c. be accompanied by the required fees calculated in accordance with Schedule "A".
- 4.1.2** To be considered a *complete application*, every *permit* application shall be accompanied by the approval documents issued by the agencies responsible for the applicable laws listed in the *Building Code*, where those agencies issue approval documents and the law applies to the *construction* or demolition being proposed.
- 4.1.3** An application for *permit* may be refused by the *Chief Building Official* where it is not a complete application.
- 4.1.4** The *Chief Building Official* may, as the *Chief Building Official* deems appropriate, provide prescribed forms in an electronic format and may allow for the electronic submission of completed *permit* application forms.
- 4.1.5** Notwithstanding subsection 4.1.4, completed forms generated electronically shall be accepted subject to the endorsement by the *applicant*.

4.2 APPLICATIONS FOR PERMITS TO CONSTRUCT

- 4.2.1** Every application for a *permit to construct a building* shall:
- a. Identify and describe in detail the work to be done and the existing and proposed use and occupancy of the *building*, or part thereof, for which the *building permit* application is made;
 - b. Be accompanied by the plans, specifications, documents forms and other information prescribed in Part 5 and Schedule "B" of this by-law; and
 - c. Be accompanied by acceptable proof of corporate identity and property ownership, unless such proof is determined by the *Chief Building Official* to be unnecessary.

4.3 APPLICATIONS FOR PERMITS TO DEMOLISH

- 4.3.1** Every application for a *permit to construct a building* shall:
- a. Identify and describe in detail the work to be done and the existing and proposed use and occupancy of the *building*, or part thereof, for which the application for a *permit to demolish* is made, and the proposed use and occupancy of that part of the *building*, if any, that will remain upon completion of the demolition;
 - b. Be accompanied by the plans, specifications, documents forms

and other information prescribed in Part 5 and Schedule "B" of this by-law;

- c. Be accompanied by proof satisfactory to the *Chief Building Official* that arrangements have been made with the proper authorities for the termination and capping of all the water, sewer, gas, electric, telephone or other utilities and services.
- d. Describe the method of demolition, including the methods of discarding waste material and location of where waste material is to be taken; and
- e. Include a lot restoration plan acceptable to the *Chief Building Official*

4.4 APPLICATIONS FOR *PERMITS* TO CONSTRUCT PART OF A BUILDING

4.4.1 In addition to the requirements of subsection 4.2, every application for a *partial permit* shall:

- a. Require a *permit* application for the entire project; and
- b. Be accompanied by plans, specifications, documents, forms, and other information covering that part of the work for which a *partial permit* is made, together with such information pertaining to the remainder of the work as may be required by the *Chief Building Official*.

4.4.2 The *Chief Building Official* may issue a *partial permit* when the *Chief Building Official* determines it is appropriate to expedite substantial construction before a *permit* for the entire *building* is available and where the relevant provisions of this By-law and the *Act* are met.

- a. When determining whether to issue a *partial permit*, the *Chief Building Official* shall have regard for the likelihood of subsequent approvals being available in a timely fashion such that a project is not interrupted and exposed to potential damage from the elements while awaiting subsequent approvals.

4.4.3 The *Chief Building Official* shall not, by reason of the issuance of a *partial permit* pursuant to this By-law, be under any obligation to grant any additional *permits*.

4.5 APPLICATIONS FOR CONDITIONAL *PERMITS*

4.5.1 In addition to the requirements of subsection 4.2, every application for a *conditional permit* shall:

- a. Include a written statement of the reason why the *Chief Building Official* believes unreasonable delays in *construction* would occur if a *conditional permit* is not granted; and
- b. Include a written statement of the necessary approvals which must be obtained in respect of the proposed *building* in order for the *permit* to be issued and the time in which such approvals will be obtained.

4.5.2 The *Chief Building Official* may at his or her discretion, issue a *conditional permit* where unreasonable delays are anticipated in obtaining all necessary approvals and where the relevant provisions of this By-law and the *Act* are met.

4.6 APPLICATIONS FOR *PERMITS* FOR CHANGE OF USE

- 4.6.1** Every application for a *permit* for a change of use shall:
- a. Be accompanied by the plans, specifications, documents, forms and other information prescribed in section 5 and Schedule "B" of this by-law.

4.7 APPLICATIONS FOR *PERMITS* FOR SEWAGE SYSTEMS

- 4.7.1** Every *permit* application must meet the requirements of this section and shall:

- a. be made by the *applicant*;
- b. be made in writing to the *Chief Building Official* on forms prescribed by the Province of Ontario or when no form is prescribed, on a form prescribed by the *Chief Building Official*; and
- c. be accompanied by the required fees calculated in accordance with Schedule "A".

- 4.7.2** To be considered a *complete application*, every *permit* application shall be accompanied by the approval documents issued by the agencies responsible for the applicable laws listed in the *Building Code*, where those agencies issue approval documents and the law applies to the *construction* or demolition being proposed.

- 4.7.3** An application for *permit* may be refused by the *Chief Building Official* where it is not a complete application.

- 4.7.4** The *Chief Building Official* may, as the *Chief Building Official* deems appropriate, provide prescribed forms in an electronic format and may allow for the electronic submission of completed *permit* application forms.

- 4.7.5** Notwithstanding subsection 4.7.4, completed forms generated electronically shall be accepted subject to the endorsement by the *applicant*.

4.8 ABANDONED *PERMIT* APPLICATIONS

- 4.8.1** Where an application for a *permit* remains incomplete or inactive for six months after the *applicant* has been advised in writing of all the reasons for refusal, the application may be deemed by the *Chief Building Official* to have been abandoned and written notice of the cancellation thereof shall be given to the *applicant*.

4.9 REVISIONS TO *PERMITS*

- 4.9.1** After the issuance of a *permit* under the *Act*, the *applicant* shall give notice to the *Chief Building Official* in writing of any material change to a plan, specification, document or other information upon which a *permit* was issued, together with the details of such change, which change shall not be made without the prior written authorization of the *Chief Building Official*.

- 4.9.2** Applications of authorization of any substantial change shall constitute a *revised submission* or a *supplementary submission*.

PART 5 - PLANS AND SPECIFICATIONS

- 5.1.1** As part of the application for a *permit* and in addition to the requirements of Part 4 of this By-law, every *applicant* shall submit to the *Chief Building Official* the following:
- a. Sufficient plans, specifications, documents, forms and such other information as may be deemed necessary by the *Chief Building Official* to determine whether the proposed *construction*, demolition, or change of use conforms to the *Act*, the *Building Code*, and any other applicable law;
- 5.1.2** Where a site plan is required to satisfy subsection 5.1.1 a, the site plan shall reference a current plan of survey certified by a registered Ontario Land Surveyor and shall include:
- a. Lot size and dimensions of the property;
 - b. setbacks from existing and proposed *buildings* to property boundaries and to each other;
 - c. existing and finished ground levels or grades reference to a geodetic datum; and
 - d. existing rights of way, easements and municipal services; and
 - e. a copy of a current plan of survey, unless the *Chief Building Official* waives this requirement.
- 5.1.3** Plans, specifications and other documents submitted by an *applicant* shall:
- a. Be fully coordinated among design disciplines and intended for *construction*, demolition or change of use;
 - b. Be fully dimensioned and drawn to a suitable scale that clearly depicts the proposed *construction*, demolition or change of use;
 - c. Be submitted on paper or other suitable and durable material; and
 - d. Contain information and text that is clear and legible.
- 5.1.4** Unless otherwise deemed necessary by the *Chief Building Official*, every application shall be accompanied by two sets of drawings, specifications, forms, documents and other information required to facilitate the administration and enforcement of the *Building Code*.
- 5.1.5** Notwithstanding subsection 5.1.4, every application for a *permit* for a *sewage system* shall be accompanied by three sets of drawings, specifications, forms, documents and other information required to facilitate the administration and enforcement of the *Building Code*.
- 5.1.6** On completion of the *construction* of the *building*, the *Chief Building Official* may require the *applicant* to submit a set of as-constructed drawings, including a plan survey showing the location of the *building*.
- 5.1.8** Plans and specifications submitted in accordance with this By-law or otherwise required by the *Act*, become the property of the *Township* and will be disposed of or retained in accordance with relevant legislation or by-law.

PART 6 - AUTHORIZATION OF ALTERNATIVE SOLUTIONS

- 6.1.1 Where approval for an alternative solution under the *Building Code* is proposed in either the application or a *permit* or in a material change to a plan, specification, document or other information on the basis of which a *permit* was issued, the *applicant* shall submit:
- a. an application on a form prescribed by the *Chief Building Official*;
 - b. supporting documentation demonstrating that the proposed alternative solution will provide the level of performance required by the *Building Code*; and
 - c. payment of the required fee prescribed by Schedule "A" of this By-Law.

PART 7 – FEES AND REFUNDS

- 7.1.1 The *Chief Building Official* shall determine the required application fees in accordance with Schedule "A" of this By-Law.
- 7.1.2 The *Chief Building Official* shall not issue a *permit* until fees required by this By-law have been paid in full by the *applicant*.
- 7.1.3 In addition to the fees paid at the time of the *building permit* application, when an *applicant* makes *supplementary submissions* and *revised submissions*, the *applicant* shall pay the prescribed fee which shall be calculated in accordance with Schedule "A".
- 7.1.4 In the case of withdrawal of or abandonment of an application, or refusal or revocation of a *permit*, and upon written request by the *applicant*, the *Chief Building Official* may refund any unearned fees which shall be calculated in accordance with Table 3 of Schedule "A".

PART 8 - TRANSFER OF PERMIT

- 8.1.1 *Permits* may not be transferred without the approval of the *Chief Building Official*.
- 8.1.2 To transfer a *permit*, the new *owner* shall complete and submit an application form in accordance with the requirements of Part 4 of this By-law and pay the required fee as prescribed by Schedule "A".
- 8.1.3 Upon the transfer of the *permit* by the *Chief Building Official*, the new *owner* shall be the *permit holder* for the purpose of this By-law, the *Act* and the *Building Code*.

PART 9 - NOTICES FOR INSPECTIONS

- 9.1.1 Inspection notices required by the *Building Code* and in accordance with Schedule "D" of this By-law shall be made in writing, by telephone, by fax or, by electronic submission.
- 9.1.2 Inspection notices are required a minimum two business days prior to the

stages of *construction* specified therein and shall be given in accordance with the requirements of Subsection 1.3.5 of Division C of the *Building Code* and Schedule "C" of this by-law.

- 9.1.3 The *person* to whom the *permit* has been issued shall notify the *Chief Building Official* or a *Registered Code Agency* where one is appointed, of each stage of *construction* for which a notice is prescribed by the *Building Code*.
- 9.1.4 Notwithstanding section 10 of this By-law, the *person* to whom the *permit* has been issued shall notify the *Chief Building Official* of the date of the completion of the *building* or demolition work no more than two days after that date.
- 9.1.5 In addition to the notices prescribed in Article 1.3.5.1 of Division C of the *Building Code*, the *person* to whom a *permit* has been issued shall give the *Chief Building Official* notice of readiness for inspection for the following stages of *construction*, where applicable:
- a. commencement of *construction* of the *building*;
 - b. commencement of *construction* of ;
 - i. masonry fireplaces and masonry chimneys;
 - ii. factory built fireplaces and allied chimneys.

PART 10 – REGISTERED CODE AGENCIES AND OTHER THIRD PARTIES

- 10.1.1 The *Chief Building Official* is authorized to enter into and sign contracts for the service agreements with *Registered Code Agencies* and appoint them to perform specified functions from time to time in order to maintain the time periods for *permits* prescribed in Article 1.3.1.3. Division C of the *Building Code*.
- 10.1.2 A *Registered Code Agency* may be appointed to perform one or more of the specified functions described in section 15.15 of the *Act*.
- 10.1.3 The *Township's Chief Building Official* and Inspectors shall rely upon the information provided to the *Township* by architects or engineers who are registered with their professional governing bodies except where it is clear and readily apparent that the information provided does not conform to the *Building Code Act* or *Building Code*, or, where it is clear and readily apparent that there is insufficient information upon which to decide whether the information conforms to the *Building Code Act* or *Building Code*.
- 10.1.4 The *Township* may contract to a third party the inspections and plan reviews required for the enforcement of the provisions of the *Building Code Act* and the *Building Code*. Provided that the third party or the individual doing the work for the third party is registered with the Province for the work that they have been contracted to do, the *Township's Chief Building Official* and inspectors shall rely upon the inspections and plan reviews by this third party except where it is clear and readily apparent that the work was performed negligently.

PART 11 – FENCING CONSTRUCTION SITES

- 11.1.1** Where, in the opinion of the *Chief Building Official*, a *construction* or demolition site represents a hazard to the public, the *Chief Building Official* may require the *permit holder* to erect such fencing to the standards and specifications that the *Chief Building Official* deems to be appropriate in the circumstances.
- 11.1.2** When deterring if a *construction* or demolition site presents a hazard to the public and requires the erection of fencing and the type of fencing required, the *Chief Building Official* shall have regard to:
- a. the proximity of the *construction* site to occupied dwellings;
 - b. the proximity of the *construction* site to lands accessible to the public, including but limited to streets, parks, and commercial and institutional activities;
 - c. the hazards presented by the *construction* activities and materials;
 - d. the feasibility and effectiveness of site fencing; and
 - e. the duration of the hazard.
- 11.1.3** When the *Chief Building Official* is of the opinion that fencing is required, the *permit holder* shall, prior to the commencement of any *construction*, demolition, or placement of materials or equipment on site, erect or cause to be erected fencing to the standards required by the *Chief Building Official* to enclose the *construction* or demolition site for the purpose of preventing unauthorized entry onto the site. For the purposes of this section, *construction* or demolition site shall include the area of the proposed *construction* or demolition and any area where materials or equipment are being stored or operated.

PART 12 – ADMINISTRATION AND ENFORCEMENT

- 12.1.1** This By-law shall apply to all property within the limits of the *Township*.
- 12.1.2** The imperial measurements contained in this By-law are given for reference only.
- 12.2 NON-COMPLIANCE**
- 12.2.1** The *owner* of any property which does not conform to the standards as set out in this By-law shall repair and/or maintain said property to comply with the standards or the property shall be cleared of all *buildings*, structures, waste or refuse and left in a levelled and graded condition.
- 12.2.2** Any *owner* who fails to comply with an order issued, the *Township* may cause the required work to be done at the cost of the *owner*. The cost of such work may be recovered by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes
- 12.3 CONFLICTS-BYLAWS-STANDARDS-REGULATIONS**
- 12.3.1** Where a provision of this By-law conflicts with the provisions of another By-law, *Act* or Regulation in force within the municipality, the provision,

which establishes the higher standards to protect the health, safety and welfare of the occupants and the general public, shall prevail.

12.4 SEVERABILITY

- 12.4.1** If any provision or article of this Bylaw is for any reason found to be invalid by a court of competent jurisdiction, the provision or article found to be invalid shall be severed from the By-law and the remaining provisions or article shall remain in effect until repealed.

12.5 PENALTY

- 12.5.1** An *owner* who fails to comply with an order that is final and binding under this Bylaw is guilty of an offence under Section 36(1) of the *Building Code Act*, S.O. 1992, c.23, and is liable to a penalty or penalties as set out in Section 36 of that *Act* and are set out in Schedule "E" of this by-law.

12.6 APPOINTED DESIGNATE

- 12.6.1** This by-law shall not be deemed to limit the appointment of a designate who may perform or execute any authority of the *Chief Building Official* where authorized by the *Act*, provided such designate, where required, is duly appointed by by-law under the *Act*.

12.7 CODE OF CONDUCT

- 12.7.1** The Code of Conduct and associated policies, as required under Section 7.1 of the *Act*, are set out in Schedule "G" of this by-law.

12.8 REPEAL AND TRANSITION

- 12.8.1** By-law Number 24-06 and By-law 10-10, and all its amendments are hereby repealed upon the date that this by-law comes into force.

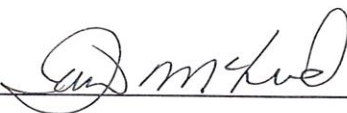
12.9 EFFECTIVE DATE

This By-law shall come into force on the 26th day of June 2012.

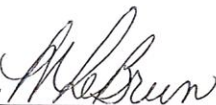
READ A FIRST AND SECOND on May 14, 2012

READ A THIRD TIME AND PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 26th DAY OF JUNE, 2012.

MAYOR:



CLERK:



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

SCHEDULE 'A' to Building By-Law No. 22-12

1. CALCULATION OF PERMIT FEES

1.1 Permit fees shall be calculated using:

1.1.1 the rates indicated in Table 1 of this Schedule.

1.1.2 where a fee is not listed in Table 1, a fee shall be paid in the amount of \$12.00 for each \$1,000.00 or part thereof of the construction value prescribed by the *Chief Building Official*.

1.2 Except for classes of permits subject to flat rates, fees shall be based on the appropriate measure of the floor area of the project.

1.3 In addition to the fees calculated in accordance with Table 1 paid at the time of building permit application, fees for supplementary submissions and revised submissions shall be calculated at \$75.00/hour spent determining compliance.

1.4 Where supplementary submissions or revised submissions include certification of applicable law compliance, which compliance or applicability was incorrectly declared at the time of permit application, a fee of \$250.00 for each applicable law certification shall apply.

1.5 In addition to the fees calculated in accordance with Table 1, each application for consideration of an alternative solution shall be accompanied by a non-refundable fee of \$1,000.00 or 10% of the permit fee, which is lesser.

1.6 When calculating fees base on floor areas, floor area is measured to the outer face of exterior walls and to the centerline of party walls.

1.7 When measuring floor area, no deductions shall be allowed for floor openings required for such facilities as stairs, elevators, shafts and ducts.

1.8 Where incorporated with an application for a residential construction, no additional fee shall be required for decks, fireplaces, unfinished basements, attached garages, heating or plumbing systems.

1.9 The occupancy classifications used in this By-law are based on the Building Code major occupancy classifications. For mixed occupancy classifications, the total payable fee shall be calculated by applying the rate for each occupancy prescribed in Table 1 to the floor area measured for each individual occupancy and taking the sum of the fees calculated for each occupancy.

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

SCHEDULE 'A' to Building By-law No. 49-13 as amended

TABLE 1 - CALCULATION OF PERMIT FEES

EFFECTIVE January 1, 2017

Building Permits

1.	Residential construction including extensions and additions, 2 nd and additional floors	Base Fee \$150.00 \$0.79/square foot \$0.49/square foot for additional floors
2.	Residential accessory buildings greater than 100 square feet	Base Fee \$150.00 \$0.79/square foot
	Residential renovations and repairs	Base Fee \$150.00 \$13.60/\$1,000 of construction value
	Commercial/Industrial/Institutional constructions including extensions and additions – 2 nd and additional floors	Base Fee \$150.00 \$0.79/square foot \$0.28/square foot for additional floors
	Buildings accessory to Commercial/Industrial/Institutional	Base Fee \$150.00 \$0.79/square foot
	Commercial/Industrial/Institutional renovations/repairs	Base Fee \$150.00 \$13.60/\$1,000 of construction value
	Demolition Permit	\$100.00
	Farm Buildings	Base Fee \$150.00
	a) Silo (foundation only)	0.28/square foot
	b) Barns/machine shed	Base Fee \$150.00 0.49/square foot
	c) Manure Pit	Base Fee \$200.00
	d) Minimum Distance Separation review	\$50.00
	Conditional Permits (full value based on work to be done)	Base Fee \$150.00 \$0.79/square foot
	Change of Use Permit (no construction, if construction is required go to # 2)	Base Fee \$150.00

a) To install a solid fuel burning appliance	\$100.00
b) <i>To inspect an existing solid fuel burning appliance</i>	\$100.00
a) To install a private swimming pool	\$100.00
b) To install a private swimming pool with an attached raised exterior deck	\$100.00 + \$0.49/square foot of deck.
To install an exterior raised deck attached to the main building	\$100.00+ \$0.49/square foot of deck.
Moving Permit	\$100.00
Occupancy Permit other than new construction (after permit expires)	\$100.00

NOTE: A \$150.00 surcharge will be added to each Building Permit issued after construction is started and subject to an Order to Comply under the *Ontario Building Code Act*.

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

SCHEDULE 'A' to Building By-law No. 22-12

TABLE 2 - CALCULATION OF SEWAGE SYSTEM PERMIT FEES

	FEE
Class 4 & 5 sewage systems, less than 10,000 L/day	\$645.00
Class 2 & 3 septic systems, Septic Tank replacement or Septic Bed replacement	\$325.00
Re-inspection (if required) each visit	\$170.00
Consent under Planning Act (if required)	\$170.00
Minor Variance under Planning Act (if required)	\$170.00
Revision of sewage permit	\$70.00
Transfer of permit	\$70.00
Renewal of permit (after 1 year, for 6 months max 2 times)	\$170.00 each
File search for Certificate of Approval and Use permit	\$50.00
Removal of non-compliance notice registered against property	\$500.00 (plus lawyer fees)

NOTE: Winter fees (December 1 to March 31) are doubled for sewage permit applications (during freeze up).

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

SCHEDULE 'A' to Building By-law No. 22-12

TABLE 3 - REFUND OF BUILDING PERMIT FEES

STATUS OF PERMIT APPLICATION	PERCENTAGE OF FEE ELIGIBLE FOR REFUND
Application received No processing or review of plans submitted	100% less the base fee
Application received Plans reviewed and permit issued	50% less the base fee
Additional deduction for each field inspection that had been performed	10%
Permits valued at less than \$150.00	Nil

Note:

1. Notwithstanding Table 3 above, no refund shall be made of an amount less than One Hundred Dollars (\$100.00).
2. No refund shall be made unless the owner or his agent therefore makes a written application within 6 months of withdrawal of application, or abandonment or non-commencement of the work or project and the permit is returned for cancellation.
3. Notwithstanding the above, no refund shall be made where the *Chief Building Official* has revoked a permit under Section 8(10)(b) and (c).
4. Refunds will only be issued for a period of one year following the date of permit issuance

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

SCHEDULE 'B' to Building By-law No. 22-12

DOCUMENTS AND DRAWINGS REQUIRED FOR A COMPLETE APPLICATION

A minimum of 2 sets of the following types of drawings, specifications and documents at a legible scale are required to be submitted in order for the various types of Building Permit Applications listed to be considered a complete application pursuant to section 2.4 of the Building Code Act , 1992 as amended and the Building Bylaw. Depending upon the nature, scope and scale of a project other additional supporting drawings, specification and documents maybe be required to demonstrate Ontario Building Code compliance at the discretion of the *Chief Building Official*.

Where required by the *Chief Building Official* the plans and specifications shall be submitted in a digital PDF format compatible with the Township's software system.

REQUIRED DOCUMENTATION

Where applicable the following supporting documentation shall accompany applications for a permit unless otherwise waived by the *Chief Building Official*:

- a) Proof/Confirmation of Approval of all Applicable Law pursuant to Section H of an application to Construct or Demolish
- b) Owner / engineer/architect's letter of commitment and general review form Real Property Report (Survey Plan) prepared by an Ontario Land Surveyor,
- c) Driveway access permit approved by the authority having jurisdiction as may be applicable,
- d) Where required approval by the Ministry of the Environment for the design and construction of a private sewage disposal and water supply systems,
- e) OMAFRA Nutrient Management Strategy and/or Plan Sign-Off Form.
- f) Heritage Permit pursuant to the Ontario Heritage Act.
- g) Confirmation of Compliance with OMAFRA Minimum Distance Separation 1 or 2

Optional:

- a) Approved Lot Grading and Drainage Plan
- b) Geotechnical Soils Report.
- c) Structural Engineering Report

REQUIRED DRAWINGS BY TYPICAL PROJECT TYPE

	Class of Permit	Documents and Drawings Required
	Permit to Construct <ul style="list-style-type: none"> New Buildings Residential <ul style="list-style-type: none"> Detached Houses Semi-detached Houses Duplex/Triplex/Fourplex Townhouse Blocks 	Documents <ul style="list-style-type: none"> a. Approval documents required by an applicable law b. TARION "Declaration of Applicant for Building Permit" c. SB-12 Energy Efficiency Design Summary* d. Residential Mechanical Ventilation Summary* Drawings <ul style="list-style-type: none"> a. Site Plan b. Site Grading Plan a. Foundation Plan b. Floor and Roof Framing Plans c. Building Elevations d. Building Section c. Where applicable, a complete Sewage System Permit Application.
	Permit to Construct <ul style="list-style-type: none"> Additions/Alterations Residential as in Row 1(a)	Documents <ul style="list-style-type: none"> a. Approval documents required by an applicable law b. SB-12 Energy Efficiency Design Summary* c. Residential Mechanical Ventilation Summary* Drawings <ul style="list-style-type: none"> d. Site Plan e. Site Grading Plan e. Foundation Plan f. Floor and Roof Framing Plans g. Building Elevations h. Building Section i. Where applicable, a complete Sewage System Permit Application
	Permit to Construct <ul style="list-style-type: none"> New Buildings Additions Non-Residential buildings Residential apartment buildings Mixed use buildings Other residential buildings not described in Row 1(a)	Documents <ul style="list-style-type: none"> a. Approval documents required by an applicable law b. Commitment to general Reviews by Architects and Engineers c. Subsurface investigation report d. SB-10 Energy Efficiency Design Summary* e. Where applicable, approved Site Development Plan and Agreement. Drawings <ul style="list-style-type: none"> a. Site Plan b. Site Servicing / Site Grading Plan c. Foundation Plan d. Floor and Roof Structural Plans e. Building Elevations f. Building Section g. Where applicable, <ul style="list-style-type: none"> i. HVAC Drawings ii. Plumbing Drawings iii. Electrical Drawings iv. Fire Protection System Drawings v. A complete Sewage System Permit Application
	Permit to Construct <ul style="list-style-type: none"> Alterations Tenant Improvements Non-Residential buildings and other residential buildings not described in Row 1(a)	Documents <ul style="list-style-type: none"> a. Approval documents required by an applicable law b. Commitment to general Reviews by Architects and Engineers c. SB-10 Energy Efficiency Design Summary* Drawings <ul style="list-style-type: none"> a. Foundation Plan b. Floor and Roof Structural Plans c. Building Elevations d. Building Section e. Where applicable, <ul style="list-style-type: none"> i. HVAC Drawings ii. Plumbing Drawings iii. Electrical Drawings

		iv. Fire Protection System Drawings v. A complete Sewage System Permit Application
	Permit to Construct Tents/Air Supported Structures Mechanical Only Permits Plumbing Only Permits Designated Structures Farm Buildings Green Energy Projects (solar, wind, geothermal, etc...) Other than Rows 1, 2, and 4	Documents a. Approval documents required by an applicable law b. Documents from Rows (1a) to 2 (b) or other documents which are applicable to the scope of work proposed and required by the <i>Chief Building Official</i> to determine compliance with the <i>Building Code</i> and other applicable law Drawings a. Drawings from Rows (1a) to 2 (b) which are applicable to the scope of work proposed and required by the <i>Chief Building Official</i> to determine compliance with the <i>Building Code</i> and other applicable law
	Permit to Construct • Accessory Buildings	Documents a. Approval documents required by an applicable law Drawings a. Site Plan b. Foundation Plan/ Engineered Floor Slab c. Floor Plan d. Roof Framing Plan e. Building Elevations f. Building Section g. Where applicable, confirmation that the final lot grading and drainage is in accordance with the overall subdivision lot grading and drainage plans.
	Permit to Construct • Residential Decks and Porches	Documents a. Approval documents required by an applicable law Drawings a. Site Plan b. Foundation Plan c. Framing Plan and Guard Details d. Elevations e. Building Section f. Where applicable, confirmation that the final lot grading and drainage is in accordance with the overall subdivision lot grading and drainage plans.
	Permit for Change of Use	Documents a. Approval documents required by an applicable law b. Description of the proposed Change of Use c. Reduction in performance matrix d. Description of Compensating Measures or Alternative Measures e. Commitment to general Reviews by Architects and Engineers Drawings a. Foundation Plan b. Floor Plans c. Floor and Roof Structural Plans d. Building Elevations e. Building Section f. Where applicable, HVAC, Electrical and Plumbing System Drawings g. Where applicable, Fire Alarm System

	Permit to Demolish	<p>Documents</p> <ul style="list-style-type: none"> a. Approval documents required by an applicable law b. Confirmation that arrangements have been made with the proper authorities for the cutting off and plugging of all water, sewer, gas, electric and telephone or other utilities and services. c. Describe the method of demolition, including the methods of discarding waste material and location of where waste material is to be taken; and <p>Drawings</p> <ul style="list-style-type: none"> a. Site Plan b. Site Grading Plan/lot restoration plan (where required) c. Demolition Plan (where required)
	Permit to Occupy (residential houses)	<p>Documents</p> <p>The following building components are required to substantially completed:</p> <ul style="list-style-type: none"> a. Structure ready to be used for its intended purpose b. Building envelope c. Insulation and vapour barrier d. Site grading e. Required fire fighting access routes have been provided and are accessible f. Required exits, floor access and egress systems, handrails, guards, smoke alarms, carbon monoxide detectors, fire separations and fire stopping components and systems are completed and operational g. Required exhaust fume barriers and self-closing devices on doors between attached or built-in garage and the dwelling unit are completed and operational h. water system, building drain, building sewer, drainage system and venting system are completed, operational and tested i. plumbing fixtures
	Permit to Install a New Sewage System	<p>Documents</p> <ul style="list-style-type: none"> a. Approval documents required by an applicable law <p>Drawings</p> <ul style="list-style-type: none"> a. On-site Sewage System Drawings (Including On-site Sewage System Statement of Design) b. Site Grading Plan c. In the case of Class 4 sewage systems, a copy of the required annual service and maintenance agreement. d. Where applicable, a construction permit from the Raisin River Conservation Authority.

Notes:

1. Documents made with an asterisk (*) are available from the *Chief Building Official*.
2. The *Chief Building Official* may waive the requirements for any specified documents or drawings where the scope of work, applicable law or *building code* does not, in the opinion of the *Chief Building Official*, necessitate its submission.

DRAWING COMPLETENESS

Unless otherwise specified by the *Chief Building Official* the following Information shall be shown on plans or working drawings that accompany applications for permits. Depending upon the nature, scope and scale of a project other additional information may be required to demonstrate Ontario Building Code compliance at the discretion of the *Chief Building Official*.

1.1 The Site Plan shall show:

- a) The location, use, height and dimensions of any existing and proposed buildings including front, side, and rear yard dimensions and relationships to adjoining property lines, condominium corporation lines and buildings,
- b) Existing and proposed elevation contours of the building site and adjacent properties,
- c) Relation of buildings and finished grade to existing elevations and storm water drainage control plan on site where applicable,
- d) All existing and proposed site services, parking layout, retaining walls, swimming pools accessory buildings and any other such physical additions necessary to the site,
- e) Parking and GFA calculations, location and size of typical parking, loading and handicapped spaces including aisle widths serving the parking spaces.
- f) Site statistics that may be relevant to what is being proposed, such as but not limited to: number of residential units, gross floor area, amenity area, proposed height etc.
- g) Elevation drawings clearly indicating compliance with height regulations including various calculations such as average grade calculations where required.

1.2 The Architectural Drawings shall show:

- a) Designers and/or Firms Building Code Identification Number including statement of responsibility for the building design,
- b) Architects/designer's Ontario Building Code data matrix,
- c) Foundation plans and grade details,
- d) Each floor plan with exact dimensions of the layout of all proposed areas and their use,
- e) All wall thicknesses and type of construction, window and door openings and schedules elevator, sections and details of all walls, stairs and exits, fire walls, fire separations, shaft and duct openings sand other related pertinent information,
- f) Building elevations, cross sections and wall sections showing all floor to floor heights, materials and thickness etc.
- g) Spatial separation table and calculations,
- h) Energy Efficiency Design Summary Matrix

1.3 Structural Drawings shall show:

- a) All foundation, floor, roof and wall structural elements indicting sizes shapes and proper location and all dead and live design loads and condition of loading,
- b) All reinforced concrete work indicting thickness and strength of concrete, size spacing minimum cover and type of reinforcing steel,
- c) All lintel locations and sizes,

d) Where applicable Engineered Roof and Floor Truss drawings

1.4 The Mechanical Electrical and Plumbing Plans shall show:

- a) For buildings defined in Part 9 of the Building Code, provisions for heating, ventilation and air conditioning, electrical and plumbing systems may be shown and indicated on the architectural drawings,
- b) For Buildings defined in Part 3 of the Building Code, a separate set of drawings for heating ventilation air conditioning, electrical and plumbing systems,
- c) The location of all fire protection equipment such as early warning, detection and suppression systems,
- d) Energy Efficiency Design Summary Matrix (ASHREA 90.1),
- e) Where the primary heat source is provided by heat/hot water combination unit, a solar or geothermal system the all design drawings and documents must be prepared by a Professional Engineer;

Optional:

- g) Heat loss / heat gain calculations,
- h) HVAC duct layout and sizing calculations,
- i) Plumbing DWV and water supply piping layout drawings

1.5 The Sewage System plans shall show:

- a) A site evaluation conducted by a qualified designer identifying the soil percolation time and anticipated high ground water level elevation,
- b) The private sewage system design and construction drawing including all components and a calculation of the total daily design sanitary sewage flow of the system and the Designers and/or Firms Building Code Identification Number including statement of responsibility for the building design,
- c) The location, use, height and dimensions of any existing and proposed buildings including front, side, and rear yard dimensions and relationships to adjoining property lines, condominium corporation lines and buildings,
- d) Existing and proposed elevation contours of the building site and adjacent properties,
- e) Relation of buildings and finished grade to existing elevations and storm water drainage control plan on site where applicable,
- f) All existing and proposed site services, parking layout, retaining walls, swimming pools accessory buildings and any other such physical additions necessary to the site

Such other approvals as may be required by the *Chief Building Official* to demonstrate compliance with applicable law.

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
SCHEDULE "C" to Building By-law NO. 22-12
Required Notices and Inspections

In accordance with Article 1.3.5.1., Division C of the *Building Code*:

- a. Readiness to construct footings,
- b. Substantial completion of foundation reinforcement for insulated concrete form foundation walls or where required by design for poured foundation walls and for suspended cold room slabs.
- c. Substantial completion of footings and foundations prior to commencement of backfilling. The Chief Building Official may, as the Chief Building Official deems appropriate, request the a building location plan, prepared by a registered land surveyor, be provided verifying the location of the foundations.
- d. Substantial completion of structural framing and ductwork and piping for heating and air-conditioning systems, if the building is within the scope of Part 9 Division B,
- e. Substantial completion of structural framing and roughing-in of heating/ventilation, air-conditioning and air-contaminant extraction equipment, if the building is not a building to which Clause (d) applies,
- f. Substantial completion of insulation and vapour barriers,
- g. Substantial completion of air barrier systems.
- h. Substantial completion of all required fire separations and closures and all fire protection systems including standpipe, sprinkler, fire alarm and emergency lighting systems,
- i. Substantial completion of fire access routes,
- j. Readiness for inspection and testing of:
 - i. Building sewers and building drains,
 - ii. Water service pipes,
 - iii. Fire service mains,
 - iv. Drainage and venting systems,
 - v. The water distribution systems, and
 - vi. Plumbing fixtures and plumbing appliances,
- k. Readiness to construct the sewage system (excavation completed prior to fill),
- l. Substantial completion of the installation of the sewage system before the commencement of backfilling (stone exposed, graphs and weigh slips to be on site),
- m. Substantial completion of installation of plumbing not located in a structure, before the commencement of backfilling, and Completion of construction and installation of components required to permit the issue of an occupancy permit under Sentence 1.3.3.1.(2) or to permit occupancy under Sentence 1.3.3.2.(1) if the building or part of the building to be occupied is not fully completed.
- n. Completion of Construction and installation of components required to permit the issue of an occupancy permit under Sentence 1.3.3.4.

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
SCHEDULE "D" to Building By-law NO. 22-12
Service Use and Activity Charges

	Service or Activity Fee	Fee
	Order to Comply. To offset additional investigative and administrative costs, a fee shall be paid where any Order to Comply issued pursuant to section 12 or 13 of the <i>Act</i> . Payment of this fee does not relieve any person or corporation from complying with the <i>Act</i> , the <i>Building Code</i> or any applicable law.	\$ 75.00
	Stop Work Orders. To offset additional investigative and administrative costs, a fee shall be paid where any Stop Work Order issued pursuant to section 14 of the <i>Act</i> . Payment of this fee does not relieve any person or corporation from complying with the <i>Act</i> , the <i>Building Code</i> or any applicable law.	\$ 300.00
	Unsafe Orders. To offset additional costs associated with the investigation, inspection, administration and rectification of unsafe buildings pursuant to section 15.9 of the <i>Act</i> . A fee shall be paid where any Unsafe Order is issued. Payment of this fee does not relieve any person or corporation from complying with the <i>Act</i> , the <i>Building Code</i> or any applicable law.	\$ 500.00
	Register Order on Title. Where the Order has been registered in the proper land registry office.	Legal fees plus \$150.00
	Inspections where owner fails to comply with an Order. Owner who failed to comply with a confirmed Order shall pay the fee for each inspection to determine if contraventions of this By-law observed on an initial inspection have been corrected where the contraventions have not been remedied by the time provided for in the said Order.	\$75.00 per inspection
	Order has been registered and required discharged. Where an order has been registered, an owner or occupant may apply for an inspection of the property in respect of the order and shall pay a fee at the time of application; this fee includes the registration of a discharge where compliance with the order is found.	\$150.00
	Conviction registered for a breach of any order. Where there has been a conviction registered for a breach of any order, for each <i>Chief Building Official</i> or inspector who attended a hearing in the Ontario Court of Justice	\$150.00
	Township undertakes to complete the work. Where the Township undertakes to complete the work required to comply with any final order,	Cost of the work performed plus an administrative fee of 30%
	Certificate of Compliance. Where after inspecting a property, an officer, may, or on the request of the owner, issue the owner a certificate of compliance	\$50.00

**CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
SCHEDULE "E" to BY-LAW NO. 22-12
Building Code Act, 1992, S.O. 1992, c.23**

**Set Fine Schedule
Part 1 Provincial Offences Act**

	Short Form Wording	Provision Creating or Defining Offence	Set Fine
	Failed to comply with a confirmed Order	Section 15.3(2)	\$350.00
	Obstructing an Inspector	Section 19.(1)	\$500.00
	Obstructing the visibility or removing an Order	Section 20	\$350.00

Note: The general penalty provision for the offences listed above is Section 36, of the Building Code.

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
SCHEDULE 'F' to Building By-law No. 22-12
PRESCRIBED FORMS

The following are forms prescribed for use as applications for permits, orders, permits, inspection reports, and administrative matters:

1. Acknowledgement of an Incomplete Application
2. Application for a Permit to Construct or Demolish
3. Applicable Law Checklist
4. Entrance Permit Request
5. Building Inspection Report
6. Building Permit
7. Emergency Order
8. Fireplace/Wood Stove Installers Form (WETT Certification)
9. Order to Comply
10. Order to Remedy an Unsafe Building
11. Order to Uncover
12. Order Not to Cover or Enclose
13. Order Prohibiting Use or Occupancy
14. Order Requiring Test and Samples
15. Residential Occupancy Permit
16. Residential Mechanical Design Summary
17. Sewage system Permit
18. Stop Work Order
19. Class 5 Sewage System (Holding Tank) Agreement
20. Sewage System Specifications
21. Testing & Inspection Report – Backflow Preventer

SCHEDULE 'G' to Building By-law No. 22-12
CODE OF CONDUCT FOR BUILDING OFFICIALS

Preamble

The Code of Conduct applies to the Chief Building Official and Inspectors appointed under the Building Code Act in the exercise of a power or the performance of a duty under the Building Code Act or the Building Code. The purpose of this Code is to promote appropriate standards of behaviour and enforcement actions to ensure Building Officials apply standards of honesty and integrity, and to prevent practices constituting an abuse of power including unethical or illegal practices.

Standards of Conduct

Building Officials to undertake to:

1. Always act in the public interest, particularly with regard to the safety of building works and structures.
2. Not to act where there may be or where there may reasonably appear to be a conflict between their duties to their employer, their profession, their peers and the public at large and their personal interest.
3. Apply all relevant building by-laws, codes and standards appropriately and without favour.
4. Perform their inspections and plan examination duties impartially and in accordance with the highest professional standards.
5. At all times abide by the highest moral and ethical standards and avoiding any conduct, which could bring or tend to bring Building Officials into disrepute.
6. Comply with the provisions of the Building Code Act, the Ontario Building Code and other Acts or Law which regulate or govern Building Officials or their functions.
7. Not to act beyond their personal level of competence or outside their area of expertise.
8. Maintain current accreditation to act as an Ontario Building Official.
9. Maintain their knowledge and understanding of the best current building practices, the building laws and Codes relevant to their inspection and plan examination function.
10. Extend professional courtesy to all.

Breaches of Code of Conduct

The Ontario Building Code Act provides that the performance of Building Officials will be measured against this Code of Conduct. The Municipal administration will review any allegations brought forward that the Code of Conduct has been breached. Disciplinary action arising from violations of this Code of Conduct is the responsibility of the Municipal employer and will be based on the severity and frequency of the violation in accordance with relevant employment standards.



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Lyle Warden

RESOLUTION NO

SECONDED BY Martin Lang

DATE February 22, 2022

WHEREAS Communities in Bloom and “Fleurons du Québec” in collaboration with the Canadian Garden Council, invite all municipalities to celebrate the Year of the Garden 2022;

AND WHEREAS the Year of the Garden celebrates the Centennial of Canada’s horticulture sector;

AND WHEREAS gardens and gardening contribute to the quality of life of our municipality, our climate action goals and create safe and healthy places where people can come together in the spirit of inclusivity and reconciliation;

AND WHEREAS the Year of the Garden will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and local horticultural businesses which contribute to the garden culture and experience of our municipality;

AND WHEREAS gardens and gardening have helped us face the challenges of the COVID-19 pandemic;

NOW THEREFORE BE IT RESOLVED THAT the Township of South Glengarry hereby proclaims 2022 as the Year of the Garden in celebration of the contribution of gardens and gardening to the development of our country, our municipality and the lives of our citizens in terms of health, quality of life and environmental challenges;

THAT June 18, 2022, being National Garden Day, be recognized as Garden Day in the Township of South Glengarry as a legacy of Canada’s Year of the Garden;

THAT the Township of South Glengarry is committed to be a Garden Friendly Municipality supporting the development of its garden culture;

AND THAT a copy of this resolution be provided to the Federation of Canadian Municipalities.



☐ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Lyle Warden

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



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Lyle Warden

RESOLUTION NO

SECONDED BY Martin Lang

DATE February 22, 2022

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby endorses the resolution passed by the United Counties of Stormont, Dundas at their meeting held on January 24, 2022 supporting GFL Environmental Inc.'s comprehensive proposal to extend the existing natural gas infrastructure to the Eastern Ontario Waste Handling Facility in Moose Creek, as part of a project to convert the existing landfill gas into a fuel source to produce renewable natural gas;

THAT the provincial and federal governments be urged to fully support this innovative proposal;

AND FURTHERMORE THAT this resolution be sent to the Ontario Minister of Finance, the Ontario Minister of Environment, Conservation and Parks, the Ontario Minister of Energy, the Ontario Minister of Economic Development, Job Creation and Trade, the Ontario Minister of Agriculture, Food and Rural Affairs, MP Eric Duncan, MPP Jim McDonnell and all local SDG municipalities.

☐ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Lyle Warden

Recorded Vote:	Yes	No
Mayor Warden	___	___
Deputy Jaworski	___	___
Councillor Lang	___	___
Councillor McDonell	___	___
Councillor Luck	___	___



United Counties of

Stormont, Dundas & Glengarry

RESOLUTION

MOVED BY Councillor Wert

RESOLUTION NO 2022-10

SECONDED BY Councillor Landry

DATE January 24, 2022

WHEREAS GFL Environmental Inc. has developed a comprehensive proposal to extend the existing natural gas infrastructure to the Eastern Ontario Waste Handling Facility (EOWHF) in Moose Creek, as part of a project to convert the existing landfill gas into a fuel source to produce renewable natural gas (RNG); and

WHEREAS GFL is prepared to invest \$60 million to build an RNG plant which will allow for the injection of RNG into the North American natural gas grid; and

WHEREAS access to natural gas provided through the new pipeline will spur new economic interest for the area, resulting in job creation, residential expansion, and opportunity. Investments in products and services complementary to the local agricultural economy are also expected; and

WHEREAS this volume of gas will make an important contribution to Canada's natural gas industry's goal of having 5% RNG blended into natural gas streams by 2025 and 10% by 2030; and

WHEREAS as a corollary environmental benefit, the proposed RNG plant will reduce greenhouse gas (GHG) emissions by over 175,000 tonnes of CO₂ equivalents (equal to removing 53,000 automobiles from the road for a year), supporting Canada's commitment to net-zero emission by 2050.

NOW THEREFORE BE IT RESOLVED THAT the Council of the United Counties of Stormont, Dundas and Glengarry support GFL's proposal and request that Ontario and Canada also fully support this innovative proposal; and

That a copy of this resolution be sent to the Ontario Minister of Finance, the Ontario Minister of Environment, Conservation and Parks, the Ontario Minister of Energy, the Ontario Minister of Economic Development, Job Creation and Trade, the Ontario Minister of Agriculture, Food and Rural Affairs, MP Eric Duncan, MPP Jim McDonnell, and all local SDG municipalities.

☒ CARRIED

☐ DEFEATED

☐ DEFERRED

WARDEN



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO

SECONDED BY Rebecca Luck

DATE February 22, 2022

BE IT RESOLVED THAT the Council of the Township of South Glengarry endorses the resolution passed by the City of St. Catharines and hereby requests that the provincial government take the necessary steps to work with the federal government on a bilateral agreement to ensure the new national child care program be made available to Ontarians and that is focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response;

AND FURTHERMORE THAT this resolution be forwarded to Premier Doug Ford, MPP Jim McDonell, Ontario Municipal Social Services Association, the Association of Municipalities of Ontario and to all Ontario municipalities.

☐ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Lyle Warden

Recorded Vote:	Yes	No
Mayor Warden	___	___
Deputy Jaworski	___	___
Councillor Lang	___	___
Councillor McDonell	___	___
Councillor Luck	___	___

December 1, 2021

The Honourable Doug Ford, M.P.P.
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: National Childcare Program
Our Files:**

Dear Premier Ford,

At its meeting held on November 15, 2021, St. Catharines City Council approved the following motion:

“WHEREAS the province of Ontario has the most expensive childcare in the country, presenting a financial hardship for many families and a barrier for women’s full economic participation; and

WHEREAS the \$34 billion early learning and childcare spending commitment announced this year by the federal government will bring transformative change to childcare by lowering parent fees and expanding the supply of regulated not-for-profit and public childcare in this country; and

WHEREAS the federal government has already reached childcare agreements with BC, Nova Scotia, Manitoba, Saskatchewan, Yukon Territory, PEI, Newfoundland and Labrador and Quebec; and

WHEREAS the provisions of each agreement vary to some degree, but the majority of the jurisdictions have agreed to use the federal funds to:

- (a) lower parent fees by 50 per cent by the end of 2022 and to \$10 a day by 2025-26 or sooner;
- (b) improve the wages and working conditions of early childhood educators, and
- (c) publicly fund the expansion of not-profit and public childcare;

THEREFORE BE IT RESOLVED that the City of St. Catharines request that the provincial government take the necessary steps to work with the federal government on

a bilateral agreement to ensure the new national child care program be made available to Ontarians, and that it focuses on increased access, affordability, quality and responsiveness, all of which are essential to the COVID-19 pandemic response; and

BE IT FURTHER RESOLVED that staff actively monitor federal developments and engage in provincial and regional discussions; and

BE IT FURTHER RESOLVED that City Council request the City Clerk circulate Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.”

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:mb

cc: Niagara Area MPPs
Ontario Municipal Social Services Association
Ontario Municipalities
Association of Municipalities of Ontario, amo@amo.on.ca



February 7th, 2022

MINUTES OF
COMMITTEE OF ADJUSTMENT

Township of South Glengarry

A meeting of the Committee of Adjustment was held at 5:30pm on February 7th, 2022, via a public zoom webinar with phone access.

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

Guest: Rebecca Luck

MOVED BY: Sam McDonell

SECONDED BY: Stephanie Jaworski

BE IT RESOLVED THAT the Committee of Adjustment meeting of February 7, 2022 is hereby called to order.

CARRIED

Meeting was called to order at 5:30pm

Approval of Agenda

MOVED BY: Sam McDonell

SECONDED BY: Martin Lang

BE IT RESOLVED THAT the Agenda be approved as presented.

CARRIED

Approval of Minutes

MOVED BY: Martin Lang

SECONDED BY: Stephanie Jaworski



BE IT RESOLVED THAT the Minutes of the January 17, 2022 meeting be approved as presented.

CARRIED

Declaration of Pecuniary Interest

None

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

- Sylvain Elie – Agent A-02-22

Review of Application:

1. Application A-02-22 Elie

- **Subject Property:**
 - Part of Lot 26, Concession 1, in the Geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 6226 59th Ave, Lancaster
 - The subject property is developed containing a single detached structure and a boat house/garage
 - The sunroom was recently removed and reconstructed with permits
 - The dwelling is serviced by a septic system
 - The property is approximately 0.87 acres in area
- **Proposed Minor Variance:**

The purpose of the Minor Variance is:

 - The applicant proposes to construct a new deck therefore the following relief from the Zoning By-Law 38-09 is requested:
 - Part 3.39 (7) (c) - to reduce the Watercourse Setback from 30 meters to 17 meters from the canal to the proposed deck and from 30 meters to 15 meters from the canal to the proposed steps to access the deck.
- **Planning:**
 - The property is designated Residential District in the Official Plan. This application conforms to the general intent of the Official Plan
 - The property is zoned Floodplain- Holding and Limited Services Residential and conforms to the general intent of the Zoning By-law
- **Consultation & Recommendation:**



- This application was circulated to applicable municipal staff, Planning and Building have no concerns with this application.
- This application was circulated to the RRCA, they have no concerns or objections to this application.
- I have received one inquiry from a member of the public but no written comment was received

Discussion:

Chair Lyle Warden asked if there were any questions from the attendees. There were none.

MOVED BY: Sam McDonell

SECONDED BY: Martin Lang

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.

CARRIED

Next Meeting date: February 22, 2022 6:00pm

Adjournment **BE IT RESOLVED THAT** the meeting of February 7, 2022, be adjourned to the call of the Chair @ 5:41pm

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Departmental Update – Corporate Services
(December 2021 and January 2022)

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

CAO's Office:

- Attended Council and Committee meetings (Cornwall Regional Airport Commission, Committee of Adjustment, Public Meetings).
- Facilitated weekly Management Team Meetings and Corporate Services Departmental Meetings.
- Ongoing meetings and follow up with garbage and recycling contract transition.
- Participated in Recreation Master Plan stakeholder interview.
- Investigated and responded to various constituent inquiries and complaints.
- Prepared for and facilitated Treasurer transition.
- Attended Roads Working Committee meetings.
- Attended annual Emergency Management exercise and training.
- Attended Quarterly SDG CAOs meeting.
- Review and follow up on grants (status of current grants, review of additional opportunities).
- Management of various HR and Staffing matters.
- Ongoing review of legal files.
- Meetings with LAS Canoe Procurement Group and review of Procurement By-law and policies.
- Asset management review.
- Participation in Communications Strategy Meeting with Parks Canada and MCA.
- Ongoing review and implementation of health and safety measures related to COVID-19.
- Attended MPP Jim McDonnell's Pre-Budget meeting and spoke to the Township's priorities/concerns.

Clerk's Office:

- Council agenda/meeting preparation, facilitation and wrap-up (3 regular meetings, 2 special meetings).
- Facilitation of various committee meetings (Environment Committee, Accessibility Committee, Heritage Advisory Committee, Agricultural Resource Committee, Cornwall Regional Airport Commission, Public Meetings).

- Review of tenders and facilitation of public openings.
- Provided Commissioner of Oath services upon request (daily).
- Preparation of annual Accessibility Plan Status Update report.
- Attended weekly Management Team Meetings and Corporate Services Departmental Meetings.
- Facilitated Council vacancy appointments and implemented recruitment process for new Councillor.
- Worked with consultant on Records Management Current State Assessment report (facilitated interviews with stakeholders, review of current policies/by-laws, weekly meetings with consultant, reviewed and submitted final report).
- Participated in annual Emergency Management exercise and training.
- Review of ongoing legal files.
- Completed year-end filing and record organization.
- Assisted with Finance Department management transition and provided management support for finance staff.
- Facilitated orientation for newly appointed Councillor.
- Managed economic development and communications files due to position vacancy.
- Attended SDG Clerk's Meeting and SDG Economic Development Officer's Meeting.
- Reviewed and responded to Freedom of Information requests.

Economic Development/Communications:

- Met with web provider to review options for a municipal election landing page.
- Assisted Infrastructure Services Department with communications related to Garbage/Recycling contractor transition.
- Attended information session hosted by Storm Internet re: new tower in North Lancaster.
- Finalized paperwork for several CIP projects.
- Development of content for website and social media.
- Daily updates to website and social media.

Communications Stats:

- YouTube Stats:
 - 1,600 Video Views
 - +17 Subscribers
 - Most Viewed Videos:
 - Waste Wednesday Lunch and Learn (215 Views)
 - January 13th Special Council Meeting (212 Views)
 - December 20th Council Meeting (158 Views)
 - January 17th Council Meeting (139 Views)
 - December 9th Special Council Meeting (119 Views)

- Website – Most Popular Searches
 - Garbage and recycling collection (36)
 - Boil water advisory (17)
 - Burn permit (12)
 - Foodcycler (5)
 - Zoning maps (5)
- Facebook Stats
 - Posts with highest reach:
 - Precautionary Boil Water Advisory (11.4K)
 - Congratulating Firefighter Recruits (8.1K)
 - Notice: Indoor Facilities Closure (7.9K)
 - Outdoor Rinks (7K)
 - Summer Student Job Posting (6.9K)

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Departmental Update – Finance Services
(December 2021 and January 2022)

PREPARED BY: Michael Hudson, Interim Treasurer

Transition Project

- Significant effort has been dedicated to this activity including meetings with the CAO, prior Treasurer and the CFO Centre Consultant resulting in a comprehensive document setting out tasks, responsibilities and deadlines. Much of the work has been completed to February 15. It is ongoing.

AR Activity

- Interim tax billings scheduled to go out week of February 16 to 21.
- Water billings scheduled to go out same time period.
- Following completion of the mailouts begin the plan as detailed in the transition document to deal with tax arrears.

AP Activity

- Continued payment of vendors keeping our supplier's current.

Treasury Activities

- Meeting and getting to know treasury team and learning their functions.
- Meeting other staff as frequently as possible.
- Gaining an understanding of the operation of the SG accounting system.
- Learning the Vadim software and operation.
- Assisting functional GMs where we could.
- Assisting external auditors with start of the 2021 audit

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Departmental Update – Infrastructure Services
(December 2021 and January 2022)

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

DECEMBER 2021

Administration

- Roads Committee attendance by GM and Roads Manager (Dec 9, 2021)
- GM Introduction to Municipal Engineers Association (MEA) and Association of Ontario Roads Supervisors (AORS)
- Monthly Infrastructure Management Meeting
- Weekly Infrastructure Department Meetings
- Consultant discussions (landfill monitoring, OSIM reporting, tender preparation, traffic calming)

Roads

- Monitor weather forecasts
- Winter maintenance operations (plowing and material application)
- Received 2021 Sidewalk Condition Report
- Preparations for new Public Work Facility
- Winter Maintenance of Snow Routes #1-11
- Routine Day and Night Road Patrols
- Sign Maintenance
- Roadside Debris Collection

Water / Wastewater

- Water & Sewer Routine Operations
- CCTV work and sewermain flushing in Glen Walter (debris)
- Highlift 4 – Repaired (Replaced Gaskets, O-rings, Solenoids and Cleaned Unit)
- Hauling Sludge
- Monthly Reports (In House)
- Drinking Water Quality Management System (DWQMS) DWQMS On Site Audit
- DWQMS Certification of Accreditation received (Attached)

- Chemical Deliveries
- Contractor Site Meeting(s)

Waste Management

- Landfill Compaction Maintenance Duties – Beaverbrook Landfill Site
- Virtual Open House (Dec 15, 2021) to discuss upcoming changes to recycling and garbage collection
- Receipt and response to inquiries related to the current recycling / garbage contract
- Review and response to requests for garbage bag limit exemptions (beginning Jan 3, 2022)

Training

- CEU Training for Operation of Small Drinking Water Systems

Health, Safety, and Environment

- Monthly inspections
- Joint Health and Safety Committee meeting

JANUARY 2022

Administration

- Roads Committee attendance by GM and Roads Manager (Jan 11, 2022)
- Environment Committee attendance by GM and Roads Manager (Jan 18, 2022)
- Agriculture Advisory Committee attendance by GM (Jan 20)
- Monthly Infrastructure Management Meeting
- Weekly Infrastructure Department Meetings
- Weekly Meetings with e360s
- Consultant discussions (asset management, geotechnical)

Roads

- Monitor weather forecasts
- Winter maintenance operations (plowing and material application)
- Preparations for new Public Work Facility
- Winter Maintenance of Snow Routes #1-11
- Routine Day and Night Road Patrols
- Sign Maintenance
- Roadside Debris Collection

Water / Wastewater

- Water & Sewer Routine Operations
- Emergency Repairs (Lancaster Distribution System, Jan 27 and Jan 31)
- Annual Reports
- Annual Sampling
- Chemical Deliveries
- Contractor Site Meeting(s)
- Blower #2 Re-Built/Re-installed (Glen Walter)
- Heating Unit Installed in Hypo Room (Glen Walter)
- Electrical contractors on site for HighLift 3 and 4 electrical diagnoses/solutions
- ISI on site for deficiencies

Waste Management

- Landfill Compaction Maintenance Duties – Beaverbrook Landfill Site
- Receipt and response to inquiries related to the current recycling / garbage contract
- Review and response to requests for garbage bag limit exemptions
- Review of Waste Composition Study results

Training

- Ongoing, all staff

Health, Safety, and Environment

- Monthly inspections

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Departmental Update – Fire Services (December 2021 and January 2022)

PREPARED BY: Dave Robertson, Fire Chief

OPERATIONS and RESPONSES

- **December 2021:**
 - Motor Vehicle Collisions: 4
 - Alarms: 3, Medical: 0
 - Burn Complaint / Unauthorized Burns: 0
 - Fire – Structural: 2, Brush / Grass: 1, Vehicle: 1, Other: 0
 - False: 1, Public Hazard: 4
 - Incidents of note:
 - Structure fire limited to a small outbuilding
- **January 2022:**
 - Motor Vehicle Collisions: 7
 - Alarms: 4, Medical: 0
 - Burn Complaint / Unauthorized Burns: 0
 - Fire – Structural: 2, Brush / Grass: 1, Vehicle: 1, Other: 0
 - False: 1, Public Hazard: 0
 - Incidents of note:
 - Assist to Water and Wastewater Dept for community advisement of boil water advisory
 - One residential structure fire
 - One Agricultural structure fire

TRAINING:

- Fire Department
 - December – online Health and Safety training
 - January – All training postponed due to COVID conditions
- Chief Robertson - Completion of Municipal Administration Program through AMCTO.
- Deputy Chief Walker - 1st Aid Instructor training.
- Five new recruits began their certification training.

FIRE PREVENTION:

- Fire Inspection services supplied as a contract service will need to be re-examined as the former inspector is no longer available.

HEALTH AND SAFETY:

- Fire Dept. breathing apparatus cylinders received their 5 yr. certification tests
- Breathing apparatus annual tests completed
- Automatic External Defibrillators annual tests
- Gear washing machines installed and operational
- Building inspections continue

ADMINISTRATION:

- VoIP project advancement for Char-Lan Recreation Centre
- Site visit and construction planning for new Water Tanker
- Tiered response medical agreement consultation meetings
- Project management oversight for new Public Works Facility
- Fire Chief participated in a 2-day Labour Relations Seminar

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22nd, 2022

SUBJECT: Firefighter Certification

PREPARED BY: Dave Robertson, Fire Chief

BACKGROUND

1. In 2018, the Ontario government proposed several draft regulatory changes under the *Fire Protection and Prevention Act* (FPPA), 1997. The changes revolved around Public Reporting, Community Risk Assessments and Firefighter Certification.
2. The proposed regulation on Firefighter Certification was cancelled by the succeeding and current government as municipalities had significant concerns with the proposed framework.
3. On January 28, 2022, the Provincial government announced plans to implement changes once again to the FPPA in relation to Firefighter Certification. There is a 30-day comment period which ends on February 28, 2022. The Fire Service has been provided multiple seminars from both the Ontario Fire Marshal's office as well as from the Ontario Association of Fire Chiefs.
4. The following is the information provided on Ontario's Regulatory Registry.
 - The Ministry is proposing a firefighter certification model that outlines the mandatory minimum standard and corresponding job performance requirements of firefighters delivering specific fire protection services. The proposed approach would provide flexibility to meet local training needs based on the level of fire protection service set by municipal council or territory without municipal organization, while promoting firefighter and public safety. Certain firefighters would be exempted from certification standards based on their prior knowledge, skills, and training. The proposed approach would:
 - Require municipalities and territories without municipal organization to meet the certification standard that aligns with their level of fire protection service.
 - Include minimum certification requirements for identified fire protection services, based on specific job performance requirements from National Fire Protection Association (NFPA) professional qualification standards.

- Require certification to full NFPA standards (rather than only specific job performance requirements) for certain fire protection services.
- Prevent the need for recertification of firefighters, if the requirements for obtaining a certification standard are subsequently updated or changed.
- Provide a time-limited legacy opportunity for fire departments to apply for a letter of compliance based on previously completed training and existing skills and knowledge for existing firefighters.
- This process would only be available for identified fire protection services prescribed in the regulation and to firefighters who have been providing those services since the dates set out in the regulation.
- The Office of the Fire Marshal would set out the required information for fire departments to submit.

The proposed regulation does not change or add any new regulatory requirements on fire departments that are currently training and certifying to full NFPA standards, as they will already meet or exceed the minimum certification requirements defined in Table 1 of the draft regulation. Fire departments would also still have the option to train firefighters to a higher certification standard than what is prescribed in the regulation. In this case, the Office of the Fire Marshal would continue to provide for accreditation to full NFPA standards for all fire protection services covered in the regulation.

The regulation is proposed to come into force on July 1, 2022, with a four- and six-year compliance timeline based on the level of fire protection service set out in the Table.

5. The consultation draft is attached in Appendix A of this report.

REVIEW AND OPINION

6. The requirement for adequate fire department training in Ontario has always been based with reference to Occupational Health and Safety guidance, an Ontario standard or since 2018, to the National Fire Protection Association (NFPA) standards.
7. South Glengarry Fire Services (SGFS) currently trains to these standards but has never had internal policies for which standards must be met in various stages of a firefighter's career.

8. The Ontario Fire Marshal (OFM) has committed to expanding the duties of the office of the Ontario Fire College to meet the needs of curriculum development and the certification testing.
9. South Glengarry Council will need to confirm what level of fire protective services that can be performed by the SGFS. This is an exercise that is completed by means of a comprehensive Community Risk Assessment and through the Establishing and Regulating By-law which governs a municipality's Fire Department.
10. Current Staff – Certification and Grandfathering:
 - In 2018, the province allowed existing firefighters to be evaluated and grandfathered to various NFPA levels depending on their previous level of training. This exercise was completed at that time.
 - As of today's date, we have 105 fire staff in our ranks.
 - 16 members are on various states of Leave of Absence
 - 41 current members have received Firefighter Certification (Grandfathered) on various requirements in the current legislation.
 - 13 have received Certification by personally attending a college level Pre-Service Fire program or as a career firefighter in another municipality.
 - 54 out of 105 members meet the baseline requirements of the legislation and certification policy.
 - The remaining 51 members will need some level of training to achieve the proposed levels of training to meet the standards.
11. Since 2021, all new recruits have been trained to a NFPA Firefighter Level 1 standard. This accounts for 17 existing staff and there is a current group of experienced members entering another class to work towards this certification.
12. Fire Service Administration is in favour of the development of standards for the employment of all fire staff which includes the majority of our staff as Paid on Call members.
13. Certification will enable the residents of South Glengarry to be confident that all fire staff are trained to appropriately address the duties that they face in our emergency responses.

Budget considerations

14. While the legislation has not yet been approved, Administration is confident in making some assumptions with respect to training and operations:

- As all chosen levels of service will come with a corresponding appropriate level of training and that most courses have prerequisites, our current expectation of 2 weeknight sessions of 2-3 hours will not be enough time to meet the standards. Fire administration is currently reviewing options for additional training sessions. Added hours will come with added payroll.
- Administration levels and current responsibilities will be evaluated to ensure that duties will allow for a successful training program.
- A benefit to enhanced training is of course the strengthened level of ability that our members can provide to our community.
- Costs to send members to outside agencies to be trained to the level of a Full-Service firefighter is approximately \$6000.00.
- With the hiring of a Deputy Chief in charge of Training, we have been able to complete a large amount of training in house and within standard training sessions.
- Deputy Chief Walker and I are currently certified to teach many of the topics our staff will need under the proposed legislation.
- We will need to expand our Training Department with additional staff. It is not expected that these will need to be full time staff but part time with appropriate compensation.
- Our current compensation model for all fire staff will need to be evaluated to properly compensate for the level of training and responsibility that various roles will entail.

15. Requests have been made to the Province regarding funding opportunities. This is being spearheaded by the Ontario Association of Fire Chiefs on our behalf. This may include:

- One time funding options,
- Continued funding options now that the Province has closed the physical Ontario Fire College,
- A commitment to fund provincial training staff, evaluators and the on-site costs associated with certification testing.
- A provincial curriculum and teaching resources that follow the NFPA
- A provincial internet-based e-Learning platform
- Both the OPP and Paramedic services receive a large portion of their operational funding from the Province though they are not solely municipally operated such as Fire Services.

16. No other funding announcements have been made to date. The Ontario Fire Marshal has made available all curriculum resources to accomplish the baseline training levels required in the new legislation and we have begun to use them in our training sessions.

17. In conclusion, training to the new curriculum will heed many benefits to the residents of South Glengarry as all members will train to a common platform in a unified way. Options for budget and equipment will be presented to Council for consideration as this proposed legislation evolves.
18. If Council would like copies of the specific regulations, communications from the OFM or any of the supporting documents relating to them they can be provided by Administration.

APPENDIX A

Caution:

This consultation draft is intended to facilitate dialogue concerning its contents. Should the decision be made to proceed with the proposal, the comments received during consultation will be considered during the final preparation of the regulation. The content, structure, form and wording of the consultation draft are subject to change as a result of the consultation process and as a result of review, editing and correction by the Office of Legislative Counsel.

CONSULTATION DRAFT

ONTARIO REGULATION

to be made under the

FIRE PROTECTION AND PREVENTION ACT, 1997

FIREFIGHTER CERTIFICATION

CONTENTS

1.	Definition
2.	Mandatory certification
3.	Exceptions
4.	Transition
5.	Commencement
Table 1	Mandatory certification for fire protection services

Definition

1. In this Regulation,

“NFPA” means the National Fire Protection Association.

Mandatory certification

2. (1) Every municipality, and every fire department in a territory without municipal organization, must ensure that its firefighters perform a fire protection service set out in Column 1 of Table 1 only if, on or after the corresponding day specified in Column 3 of that Table,

- (a) the firefighter performing the fire protection service is certified, at a minimum, to the corresponding certification standard set out in Column 2 of that Table; or
- (b) this Regulation provides that the certification standard referred to in clause (a) does not apply with respect to the firefighter.

(2) The certification must be,

- (a) provided by the Fire Marshal; or
- (b) an accreditation from the International Fire Safety Accreditation Congress (IFSAC), or a Pro Board seal, that is recognized by the Fire Marshal as equivalent to the certification provided by the Fire Marshal.

Exceptions

3. (1) A certification standard set out in item 1 or 2 of Table 1 does not apply with respect to a firefighter who,

- (a) is performing a service that is within the scope of that item;
- (b) has been a firefighter for no more than 24 months; and
- (c) is operating under the supervision of a firefighter certified to that standard.

(2) A certification standard set out in Column 2 of Table 1 does not apply with respect to a firefighter who is,

- (a) temporarily assigned to perform a different fire protection service for which a different minimum certification is required; and
- (b) operating under the supervision of a firefighter who has obtained the certification corresponding to the fire protection service or services being delivered.

(3) If a firefighter was previously certified under this Regulation for an item listed in Table 1, that certification continues to be valid even if the requirements for obtaining that certification are subsequently updated or changed.

Transition

4. (1) Subject to subsection (2), a certification standard set out in item 1, 2, 3, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 17 or 18 of Table 1 does not apply with respect to a firefighter if the Fire Marshal issues the firefighter a letter of compliance with the certification standard in accordance with this section.

(2) The Fire Marshal shall issue a letter of compliance with a certification standard to a firefighter if,

- (a) the firefighter has been performing the fire protection service that the standard corresponds to since at least,
 - (i) January 1, 2021, in the case of a certification standard set out in item 1, 2, 3, 5, 6 or 7,
 - (ii) January 1, 2020, in the case of a certification standard set out in item 9, 10, 11, 12, 13, 14 or 15, or
 - (iii) January 1, 2019, in the case of a certification standard set out in item 17 or 18;
- (b) before September 30, 2023, the firefighter's municipality, or fire department in an area without municipal organization, provides the Fire Marshal with information, such as training records, to demonstrate to the satisfaction of the Fire Marshal that the firefighter, through past training and experience, has obtained the requisite knowledge and requisite skills associated with the corresponding standard; and
- (c) the Fire Marshal is satisfied with the information provided under clause (b).

Commencement

5. [Commencement]

TABLE 1
MANDATORY CERTIFICATION FOR FIRE PROTECTION SERVICES

Item	Column 1 Fire protection service	Column 2 Minimum Certification Standard	Column 3 Compliance Deadline
1.	Firefighter Exterior Attack: Fire suppression operations from the exterior of the building only.	The following job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 4 (Firefighter I) and Chapter 5 (Firefighter II): 4.1, 4.2, 4.3.1, 4.3.2, 4.3.3, 4.3.6, 4.3.7, 4.3.8, 4.3.10 (A1-A9, B1-B3, B4 (exterior stairway), B5-B10), 4.3.15, 4.3.16, 4.3.17, 4.3.18, 4.3.19,	July 1, 2026

		4.3.20, 4.3.21, 4.5 5.1, 5.2, 5.3.1, 5.3.2 (A1-A4), 5.3.3, 5.3.4, 5.4.2, 5.5.3	
2.	Firefighter Exterior Attack and auto extrication: Fire suppression operations from the exterior of the building only and auto extrication rescue.	All job performance requirements in Item 1 and the following job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 5 (Firefighter II): 5.4.1	July 1, 2026
3.	Firefighter Exterior Attack and hazardous materials response: Fire suppression operations from the exterior of the building only and Operations-level hazardous materials response.	All job performance requirements in Item 1 and all job performance requirements of NFPA 1072, "Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications", 2017 Edition, Chapter 5 (Operations).	July 1, 2026
4.	Firefighter Exterior Attack, auto extrication and hazardous materials response: Fire suppression operations from the exterior of the building only, automobile extrication rescue and Operations-level hazardous materials response.	All job performance requirements in Items 1, 2 and 3.	July 1, 2026
5.	Firefighter Interior Attack: Fire suppression operations that enter the interior of the building and can perform rescue.	All job performance requirements in Item 1 and the following job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 4 (Firefighter I) and Chapter 5 (Firefighter II): 4.3.4, 4.3.9, 4.3.10 (A10-A11, B4 (interior stairway), B11), 4.3.11, 4.3.12, 4.3.13, 4.3.14 5.3.2 (A5-A9, B1-B6)	July 1, 2026
6.	Firefighter Interior Attack and auto extrication: Fire suppression operations that enter the interior of the building and can perform rescue and automobile extrication rescue.	All job performance requirements in Item 5 and the following job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 5 (Firefighter II): 5.4.1	July 1, 2026
7.	Firefighter Interior Attack and hazardous materials response: Fire suppression operations that enter the interior of the building and Operations-level hazardous materials response.	All job performance requirements in Item 5 and all job performance requirements of NFPA 1072, "Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications", Chapter 5 (Operations).	July 1, 2026
8.	Firefighter Interior Attack, auto extrication and hazardous materials response: Fire suppression operations that enter the interior of the building and can perform rescue, automobile extrication rescue and Operations-level hazardous materials response (full service firefighter).	All job performance requirements of NFPA 1001, "Standard for Fire Fighter Professional Qualifications", 2019 Edition, Chapter 5 (Firefighter II).	July 1, 2026
9.	Team Lead Exterior Attack: Supervision of firefighters that provide fire suppression operations from the exterior of the building only.	All job performance requirements in Item 1 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026

10.	Team Lead Exterior Attack and auto extrication: Supervision of firefighters that provide fire suppression operations from the exterior of the building only or that provide auto extrication rescue.	All job performance requirements in Item 2 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
11.	Team Lead Exterior Attack and hazardous materials response: Supervision of firefighters that provide fire suppression operations from the exterior of the building only or that provide Operations-level hazardous materials response.	All job performance requirements in Item 3 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
12.	Team Lead Exterior Attack, auto extrication and hazardous materials: Supervision of firefighters that provide fire suppression operations from the exterior of the building only or that provide automobile extrication rescue or Operations-level hazardous materials response.	All job performance requirements in Item 4, and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
13.	Team Lead Interior Attack: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue.	All job performance requirements in Item 5 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
14.	Team Lead Interior Attack and auto extrication: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide automobile extrication rescue.	All job performance requirements in Item 6 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
15.	Team Lead Interior Attack and hazardous materials response: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide Operations-level hazardous materials response.	All job performance requirements in Item 7 and the following job performance requirements of NFPA 1021, "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I): 4.1.1, 4.2.1, 4.2.2, 4.2.3, 4.2.4, 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.5.3, 4.6, 4.7.1, 4.7.3	July 1, 2026
16.	Team Lead Interior Attack, auto extrication and hazardous materials response: Supervision of firefighters that provide fire suppression operations from the interior of the building and can perform rescue or that provide automobile extrication rescue or Operations-level hazardous materials response (full service fire officer).	All job performance requirements of NFPA 1021 "Standard for Fire Officer Professional Qualifications", 2014 Edition, Chapter 4 (Fire Officer I).	July 1, 2026
17.	Pump Operations: Operation of a pumper apparatus without driving the apparatus, or where the apparatus does not require a class D licence.	All job performance requirements of NFPA 1002, "Standard for Fire Apparatus Driver/Operator Professional Qualifications", 2017 Edition, Chapter 5 (Apparatus Equipped with Fire Pump), without pre-requisites in Chapter 4.	July 1, 2026

18.	Pump Operations: driver: Driving and operating a pumper apparatus that requires a class D licence.	All job performance requirements in NFPA 1002 “Standard for Fire Apparatus Driver/Operator Professional Qualifications”, 2017 Edition, Chapter 5 (Apparatus Equipped with Fire Pump).	July 1, 2026
19.	Fire Prevention/Inspection: conducting fire and life safety inspections.	All job performance requirements of NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Chapter 4 (Fire Inspector I).	July 1, 2026
20.	Fire Investigator: conducting fire cause and origin investigations.	All job performance requirements of NFPA 1033, “Professional Qualifications for Fire Investigator”, 2014 Edition, Chapter 4 (Fire Investigator).	July 1, 2026
21.	Fire and Life Safety Educator: providing fire and life safety education.	All job performance requirements of NFPA 1035, “Standard on Fire and Life Safety Educator, Public Information Officer, Youth Firesetter Intervention Specialist, and Youth Firesetter Program Manager Professional Qualifications”, 2015 Edition, Chapter 4 (Fire and Life Safety Educator).	July 1, 2026
22.	Training Officer: providing training and education to other fire personnel.	All job performance requirements of NFPA 1041, “Standard for Fire and Emergency Services Instructor Professional Qualifications”, 2019 Edition, Chapter 4 (Fire and Emergency Services Instructor I).	July 1, 2026
23.	Emergency Communicators: taking emergency calls.	All job performance requirements of NFPA 1061, “Standard for Public Safety Telecommunications Personnel Professional Qualifications”, 2018 Edition, Chapter 4 (Public Safety Telecommunicator I).	July 1, 2026
24.	Incident Safety Officers: undertaking the primary role of incident safety officer at emergency calls.	All job performance requirements of NFPA 1521, “Standard for Fire Department Safety Officer Professional Qualifications”, 2020 Edition, Chapter 5 (Incident Safety Officer).	July 1, 2026
25.	Hazardous Materials Response — Operations Mission Specific Level: responding to emergencies involving hazardous materials at the Operations Mission Specific Level.	All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, Chapter 6 (Operations Mission Specific)	July 1, 2026
26.	Hazardous Materials Response — Technician Level: responding to emergencies involving hazardous materials at the Technician Level.	All job performance requirements of NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications” Chapter 7 (Hazardous Materials Technician).	July 1, 2026
27.	Rope Rescue — Operations: rope rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 5 (Rope Rescue) (Operations): 5.2	July 1, 2028
28.	Rope Rescue — Technician: rope rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 5 (Rope Rescue) (Technician): 5.3	July 1, 2028

29.	Structural Collapse — Operations: structural collapse rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 6 (Structural Collapse Rescue) (Operations): 6.2	July 1, 2028
30.	Structural Collapse — Technician: structural collapse rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 6 (Structural Collapse Rescue) (Technician): 6.3	July 1, 2028
31.	Confined Space — Operations: confined space rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 7 (Confined Space Rescue) (Operations): 7.2	July 1, 2028
32.	Confined Space — Technician: confined space rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 7 (Confined Space Rescue) (Technician): 7.3	July 1, 2028
33.	Vehicle Rescue — Operations: rescue involving passenger vehicles at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 8 (Common Passenger Vehicle Rescue) (Operations): 8.2	July 1, 2028
34.	Vehicle Rescue — Technician: rescue involving passenger vehicles at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 8 (Common Passenger Vehicle Rescue) (Technician): All of 8.3	July 1, 2028
35.	Heavy Vehicle Rescue — Operations: rescue involving heavy vehicles at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 9 (Heavy Vehicle Rescue) (Operations): 9.2	July 1, 2028
36.	Heavy Vehicle Rescue — Technician: rescue involving heavy vehicles at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 9 (Heavy Vehicle Rescue) (Technician): 9.3	July 1, 2028
37.	Trench Rescue — Operations: trench rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 12 (Trench Rescue) (Operations):	July 1, 2028

		12.2	
38.	Trench Rescue — Technician: trench rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 12 (Trench Rescue) (Technician): 12.3	July 1, 2028
39.	Surface Water Rescue — Operations: surface water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Operations): 17.2	July 1, 2028
40.	Surface Water Rescue — Technician: surface water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 17 (Surface Water Rescue) (Technician): 17.3	July 1, 2028
41.	Swift Water Rescue — Operations: swift water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 18 (Swiftwater Rescue) (Operations): 18.2	July 1, 2028
42.	Swift Water Rescue — Technician: swift water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 18 (Swiftwater Rescue) (Technician): 18.3	July 1, 2028
43.	Ice Water Rescue — Operations: ice water rescue at the Operations Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 20 (Ice Rescue) (Operations): 20.2	July 1, 2028
44.	Ice Water Rescue — Technician: ice water rescue at the Technician Level.	The following job performance requirements of NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2021 Edition, Chapter 20 (Ice Rescue) (Technician): 20.3	July 1, 2028

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Departmental Update – Parks, Recreation and Culture (December 2021 and January 2022)

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

ADMINISTRATION:

- Arena and facility bookings
- Facilitate recreation facility closures and re-opening
- Tender 07-2022 – General Contractor – Char-Lan Recreation Centre (CLRC) – Floor and Dasher Boards
 - Prepare with EVB Engineering and issue
- RFP 01-2022 North Lancaster Play Structure Project
 - Prepare and issue
- RFP 03-2022 Martintown Community Centre – Bocce Ball Courts
 - Prepare
- Glen Walter Waterfront Park – project planning
- Green and Inclusive Community Building Grant – ongoing
- Parks and Recreation Master Plan – providing background information and consultation phase - ongoing
- Commonwell L.E.A.F. Grant – Glen Walter Tennis Courts – Received
- Badminton Program – Planning
- Kilt Skate – Planning
- March Break – Boys and Girls Club - planning
- External Meetings
 - Consultants - Parks and Recreation Master Plan – Indoor and Outdoor Site Visits
 - EVB – Arena Floor and Dasher Board Project
 - GEO Tab Training
 - Heritage Advisory Committee - SDG Historic Site Plaques
 - Accessibility Committee
 - Forester – Jim Hendry – 2022 Planting Plan
 - EVB Engineering – CLRC Floor Project - ongoing

- CIMCO – CLRC Arena Floor Project - ongoing
- Athletica Sport Systems – CLRC Arena Floor Project – ongoing
- CLRC User Groups re: Floor Project - ongoing
- Records Management
- CIMCO – Pathway to NetZero Discussion
- Internal Meetings
 - Review Accessibility Plan – Lead Hand
 - Emergency Exercise and Training
 - Peanut Line and Snow Removal Contracts – GM of Infrastructure Services
 - Department Team Meeting – Overview of 2022 Projects and Recreation Facilities Re Opening Plan

OPERATIONS

- Tartan Hall bar operations
- Lancaster Library – HVAC System maintenance
- CLRC – UV Water System Upgrades – Comfort Water
- Various Facility Maintenance Items during facility closures
- Glengarry, Nor'Westers & Loyalist Museum – door installation
- Williamstown Peanut Line Bridge Project – Complete – minor surface levelling and painting to be completed in Spring.
- Re Opening of Recreation Facilities
- Coordinating with Junior B Rebels regarding board ads.
- Schedules – Facility Operators, Arena Attendants, Security Services
- Tree management – ongoing
- Outdoor Rinks – opening, providing support and working with volunteers

HEALTH AND SAFETY

- Building and site inspections continue.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: February 22, 2022

SUBJECT: Departmental Update - Planning, Building and Enforcement (December 2021 and January 2022)

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

Building

- Received and processed building permit applications
- Conducted pre-consultation sessions with members of the public for building permit inquiries
- Attended various walk-in appointments with the public
- Completed Site Plan Control reviews
- Conducted building inspections
- Prepared work order reports for lawyers
- Conducted septic system file searches
- Prepared statistical reports for Tarion, MPAC and Statistics Canada
- Received applications for and assigned civic addresses
- Ordered and distributed civic address signs and posts, they are currently backordered as of September
- Searched for and found new source for civic address posts and blades to overcome shortages from current supplier (Significo)
- Conducted staff meetings and collaborated on policy in response to provincial COVID-19 regulations
- Applied, reviewed and issued building permits via CGIS and Cloud Permit
- Inspected open legacy building permits as a result of work order requests
- Utilized new SOP for address changes to address changes necessary for the shift towards NG911
- Addressed reports of residents building without permits
- Deputy CBO passed "House" BCIN exam to be able to conduct foundation and occupancy inspections as well as issue orders under subsection 12(2) and 13(1) of the Act.
- Worked with SDG to better address necessary changes to support the shift to NG911
- Review of current Building By-law and drafting of new Building By-law

Planning

- Received, processed and reviewed consent, minor variance, site plan control and zoning amendment applications
- Received and processed a subdivision application
- Prepared staff reports and information reports for Council meetings
- Worked on OP Appeal documents
- Conducted pre-consultation meetings with members of the public for planning inquiries
- Worked on Township-owned land files
- Worked on subdivision files in various stages
- Participated in weekly Management Team Meetings
- Attended OLT hearing for OP Appeal
- Scheduled and attended Committee of Adjustment meetings
- Scheduled and attended public meeting
- Prepared year end reports
- Prepared RFP for Cornwall Regional Airport

GIS

- Assisted Building Information Officer (BIO).
- Filed in TOMRMS zoning by-laws and severances.
- Prepared and mailed out minor variance and zoning amendment notices and decisions.
- Prepared maps for staff as required (Building, Planning).
- Prepared site plan control files to be registered with lawyers' office.
- ESRI Training – Migrating from ArcMap to ArcGIS Pro
- Cloudpermit – minor variance initial walk through with SDG Counties
- SG Outdoor Spaces story map completed.
- Servicing maps for Director Water/Wastewater Operations completed.
- Review septic permit retention and cataloguing
- GPS units acquired- work on setup. Ongoing
- Mailout list/map for sidewalk closure Williamstown for GM Infrastructure
- Map for Director of Parks, Recreation and Culture
- Attended ESRI webinar – Tips and Tricks in ArcGIS Pro
- Attended AEOCOM – Fast Tracking Vertical Asset Management

By-law Enforcement

- Responded and investigated By-law complaints.
- Corresponded and assist with OPP and Ministry of the Solicitor General.
- Attended EOHU COVID-19 update calls.
- Collected and installed Minor Variance Signs.
- Conducted Pool Permit reviews.
- Collected 2021 Dog Tags from retail locations.

- Completed 2021 By-law Year End report for Council.
- Completed HIRA and submitted for review.
- Arranged and attended meetings with the public.
- Participating in AMCTO Municipal Licensing and Law Enforcement Forum.
- Completed ASP Expandable Baton Certification.
- Attended POA Court.
- Writing proposed Animal Control By-law.
- Attended South Glengarry Emergency Exercise and Training.
- Participated in PB&E Stakeholder Interview for records management project.
- Received, reviewed, and prepared Kennel Licence renewals.
- Attended and reviewed sites that are building without permits.
- Successfully completed AMCTO Municipal Law Program Unit 4.

Emergency Planning

- Participated in calls with Dr. Paul of EOHU
- Scheduled, organized and facilitated annual training and exercise
- Updated Emergency Plan
- Completed and submitted year-end report to EMO

February 9, 2022

The Honourable Doug Ford, Premier of Ontario
Via Email

Re: Dissolve Ontario Land Tribunal

Please be advised that Council for the Town of Halton Hills at its meeting of Monday, February 7, 2022, adopted the following Resolution:

Resolution No. 2022-0020

WHEREAS Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

AND WHEREAS an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of the Town of Halton Hills community";

AND WHEREAS our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community;

AND WHEREAS our Official Plan is ultimately approved by the province;

AND WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of Town of Halton Hills Official Plan;

AND WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Halton Hills Official Plan;

AND WHEREAS municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the Town of Halton Hills;

AND WHEREAS the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in compliance with municipal Official Plans;

1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2

Tel: 905-873-2600

Toll Free: 1-877-712-2205
haltonhills.ca

Fax: 905-873-2347

AND WHEREAS all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

AND WHEREAS Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;

AND WHEREAS towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings;

AND WHEREAS lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

CARRIED

Attached for your information is a copy of Resolution No. 2022-0020.

If you have any questions, please contact Valerie Petryniak, Town Clerk for the Town of Halton Hills at 905-873-2600 ext. 2331 or valeriep@haltonhills.ca.

Yours truly,



Melissa Lawr
Deputy Clerk – Legislation

1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2

Tel: 905-873-2600

Toll Free: 1-877-712-2205
haltonhills.ca

Fax: 905-873-2347

- cc. Minister of Municipal Affairs and Housing
Leader of the Opposition
Leaders of the Liberal and Green Party
MPPs in the Province of Ontario
Large Urban Mayor's Caucus of Ontario
Small Urban GTHA Mayors
Regional Chairs of Ontario
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2

Tel: 905-873-2600

Toll Free: 1-877-712-2205
haltonhills.ca

Fax: 905-873-2347



**THE CORPORATION
OF
THE TOWN OF HALTON HILLS**

Resolution No.: 2022-0020

Title: Dissolve Ontario Land Tribunal

Date: February 7, 2022

Moved by: Mayor R. Bonnette

Seconded by: Councillor C. Somerville

Item No. 15.2

WHEREAS Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

AND WHEREAS an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of the Town of Halton Hills community";

AND WHEREAS our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community;

AND WHEREAS our Official Plan is ultimately approved by the province;

AND WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of Town of Halton Hills Official Plan;

AND WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Halton Hills Official Plan;

AND WHEREAS municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or “OMB”), an unelected, appointed body that is not accountable to the residents of the Town of Halton Hills;

AN WHEREAS the OLT has the authority to make a final decision on planning matters based on a “best planning outcome” and not whether the proposed development is in compliance with municipal Official Plans;

AND WHEREAS all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

AND WHEREAS Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;


AND WHEREAS towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings;

AND WHEREAS lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors’ Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.



Mayor Rick Bonnette



COUNCIL RESOLUTION

Resolution No.: 44-22

Date: Feb 8, 2022

Moved By: DONNA BLUNT

Seconded By: DON SMITH

THAT Council hereby supports the resolution from Northwestern Ontario Municipal Association (NOMA) regarding supporting the expansion of Northern Ontario School of Medicine (NOSM) to address the urgent need for physicians in Northern Ontario; and

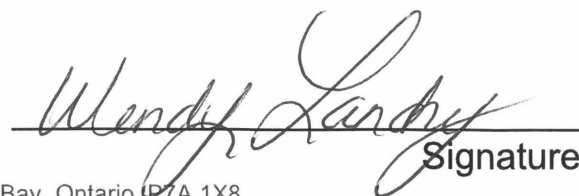
BE IT RESOLVED that a copy of this resolution be forwarded Premier Doug Ford, Minister of Colleges and Universities Jill Dunlop, Minister of Health Christine Elliot, Minister of Economic Development, Job Creation & Trade Victor Fedeli, local MP's and MPP's, Ontario Medical Association, Northern School of Medicine, Northern Ontario Academic Medicine Association, Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), all Ontario Municipalities.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred


Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



January 28, 2022

Association of Municipalities of Ontario (AMO)

Sent via email: policy@amo.on.ca

To whom it may concern:

Please be advised that the Council of the Corporation of the City of Brantford adopted the following resolution at its City Council meeting held on January 25, 2022:

12.5.2 Addressing the Revolving Door of Justice – Accountability for Sureties and Swift Justice – Resolution

WHEREAS the City of Brantford has experienced a substantial increase in criminal activity leaving residents fearful for their personal safety and losing confidence in the criminal justice system; and

WHEREAS the City of Brantford strives to create vibrant, safe, livable neighbourhoods in its community; and

WHEREAS concerns continue to be raised by businesses, the post-secondary institutions in the downtown area and their student bodies, neighbourhood associations, citizens and others; and

WHEREAS bringing matters related to criminal charges more expeditiously through the court system will create a greater deterrence to such behaviour, and therefore improve the safety and security of citizens in this community; and

WHEREAS each year a significant sum of surety money is forfeited further to breaches of the conditions of judicial interim release orders ("bail"); however, the necessary steps are not taken to collect this forfeited money, thus leaving a substantial financial resource unavailable;

NOW THEREFORE BE IT RESOLVED:

- A. THAT Kevin Davis, Mayor of the City of Brantford, on behalf of the Council of The Corporation of the City of Brantford, correspond with the Honourable Prabmeet Sarkaria, President of the Treasury Board and the Honourable Doug Downie, Attorney General of Ontario, insisting that steps be taken immediately by the government to:

- i. provide additional judicial resources dedicated to Brantford to allow for matters to move as expeditiously through the court system as possible; and
 - ii. provide such additional space and/or technological resources for the local court to ensure there is adequate space and technological resources to most efficiently address the significant local caseload and consequently decrease the time a matter takes to be fully resolved; and
 - iii. dedicate the required resources to collect the forfeited surety monies and reinvest that money back into the provincial judicial system; and
- B. THAT the City Clerk BE DIRECTED to forward a copy of this resolution to the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), Ontario Big City Mayors (OBCM) and the list of other Ontario Municipalities with a request that those municipalities pass similar resolutions; and
- C. THAT the City Solicitor BE DIRECTED to send the letter referenced in Clause A to Brant County, the Six Nations of the Grand River and the Mississaugas of the Credit First Nation to determine if they are willing to be signatories to the letter.

I trust this information is of assistance.

Yours truly,



Tanya Daniels
City Clerk
tdaniels@brantford.ca

cc All Ontario municipalities
Ontario Big City Mayors (OBCM)
Federation of Canadian Municipalities (FCM)



RE: Gypsy Moth Spraying

JANUARY 19, 2022

At its meeting of January 17, 2022, the Council of the Township of Limerick passed a motion in regard to the Gypsy Moth Concentration and Control Measures;

“WHEREAS the Gypsy Moth defoliation in Limerick Township has caused significant damage, with Limerick Township reportedly having the highest concentration of Gypsy moths in Hastings County due to the Rural nature of the Township; and

WHEREAS the reported responses from the public do not present an accurate picture of the devastation as the geographical area is quite large in relation to the low population of Limerick Township;

NOW THEREFORE, BE IT RESOLVED that Council of the Township of Limerick request that the County of Hastings consider the impact of the Gypsy Moth Caterpillars on the rural communities across Ontario, not only through online reporting but also taking into consideration the land mass associated with each municipality. For example, one property owner recently purchased 27,000 acres of land, but was only able to submit 1 report for the entire property.

BE IT FURTHER RESOLVED that the population of seasonal residents not reporting in the area during the off season also be taken into consideration, as there is potential that they are unaware of the reporting process.

BE IT FURTHER RESOLVED that the County of Hastings take the necessary steps to accurately interpret the devastation of the Gypsy Moth Caterpillar by way of geographical consideration along with the online reporting method to ensure accurate and beneficial spraying to combat this problem is undertaken.”

Please reach out to the Township Clerk with any additional questions at 613-474-2863.

Sincerely,

Victoria Tisdale

Victoria Tisdale, Clerk Treasurer
clerk@township.limerick.on.ca
Telephone: 613-474-2863
Fax: 613-474-0478

Nicole Ilcio, Deputy Clerk Treasurer
assistant@township.limerick.on.ca
Telephone: 613-474-2863
Fax: 613-474-0478

MULTI-MUNICIPAL WIND TURBINE WORKING GROUP

TOM ALLWOOD, COUNCILLOR, GREY HIGHLANDS, CHAIR

STEVE ADAMS, COUNCILLOR, BROCKTON, VICE-CHAIR

1925 BRUCE ROAD 10, BOX 70, CHESLEY, ON NOG 1L0

[519-363-3039](tel:519-363-3039) FAX: [519-363-2203](tel:519-363-2203) deputyclerk@arran-elderslie.ca

February 4, 2022

Greetings Members of Council,

As Municipal Leaders, we are mandated by the *Municipal Act, 2001*, as amended to provide measures necessary for the health, safety and well-being of citizens within our jurisdiction. The Multi-Municipal Wind Turbine Working Group (MMWTWG) collectively addresses concerns that are raised in relation to the various wind turbine projects across the province.

The list of concerns and implications is continually growing and many citizens are completely unaware of the effects, both short and long term that wind turbines pose. To provide some context to the complex matters that the MMWTWG continues to work to resolve, some principal issues are provided.

1. Public Safety

- Setbacks for tower collapse are insufficient. The current blade length plus 10 metres requirement is not a strong enough protective measure. Ontario has seen collapses of GE Turbine at Raleigh and Vestas Turbine at Bow Lake. Public database details at least 95 collapses worldwide, including Enercon, Siemens, Nordex, and others. Bow Lake turbines were also permitted to restart by regulator without any public release of information of recent failure.
- Setbacks for blade failures are insufficient. The current blade length plus 10 metres requirement is not a strong enough protective measure. Ontario has seen debris at 560 metres with 51-metre setback, with failures from GE, Vestas, Suzlon/Repower. Regulator did inadequate safety review of post commissioning installation of "power cone" at Skyway 8 and is permitting turbine restart without public investigation into impact of failure on tower integrity.
- Setbacks for ice throw are also insufficient, as the blade length plus 10 metre setback is less than the ice throw distance witnessed in Ontario.
- Fire hazard – Ontario has witnessed turbine fire and flaming debris on the ground at 200 metres, while setback was 50 metres. Ministry review failed to recommend industry standard protective barriers for fire suppression in spite of examples of fires in similar turbines.
- Landholder leases give no setback protection for vulnerable citizens (children and other family members of lease holder, employees, couriers, etc.)

2. Health Impacts

- Sleep deprivation – most common identified irritant.
- Stress – identified link from irritants to cardio vascular events.
- Unexplained cardiac events, diabetic events
- Cyclical noise (major irritant) not assessed by Ontario Compliance Protocol.
- Tonality (irritant at some projects) not adequately assessed by standards.
- Dominant, irritating, turbine noise signature dwarfs rural noise environment.
- Loss of enjoyment of property, contrary to Environmental Protection Act.

3. Municipal Finances

- Tax base – Assessment of multi-million-dollar turbines capped at under \$50k per MW, adversely impacts tax base. Similar to unpermitted “bonusing” by permitting low taxation. Impacts ability to build on adjoining properties.
- Community impact grants – associated “gag-clauses” deny transparency.
- Impact on roadways – large component delivery cause damages to roads.
- Upcoming impact on landfill – Component End of Life – blades not recyclable.
- Decommissioning costs – no guarantee of cost coverage at many sites.

4. Community Cohesiveness

- Rural neighbourhood – acrimony prevents neighbours working together, those profiting often not those who suffer impacts

5. Energy Supply Stability

- Mismatch to consumer demand, turbine output falls as consumer load increases in morning, but rises as consumer load falls in the evening
- Seasonal mismatch a big concern as turbine output poorest when consumer demand is highest in summer air conditioning season, and in winter heating season, yet turbine output is highest when consumer demand is lowest in spring and fall
- Requires construction of backup generation, that must price output highly as only operated intermittently.

6. Consumer Energy Cost

- First access to grid costs – force less costly generation off the grid. Ontario energy transitioned from least costly to most expensive in North America.
- Costs of required storage options will increase costs even further.
- Lowered electrical system reliability due to uncontrollable factors (weather).

7. Lack of response from responsible Ministry to complaints and professional input

- Inconsistent Ministry response to complaints from impacted citizens
- Lack of Ministry response to professional input – no disposition of items, just neglect.

8. Lack of Respect of Impacted Citizens

- Ministry failed to investigate the majority of complaints, took no action to correct, contrary to Renewable Energy Approvals regulations.

This Working Group shares municipal advice on by-laws, road use agreements, fire suppression requirements and other considerations that need to be considered before dealing with wind developers. We are striving to support municipalities and citizens and to become aware of issues and possible remedies regarding industrial wind turbines before it is too late to take proactive actions.

Our Working Group is currently comprised of municipalities from the Counties of Bruce, Grey, Huron and Niagara Region, but the issue of wind turbines is wider. By working together, can we share knowledge and provide a collective municipal response to protect our citizens. As a Working Group, it has given us the opportunity to invite participation at our meetings by Provincial MPPs and Ministry of the Environment Officials, and to hear technical and municipal planning presentations related to the subject.

The MMWTWG annual fee is set at the beginning of each year. This fee is used to cover the cost of a Recording Secretary, miscellaneous costs for preparation and circulation of materials as well as any fees related to space rentals for meetings. A small surplus is maintained for donation to a defence fund in case any municipal bylaw might be challenged by a developer. The yearly fee is paid to the "Municipality of Arran-Elderslie"; and sent directly to the Municipal Office c/o Clerk.

During 2021, the annual fees were waived as we navigated our way through the pandemic. We have resumed meeting in a "virtual" platform and anticipate this new format will continue in the future. This allows for participation across the province providing the convenience to join from wherever you are. The Working Group meets on the second Thursday of each month. Agendas and other materials are circulated to the Members by email as well as to the Clerk's of the Member Municipality's. Each member Municipality may appoint by resolution of Council, two (2) Working Group Members, one (1) Alternate Member and one (1) Citizen to provide additional expertise or information to the discussion. A copy of the Working Group Terms of Reference and Procedural Bylaw can be provided upon request.

Our annual fees are not due until June 1, 2022. At this time, we would like to extend this invitation to Members of your Council to participate in the Multi-Municipal Wind Turbine Working Group meetings to better understand the work that we do and the matters we stand for.

Our next meeting is scheduled for Thursday, February 10, 2022 at 7pm via Zoom.

Please contact our Recording Secretary to obtain a copy of the agenda as well as the Zoom link for the meeting.

We look forward to your participation and support of this critical matter. Size in numbers provides a louder voice to be heard.

Warm Regards,
On behalf of the Chair, Tom Allwood

A handwritten signature in cursive script that reads "Julie Reid".

Julie Reid, Recording Secretary
Deputy Clerk
Municipality of Arran-Elderslie,
1925 Bruce Road 10, PO Box 70
Chesley, ON N0G 1L0
519-363-3039 ext. 105
deputyclerk@arran-elderslie.ca

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 17-2021
FOR THE YEAR 2022**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of February 22, 2022 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of South Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND
SEALED IN OPEN COUNCIL THIS 22ND DAY OF FEBRUARY 2022.***

MAYOR: _____ **CLERK:** _____