

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

Monday, October 3, 2022, 7:00 PM
Tartan Hall - Char-Lan Recreation Centre
19740 John Street, Williamstown

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
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**TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES**

**September 20, 2022, 7:00 p.m.
Electronic Meeting**

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

STAFF CAO Tim Mills, GM Corporate Services/Clerk Kelli Campeau,
PRESENT: GM Planning, Building & Enforcement Joanne Haley, GM
Infrastructure Services Sarah McDonald, GM Parks,
Recreation & Culture Sherry-Lynn Servage, Fire Chief Dave
Robertson, Deputy Treasurer Kaylyn MacDonald, Deputy
Clerk Crystal LeBrun and Executive
Assistant/Communications Coordinator Michelle
O'Shaughnessy

1. CALL TO ORDER

Resolution No. 277-2022

Moved by Councillor Luck
Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT the September 20, 2022 Council Meeting of the
Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

4. APPROVAL OF AGENDA

Move to Items for Consideration:

10.g - Strong Mayors Building Homes Act

Resolution No. 278-2022

Moved by Deputy Mayor Jaworski
Seconded by Councillor McDonell

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

CARRIED

5. APPROVAL OF MINUTES

5.1 Previous Meeting Minutes - September 6, 2022

Resolution No. 279-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT the Minutes of the September 6, 2022 Council meeting, including the Closed Session minutes, be adopted as circulated.

CARRIED

5.2 Public Meeting Minutes - September 6, 2022

Resolution No. 280-2022

Moved by Councillor Lang

Seconded by Councillor Luck

BE IT RESOLVED THAT the Minutes of the September 6, 2022 Public Meeting be adopted as circulated.

CARRIED

6. PRESENTATIONS AND DELEGATIONS

7. ACTION REQUESTS

7.1 Reallocation of Funds – Signage Program (K. Campeau)

Resolution No. 281-2022

Moved by Councillor Luck

Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT Staff Report 144-2022 be received and that \$6,744.24 be transferred from General Reserves to the Economic Development Projects account for the remaining balance of the hamlet signage project.

CARRIED

7.2 Reallocation of Project Expenses from Glen Walter Water and Wastewater Reserve (K. MacDonald)

Resolution No. 282-2022

Moved by Deputy Mayor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 145-2022 be received and that the Council of the

Township of South Glengarry directs Administration to reallocate \$14,420.00 from Fire Reserves and \$772,800 from the General Reserve account for the Glen Walter Bray Street Pumping Station Upgrades and Extension of the Water

Wastewater Mains.

CARRIED

7.3 Williamstown Fire Station – Septic System Update (D. Robertson)

Resolution No. 283-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 146-2022 be received and that the Council of the Township of South Glengarry directs Administration to proceed with a Request for Quotations for the replacement of the Septic System at 19686 William St. in accordance with the Septic System Evaluation Report completed by Goulet Septic dated July 28, 2022.

CARRIED

7.4 Tender 25-2022 - Peanut Line Bridge – CR19 (S. Servage)

Resolution 284-2022

Moved by Councillor Lang
Seconded by Councillor Luck

BE IT RESOLVED THAT Staff Report 147-2022 be received, and that Tender No. 25-2022 for the Peanut Line Bridge Rehabilitation be awarded to Glengarry Millwrights per their submission of \$385,000.00 plus HST and furthermore that the Mayor and Clerk be authorized to sign all relevant documents.

POSTPONED

7.5 North Lancaster Landfill Annual Report (S. McDonald)

Resolution No. 285-2022

Moved by Councillor Luck
Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT Council receive Staff Report 148-2022 and the North Lancaster Landfill Annual Report for 2021 for information purposes..

CARRIED

7.6 Request for Use of Green Road - 18803 County Road 18 (S. McDonald)

Resolution No. 286-2022

Moved by Deputy Mayor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 149-2022 be received and that the Council of the Township of South Glengarry does not approve the request for use of a green road as a driveway access.

CARRIED

8. BY-LAWS

8.1 Federation of Canadian Municipalities Grant Agreement (S. McDonald)

Resolution No. 287-2022

Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT Staff Report 150-2022 be received and that By-law 62-2022 being a by-law to enter into a Grant Agreement with the Federation of Canadian Municipalities be read a first, second and third time, passed, signed and sealed in open council this 20th day of September 2022.

CARRIED

9. ITEMS FOR CONSIDERATION

9.1 CLRC Arena Floor Project Update (S. Servage)

9.2 National Day for Truth and Reconciliation (T. Mills)

9.3 Resolution - Strong Mayors Building Homes Act - Town of Kingsville

Council directed Administration to prepare a support resolution for the next Council meeting.

10. CONSENT AGENDA

Resolution No. 288-2022

Moved by Councillor Lang
Seconded by Councillor Luck

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

CARRIED

10.1 Disposal of Roads Fleet Assets Notification (S. McDonald)

10.2 Departmental Update - Infrastructure (August 2022)

10.3 Departmental Update – Corporate Services (August 2022)

10.4 Departmental Update - Parks, Recreation and Culture Department (August 2022)

10.5 Departmental Update- Planning, Building and Enforcement (August 2022)

10.6 Departmental Update- Fire Services (August 2022)

11. CLOSED SESSION

12. CONFIRMING BY-LAW

12.1 63-2022 Confirming Bylaw

Resolution No. 289-2022

Moved by Councillor Luck
Seconded by Deputy Mayor Jaworski

BE IT RESOLVED THAT By-law 63-2022, 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 20th day of September 2022.

CARRIED

13. ADJOURNMENT

Resolution No. 290-2022

Moved by Deputy Mayor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry
adjourn to the call of the chair at 8:15 pm.

CARRIED

Mayor

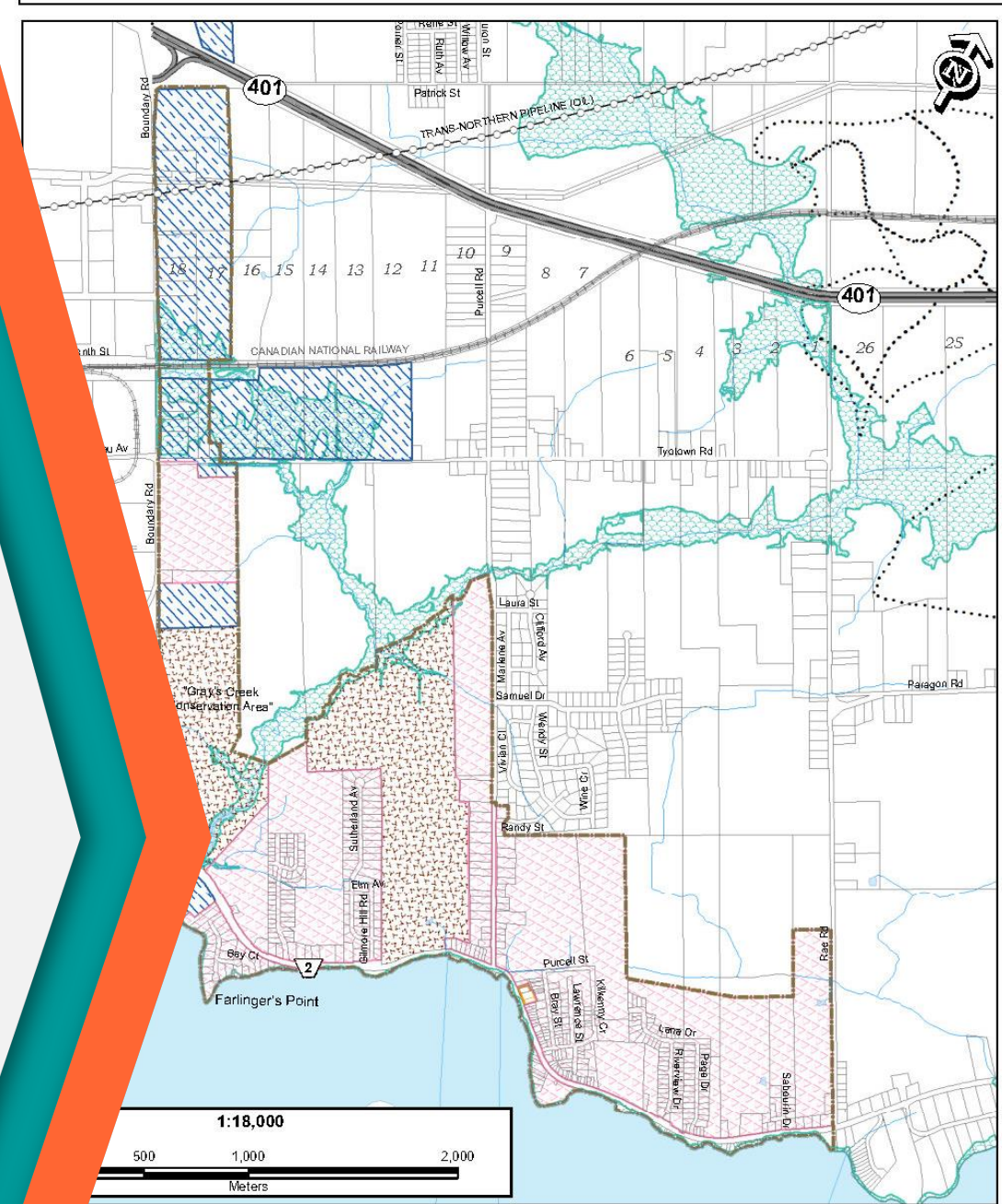
Clerk



Glen Walter Water and Wastewater Treatment Environmental Assessment

Council Update

October 3, 2022



Glen Walter Water and Wastewater Master Plan Recommendations

1. Expansion of the Glen Walter Water Treatment Plant from 995 m³/d to 2,300 m³/d;
2. Construction of a new Glen Walter Wastewater Treatment Plant increasing the capacity from 787 m³/d to 1,900 m³/d;

Require
Schedule "C" EA

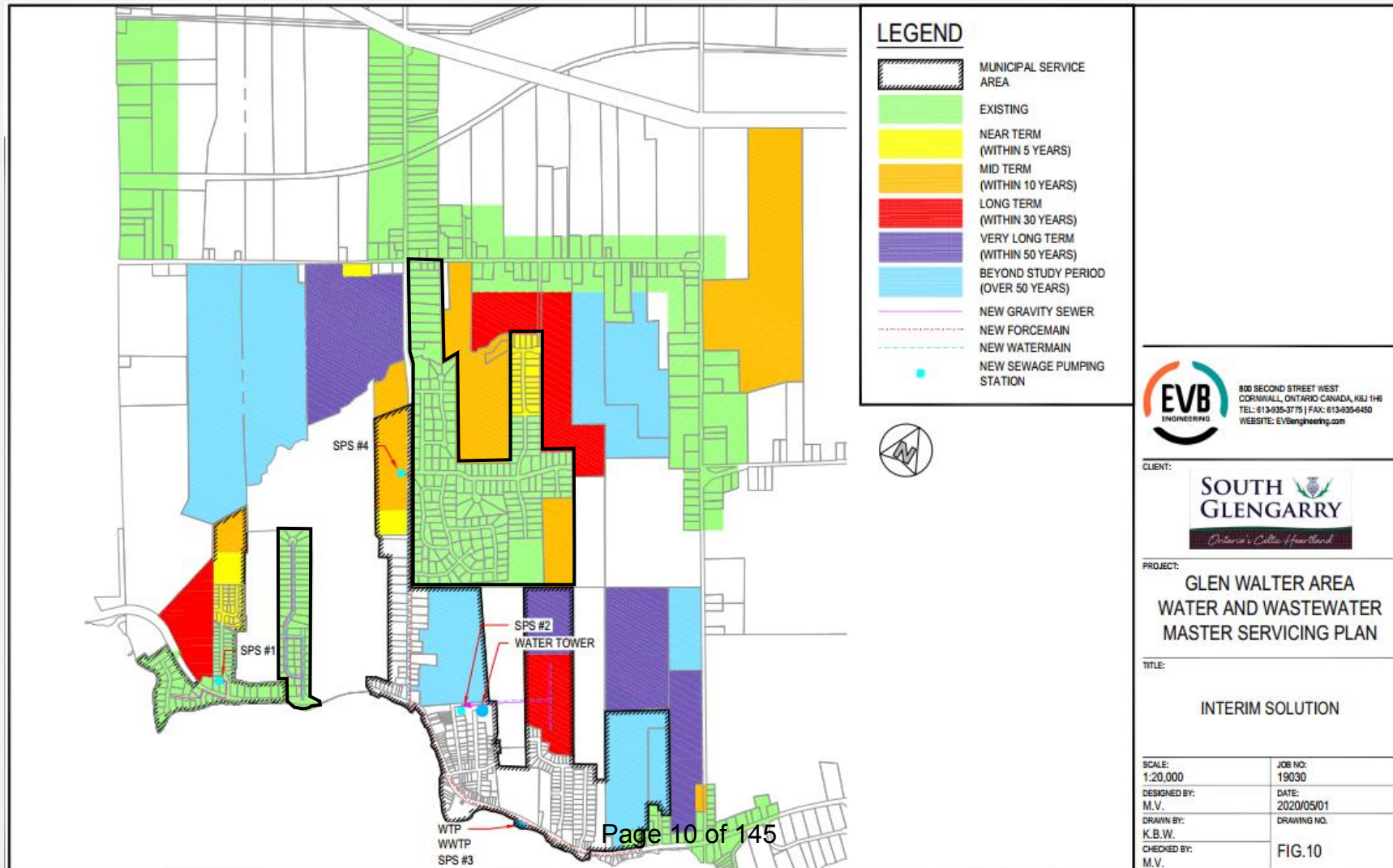
3. Construction of a 1,500 m³ elevated water storage tower;
4. Replacement of some areas of the water distribution system to ensure that peak flows and fire flows can be conveyed through the system;

ICIP Funded

5. Upgrades to the Place St. Laurent Sewage Pumping Station to support additional growth within its catchment area; and
6. Replacement of some areas of the wastewater collection system to ensure that peak flows can be conveyed to the new Glen Walter Water Pollution Control Plant.

Approved in
Master Plan

Glen Walter Water and Wastewater Master Plan Servicing Survey



Recommended Servicing Area

- **Option 1: Proceed without Funding**

Approximate cost of \$80,000 per household

Approximately \$5,200 per year for 30 years

- **Option 2: Partial Funding from Upper Levels of Government**

Approximate cost of \$40,000 per household

Approximately \$2,600 per year for 30 years

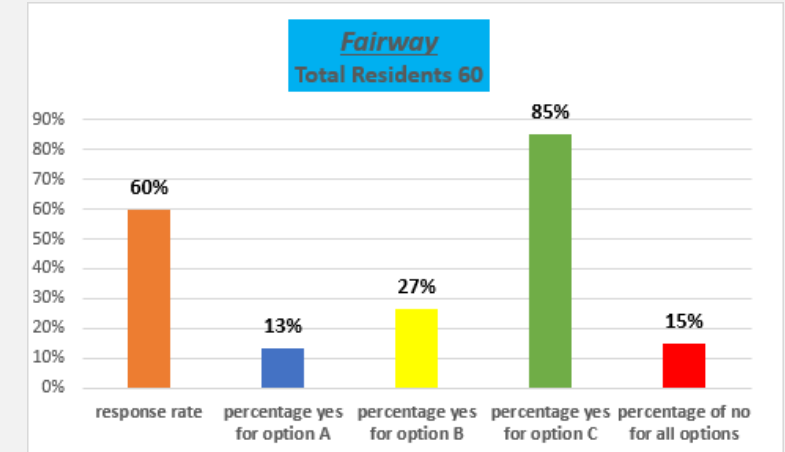
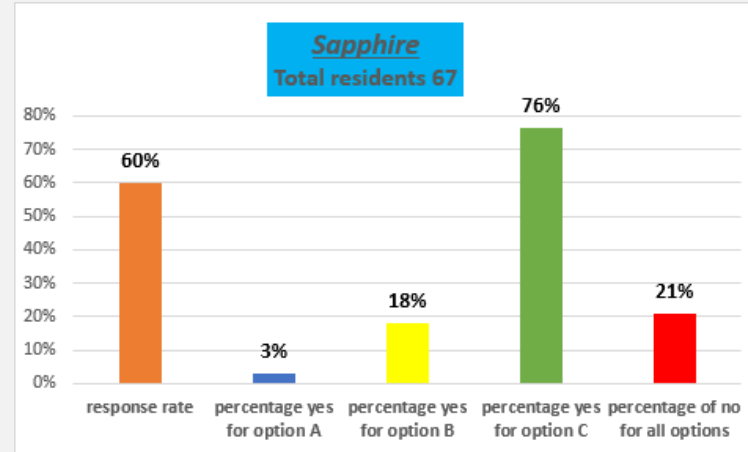
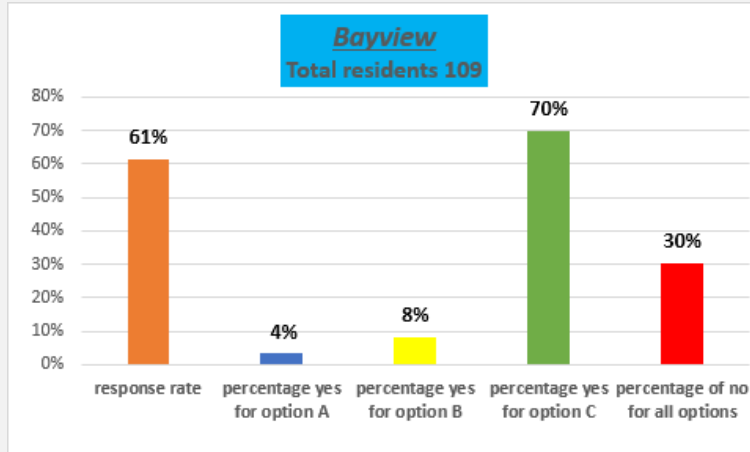
- **Option 3: Partial Funding from Upper Levels of Government**

Approximate cost of \$15,000 per household

Approximately \$1,600 per year for 30 years

- **Option 4: Not Interested in Participating**

Results of Servicing Survey



- **Recommendations**

Advance the environmental assessment process on the basis of servicing Bayview Estates, Fairway Subdivision, and Sapphire Hills.

Should a lower level of funding be successful, move forward with the plant construction and only extended the linear infrastructure when required to do so.

PROBLEM STATEMENT

The Glen Walter Water Treatment Plant and Glen Walter Water Pollution Control Plant have been providing service for 33 years and are approaching their rated capacity with some components reaching their expected end of service life. Additionally, there are privately serviced areas adjacent to the Glen Walter Area who would benefit from the provision of municipal water and wastewater services. Expansion of these critical pieces of infrastructure is required to ensure the continued prosperity in the area.

Alternative Solutions – Wastewater Treatment

- **Glen Walter Water Pollution Control Plant**

A1 – Do Nothing

A2 – Optimize Plant

A3 – Expand Plant on Existing Site

A4 – Construct New Plant on New Site

A5 – Connect to the City of Cornwall



Alternative Solutions – Water Treatment

- **Glen Walter Water Treatment Plant**

B1 – Do Nothing

B2 – Optimize Plant

B3 – Expand Plant on Existing Site

B4 – Construct New Plant on New Site

B5 – Connect to the City of Cornwall



Next Steps

- **Public Information Centre #1 (October 6, 2022)**
- **Supplementary Studies on Preferred Property**
- **Consult with the City of Cornwall**
- **Prepare Draft Environmental Study Report**



STAFF REPORT

S.R. No. 151-2022

PREPARED BY: Véronique Brunet, Manager of Municipal Law Enforcement

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: South Glengarry Pet Accommodations – Boarding Request

BACKGROUND:

1. The Council of the Township of South Glengarry approved By-law 23-2022, being the Animal Control By-law, earlier this year.
2. Pursuant to the by-law, all persons who board or own more than 4 dogs require a Kennel Licence. This licence permits the kennel operator to board, own, or breed a limit of 15 dogs on site at any time.
3. The Animal Control By-law provides a clause that allows owners of a Kennel to submit a request to council to increase the number of dogs they may house.
4. Section 6.3 and 6.4 of the by-law state that Council shall receive the application and either pass a resolution granting the application and specifying the maximum number of dogs that the applicant may keep at one time in the kennel; or pass a resolution refusing the application.

ANALYSIS:

5. On August 31st, 2022, Administration received a request from South Glengarry Pet Accommodations (SGPA) requesting an increase of boarding dogs from 15 to 25 dogs due to the increasing demand of services.
6. The request details how the Kennel started as a part time endeavour and has flourished into a fulltime passion.
7. Mrs. Mader is now a certified dog trainer and member of the International Positive Dog Training Association. They also speak to their new qualifications in the field of dog training and dog aggression, offering private one on one consultations. As per Google Reviews, SGPA has received a 5-star review.

8. The Kennel has successfully maintained and renewed their a kennel licence annually since they opened in 2010.
9. During site inspections, staff note that the kennel is always exceptionally clean on the inside and in the exterior yard. The kennel is located over 300 meters from the nearest dwelling and is surrounded by agricultural operations.
10. South Glengarry Pet Accommodations also indicated in their request that they are planning on building an addition to their current kennel, which will be submitted to the Building and Planning Department to ensure compliance with legislation.
11. Since 2010, the Township has not received any complaints regarding the standards of the kennel, any nuisance/noise productions, nor any negligence concerns. SGPA are well known throughout the community and Administration has no concerns with the request.

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 151-2022 be received and that the Council of the Township of South Glengarry approves the application from South Glengarry Pet Accommodations located at 20735 Concession 2, for an increase of 10 dogs, for a total boarding capacity of 25 dogs at any time.

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



To: South Glengarry Township
From: Karl and Nathalie Mader
Re: Request to increase kennel capacity
Date: August 31, 2022

To whom it may concern,

In 2010 we were approved by the Township of South Glengarry to open and operate a boarding kennel with a maximum capacity of 15 dogs. What began as a part time endeavor has flourished into a fulltime passion! In 2020, Nathalie successfully completed a comprehensive course in dog training, as well as a course in dog aggression. She is a certified dog trainer, and a member of the International Positive Dog Training Association. Nathalie currently offers clients private one on one consultations. In late 2021, Karl retired from his position at LTC to dedicate fully to our thriving business.

Our facility's ultra clean, high health status, combined with our reputation for providing excellent care, has earned us a 5 star rating in our community, as well as the support of many local veterinarians who recommend and personally use our services. We are now experiencing more requests from clients than we can accommodate, by a large percentage, on an ongoing basis.

As a facility with a proven track record, we are seeking approval from South Glengarry Township to increase our capacity to a maximum of 25 dogs; an increase of 10 from our current 15. This would allow us to accept more overnight guests while also allowing us to accommodate the growing demand for daycare and future puppy training sessions. Located in a rural setting, and more than 1000 ft from the nearest neighbour, our facility is in an ideal location. And, as we do not offer, nor intend to offer grooming services what so ever, an increase in water usage would be negligible.

We are currently in the very early stages of planning for an addition to be added on to our existing building. Plans have been drawn up, and they are currently awaiting an engineer's stamp and will then be submitted to the building department along with a building permit application. We anticipate completion by Fall 2023, pending approval. Once completed, this would allow us to offer group training and socialization classes and provide an indoor exercise area for boarding guests during inclement weather.

We are very excited about our future plans for South Glengarry Pet Accommodations, and know these additional boarding spaces and services would be a valuable resource to our local community. We look forward to working with you to make this possible! Please do not hesitate to reach out to us if you require any additional information on our request for approval to increase our capacity to 25 dogs.

We can be reached by phone at 613 347 2875 or phone/text at 613 362 8517 and by email at glengarrypets@xplornet.ca

Kind regards,

Karl Mader
Nathalie Mader CTB,CCS,IPDTA-CDT
South Glengarry Pet Accommodations

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 23 -2022
FOR THE YEAR 2022**

BEING A BY-LAW TO REGULATE THE CARE, CONTROL, AND LICENSING OF ANIMALS WITHIN THE TOWNSHIP OF SOUTH GLENGARRY.

WHEREAS, Section 3 of the *Municipal Act, 2001*, S.O. 2001 C.25 (hereinafter referred to as the "*Municipal Act*") provides that the powers of municipal corporation are to be exercised by its *Council* by by-law; and

AND WHEREAS Section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* or any other Act;

AND WHEREAS sections 8, 11(2) and 11(3) of the *Municipal Act*, confer the powers for a municipality to pass By-laws to regulate, prohibit and require persons to do things respecting *Animals* and in relation to the health, safety and well-being of persons, the social well-being of the municipality and the protection of persons;

AND WHEREAS section 103 of the *Municipal Act*, confers the power upon a municipality to pass a by-law to provide for the seizure and impounding of *Animals* being *At large* or trespassing and the sale of impounded *Animals* under certain conditions;

AND WHEREAS section 105(1) of the *Municipal Act*, requires *Council* or an *Animal Control Officer*, or designate of the municipality to hold a hearing on whether to exempt an *owner* in whole or in part from muzzling requirements of a dog, when so requested by the dog *owner*;

AND WHEREAS Sections 150 through 153 of the *Municipal Act*, authorizes *Council* to license, regulate and govern businesses and events and that this authority includes but is not limited to: the power to issue licences, to issue licences on condition, to revoke licences, to suspend licences, to regulate or govern the place used in the carrying on of such businesses, and to prevent the carrying on of such businesses without a licence; and

AND WHEREAS section 391 of the *Municipal Act*, enables a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to Section 425 of the *Municipal Act*, a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under this Act is guilty of an offence; and

AND WHEREAS pursuant to Section 426 of the *Municipal Act*, no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under this Act or under a by-law passed under this Act;

AND WHEREAS pursuant to Section 446(1) of the *Municipal Act*, a municipality may direct or require a person to do a matter or thing and that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

AND WHEREAS *Council* of the Corporation of the *Township* of South Glengarry is desirous to ensure that *Animals* are kept and treated in a humane manner and that, the *owners* of *Animals* provide good quality care to them.

NOW THEREFORE the *Council* of the corporation of the *Township* of South Glengarry enacts the following as a by-law:

SHORT TITLE

This by-law may be referred to as the “*Animal* Control By-Law”.

PART 1 – DEFINITIONS

1.1 In this by-law;

- a) “*Animal*”: means any member of the *Animal* kingdom, other than a human.
- b) “*Dog Pound*”: means a facility operated by the *Township* or contracted by the *Township* for the care, keeping and impounding of *Animals* and may include any Town Staff thereof where the context permits.
- c) “*At large*”: means where an *Animal* is in any place other than its *owner’s* lot and is not physically restrained by a capable person by means of a *Tether* or otherwise.
- d) “*Attack*”: means a Level 1 through 6 of Schedule ‘C’ with the absence of a *Mitigating factor*.
- e) “*Consistently and Persistently*”: means for a period of ten (10) minutes at a time, more than three (3) times a day at least twice a week.
- f) “*Council*”: means the *Council* of the Corporation of the *Township* of South Glengarry.
- g) “*Dangerous dog*”: means any dog that, in the absence of a *Mitigating factor*, has demonstrated the propensity to act in a significantly menacing or aggressive fashion or displayed an apparent attitude of *Attack* towards any person or an *owner’s Animal* or has bitten, *Attacked* or caused injury to any person or an *owner’s Animal*.
- h) “*Doghouse*”: means an exterior building or structure that is used, or designed to be used, to provide shelter to one or more dogs.
- i) “*Dog run*”: means a fenced area, designed for harbouring or containment of dogs.
- j) “*Highway*”: means a common and public *Highway*, street, avenue, parkway, driveway, square, place, bridge, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.
- k) “*Landowner*” means a person holding registered title to a lot and includes a lessee, tenant, occupant or a mortgagee in possession thereof.
- l) “*Manager*”: means the *Township’s Manager* of Municipal Law Enforcement and his or her designate or successor.
- m) “*Microchip*” means a standard identification device implanted into an *Animal*, which contains a unique code that permits or facilitates access to *owner* information, including the name and address of an *owner* of the *Animal*.
- n) “*Mitigating factor*”: means a circumstance which excuses the aggressive behaviour of an *Animal* and, without limiting the generality

of the foregoing, may include circumstances where such *Animal* was, at the time of the aggressive behavior, acting in defence of an *Attack* by a person or other *Animal*, acting in defence of its young, reacting to a person or *Animal* trespassing on the lot of its *owner* or being teased, tormented or similarly provoked.

- o) “*Municipal Act*”: means the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended.
- p) “*Muzzle*”: means a humane fastening or covering device of adequate strength over the mouth to prevent a dog from biting, yet still allows a dog to pant or drink.
- q) “*Officer*”: means an *Officer* of the *Township* responsible for enforcement of by-laws
- r) “*Owner*”: means any person who keeps, possesses, harbours or has custody, guardianship or control of an *Animal* and, where the *owner* is a minor, any person responsible for the custody of the minor shall be deemed to be the *owner* of the *Animal*.
- s) “*Private property*”: means any land within the *Township* of South Glengarry including yards and vacant lots that do not belong to the *owner*.
- t) “*Tether*”: means a rope, chain, leash, or other similar material tied to a dog, so as to restrict its movement.
- u) “*Township*”: means the corporation of the *Township* of South Glengarry.
- v) “*Unsafe weather*” means weather conditions including but not limited to extreme heat and cold, snow storms, freezing or heavy rain and strong winds as determined by the *Township*.

PART 2- STANDARD OF CARE

- 2.1 Every *owner* of an *Animal* shall ensure that such *Animal* is kept in a humane manner free of abuse and neglect and is provided with the necessities and conditions to maintain and protect the *Animal's* well-being including but not limited to the following:
 - a) adequate food and water;
 - b) an environment which is maintained in a sanitary condition and not overcrowded by other *Animals*;
 - c) appropriate shelter for the *Animal* which provides adequate space to move;
 - d) a shelter for the *Animal* which provides protection from exposure to the elements such as *Unsafe weather*; and
 - e) if required, veterinary care to prevent and relieve any distress to the *Animal* caused by injury, disease or otherwise.
- 2.2 No *owner* shall cause or permit their *Animal* to remain outside during *Unsafe weather* which may pose a risk to the *Animal*, except:
 - a) where such *Animal* is outside for a short period of time and supervised by its *owner*; or
 - b) has access to a shelter which provides adequate protection.
- 2.3 Without limiting any other Section within this By-law, every *owner* shall ensure that any enclosure provided for their *Animal* is:
 - a) adequately ventilated;
 - b) constructed and located to permit access to light;

- c) maintained in a clean and sanitary condition and free of offensive odours;
- d) of a size to permit all *Animals* therein to comfortably extend their bodies to their full natural extent, stand, sit, turn around, lie down and if appropriate for such *Animal*, perch; and
- e) kept in good repair and maintained to ensure that it does not create any danger to the health of any *Animal* contained therein for any reason.

Exception

- 2.4** Any normal farm practice carried on in accordance with the *Farming and Food Production and Protection Act, 1998, S.O. 1998, c.1.* shall be exempt from compliance to part or all of Sections 2.1, 2.2 and 2.3.

PART 3- DOGS

DOG LICENCING

- 3.1** Every person who owns a dog shall ensure it has valid identification, such as an identification tag or other similar means of identification affixed to it at all times which shall include the name of the dog and current contact information for the *owner* of such dog or a tag stating the dog is *Microchipped*.
- 3.2** Every person who is a temporary, short term or otherwise resident, who owns or harbours a dog, shall ensure that their dog has a valid identification tag affixed to it at all times;
- a) For the purposes of subsection 3.2, a valid identification tag shall include a valid licence from the residents permanent Municipality.
- 3.3** Notwithstanding section 3.1 and 3.2, a dog under the age of three (3) months old does not require valid identification.
- 3.4** Every person who owns or harbours more than four (4) dogs on a property shall obtain a valid *Kenel* Licence from the *Township*.
- 3.5** No person, other than the *owner* of the dog, shall remove the identification tag from the dog.

DOG RESTRAINT

- 3.6** No person shall cause or permit a *tether* to be used that has a maximum length of more than three (3) meters while on public land, *Township* land, *Highways*, or *private property*.
- 3.7** Notwithstanding section 3.6, no person shall permit a *tether* of more than three (3) meters, to be used on *private property* without obtaining written permission from the *landowner*.
- 3.8** No person shall keep any dog with a *tether* that is not of sufficient strength and design to restrain any dog for which it is used.
- 3.9** No person shall permit any rope, chain or similar restraining device to be used to *tether* a dog unless such item is:
- a) securely attached to a permanently affixed object to ensure that the dog is restrained when *tethered*;
 - b) situated to permit the dog to move safely and unrestricted within the length of the *tethering* device so the dog does not suffer any injury resulting from the *tether*; and
 - c) where used on the *owner's* lot for a dog which primarily lives outside, such *tether* shall be a minimum of three (3) meters in length and shall permit the dog access to an adequate source of food, water and shelter.
- 3.10** No person shall permit a dog to be *tethered* unless it is adequately

supervised so as to prevent any nuisances, including but not limited to barking, and to ensure that the dog remains free of any potential harm.

- 3.11 No person shall cause or permit a dog to be *tethered* using a choke chain, choke collar, pronged collar or similar device which may potentially cause harm to the dog, except as recommended in writing by a qualified veterinarian.
- 3.12 No person shall permit a dog to be *tethered* for more than four (4) consecutive hours or for more than six (6) hours in a twenty-four (24) hour period.

DOG AT LARGE

- 3.13 No person shall cause or permit a dog to be *at large* at any time.
- 3.14 No person who owns, harbours, or possesses any dog shall cause or permit the dog to run *at large* or trespass on *private property* even when on a leash.
- 3.15 No person shall cause or permit a dog to be *at large* on *Township* owned land, unless it is a designated and approved *Township* leash free dog park.
- 3.16 For the purposes of section 3.13, an *Animal* shall not be considered *at large* in the following circumstances:
- a) where a *landowner* permits the *Animal* to be on their lot, unless such lot is commonly accessed by the general public;
 - b) if a dog is appropriately supervised by its *owner* and is within a leash free park; or
 - c) where a service dog or police dog is actively engaged in carrying out the work for which it was trained.
- 3.17 The *Manager*, animal control officer, or police may seize any dog which is suspected of being *at large*.
- 3.18 Every person who seizes a dog for being *at large* shall inform the *Township* or deliver the *Animal* to the *Township* or the *Dog Pound*.
- 3.19 Where a dog is seized by the *Manager* as a result of it being *at large*, the *Animal* shall be delivered to the *Dog Pound* to be impounded or released to its *owner* or euthanized, as the case may be.
- 3.20 The *Manager* may enter on any public property or on *private property* with or without the consent of the owner or tenant of the property for the purposes of seizing any dog running *at large* contrary to the provisions of this by-law.

LEASH FREE DOG PARK

- 3.21 This section shall only be applicable to locations designated and approved by the *Township* as a "Leash Free Dog Park".
- 3.22 An *owner* shall accompany their dog at all times while it is within a leash free dog park to ensure that it remains under control and such *owner* shall be capable of physically restraining the dog.
- 3.23 No person shall have or attempt to have in excess of three (3) dogs under their care and control in a leash free dog park at any time.
- 3.24 Every child within a leash free park shall be supervised and accompanied by their parent or a legal guardian at all times.
- 3.25 No *owner* shall cause or permit their dog to enter or use a leash free dog park if the:

- a) dog poses any danger to, or frightens, other persons or dogs;
- b) dog displays, or has in the past displayed, aggressive behavior;
- c) dog is a *Dangerous dog* as per this by-law or any previous *Township Animal Control by-law*;
- d) *owner* has been advised by the *Manager*, animal control officer, *Officer*, Town Staff, police, or authorized agent on behalf thereof that the dog is prohibited from using a leash free dog park; or
- e) *owner* has been convicted of an offence related to the conduct of the dog under any Federal or Provincial legislation or a municipal By-law.

3.26 No *owner* shall cause or permit their dog to enter or use a leash free dog park unless such dog is:

- a) neutered or spayed;
- b) in good health and appropriately vaccinated;
- c) older than six (6) months; and
- d) adequately identified as required by section 3.1.

3.27 Every *owner* who permits their dog to enter or use a leash free dog park shall:

- a) immediately remove the dog from the leash free park if:
 - i it shows any aggressive behavior toward a person or other dog; or
 - ii a police constable, *Officer*, Town Staff or authorized agent on behalf thereof that requests the removal of the dog for any reason;
- b) ensure that such dog is under voice control and within their sight at all times; and
- c) immediately remove any excrement left by such dog and dispose of appropriately.

3.28 Every *owner* shall ensure that their dog is controlled by *tether* when entering and leaving a leash free dog park.

3.29 No person shall cause or permit any *Animal* other than a dog to enter or remain within a leash free dog park.

BARKING

3.30 No person shall allow a dog to bark *Consistently and Persistently*, causing a nuisance to the neighbours.

3.31 No person shall encourage or bait a dog to bark *Consistently and Persistently*, causing a nuisance to the neighbours.

EXCREMENTS

3.32 Every *owner* shall ensure that any dog excrement left by their dog on a *Highway*, public, or *private property*, is immediately removed and disposed of in a sanitary manner with the exception where:

- a) the *owner* of the *Animal* is the property *owner* of the lot on which the excrement was left; or
- b) due to a physical disability, the handler of a service dog is unable to remove excrement left by such *Animal*.

3.33 Every *owner* of a dog that is the *Landowner* shall ensure that any dog

excrement is removed from their property to ensure that it does not create a nuisance by reason of odour, sight or otherwise, within the specified timeframe below:

- a) Within three (3) days for any property within any property zoned as *Residential, Limited Services Residential, or Estate Residential*; or
- b) Within seven (7) days for property outside those listed in 3.33a).

ENCLOSURES

3.34 Every person shall ensure any *Doghouse* which is provided for a dog shall:

- a) be soundly constructed and made of a hard, durable material so as to be weatherproof and impervious to water;
- b) have a maximum height of no more than two (2) meters as measured from the midpoint of the roof of the *Doghouse* and the ground directly below such point;
- c) include clean and dry bedding sufficient for all dogs therein; and
- d) where the *Doghouse* is used by a dog in cold weather, it shall have:
 - i an elevated floor to prevent direct contact with the surface of the ground
 - ii a flap affixed over the door to provide protection from the elements; and
 - iii adequate insulation of the walls, floor and roof to retain heat and sufficiently protect any dog therein against cold weather.

3.35 Every *owner* shall ensure that any *dog run* which is provided for their dog shall:

- a) be fully enclosed and constructed to prevent the escape of any dog therein;
- b) not have any individual side which is less than one (1) meter in length;
- c) have a minimum area of nine and a half (9.5) meter square to be increased by three (3) meter square for each additional dog therein over the number of one (1);
- d) have a height of no less than one (1) meter above the tallest dog in a standing position kept therein; and
- e) include a section maintained in a dry condition and of sufficient size to permit a dog within to lie down.

3.36 Every *owner* shall ensure that any *Doghouse* or *dog run* provided for a dog is:

- a) located in a rear yard or side yard;
- b) set back at least two (2) meters from any lot line;
 - i when located within an exterior side yard, the set back shall meet the applicable Zoning By-law;
- c) maintained in good repair; and
- d) maintained in a clean and sanitary condition free of obnoxious odours.

3.37 No person shall cause or permit a dog to be kept in a *dog run* for more than twenty (20) hours within a twenty-four (24) hour period and, during such time as the dog is required to be released, it shall not be *tethered*.

PART 4- DANGEROUS DOGS

- 4.1 Every *owner* shall ensure that, in the absence of a *mitigating factor*, their dog does not:
- a) bite, *attack* or cause injury to any person or an *owner's Animal*; or
 - b) behave in an aggressive or menacing manner to any person or an *owner's Animal*.
- 4.2 Section 4.1 does not apply to any dog actively engaged in law enforcement activities on behalf of a police force.
- 4.3 Where a level 1 or 2 (see Schedule 'C') *attack* has been determined to have occurred without *mitigating factor*, and it is the first *attack* on record, the *Manager* shall issue a notice of attack to the dog *owner*.
- 4.4 Where a level 1 or 2 (see Schedule 'C') *attack* has been determined to have occurred without *mitigating factor*, and it is the second *attack* on record, the *Manager* shall issue a Dangerous Dog Order to the *owner*, declaring the dog as dangerous.
- 4.5 Where a level 3 to 6 (see Schedule 'C') *attack* has been determined to have occurred without *mitigating factor*, the *Manager* shall issue a Dangerous Dog Order to the *owner*, declaring the dog as dangerous.
- 4.6 Where the *Manager* has declared a dog as dangerous as per sections 4.4 and 4.5, the Dangerous Dog Order may be issued to any owner of such dog and, without limiting any other section of this By-law, such order shall include the following conditions:
- a) Every *owner* of a *Dangerous dog* shall ensure that, when the dog is on the *owner's* lot, it is safely restrained and incapable of causing injury to any person or an *owner's Animal* entering on the lot, by ensuring that the dog is;
 - i secured in a dwelling on the lot; or
 - ii when outdoors:
 - 1. enclosed in a fully fenced rear yard or side yard where such fence, and any gate that is part thereof, is of sufficient height, design, and condition to prevent the dog from escaping the yard under any circumstances; or
 - 2. kept in a *dog run* in a rear yard or side yard and such *dog run* shall be of sufficient height, design, and condition to prevent the dog from escaping or causing harm to any other *Animal* therein under any circumstances.
 - b) Every *owner* of a *Dangerous dog* shall ensure, where a *Dangerous dog* is in any place, other than its *owner's* lot in accordance with section 4.6, such dog shall:
 - i be equipped with a *Muzzle* fitted over its mouth; and
 - ii restrained by a leash under the direct physical control of a capable person over 18 years of age.
 - c) Every *owner* of a *Dangerous dog* is prohibited from entering and using any leash free dog park with their *Dangerous dog*;
 - d) Every *owner* of a *Dangerous dog* shall ensure the *Dangerous dog* has valid identification, in accordance with section 3.1, and proof, in a form satisfactory to the *Manager*, shall be provided to the *Township*;
 - e) Every *owner* of a *Dangerous dog* shall provide the *Manager* with a photograph of the *Dangerous dog*, and any other identifying information deemed necessary;

- f) Every *owner* of a *Dangerous dog* shall provide the *Manager* with copies of the most updated records of the *Dangerous dogs'* rabies vaccination;
- g) Every *owner* of a *Dangerous dog* shall have a warning sign, in a form approved by the *Manager*, conspicuously displayed in all entrances where the *Dangerous dog* is kept and such signs shall clearly indicate the dog's presence to any approaching person; and
- h) The *owner* of a *Dangerous dog* shall upon request provide a status update to the satisfaction of the *Manager* in respect of the *Dangerous dog* and shall provide notification to the *Manager* within 48 hours of:
 - i any change to the residency or ownership of the *Dangerous dog*; or
 - ii the death of the dog.

4.7 A Dangerous Dog Order shall expire upon the death of such dog.

4.8 A Dangerous Dog Order shall be deemed served;

- a) On the day of delivery if served by hand; or
- b) On the fifth (5th) day following the date of mailing if served by registered mail.

4.9

4.10 Where any dog was declared a *Dangerous dog* in accordance with a previous *Township Animal Control By-law*, even where repealed, such dog shall be deemed to be a *Dangerous dog* pursuant to this By-law and shall continue to be subject to the terms of any applicable order in effect at the time of the enactment of this By-law.

Appeal of Dangerous Dog Order

4.11 An *owner* of a *Dangerous dog* may appeal the order declaring a dog to be dangerous after the following criteria has been met:

- a) Within seven (7) days from service of the Dangerous Dog Order; or
- b) After a minimum of two (2) years since the last reported *attack*, and the *owner* submits;
 - i sufficient proof of successful completion of obedience, behavioural, or any similar training by a qualified person; and
 - ii a letter from a qualified dog trainer stating the dog is not likely to *attack* again.

4.12 Every *owner* who makes an application or request to appeal a Dangerous Dog Order shall be made to *Council*, and *Council* may:

- a) Confirm the order; or
- b) Exempt the *owner* in whole or in part from compliance with the order.

4.13 Any application or request to appeal an order declaring a dog as a *Dangerous dog* shall not act as a stay of the order including any condition or requirement imposed therein.

- 5.1 Every *owner* of a dog which has bitten a person, shall place the *dog* in quarantine for a period of ten (10) days.
- 5.2 At the discretion of the *Manager* a dog may be held in quarantine on the premises of the *owner*, or in a veterinary hospital, or a licensed *kennel* of the *owner's* choice and at the *owners* expense.
- 5.3 A dog held in quarantine under section 5.1 and 5.2, shall not be released from such quarantine without permission from the *Manager* or the expiration of ten (10) days symptom free.
- 5.4 For the purposes of section 5.3, symptoms in a dog shall include any one of the following, depending on the type of rabies:
 - a) **Dumb Rabies:** the dog becomes depressed and tries to hide in isolated places or paralysis (areas most affected are the face or neck- which causes abnormal facial expressions or drooling- or the hind legs).
 - b) **Furious Rabies:** the dog becomes very excited and aggressive, periods of excitement usually alternate with periods of depression, may attack objects or other animals. The dog may even bite or chew their own limbs.
- 5.5 If a dog develops any of the symptoms described in section 5.4, the *owner* shall contact the Public Health Unit and the *Township* as soon as possible.

PART 6- KENNELS

- 6.1 For the purposes of Part 6 of this by-law;
 - a) “*owner*”: means the *owner* or operator of a *Kennel*.
- 6.2 No person shall keep, board, house or breed more than four (4) dogs at a time on any premises within the *Township* unless the premises is:
 - a) licensed by the *Township* as a breeding or a boarding *kennel*; or
 - b) an accredited veterinary facility under the supervision of a veterinarian licensed under to the *Veterinarians Act, R.S.O. 1990, Chapter V.3*, as amended.
- 6.3 Every person who proposes to operate a *kennel* where more than 15 dogs would be kept at a time, shall, before applying for a licence under this by law, apply to the *Council* for approval to apply for the licence.
- 6.4 After receiving an application made under section 6.3, the *Council* shall:
 - a) pass resolution granting the application and specifying the maximum number of dogs that the applicant may keep at one time in the *kennel*; or
 - b) pass a resolution refusing the application.
- 6.5 An application for a licence under this section shall include:
 - a) the application licence fee, as set out in Schedule ‘B’;
 - b) proof that the proposed or existing *kennel* complies to the satisfaction of the *Manager*, with the requirements of this by law and any other of the *Township's* by-laws;
 - c) any site plan and site plan approval required by a by-law or by a provincial or federal statute or regulation; and
 - d) upon receiving a properly completed application, along with the applicable fee in Schedule ‘B’, the *Township* shall grant the requested licence.
- 6.6 Every *owner* of a breeding or a boarding *kennel* shall maintain all parts of the *kennel* in a clean and sanitary condition, free of accumulated

excrement.

- 6.7** Every *owner* of a breeding or a boarding *kenne/* shall remove excrement and other waste resulting from the operation of the *kenne/* daily.
- 6.8** Upon the death of a dog being kept in a breeding or a boarding *kenne/*, every *owner* of a *kenne/* shall, in addition to the other requirements of this By-Law, immediately remove the dead body from its cage or pen to an area that is not being used to house other *Animals*.
- 6.9** Every *owner* of a breeding or a boarding *kenne/* shall ensure that a cage used for housing a dog in the *kenne/* is constructed and maintained so that the floor of the cage remains clean, dry, sanitary and safe.
- 6.10** Every *owner* of a breeding *kenne/* or a boarding *kenne/* who allows a dog to use an outdoor *dog run* shall ensure that:
- a) when the dog moves from an indoor location to the outdoor area, the change in environment will not cause harm to the dog;
 - b) surface water readily drains from the ground within the *dog run*;
 - c) the *dog run* is fenced or otherwise appropriately enclosed to prevent the dog from escaping;
 - d) the *dog run* is free from conditions or materials that pose a threat of harm to the dog; and
 - e) every dog within the *dog run* has ready access to an individual shelter that is large enough to comfortably accommodate the dog and is constructed and maintained to provide a dry shelter from direct sunlight, precipitation, and wind.
- 6.11** Every *owner* of a breeding or a boarding *kenne/* shall ensure that every room or cage in which a dog is housed within the *kenne/* is:
- a) maintained at a temperature that is appropriate for the welfare of the particular dog, considering its breed and medical condition;
 - b) fully lit for at least eight (8) continuous hours every day;
 - c) ventilated as required for the health and comfort of the dog;
 - d) the litter or bedding material is changed daily and kept dry, clean and free of obnoxious odours and fumes;
 - e) cleared of any excrements or other waste inside the cage promptly;
 - f) cleaned and sanitized daily, including the cage rack or portion of the cage rack used in connection with the cage;
 - g) cleaned and sanitized prior to placing any dog in cage previously occupied by another dog;
- 6.12** Every *owner* of a breeding or a boarding *kenne/* shall ensure that every dog in a room or cage within the *kenne/* is:
- a) Provided with food and water in a container that can be readily sanitized; and
 - b) Provided with food and water in containers that are placed directly on the floor of the cage in which the dog is located.
- 6.13** No *owner* of a breeding or boarding *kenne/* shall keep a dog in a *dog run* or other fenced area unless the fence is constructed of chain link, vertical board, or corn crib wire.
- 6.14** An *owner* of a boarding *kenne/* is exempt from the requirements of section 3.1 in respect of a dog that is temporarily in his or her care provided that:
- a) the dog is currently registered with another municipality, and a uniquely numbered registration tag from the other municipality is

securely affixed on the collar or harness of the dog at all times.

- 6.15** Every *owner* shall meet the requirements of the applicable zoning regulations of the *Township*.

Renewal

- 6.16** Every *owner* of a breeding or boarding *kennel* shall renew their *Kennel* licence prior to March 1st every year.
- 6.17** Every *owner* of a breeding or boarding *kennel* shall pay the *Kennel* Licence Fee, as per Schedule 'B'.

Revocation

- 6.18** A *Kennel* licence is considered automatically revoked if a complete licence renewal application is not submitted to the *Township* prior to March 1st of that calendar year.
- 6.19** The *Township's Manager* may, at any point, revoke a person's *kennel* licence where:
- a) a contravention of any section of this By-Law occurs;
 - b) the licence was issued in error; or
 - c) continuation of the operation poses an immediate danger to the health or safety of any person, *animal*, or property.
- 6.20** Where the *Manager* believes on reasonable grounds, that a licensed *kennel* may not be in compliance with the requirements of this by-law, the *Manager* may require that the *owner* of the *kennel* allow the *Manager* to enter the premises to inspect the *kennel*.
- 6.21** Every *owner* of a *kennel* shall, upon receipt of an inspection request under section 6.20 grant the *Manager* or an animal control *Officer* access to the *kennel* premises.
- 6.22** Where in the opinion of the *Manager* a *kennel* is in a state of non-compliance with this by-law or is creating or is likely to create a public health risk, the *Manager* may order the *owner* of the *kennel* in writing, to rectify the non-compliance within a specific time period that is reasonable in the circumstances.
- 6.23** Every *kennel owner* shall comply with an order made under section 6.22 within the time specified in the order.
- 6.24** In evaluating compliance with the requirements of this by-law the *Manager* may require an applicant for, or a holder of, a *kennel*;
- a) to provide the *Manager* with information that he or she deems necessary for this purpose; and
 - b) to allow the *Manager* to inspect the *kennel* or proposed *kennel* premises.
- 6.25** In executing his or her duties with respect to any *kennel* or proposed *kennel*, the *Manager* may retain the services of a qualified veterinarian who is familiar with generally accepted *kennel* practices to write a report evaluating the practices of the licensed or proposed *kennel*. The *Manager* shall provide copies of any report generated by the veterinarian to the *owner* of the *kennel* or proposed *kennel*.
- 6.26** The *Township* shall invoice the *owner* of the *kennel* for the cost of the veterinary services obtained under section 6.25. The *owner* of the *kennel* shall pay the invoice within thirty (30) days, after which time any outstanding amount, plus interest calculated from the date of the invoice, shall be added to the tax demand for the land occupied by the *kennel*.

Transfers

- 6.27 Every person who operates a *kennel* shall only transfer a *kennel* licence following written approval from the *Manager*.

PART 7- DOG POUND

Impounded Dogs

- 7.1 At the discretion of the *Dog Pound*, any dog that is delivered as a result of it being *at large* may be impounded.
- 7.2 Every dog that is impounded shall be held by the *Dog Pound* for a minimum redemption period of three (3) days exclusive of the day on which the dog was impounded, statutory holidays, and any day which the *Dog Pound* is closed.
- 7.3 The *Dog Pound* shall keep a record of each dog that is impounded including but not limited to the date of impoundment, a description of the dog, any identification or contact information found on the dog and the date and manner of disposition.
- 7.4 Where a dog is not redeemed by its previous *owner* within the established timeframe pursuant to section 7.2, such dog shall become the sole property of the *Dog Pound* and may be made available for adoption, sold, transferred to a new *owner*, humanely euthanized or otherwise.

Redemption

- 7.5 During the period established pursuant to section 7.2, a dog may be redeemed by its previous *owner* and released from the *Dog Pound* if such person provides satisfactory identification of the dog and upon:
- a) payment of all applicable fees as set out by the *Dog Pound*;
 - b) reimbursement to the *Township* for any costs incurred as a result of veterinary or other care deemed necessary for the wellbeing of the *Animal* while it was impounded; and
 - c) affixing valid dog identification on the dog as per section 3.1.

Adoption

- 7.6 A person may only be eligible to adopt a dog from the *Dog Pound* if they are, to the satisfaction of the *Dog Pound*, capable of providing proper care to such dog and may be reasonably expected to meet the requirements of this By-law.
- 7.7 Every person who intends to adopt a dog from the *Dog Pound* shall:
- a) complete an application on an accepted form by the *Dog Pound*;
 - b) ensure proper identification is affixed to the dog or have a *Microchip* implanted in the dog, both of which shall require the current contact information of the adopting person; and
 - c) pay all applicable fees as set out by the *Dog Pound*.
- 7.8 The *Dog Pound* may refuse the adoption of a dog for any reason.

PART 8- PROHIBITED ANIMALS

- 8.1 No person shall keep or permit to be kept anywhere within the municipal boundary any animal prohibited in accordance with Schedule 'D' attached to and forming part of this by-law in any building or structure in any zone unless otherwise permitted by the *Township's* Zoning By-Law.

PART 9 - ADMINISTRATION AND ENFORCEMENT

- 9.1 This by-law shall be enforced on a basis of written complaints, unless the *Manager* is aware of an obvious unsafe condition warranting correction.

9.2 The *Manager* will not inspect the entire premises or suite but will inspect only those items which are the subject of the written complaint.

9.3 Notwithstanding 9.2, the *Manager* may inspect other areas or items believed to be unsafe.

9.4 The *Manager* is authorized to administer and enforce this By-law including but not limited to:

- a) arranging for:
 - i the assistance or work of *Township* staff, or *Township* agents;
 - ii the making of orders or other requirements and the imposition of conditions as authorized under this By-law;
 - iii the obtaining of court orders or warrants as may be required;
 - iv the commencement of such actions on behalf of the *Township* to recover costs or restrain contravention of this By-law as deemed necessary; and
- b) prescribing the format and content of any forms or other documents required under this By-law.

9.5 The *Manager* may assign *Officers* to enforce this By-law and *Officers* so assigned or appointed by *Council* to enforce this By-law shall have the authority to:

- a) carry out inspections;
- b) make orders or other requirements as authorized under this By-law; and
- c) give immediate effect to any orders or other requirements made under this By-law.

9.6 The *Manager* may assign duties or delegate tasks under this By-law to be carried out in the *Manager's* absence or otherwise.

Entry and Inspections

9.7 An *Officer* may enter on land at any reasonable time and in accordance with the conditions set out in sections 435 and 437 of the *Municipal Act*, 2001 for the purpose of carrying out an inspection to determine whether or not the following are being complied with:

- a) this By-law;
- b) a direction or order made under this By-law;
- c) an order made under s. 431 of the *Municipal Act*, 2001.

9.8 An *Officer* may, for the purposes of the inspection under Section 9.7 and in accordance with the conditions set out in section 436 of the *Municipal Act*, 2001:

- a) require the production for inspection of documents or things relevant to the inspection;
- b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- c) require information in writing or otherwise as required by the *Officer* from any person concerning a matter related to the inspection; or

- d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

9.9 An *Officer* may undertake an inspection pursuant to an order issued by a provincial judge or justice of the peace under Section 438 of the *Municipal Act*, 2001, in accordance with the conditions set out in that section, where he or she has been prevented or is likely to be prevented from carrying out an inspection under Sections 9.7 and 9.8.

9.10 No Person shall interfere with or obstruct an *Officer* while performing their duties under this by-law.

Orders including Delivery

9.11 If an *Officer* is satisfied that a contravention of this By-law has occurred, he or she may make an order requiring the person who contravened the By-law or who caused or permitted the contravention or the owner or occupier of the property on which the contravention occurred to do work to correct the contravention.

9.12 An order under Section 9.11 shall set out:

- a) reasonable particulars of the contravention adequate to identify the contravention and the location of property on which the contravention occurred;
- b) the work to be completed;
- c) the date or dates by which the work must be completed; and
- d) notice that if the order is not complied with, then the work may be done at the expense of the owner;
- e) notice that if the cost of work plus administration fees are not paid in time, they may be recovered by adding the amount to the tax roll for the Property.

9.13 Delivery of an order to discontinue a contravening activity made under Section 9.11 or an order to do work made under Section 9.12 may be given personally or by registered mail to the last known address of:

- a) the owner; and
- b) such other persons affected by the order as an *Officer* determines.

Delivery by registered mail shall be deemed to have taken place on the fifth (5th) day after the date of mailing.

9.14 In addition to delivery in accordance with Section 9.13, an order to discontinue contravening activity made under Section 9.11 or an order to do work made under Section 9.9 may be delivered by an *Officer* placing a placard containing the order in a conspicuous place on the property where the contravention occurred.

9.15 Where a time frame is set out in an order for carrying out any action, an *Officer* may extend the time for compliance beyond the established time frame provided such extension is required and is acceptable to the *Officer*.

9.16 No person shall fail to comply with an Order issued pursuant to this By-Law.

Township Carrying Out Work

- 9.17** Where a person does not comply with a direction or a requirement within an order, under this By-law to do a matter or thing, the *Manager*, in addition to all other remedies, may cause the Property to be brought into compliance with this by-law. For this purpose, the *Manager* with such assistance by others as may be required, may enter onto the Property at any reasonable time without further notice to the Owner in order to do such work necessary to achieve compliance with this by-law at the person's expense.
- 9.18** The *Township* may recover the costs of doing a matter or thing by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes and such costs shall include an administration fee of 30 per cent (30%). The amount of the *Township's* costs, including interest to the date payment is made in full, constitutes a lien upon the land, upon the registration of a notice of lien upon the land.

Penalties

- 9.19** Every person who contravenes any provision of this by-law is guilty of an offence and, upon conviction, is liable to:
- a) a set fine as set out in Schedule 'A'; or
 - b) a fine as provided for in section 61 of the Provincial Offences Act, R.S.O 1990, c. P.33.
- 9.20** Where a person is convicted of an offence under this by-law, the Ontario court of Justice or any court of competent jurisdiction thereafter may, in addition to any other penalty imposed on the person convicted, make an order prohibiting the continuation or repetition of the offence by the person convicted.

Validity and Severability

- 9.21** If a court of competent jurisdiction should declare any section or part of a section of this by- law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced *Council* to pass the remainder of the by-law, and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.
- 9.22** Where a provision of this by-law conflicts with the provision of another by-law in force within the *Township*, the provisions that establish the higher standards to protect the health, safety and welfare of the general public shall prevail.

Repeal

- 9.23** On the date this by-law comes into effect, By-Law 07-11 as amended shall be hereby repealed.
- 9.24** This By-law shall come into force upon the date of passing by *Council*.

READ A FIRST AND SECOND TIME IN OPEN COUNCIL THIS 21ST DAY OF MARCH, 2022.

READ A THIRD AND FINAL TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS DAY 18TH DAY OF APRIL, 2022

MAYOR: _____ **CLERK:** _____

SCHEDULE 'A'
CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
Set Fine Schedule
Part 1 Provincial Offences Act

By-Law No.##-2022: Animal Control

Item	Short Form Wording	Provision Creating or Defining of Offence	Set Fine
1	Fail to provide animal with food and water	2.1a	\$500.00
2	Fail to keep animal in a sanitary environment	2.1b	\$350.00
3	Fail to provide animal with adequate space	2.1c	\$350.00
4	Fail to provide animal with protection from unsafe weather	2.1d	\$350.00
5	Fail to provide animal with veterinary care	2.1e	\$350.00
6	Fail to provide animal with appropriate enclosure	2.3	\$350.00
7	Fail to provide dog with valid identification	3.1	\$350.00
8	Fail to obtain a Kennel Licence	3.3	\$350.00
9	Removed identification tag from the dog	3.4	\$350.00
10	Fail to use tether of 3m or less	3.6	\$350.00
11	Fail to use tether of appropriate strength for dog	3.8	\$350.00
12	Fail to appropriately tether dog	3.9	\$350.00
13	Fail to provide supervision for tethered dog	3.10	\$350.00
14	Permit dog to be tethered using a potentially harmful collar device	3.11	\$350.00
15	Permit dog to be tethered for more than 4 consecutive hours in a 24hour period	3.12	\$350.00
16	Permit dog to be tethered for more than 6 hours in a 24hour period	3.12	\$350.00
17	Permit dog to run at large	3.13	\$350.00
18	Permit dog to trespass on Private Property	3.14	\$350.00
19	Fail to deliver seized dog to the Township or Dog Pound	3.18	\$350.00
20	Fail to accompany dog within leash free dog park	3.22	\$350.00
21	Fail to keep less than 4 dogs in your care at a leash free dog park	3.23	\$350.00
22	Fail to accompany child within leash free dog park	3.24	\$350.00
23	Permit dog who poses danger to persons and dogs to enter leash free dog park	3.25a	\$350.00
24	Permit dog who displays aggressive behaviour in leash free dog park	3.25b	\$350.00
25	Permit dangerous dog in leash free dog park	3.25c	\$350.00
26	Permit dog who has been prohibited form using a leash free dog park, in leash free dog park	3.25d	\$350.00
27	Permit dog who has been convicted of an offence related to dog conduct, in leash free dog park	3.25e	\$350.00
28	Permit unneutered or unspayed dog in leash free dog park	3.26a	\$350.00
29	Permit unvaccinated dog in leash free dog park	3.26b	\$350.00
30	Permit dog under age of 6months in leash free dog park	3.26c	\$350.00

31	Permit dog without valid identification in leash free dog park	3.26d	\$350.00
32	Fail to immediately remove aggressive dog from leash free dog park	3.27a)i.	\$350.00
33	Fail to remove dog from leash free dog park following request from officer or town designate	3.27a)ii.	\$350.00
34	Fail to immediately remove excrement	3.27c)	\$350.00
35	Fail to keep dog tethered while entering leash free dog park	3.28	\$350.00
36	Fail to keep dog tethered while leaving leash free dog park	3.28	\$350.00
37	Permit any animal other than a dog within a leash free dog	3.29	\$350.00
38	Permit dog to bark consistently and persistently	3.30	\$350.00
39	Encourage dog to bark consistently and persistently	3.31	\$350.00
40	Fail to immediately remove excrement from public property	3.32	\$350.00
41	Fail to immediately remove excrement from private property	3.32	\$350.00
42	Fail to remove excrement within 3 days	3.33a)	\$350.00
43	Fail to remove excrement within 7 days	3.33b)	\$350.00
44	Fail to ensure doghouse is adequately constructed and maintained	3.34	\$350.00
45	Fail to ensure dog run is adequately constructed and maintained	3.35	\$350.00
46	Fail to ensure doghouse is located in rear or side yard	3.36a)	\$350.00
47	Fail to ensure dog run is located in rear or side yard	3.36a)	\$350.00
48	Fail to ensure doghouse is at least 2m from lot line	3.36b)	\$350.00
49	Fail to ensure dog run is at least 2m from lot line	3.36b)	\$350.00
50	Fail to ensure doghouse is kept in a sanitary condition	3.36d)	\$350.00
51	Fail to ensure dog run is kept in a sanitary condition	3.36d)	\$350.00
52	Permit dog to be kept in a dog run for more than 20hours within a 24hour period	3.37	\$350.00
53	Allow dog to bite, attack, or cause injury	4.1a)	\$350.00
54	Allow dog to behave in an aggressive manner	4.1b)	\$350.00
55	Fail to comply with a Dangerous Dog order	4.6	\$350.00
56	Fail to place dog in quarantine for ten (10) days	5.1	\$350.00
57	Keep more than 4 dogs without a kennel licence	6.2a)	\$350.00
58	Keep more than 15 dogs without Council approval	6.3	\$350.00
59	Fail to maintain sanitary kennel	6.6	\$350.00
60	Fail to remove feces from kennel daily	6.7	\$350.00
61	Fail to immediately remove dead dog from kennel	6.8	\$350.00
62	Keep dog in improperly constructed or maintained cage	6.9	\$350.00
63	Allow dog to use improperly constructed or maintained dog run	6.10	\$350.00
64	House dog in inadequate room or cage	6.11	\$350.00

65	Fail to clean dog cage in kennel daily	6.11f)	\$350.00
66	Use improper fencing materials in kennel	6.13	\$350.00
67	Fail to comply with an order	6.23	\$350.00
68	No person shall keep or permit to be kept any prohibited animals	8.1	\$350.00
69	Obstructing an Officer	9.10	\$500.00
70	Fail to comply with an Order	9.16	\$350.00

Note: The general penalty provision for the offences listed above is Section 9.18 of By-law no. ##-2022, a certified copy of which has been filed and s. 61 of the Provincial Offences Act, R.S.O. 1990, c.P.33

SCHEDULE ‘B’
CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
By-Law No.##-2022: Animal Control

Service Use and Activity Charges

Item	Service or Activity Fee	Fee
1.	<i>Kennel</i> Licence Where an application for a <i>Kennel</i> Licence is submitted the fee indicated must be paid in full.	\$ 150.00
2.	1st Order. Where the informal notice has not been complied with, for the first Order issued in respect to any property.	\$ 50.00
3.	Subsequent Orders. Where there has been a previous Order issued, each subsequent Order issued thereafter.	\$ 350.00
4.	<i>Township</i> undertakes to complete the work. Where the <i>Township</i> undertakes to complete the work required to comply with any final order.	Cost of the work performed plus an administrative fee of 30%
5.	Certificate of Compliance. Where after inspecting a property, an <i>Officer</i> , may on the request of the <i>Owner</i> , issue the <i>Owner</i> a certificate of compliance.	\$25.00

SCHEDULE 'C'
CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
By-Law No.##-2022: Animal Control

Animal Attack Levels

Level	Descriptions
1	Obnoxious or aggressive behaviour but no skin contact by teeth & no injury. Dog growls, snarls, lunges, but no teeth touch skin.
2	Skin contact by teeth. Includes skin nicks, scrapes, redness/welts caused by movement of teeth; may also include movement of dog's nails/claws against the skin. Mouth/teeth touch skin and there are pressure marks or indentations that leave scratches or abrasions and there may be slight bleeding caused by forward, backward or lateral movement of teeth against skin – no distinct punctures.
3	One to four punctures from a single bite with no deep punctures (less than ½ the length of the dog's canine teeth). There may be skin tearing (abrasions or shallow lacerations) in a single direction, caused by the victim pulling or <i>owner</i> pulling dog away, or gravity (e.g. dog jumps up).
4	One to four punctures from a single bite with at least 1 deep puncture (deeper than ½ the length of the dog's canine tooth. May include deep bruising around the wound (dog held on for a number of seconds and bore down) or lacerations in both directions (dog held on and shook its head from side to side). With this type of bite, the dog clamps down and there is not a quick release (bite –hold). Lacerations will often occur as the individual pulls away while the dog has a hold with their teeth.
5	Multiple-bite incident with at least two level 3 bites or multiple- <i>Attack</i> wounds with at least one level 3 bite in each. Includes severe injuries as a result of an <i>Attack</i> (i.e. fracture). Dog bites multiple times in a row, connecting with the skin, causing punctures and often tears. Some bites may be bite-release and some may be bite-hold. The dog does not bite and back away but instead bites, releases and then lunges forward again immediately often directing the bite toward vulnerable areas. These are serious bites that can be life threatening.
6	victim (human or <i>Animal</i>) is deceased as a result of bite or <i>Attack</i> .

SCHEDULE 'D'
CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY
By-Law No.##-2022: Animal Control

Prohibited Animals

Class	Type	Common Names	Permitted Exceptions
Arachnida	Araneae	Spiders	
	Scorpiones	Scorpions	
Aves	Accipitriformes	Hawks and eagles	
	Anseriformes	Ducks, geese and swans	
	Apterygiformes	Kiwis	
	Casuariiformes	Emus and cassowaries	
	Columbiformes	Pigeons and doves	
	Falconiformes	Falcons	
	Galliformes	Pheasants, grouse, guineafowls, turkeys, chickens and peafowls	
	Gruiformes	Cranes	
	Phoenicopteriform	Flamingoes	
	Rheiformes	Rheas	
	Sphenisciformes	Penguins	
	Strigiformes	Owls	
	Struthioniformes	Ostriches	
Mammalia	Artiodactyla	Cattle, goats, sheep, swine, deer, elk, camels, llamas, alpacas and reindeer (caribou)	
	Carnivora	Wolves, coyotes, foxes, fox hybrids, wolf hybrids, hyenas, tigers, leopards, jaguars, cougars, lions, lynx, cheetahs, servals, hybrid bengal, savannah and chausie cats and similar hybrids, minks, skunks, weasels, otters, badgers, mongoose, civets, genets, cacomistles, raccoons, kinkajous, bears, seals and walruses	Domesticated dogs Domesticated cats (Felis Catus) Domesticated ferrets
	Chiroptera	Bats, myotis and fruit bats	
	Eulipotyphla	Shrews	African pygmy
	Lagomorpha	Hares and pikas	Domesticated rabbits
	Marsupialia	Koalas, kangaroos, possums, opossums, wombats and wallabies	Domesticated sugar gliders derived from a self-sustaining captive population
	Perissodactyla	Horses, donkeys, mules, zebras and ponies	
	Primates	Gorillas, monkeys, chimpanzees, lemurs, orangutans and bush babies	
	Proboscidea	Elephants	
	Rodentia	Porcupines, prairie dogs and nutria	Domesticated rodents such as hamsters, gerbils, chinchillas and guinea pigs which do not exceed 1,500 grams and are derived from a self-sustaining captive population
	Scandentia	Treeshrews	
	Xenarthra	Anteaters, armadillos and sloths	
Reptilia	Crocodylia	Alligators, crocodiles, gavials and caimans	

	Squamata	Iguanas, savannah monitors, pythons and boas (including anacondas)	Non-venomous or non-poisonous lizards which have a maximum length of less than 70 centimetres and are not commonly expected to exceed that length Non-venomous or non-poisonous snakes which have a maximum length of less than 2 metres and are not commonly expected to exceed that length
	Testudines	Terrapins, tortoises and turtles	Domesticated turtles derived from a self-sustaining captive population; not including snapping turtles.
Other	All venomous or poisonous <i>animals</i> .		



STAFF REPORT

S.R. No. 152-2022

PREPARED BY: Dave Robertson, Fire Chief

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Williamstown Fire Station – Septic System Procurement

BACKGROUND:

1. The former Roads Maintenance Garage at 19686 William St. is presently under renovation to house a new location for the Williamstown Fire Station.
2. Staff Report 146-2022 (Sept. 20, 2022) advised Council that the septic system at this location has failed and needs replacement.

ANALYSIS:

3. A new system design was sourced and a permit for the new design was received on September 12th.
4. The renovation project is estimated to be completed by early December 2022.
5. Prior to receiving final occupancy and moving of Fire operations to the new location, the septic system will need to be replaced.
6. Six contractors who supply and install systems were contacted to provide quotes.
7. Of the six,
 - a. One advised they would not be able to provide pricing as they did not have capacity during the 2022 season,
 - b. Three provided no response as of Sept. 27th.
 - c. Two provided quotes. Both suppliers can complete the work and provided all information as per the plan.

8. Evaluation Criteria:

EVALUATION CRITERIA	Chretien Excavation	Lauzon Trucking
Includes supply of all equipment	YES	YES
Pumping of existing septic tank	Not included	Included
Decommissioning	Included	Included
Asphalt cutting and removal	Not included	Included
Asphalt replacement	Not included	Not included
Excavation and installation	Included	Included
Electrical connection	Not included	Not included
Completion within the project timeline	Septic tank, remainder in 2023	Complete

Quote + HST	\$36,300	\$33,500
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9. As per their submission of \$33,500.00 + HST, Fire Administration supports the award for the supply and installation of the septic system to Lauzon Trucking. This firm is qualified to complete the work as detailed in the plan and permit.

IMPACT ON 2022 BUDGET:

10. Replacement of the septic system was not anticipated and was not included in the 2022 budget.
11. The renovation project has been directed to be funded from Fire Reserves. Any additional costs required for a new septic system would also be funded from Fire Reserves, of which there are sufficient funds to complete the system.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in Infrastructure and its sustainability

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 152-2022 be received and that the Council of the Township of South Glengarry award the supply and installation of a new septic system at the new Williamstown Fire Station located at 19686 William Street to Lauzon Trucking as per their submission of \$33,500 plus HST and furthermore, that the Mayor and Clerk be authorized to sign any applicable documents.

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



STAFF REPORT

S.R. No. 153-2022

PREPARED BY: Kaylyn MacDonald, Acting GM Finance/Treasurer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Rescheduling of 2023 Budget Meeting Dates

BACKGROUND:

1. In 2021 Council approved the schedule of Council Meetings for 2022 with budget meetings scheduled for November 4 and November 18, 2022. As the new term of Council will commence on November 15, 2022, Administration recommends the dates be revised.

ANALYSIS:

2. Orientation for the new South Glengarry Council has been scheduled for November 18, 2022. If Council wishes to continue the practice of Fridays being used for budget, Administration recommends November 25th and December 9th be selected as the new dates.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

3. Strengthen the effectiveness and efficiency of our organization.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 153-2022 be received and that the 2023 budget meeting dates scheduled in 2022 be revised to November 25th and December 9th, 2022.

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

STAFF REPORT

S.R. No. 154-2022

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Request to Purchase Unopened Road Allowance – William Street

BACKGROUND:

1. Administration has received a request from the property owner of 19679 William Street to purchase the unopened road allowance along the east side of the property. The request is attached to this report for Council's information.



2. A title search of the unopened road allowance identifies the United Counties of SDG as the owner of the unopened road allowance; however, the Counties' road establishing by-law does not include the unopened road allowance in question.

3. Pursuant to Section 52(5) of the *Municipal Act, 2001*, if a highway is removed from an upper-tier highway system, it is under the jurisdiction of the lower-tier municipality in which the highway is located.
4. It is the position of SDG's Director of Transportation that based on previous legal advice obtained by the Counties, the unopened road allowance in question is under the jurisdiction of the Township of South Glengarry.

ANALYSIS:

5. The GM of Planning, Building and Enforcement has reviewed the request and has no concerns from a land use planning perspective, as this unopened road allowance will not serve any future development or anticipated required access.
6. Section 8.1 of the Sale and Purchase of Property By-law ([By-law 21-2021](#)) encourages the preservation of road allowances leading to the water. However, Administration is of the opinion that there would be minimal benefit to the Township to retain this unopened road allowance for the purpose of accessing the water, as the access to the water from this location would not benefit the public.
7. Pursuant to Section 7.1.1.1. if the property to be sold is a closed highway without any structures greater than 10 square metres it may be sold to an owner of property abutting and/or adjacent to the closed highway.
8. The next steps in the process, should Council be in favor of selling the unopened road allowance to the abutting property owner at 19679 William Street are:
 - a. Council must declare the unopened road allowance as surplus, which can be done by resolution this evening.
 - b. An appraisal of the property shall be obtained with all costs borne by the applicant.
 - c. Council must approve the sale by by-law in an open session of Council.

IMPACT ON 2022 BUDGET:

9. The sale of the unopened road allowance would result in additional funds, which would be determined through the appraisal process.

ALIGNMENT WITH STRATEGIC PLAN:

N/A

OTHERS CONSULTED:

GM Infrastructure Services
GM Planning, Building & Enforcement

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 154-2022 be received and that the Council of the Township of South Glengarry declare the unopened road allowance located east of 19679 William Street to be surplus to the needs of the Township and that Administration proceed with obtaining an appraisal of the property.

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

From: [Todd Rozon](#)
To: [Kelli Campeau](#)
Cc: [Wendy Rozon](#)
Subject: 19679 William Street, Williamstown - Unopened Road Allowance Purchase
Date: September-26-22 10:25:48 AM
Attachments: [image001.png](#)

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.

Hi Kelli,

This message is to confirm that I wish to purchase the unopened road allowance on the east side of my property. We will be adding this small portion of land to property that is already owned by Todd Rozon, Wendy Rozon (wife) & Lloyd Rozon (son).

In the next few days I will have a survey of the road allowance and an real estate appraisal of the property which I will share with the township.

We are hoping to get this completed as soon as possible as this issue is delaying our building renovations.

Please confirm receipt of this message.

Thanks,

Todd Rozon BA CIP
President
Rozon Insurance Brokers Limited
150 Military Road North, P O Box 159
Lancaster, Ontario K0C 1N0
(P) 613-347-7600 (x303) / 1-800-263-3186
(F) 613-347-7593

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STAFF REPORT

S.R. No. 155-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Farlinger Drive – Turning Circle Request

BACKGROUND:

1. On June 20, 2022, Administration provided Council with an Item for Consideration related to a request received to modify the turning circle on Farlinger Drive.
 - a. [Item for Consideration Report](#)
 - b. [Attachment](#), RCMP seize 59 illegal firearms
2. The request included a description of recent smuggling activities in the area, a proposed solution (redesign of the turning circle to a hammerhead), and an offer to cover all associated costs of the construction and related charges with Council's approval. A sketch of the proposed configuration is attached.
3. As a result of the Item for Consideration, Council directed Administration to host an informal information session gather information from residents in Farlinger Estates and report back to Council.
4. Administration held a Public Information Session on Wednesday July 6, 2022 on the Farlinger Drive Turning Circle. In attendance from the Township was Deputy Mayor Jaworski, CAO Mills, and Infrastructure General Manager McDonald. The Township's OPP liaison was also in attendance as a courtesy. The Public Information Session was attended by 30 residents of all ages.
5. At the Public Information Session, residents provided to Council (attached) the "*leave the cul-de-sac as it is*" petition which was signed by 20 residents.
6. Subsequently, Township Council has received additional information from:
 - a. A household who is concerned about smuggling activities
 - b. Mr. MacEwen who submitted the original modification request
 - c. Mr. Nadkarni who is representing the Farlinger Drive Community petitioners

ANALYSIS:

7. As requested, for Council's consideration, the feedback received from residents at the Public Information Session includes:
 - a. Turning circle provides a view / access the water and is a selling feature of the neighbourhood
 - b. Residents are opposed to the proposed change in configuration
 - c. Children use the turning circle as an area park (biking, playing)
 - d. Parents are concerned for the safety of their children that may result from the change in traffic operations (garbage, winter maintenance, delivery)
 - e. Community had varying thoughts on smuggling activity with some residents indicating that there were no reports of smuggling activities (and that they feel safe) and other residents indicating that they had witnessed recent activity
8. The subsequent feedback received from Mr. MacEwen includes:
 - a. The request to reconfigure the "turnaround" to a "hammerhead" at the end of Farlinger Drive is to create a buffer zone from the river access to allow for enhanced security measures to eliminate ongoing criminal activity.
 - b. A rebuttal of the following information circulating in the community: trying to create another building lot; smuggling is not an issue; the reconfiguration will negatively impact property values; the strip of land is public property; the use of the turning circle by children.
 - c. Reference to May 2021 smuggling
9. Mr. MacEwen noted: *"Should our request be granted, we will be respectful of the established high level of property standards in the subdivision and be sure that any landscaping be pleasing to the eye and suit the surrounding area."*
10. The OPP introduced the of Crime Prevention Through Environmental Design (CPTED) for consideration. CPTED is a concept that has been applied for several years around the world and there is a national organization (www.cptedcanada.com) that provides training and certification.
11. The OPP provided a CPTED option that could be considered short of re-engineering the roadway that would discourage criminal activity in the area. **Improving natural surveillance** by clearing some of the sight lines that are obstructed by the cedars, the attractiveness of this area for smuggling would be greatly diminished. The existing trees are providing cover for any potential nefarious activity and diminishing the effectiveness of the existing streetlights. At night it is a dark area, compounded by the lack of a clear sight line. Officers on patrol, and the public at large would have a much better view of the water, which discourages illegal activity.

12. Council has three alternatives to consider:

- a. Do Nothing – status quo
- b. Pursue the proposal provided by Mr. MacEwen – confirm the proposed solution conforms with Township Guidelines and work with Mr. MacEwen’s engineering / contracting team to undertake the proposed modifications
- c. Pursue non-engineering alternatives – namely, investigate and propose Crime Prevention Through Environmental Design through the 2023 proposed budget to Council

IMPACT ON 2022 BUDGET:

13. There is no impact on the 2022 budget outside of staffing time dedicated to this file.

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

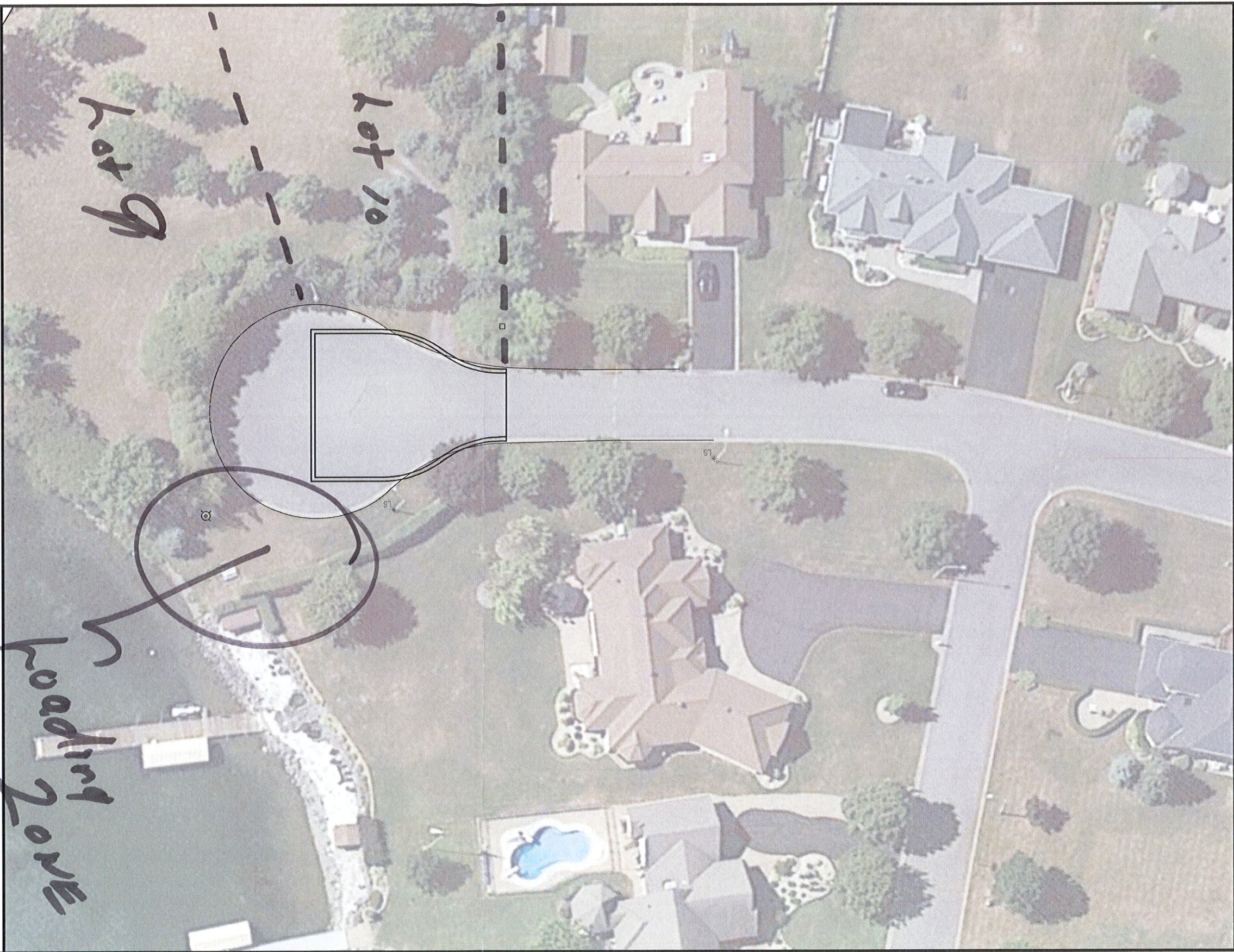
BE IT RESOLVED THAT Staff Report 155-2022 be received and that the Council of the Township of South Glengarry receive the Farlinger’s Point Petition submitted on July 6, 2022 and, furthermore, that in relation to the turning circle at the end of Farlinger Drive that Administration be directed to

Option A: _____ Do nothing.

Option B: _____ Pursue the proposal provided by Mr. MacEwan to install a hammerhead in place of the existing turnaround for the purpose of deterring criminal activities in the area.

Option C: _____ Pursue non-engineering alternatives on Township property that could potentially deter criminal activity, specifically smuggling, in Farlinger Estates through the proposed 2023 budget.

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



TITLE:		PROJECT:		CLIENT:	
SITE PLAN		FARLINGER'S POINT CUL-DE-SAC MODIFICATIONS		-	
SCALE: 1:500		DESIGNED BY: K.B.W.		DRAWN BY: K.B.W.	
JOB NO: 21197		DATE: 2021-09-01		DRAWING NO: SK.1	
CHECKED BY: I.M.					



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



Petition to Save Farlinger Circle

On May 10th, 2022, the Township of South Glengarry received a written request from the developer of Farlinger Point Subdivision to alter the configuration of Farlinger Circle into a hammerhead.

At this point, we are unaware of the intentions of the developer.



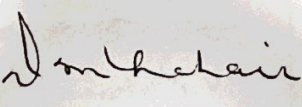

The rumored plan is that the developer will purchase a portion of, or all, of the circle. This will shorten the length of our roadway and require widening of the street which could result in loss of property frontage for some of the neighbours.

The cul-de-sac overlooking the river has been a selling feature for many residents of this neighborhood. It has offered a safe and quiet area for us to enjoy our leisure walks. It has also provided our children a safe to play and ride their bicycles.

If the developer ever decides to build on the south end of Farlinger, this may obstruct views of the river.

Many residents have expressed concerns that altering this beautiful cul-de-sac will significantly decrease the value of their homes.

We wish to leave the cul-de-sac as it is.

Name	Signature	Address	Date Signed
DR. ASHOK NADKARNI		18109 Farlinger Dr.	25/6/2022
Robert Davidson		18114 FARLINGER	25/05/2020
Diane M. Lahaie		18114 Farlinger Dr.	25/6/22
Bruce Longtin		18111 Farlinger Dr	25/06/22

Petition to Save Farlinger Circle

On May 10th, 2022, the Township of South Glengarry received a written request from the developer of Farlinger Point Subdivision to alter the configuration of Farlinger Circle into a hammerhead.

At this point, we are unaware of the intentions of the developer.


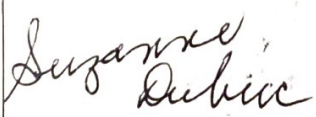
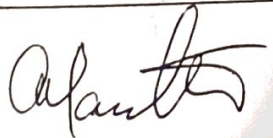
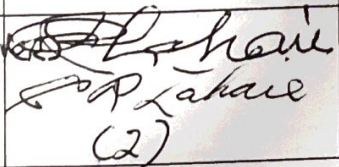
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Name	Signature	Address	Date Signed
Carole Quesnel		18108 Farlinger dr.	27 juin 2022
SUZANNE DUBUE		18105 Farlinger dr	27 juin 2022
Andy Hamilton		18104 Farlinger Dr	27 June 2022
JOHN P. LAHAIE (2) CLAUDETTE R. LAHAIE	 (2)	18110 Farlinger Dr.	27 June 2022

Name	Signature	Address	Date Signed
Ross Alguire	Ross Alguire	6748 BAY COURT	June 27/22
Tatiana Canem	T Canem	6747 Baycourt	June 27/22
Reina Duber	Reina Alguire	18112 Farlinger Dr	June 27/22
Medha Nadkarni	M.A. Nadkarni	18109 Farlinger Dr.	June 28/22
Lori Kimball	L Kimball	18107 Farlinger Dr.	June 29/22
Francis Borrone	F. Borrone	18107 Farlinger Dr	June 29/22
Robert Harris	R. Harris	18106 Farlinger.	Jun 30/22
BRIAN LYNCH	B Lynch	6749 BAY COURT	JUNE 30/22

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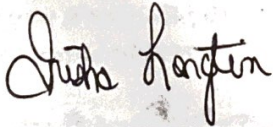

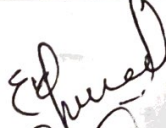
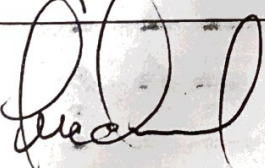
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Name	Signature	Address	Date Signed
Trisha Longtin		18111 Farlinger Dr.	June 25, 2022
WAQAS AHZ		6750 Bay CRT	June 25, 2022
Khursand Fatima		6750 Bay crt	25 th June 2022
Luc DUBNEL		18108 FARLINGER ST	June 27/2022

- i) A written request for acceptance.
 - ii) A Statutory Declaration that all accounts for works and materials have been paid except normal guarantee hold-backs, and that there are no claims for liens in connection with such work done or material supplied for or on behalf of the Owner;
 - iii) A certificate from the Developer's Engineer stating that he has been engaged for complete general construction supervision of all services, and that the works have been constructed and installed in accordance with Township specifications, standards and requirements and in accordance with the approved designs of the works; and
 - iv) "As-built" drawings of the Works in both hard copy and electronically.
5. The certificate from the Developer's Engineer noted that *"the underground municipal infrastructure (sanitary sewer, watermain, services to property line, roadway and roadside drainage) to service Phase 5 of the Place St. Laurent subdivision is now complete, with one deficiency remaining (fine grading of rear yard swale to address drainage issues)."*

ANALYSIS:

- 6. The Developer has submitted the documents required as per the Subdivision Agreement and the Infrastructure has been constructed and installed as per the approved design and in accordance with the Agreement.
- 7. The formal acceptance of the works is one of the conditions required before the Township can issue Building Permits.
- 8. The formal acceptance of the works noted by the Developer's Engineer (sanitary sewer, watermain, services to property line, roadway and roadside drainage) will also allow the Developer to request a reduction in the security.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 156-2022 be received and that Council approves the request for the Acceptance of the Works, including sanitary sewer, watermain, services to property line, roadway and roadside drainage, from 2795264 Canada Inc., Place St. Laurent Phase 5 Subdivision.

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

STAFF REPORT

S.R. No. 157-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: 2022 OSIM Reports for Peanut Line Structures and
Targeted Municipal Drain Crossing

BACKGROUND:

1. The Township of South Glengarry retained Morrison Hershfield to undertake Ontario Structure Inspection Manual (OSIM) reports for several structures within the Township that were not on the OSIM rotation. These structures included five structures on the Peanut Line, five municipal drain road crossings, and two wharfs.
2. The municipal drain crossings selected were all identified by the Township's Drainage Superintendent as needing review and, likely, attention.
3. The Peanut Line structures were selected through an old (~1990s) environmental assessment report that identified six "structures". In addition to these six structures, there are an estimated 20-25 additional municipal drain culverts that cross the Peanut Line.
4. This staff report is providing the results for the following OSIM reports for Councils receipt:
 - a. Municipal Drain Crossings
 - i. 1st Line at Filion Drain
 - ii. Concession 2 at Westley Drain
 - iii. Concession 3 at Wood Creek Drain
 - iv. Huron Street (Glen Dale) at Gray's Creek Extension
 - v. Vine Street (Glen Dale) at Gray's Creek Extension
 - b. Peanut Line Structures (span > 3m)
 - i. South Branch Crossing (50m SW CR19)
 - ii. North Branch Crossing (50m SW CR17)
 - iii. Finney Creek Crossing (35m SE Cedar Grove)
 - iv. Filion Crossing (*not included*, 1125m NE 2nd Line)
 - v. St. Raphael's Sutherland Creek Crossing (1215m SW 2nd Line)
 - vi. Beaudette River Crossing (400m NE 4th Line)

ANALYSIS:

5. A summary of the OSIM reports for the five municipal drain culverts are as follows:

I. **1st Line at Filion Drain**

The inspection summary identified a risk of CSP collapse due to the cracks at the bolt locations and recommended a culvert replacement as soon as possible with the addition of gabion walls for slope stability.

Council was informed of this culvert's condition and a culvert replacement during the autumn of 2022 was authorized by Council.

II. **Concession 2 at Westley Drain**

Inspection found potholes and medium transverse cracks in the roadway above the culvert. The barrel is in poor condition with invert heaving, invert separation, severe corrosion with perforations, deformations and obvert damage. The inspection summary identified the invert heaving, corrosion and perforations presents risk of culvert wash-out in the spring 2023 flood, and/or culvert collapse.

III. **Concession 3 at Wood Creek**

Inspection found the culvert ends are severely deteriorated with large areas of delamination and disintegration, with exposed corroded reinforcing steel. The dry-stone retaining walls are collapsing, which compromises roadway side slope stability and multiple steel beam guiderail posts are detached, broken, or undermined. The inspection summary indicates safety hazard for motorists.

IV. **Huron Street at Gray's Creek**

Inspection found that there is severe corrosion with areas of perforations around the water lines and separation of culvert joints near both ends of both cells. The inspection summary identified a possible risk of culvert collapse due to CSP perforations.

V. **Vine Street at Gray's Creek.**

Inspection found severe corrosion with perforations along the water lines with separations at joints between CSP units. The inspection summary identified risk of collapse due to CSP corrosion and perforations.

6. A summary of the OSIM reports for five of the six Peanut Line structures are as follows:

I. **Peanut Line at the South Branch of the Raisin River**

Inspection found severe splitting, rotting, weathering, and splintering of wooden deck planks and stringers. Severe corrosion with areas of section loss and perforations of railing posts noted with one pair of posts detached (anchorage assembly missing). The railing is generally loose and can be moved with hand force with areas of delamination, spalls and wide cracks with and without efflorescence in concrete substructure components.

This structure is being considered for rehabilitation in 2022.

II. **Peanut Line at the North Branch of the Raisin River**

Inspection found severe disintegration, pattern cracks with efflorescence, wide cracks, severe honey combing and delamination in the abutment walls and wingwalls. There's almost complete paint coating loss on the steelwork, original extent of coating unknown and it's unknown if the steel is weathering (ACR) steel.

This structure was rehabilitated in 2021.

III. **Peanut Line at the Finney Creek Drain**

Inspection found very wide vertical and horizontal concrete cracks in walls, soffits and wing walls. There's severe erosion along the bottoms of the culvert walls and severe disintegration in north soffit ends of both cells. Also, severe erosion in northwest and southeast embankments. The inspection summary found current risk of structure movements, instability and possibly collapse.

IV. **Peanut Line at the St. Raphael's Sutherland Creek Drain:**

Inspection found that the headwalls and wingwalls are in poor condition with wide cracks, severe disintegration, spalls with exposed corroded reinforcing and severe erosion/undermining along bottom (wingwalls). The east culvert barrel is perched/undermined with severe corrosion with section loss, perforations, crimping and deformations.

V. **Peanut Line at the Beaudette River**

Inspection found medium and severe scaling, wide cracks, spalls, areas of delamination in concrete substructure component and broken / deformed /

separated bars observed in steel deck grating. There's a deformed cross-frame at the east abutment with noticeable deflection (sag) of 3rd and 4th floor beams from the west

This structure was partially rehabilitated in-house during the last 5-years.

7. The results of these investigations will be taken into consideration by Administration when preparing the 2023 budget, including reserve transfers.
8. Administration will continue to work with the Township's Drainage Superintendent in maintaining & rehabilitating large municipal drain culverts on Township property (roads, trails, etc...).
9. Administration will work towards including these types of structures and culverts in future updates to the Township's asset management plans for improved long-term capital planning.

IMPACT ON 2022 BUDGET:

10. All work that has been completed on the 1st Line Road at Filion Drain culvert during 2022, outside of the planned budget, has been approved by Council (September 6, 2022):
 - a. Staff Report [No. 134-2022](#), Contract Award
 - b. Staff Report [No. 135-2022](#), Pipe Arch Funding

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in Infrastructure and its sustainability

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 157-2022 be received and that Council receive the Ontario Structural Inspection Manual (OSIM) summary report for five municipal drain road crossings and five Peanut Line structures.

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

Non-Standard Structure Inspections

Summary for Township Council

For each structure / culvert inspected, this summary document includes the first page of the Ontario Structural Inspection Manual (OSIM) report and a photo page extracted from the full OSIM reports prepared for the Township of South Glengarry by Morrison Hershfield Ltd.

The first page of the OSIM report includes the structure name, summary of significant findings, recommended work, and maintenance needs.

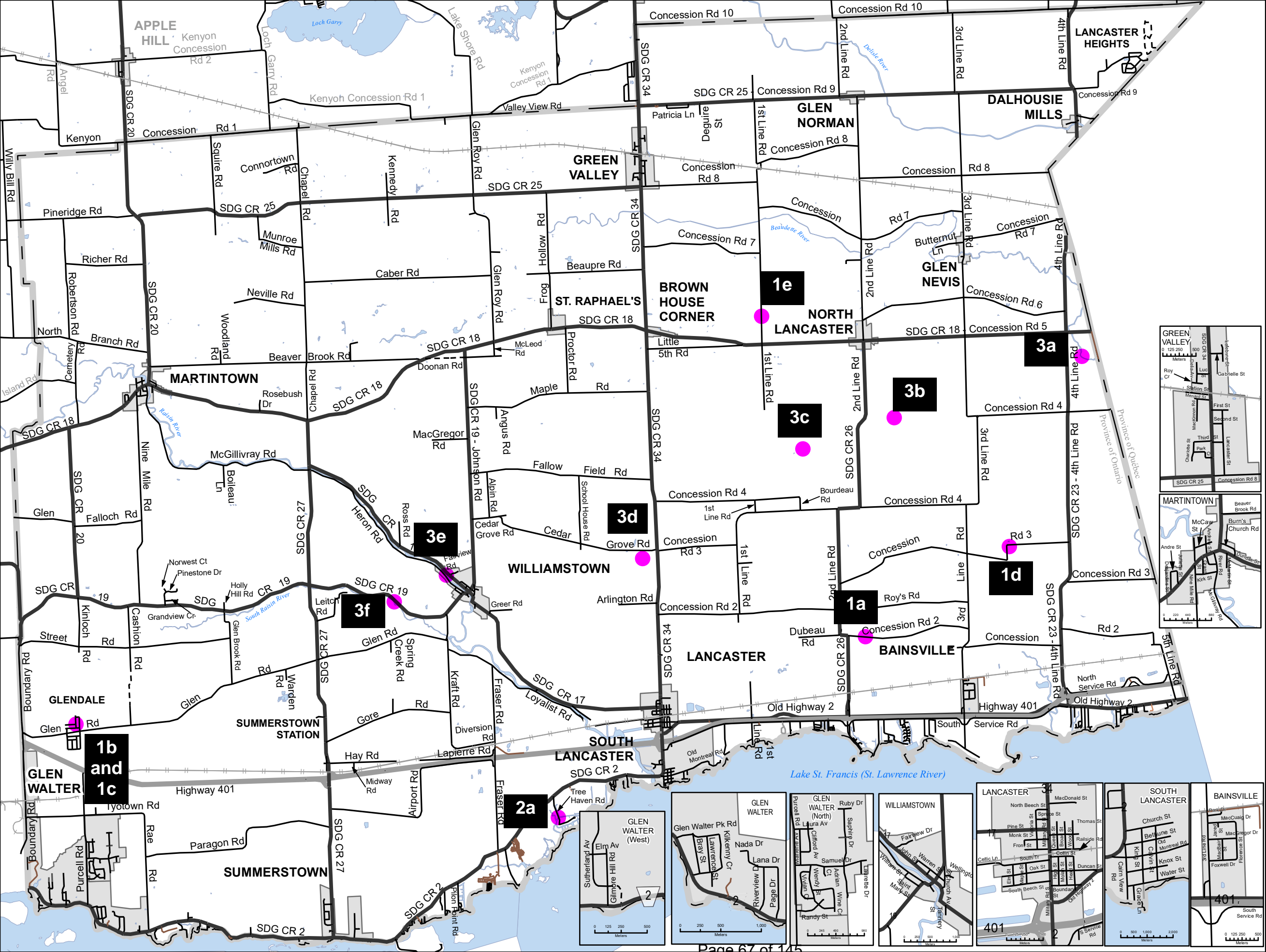
The structures / culverts included in this package are:

Municipal Drain Crossings

- i. 1st Line at Filion Drain
- ii. Concession 2 at Westley Drain
- iii. Concession 3 at Wood Creek Drain
- iv. Huron Street (Glen Dale) at Gray's Creek Extension
- v. Vine Street (Glen Dale) at Gray's Creek Extension

Peanut Line Structures (span > 3m)

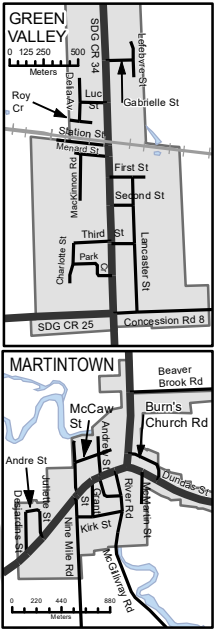
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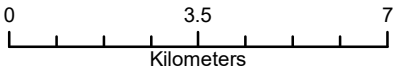
South Glengarry

- Legend
- Railway
 - South Glengarry Boundary
 - Settlement Boundary

2022 Structural Inspections



1:140,000



Produced by The Township of South Glengarry, Planning and Enforcement Department with data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Copyright January 18, 2022 BASE SG Map.mxd

Structure Name: Filion Drain Culvert**Significant Findings:**

Cracking at bolts along north side over approx. 50% of culvert length. Uplift at both ends of culvert with reverse curvature of the obvert observed. Global deformation of the culvert. Localized erosion of the roadway side slopes in proximity to the culvert. No guiderail currently exists at the site. Cracking may be due to heavy loads traversing the culvert from the rock quarry located to the north.

Risk of CSP collapse due to the cracks at the bolt locations.

Recommended Work:

Replace culvert as soon as possible, and consider adding gabion walls or similar for better side slope stability. Assess roadside safety requirements.

Maintenance Needs:



Photo 1 South approach looking north.



Photo 2 East elevation (outlet).

Structure Name: Westley Drain Culvert**Significant Findings:**

Potholes and medium transverse cracks in the roadway above the culvert. The barrel is in poor condition with invert heaving, invert separation, severe corrosion with perforations, deformations and obvert damage.

Invert heaving, corrosion and perforations presents risk of culvert wash-out in the spring 2023 flood, and/or culvert collapse.

Recommended Work:

Replace culvert as soon as possible.

Maintenance Needs:



Photo 3 North elevation



Photo 4 South elevation

Structure Name: Grey's Creek Culvert (Huron St.)**Significant Findings:**

Severe corrosion with areas of perforations around the water lines. Separation of culvert joints near both ends of both cells. Severe cracks and pattern cracks in the asphalt pavement. Irregular headwalls and retaining walls: tires and concrete curbs.

Possible risk of culvert collapse due to CSP perforations.

Recommended Work:

Replace culvert including retaining walls and headwalls, as soon as possible.

Maintenance Needs:

Seal cracks in asphalt pavement, or replace asphalt when culvert is replaced.
Clear stream obstructions, trim vegetation.



Photo 1 North approach looking south.



Photo 2 East elevation (outlet).

Structure Name: Gray's Creek Culvert (Vine St.)**Significant Findings:**

Severe corrosion with perforations along the water lines. Separations at joints between CSP units. Severe cracks and pattern cracks in the asphalt pavements. Dry stone retaining walls are present only in some locations but roadway side slopes appear generally stable.

Risk of collapse due to CSP corrosion and perforations.

Recommended Work:

Replace culvert as soon as possible.

Maintenance Needs:

Trim vegetation around inlet and outlet. Seal cracks and fill potholes in asphalt pavement, unless replaced as part of culvert replacement.



Photo 1 North approach (looking south).



Photo 2 East elevation (outlet).

Structure Name: Wood Creek Drain**Significant Findings:**

Culvert ends are severely deteriorated with large areas of delamination and disintegration, with exposed corroded reinforcing steel. Dry stone retaining walls are collapsing, which compromises roadway side slope stability.

Multiple steel beam guiderail posts are detached, broken or undermined which is currently presenting a safety hazard for motorists.

Recommended Work:

Replace culvert, guiderail, and retaining walls.

Maintenance Needs:

Replace or stabilize guiderail and retaining walls, or replace culvert.



Photo 1 East elevation (outlet).



Photo 2 West elevation (inlet).

Structure Name: Peanut Recreational Line Over Raisin River South Branch**Significant Findings:**

Severe splitting, rotting, weathering and splintering of wooden deck planks and stringers. A 75 mm gap (possible pedestrian hazard) was noted between the two southernmost wood planks. Severe corrosion with areas of section loss and perforations of railing posts noted with one pair of posts detached (anchorage assembly missing). Railing is generally loose and can be moved with hand force. Areas of delamination, spalls and wide cracks with and without efflorescence in concrete substructure components. Unknown if steel is weathering (ACR) steel. Limited inspection as no access equipment was used to inspect the underside of the superstructure.

The railing defects and looseness of the railing presents an existing safety hazard.

Recommended Work:

Rehabilitation (1-5 years) including replacement of approaches, railing system and older wooden superstructure components in poor condition and concrete and crack repairs to substructure concrete components. Consideration should be given to investigating whether the steel is weathering steel and re-coating the bridge if not and conducting a substructure condition survey prior to rehabilitation.

Maintenance Needs:

Remove debris from bearing seats.

Fasten loose bolts in railing post anchorage system.

Remove debris and wood on north west embankment.

Trim vegetation on embankments.

Replace broken south-most deck plank to eliminate tripping hazard.

Consider blocking off railings or provide signage warning the public that the railing system is unstable.

Clean bearing assemblies.



Photo 3 East elevation



Photo 4 West elevation

Structure Name: Raisin River Bridge - North Branch (Peanut Line)**Significant Findings:**

Severe disintegration, pattern cracks with efflorescence, wide cracks, severe honeycombing and delamination in the abutment walls and wingwalls. Deformed stiffeners in both girders. Local severe steel corrosion with section loss at girder ends. Almost complete paint coating loss on the steelwork, original extent of coating unknown. Unknown if the steel is weathering (ACR) steel.

Limited inspection as no special access was used to inspect the soffit areas of the bridge.

Recommended Work:

Minor rehabilitation in 1-5 years, including repair of bent girder stiffeners, concrete repairs to the abutment walls and wingwalls. Consideration should be given to investigating whether the steel is weathering steel, and re-coating the bridge if not.

Maintenance Needs:

Remove fallen tree at northeast quadrant.



Photo 1 South approach looking north.



Photo 2 West elevation.

Structure Name: Finney Creek Drain**Significant Findings:**

Very wide vertical and horizontal concrete cracks in walls, soffits and wing walls. Severe erosion along the bottoms of the culvert walls. Severe disintegration in north soffit ends of both cells. Severe erosion in northwest and southeast embankments.

Culvert has been supported with 3 horizontal steel struts in each cell.

Horizontal cracks in walls, erosion beneath walls, and steel struts suggests the walls may be inadequate for horizontal earth loads.

Current risk of structure movements, instability and possibly collapse.

Recommended Work:

Replace structure within 1 to 5 years.

Maintenance Needs:



Photo 1 East approach looking west.



Photo 2 North elevation (inlet).

Structure Name: Peanut Line Recreational Trail Over St. Raphael's Sutherland Creek Drain**Significant Findings:**

The headwalls and wingwalls are in poor condition with wide cracks, severe disintegration, spalls with exposed corroded reinforcing and severe erosion/undermining along bottom (wingwalls). The east culvert barrel is perched/undermined with severe corrosion with section loss, perforations, crimping and deformations.

Recommended Work:

Replace the structure (all barrels) along with headwalls/retaining walls and wingwalls (1 -5 years).

Maintenance Needs:

Remove vegetation growth directly upstream and downstream and sedimentation within east barrel.
Trim vegetation on embankments.



Photo 3 North elevation (partial, west and middle barrels visible)



Photo 4 Wearing surface: loss of granular material throughout

Structure Name: Peanut Line Recreational Trail Over Beaudette River**Significant Findings:**

Medium and severe scaling, wide cracks, spalls, areas of delamination in concrete substructure components. Broken/deformed/separated bars observed in steel deck grating. Area of deformation with a short wide crack in the top flange plate of the north girder (at east end). One missing and a few loose rivets on the north girder top flange plate (near mid-span). Deformed cross-frame at east abutment. Noticeable deflection (sag) of 3rd and 4th floor beams from the west. Unknown if steel is weathering (ACR) steel. Limited inspection as no special access was used to inspect the soffit areas of the structure.

Lack of a railing system on the bridge presents a safety hazard.

Recommended Work:

Rehabilitation (1-5 years) including re-grading of approaches, adjusting hazard signs, installation of railing system on both sides of the structure and concrete and crack repairs to substructure concrete components. Consideration should be given to investigating whether the steel is weathering steel and re-coating the bridge if not. A substructure condition survey is recommended.

Maintenance Needs:

Remove debris from bearing seats.
Replace missing rivet and tighten loose ones (if possible).
Trim vegetation on embankments.
Replace rubber mats on deck top.



Photo 3 North elevation



Photo 4 West elevation



STAFF REPORT

S.R. No. 159-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Peanut Line Bridge – CR19 – Tender 25-2022

BACKGROUND:

1. Council received Staff Report 147-2022 on September 20, 2022. The report was to award the Peanut Line Bridge – CR19 – Tender No. 25-2022. The report was deferred to the October 3, 2022 meeting. Some information below is in duplication to the previous report; however, additional information has been added for clarification purposes.
2. The Peanut Line Bridge located south of County Road 19 is in need of rehabilitation. Some minor repairs have been completed internally; however, larger repairs are required by designated contractors.
3. Proponents were invited to apply for the Peanut Line Bridge rehabilitation project through Tender No. 25-2022. The Tender documents for this project were completed through EVB Engineering.
4. Tender No. 25-2022 was published on August 17, 2022 and closed on August 31 with a non-mandatory site visit on August 24, 2022.
5. The following is a general description of the work to be completed through this tender:
 - a. Rehabilitation of the existing steel bridge structure including removal of the existing timber deck structure and replacement with a new steel beam and grating deck structure.
 - b. New concrete approach at abutment walls.
 - c. New vehicle and pedestrian guard rail.
 - d. New load posting signage.
 - e. Two provisional items were included in the Tender document. Provisional Item 1 (P1) included the additional cost for the installation of steel beam and wood post guide rail. Provisional Item 2 (P2) included the additional cost for

extension of steel guard at abutments. Only one of the provisional items would be included in the project; if P1 is executed, P2 is not required.

6. Please note that in comparison to the County Road 17 Peanut Line Bridge Rehabilitation project, the following items differ from the County Road 19 Peanut Line Bridge project:
 - a. The County Road 19 Peanut Line Bridge requires the purchase of steel grating for the surface (included in the tender). For the County Road 17 project, this material was not part of the tender because the material was already purchased by the Township for previous projects.
 - b. The railing guard will require more material than the County Road 17 Peanut Line Bridge project due to the girders not extending above the deck, whereas the County Road 17 bridge girders did extend above the deck.
7. Based on predicted material supply delays, it is recommended by EVB Engineering that the majority of the construction project be delayed into 2023 and the timeline of the project be adjusted. Material supplies that are likely to be delayed are the steel beams and grating deck structure. Glengarry Millwright has confirmed that their submission price would remain if the project were to take place in 2023.
8. Attached to this report is an inspection letter that EVB Engineering has compiled to give the Township direction on this project. Due to the condition of the bridge, there are repairs that need to take place in the interim (2022).
9. The 2022 budget included \$130,000 for the County Road 19 Peanut Line Bridge Rehabilitation Project. The 2021 County Road 17 Peanut Line Bridge Rehabilitation Project carried into 2022 and \$19,755 has been used out of the 2022 budget to complete the project. Engineering costs for this project are approximately \$19,000. There is currently \$223,000 in the Peanut Line reserve account.
10. Basic construction administration is part of the \$19,000 engineering costs indicated above. Ontario Structure Inspection Manual (OSIM) reports are required to be completed every two (2) years, the cost of these reports is not part of this project.
11. Tender No. 25-2022 is valid for 45 days from the Tender opening date. However, as per Item 13 within the Tender Document, proponents were to indicate an extra lump sum amount that would be charged to the Township if the Township were to extend the period of validity to 60 days. Glengarry Millwright indicated in their tender submission that no additional cost would be added in order to extend the tender validity to 60 days. Therefore, the Tender is valid until October 28, 2022.
12. As per EVB Engineering, if the scope of work outlined in Tender No. 25-2022 is completed, the bridge could last up to 20+ years provided that regular maintenance is completed. The concrete abutments do exhibit some concrete spalling that may need repair and the steel girders/bracing may require some corrosion protection/coatings in the future.

13. Costs could be reduced by maintaining the bridge timbers in lieu of steel beams and replacing the wood sleepers and deck with wood in place of steel grating per the current design. If this were to be the option used moving forward, the current Tender would need to be awarded and change orders would be completed to adjust the material used for the project. Please note that additional engineering costs would be applied in order to update the engineered drawings and issue change orders. Also, the structure would not have the same longevity if wood materials were used instead of steel materials. Overall cost savings would need to be determined with the contractor once the Tender is awarded.

ANALYSIS:

14. The Township received four (4) submissions for Tender No. 25-2022. They are (HST not included in amounts below):

Company	Submission Amount	Provisional Item (P1)	Provisional Item (P2)
Glengarry Millwrights	\$385,000.00	\$25,000	\$10,000
Facca Incorporated	\$1,010,000.00	\$25,000	\$10,000
Fidelity Engineering and Construction Inc.	\$1,156,812.00	\$21,500	\$125,000
Beton	\$617,369.00	\$6,000	\$3,000

15. All submissions met the required criteria of the Tender.

16. It is recommended that the Township award Tender No. 25-2022 to the lowest submission, move forward with the minimum remediation work addressed in the attached Inspection letter and delay the remainder of the construction until 2023 once supply is available.

IMPACT ON 2022 BUDGET:

17. If the remainder of the Peanut Line reserves were used towards this project, approximately \$100,000 will be required from general reserves to fund this which includes provisional items or minor maintenance costs to keep the bridge open in the interim.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 2: Invest in infrastructure and its sustainability

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 159-2022 be received, and that Tender No. 25-2022 for the Peanut Line Bridge Rehabilitation be awarded to Glengarry Millwrights per their submission of \$385,000 plus HST;

THAT \$223,000 be transferred from the Peanut Line Reserve and \$71,000 be transferred from General Reserves to fund the project;

AND FURTHERMORE that the Mayor and Clerk be authorized to sign any relevant documents.

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



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

September 12th, 2022

Subject: **Peanut Line Bridge CR19**
Inspection Letter

Dear Sherry-Lynn,

This letter was prepared by EVB Engineering following your request to provide an evaluation of the Peanut Line Bridge over the Raisin River off CR19 west of Williamstown. On Sept 12th 2022, EVB Engineering visited the site to complete the investigative work

Rehabilitation work on the bridge was scheduled for this Fall (2022). Included with the rehabilitation work was the replacement of the existing timber deck with a new steel deck as well as the installation of a new steel guard. However, due to material supply issues and budget restraints, it may be necessary to delay construction until 2023. The purpose of this letter was to evaluate the current bridge condition and confirm the acceptability to delay the work and identify if any remediation work should be completed in the interim (prior to 2023).

The bridge is framed with two large steel girders approximately 9'-0" o.c. spanning between the concrete abutments on each shore. The girders support 10"x16" wood timbers at 16"o.c. with 2x4 wood sleepers running perpendicular to the timbers. Wood deck boards (2x10) span between the sleepers. A steel guard runs along each side of the bridge.

The following observations are presented below:

- Numerous deck boards are split or rotten (Photo 1)
- Several locations of the wood sleepers are split or rotten (Photo 2)
- The perimeter steel guard is loose and detached at some locations (Photos 3 and 4)
- The main 10x16 timbers appear in fair condition.
- The main steel girders appear in fair condition
- The concrete abutments are in fair condition with areas of concrete spalling

Based on the above observations it is our recommendations that the following minimum remediation work be completed in the interim (2022) until such time as the full bridge rehabilitation can be completed:

- Remove existing deck boards as required and replace wood sleepers where damaged
- Inspect existing wood timbers below when exposed
- Reinstall the existing deck and replace with new where required (approximately 50% of the existing deck boards require replacement)
- Repair the existing steel guard and re-anchor in place



Photo 1



Photo 2



Photo 3

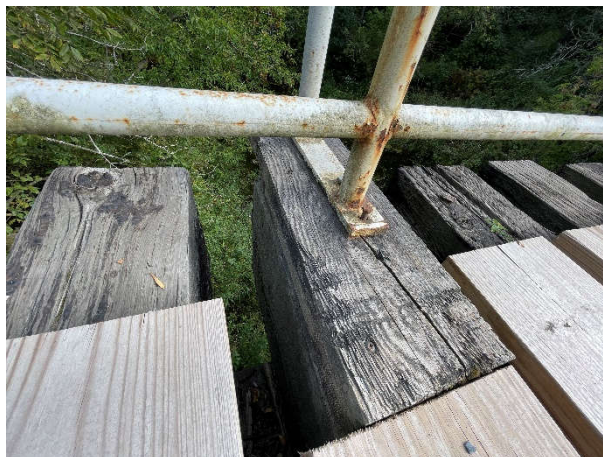
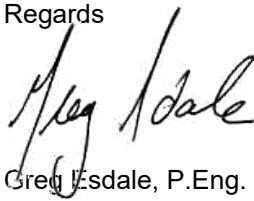


Photo 4

We trust this letter meets your requirements. Please contact the undersigned should you have any questions.

Regards


Greg Eisdale, P.Eng.
Structural Engineer





STAFF REPORT

S.R. No. 159-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Newbrabant Farms Ltd. Zoning By-law Amendment

BACKGROUND:

Site Location:

1. The subject property is legally described as part of Lot 26, Concession 4, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry.

Owner/Applicant:

2. Newbrabant Farms Ltd.

Description of Site and Surroundings:

3. The subject site is located on the north side of Concession Road 4. The subject site is 11.06 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 July 22, 2022 the Township accepted a zoning amendment application; said application was deemed complete on August 10, 2022. The purpose of this application is to reduce the minimum lot area from 20 hectares to 11.06 hectares and to prohibit residential construction.

ANALYSIS:

Planning Rationale:

Provincial Policy Statement

5. The Planning Act requires that all Township planning decisions be consistent with the Provincial Policy Statement (PPS), 2020, a document that provides further policies on matters of Provincial interest related to land use development. 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

6. 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:

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

Public Consultation:

9. The proposed Amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; it was also advertised in the Glengarry News. A public meeting was held on September 6, 2022, no members of the public spoke in opposition or support of this proposed amendment nor were any written comments received.
10. 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 73.
11. This proposed Zoning By-law amendment is being recommended to be approved by Council as it is consistent with the PPS-2020 and it conforms to the United Counties Official Plan. 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.

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

13. Council also has the option to refuse the applications. Should Council wish to refuse the applications, reasons for the refusal are required including a written explanation of the refusal. If the decision of Council is appealed, the Ontario Land Tribunal (OLT) must have consideration to the decision of Council.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 159-2022 be received and that By-law 68-2022, 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 4, in the geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, from Agricultural (AG) to Agricultural – Exception Thirty Two (AG-32) to reduce the Minimum Lot Area from 20 hectares to 11.06 hectares and to prohibit residential construction be read a first, second and third time, passed, signed and sealed in open council this 3rd day of October 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 68-2022
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 4, 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 4, 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 Two (AG-32) to reduce the Minimum Lot Area from 20 hectares to 11.06 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 3RD DAY OF OCTOBER 2022.***

MAYOR:

CLERK:

BY-LAW 68-2022

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-Two (AG-32) to reduce the Minimum Lot Area from 20 hectares to 11.06 hectares and to prohibit residential construction. All other applicable provisions of by-law 38-09, as amended, shall continue to apply.

Schedule “A”



Lands to be zoned to
Agricultural - Exception
Thirty-Two (AG-32)

**This is Schedule “A” to By-law 68-2022
Adopted this 3rd day of October, 2022**

**Township of
South Glengarry**

Mayor

Clerk



STAFF REPORT

S.R. No. 160-2022

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: September 20, 2022

SUBJECT: Electronic Monitoring Policy

BACKGROUND:

1. In April 2022, the Ontario government passed Bill 88: *Working for Workers Act*, which includes amendments to the *Employment Standards Act*, the *Occupational Health and Safety Act* and adopted a new Act, the *Digital Platform Workers' Rights Act*.
2. As a result of the passing of Bill 88, employers with 25 or more employees are required to develop a written electronic monitoring policy, which must be in place by October 11, 2022.
3. The policy must state whether or not the employer electronically monitors employees. If the employer does, the policy must include:
 - A description of how and in what circumstances the employer may electronically monitor employees.
 - The purpose for which the information obtained through electronic monitoring may be used by the employer.
 - The date the policy was prepared.
 - The date any changes were made to the policy.
4. The policy must be provided to all employees in a written format.

ANALYSIS:

5. A draft policy is attached for Council's consideration and was developed based on the policy adopted by the United Counties of SDG.
6. The policy has been reviewed by all administrative departments and the Township's By-law Enforcement division to ensure compliance with relevant legislation and Township operations.

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 160-2022 be received and that By-law 65-2022, being a by-law to adopt an Electronic Monitoring Policy for the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in open council this 3rd day of October 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 65-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO ADOPT AN ELECTRONIC MONITORING
POLICY 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 the *Employment Standards Act, 2000* c.41 provides that an employer ensure it has a written policy in place for all employees with respect to electronic monitoring of employees;

AND WHEREAS the Council of the Township of South Glengarry wishes to adopt an Electronic Monitoring Policy;

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

- 1. **THAT** Policy 05-2022, being an Electronic Monitoring Policy, attached hereto as schedule “A” and forming part of this by-law be adopted.
- 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 3RD DAY OF OCTOBER 2022.***

MAYOR: _____ **CLERK:** _____

South Glengarry				POLICY
Policy Number:	05-2022		Review Frequency:	Yearly
Approved By:	Council of the Township of South Glengarry	Date Approved:		
		Revision Date:		
Subject:	Electronic Monitoring Policy			

1. PURPOSE

- 1.1. This Electronic Monitoring Policy (the “Policy”) has been implemented to inform employees that the Township of South Glengarry (“the Township”) electronically monitors employees and to describe how and in which circumstances employees are electronically monitored and the purpose for which the information obtained through electronic monitoring may be used.
- 1.2. This policy must be read alongside all associated policies, for example, Video Surveillance Policy, HR Policy and Procedures manual, etc. as well as any relevant and applicable legislation and any other policy that may become applicable and/or relevant from time to time.

2. APPLICATION

- 2.1. This policy applies to all Township employees, as defined by the Human Resources Policies and Procedures Manual and by the *Ontario Employment Standards Act*, regardless of their place of work.

3. POLICY STATEMENT

- 3.1. The Township electronically monitors employees as follows:
 - 3.1.1. Building access system records the date and time each time a key fob is used whether access is granted or not. This information is used for auditing and security purposes.
 - 3.1.2. Video surveillance may be used at some locations to improve the safety of employees and security of property, in accordance with Township Policy 04-2022 – Video Surveillance Policy. Areas under video surveillance will be identified with Township-produced signage. Video surveillance is not actively monitored and accessed as needed in compliance with the policy.
 - 3.1.3. Building security systems record the date and time when the system is armed and disarmed. This information may be used for auditing and improving security.
 - 3.1.4. Vehicle telematics are recorded when Township vehicles are operated. Information recorded may include vehicle location, vehicle speed, seatbelt violation, aggressive driving, possible collision, vehicle performance metrics, air temperature, road temperature, idle time, and plow/spreader operation metrics. The information is collected to meet regulatory compliance, addressing public complaints and auditing.
 - 3.1.5. Computer and network activity is logged when computers and other network devices are in use. The information may include log on/log off of devices, access to network files, and failed attempts to access network

resources. This information is used to troubleshoot user issues, maintain the security of our technology resources and auditing.

3.1.6. End point protection systems continuously monitor computers to prevent malware from infecting computers. This is done to maintain the security of our technology resources. Information is used to investigate security incidents and auditing.

3.1.7. Internet use is logged while accessing the internet and is identifiable by device and user. The information is used to maintain security of our networks and auditing.

3.1.8. Information sent through email and other electronic communications (e.g. Teams) is recorded and access to these systems is logged. This information is used to maintain the security of these resources and auditing.

3.1.9. Business systems (e.g. Vadim) record user access and transactions completed within the system. This information is used for security and auditing purposes.

3.1.10. Cell phone usage is collected when calls are made and received, text messages are sent and received or data is used. This information is used for billing purposes.

3.1.11. The desk phone system logs when calls are made or received or when voicemail is accessed. This information is used for billing and auditing purposes.

4. ADDITIONAL USES OF INFORMATION COLLECTED AND MONITORING METHODS

4.1. This policy does not limit the use of the information collected to the uses identified in Section 3. The information collected may be used for any other permitted purpose including for the investigation of alleged violations of law, regulations or applicable Township policies, procedures or expectations, or other instances of misconduct.

4.2. This policy does not limit the methods of electronic monitoring to those identified in Section 3. Other electronic methods may be used for permitted purposes including but not limited to investigation of alleged violations of law, regulations or applicable Township policies, procedures or expectations or other instances of misconduct.

4.3. This policy does not in any way provide employees any benefits, rights or expectations of privacy above what is provided for in legislation or other applicable policies.

5. EMPLOYER OBLIGATIONS

5.1. The Township will update this policy when required, provide a copy of the policy to employees within the prescribed timelines and retain copies of the policy as prescribed in Section 7.

6. EMPLOYEE OBLIGATIONS

6.1. All employees are expected to read this policy and understand the content of the policy.

7. POSTING, NOTICE AND RETENTION

- 7.1. The Township shall provide notice of this policy to employees within 30 calendar days of the day the Council of the Township of South Glengarry is required to have the policy in place.
- 7.2. The Township shall provide notice of this policy to new employees within 30 calendar days of the later of the day the Township is required to have the policy in place or the day the individual becomes an employee of the Township.
- 7.3. The Township shall provide notice of this policy to assignment employees the later of within 24 hours of the start of the assignment or within 30 calendar days from the day the Township is required to have the policy in place.
- 7.4. A copy of the policy will be retained for a minimum period of 3 years from the date the policy is no longer in effect.

DRAFT



STAFF REPORT

S.R. No. 161-2022

PREPARED BY: Kelli Campeau, GM Corporate Services Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: By-law to Accept Road Widening

BACKGROUND:

1. On occasion, road widenings are deeded to the Township through severances to ensure that all of our municipal road allowances, where possible, are 66 feet or 20 metres in width.

ANALYSIS:

2. When a road widening is deeded to the Township, it must be dedicated as an open public highway by by-law.
3. The attached by-law dedicates the following parcel as an opened public highway:
 - PT LOT 39 PL 101 BEING PART 3 ON 14R5560; SOUTH GLENGARRY (PIN 67128-0385).

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 161-2022 be received and that By-law 67-2022, being a by-law to accept certain lands as road allowance within the Township of South Glengarry and to dedicate same to the public use as a public highway be read a first, second and third time, passed, signed and sealed in open council this 3rd day of October, 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 67-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO ACCEPT CERTAIN LANDS AS ROAD ALLOWANCE
WITHIN THE TOWNSHIP AND TO DEDICATE SAME TO THE PUBLIC USE
AS PUBLIC HIGHWAY.***

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

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

AND WHEREAS the *Municipal Act*, 2001, c. 25 S. 27(1) provides that a municipality may pass by-laws in respect of a highway only if it has jurisdiction over the highway.

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

1. **THAT** the Corporation of the Township of South Glengarry accepts the conveyance listed on Schedule “A” attached hereto and forming part of this by-law:

2. **THAT** the conveyances referred to on Schedule “A” attached hereto are hereby accepted as road allowances and dedicated to the public use as Public Highway.

***READ A FIRST, SECOND, AND THIRD TIME, PASSED, SIGNED, AND
SEALED IN OPEN COUNCIL THIS 3RD DAY OF OCTOBER 2022.***

MAYOR: _____ **CLERK:** _____

Schedule “A” to By-law 67-2022

Description of lands accepted by the Township of South Glengarry
as Open Road Allowances:

Lot #	Plan	Part(s)	Reference Plan	PIN #
PT LT 39	PL 101	3	14R5560	67128-0385



STAFF REPORT

S.R. No. 162-2022

PREPARED BY: Kelli Campeau, GM Corporate Services/Clerk

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Road Naming By-law Amendment – Silmsers Road

BACKGROUND:

1. Road names within municipalities are established by by-law. By-law 16-96 was passed on July 9, 1996 and named roads within the former Township of Charlottenburgh.
2. The United Counties of SDG GIS Department recently brought a discrepancy to Administration's attention for a private road. By-law 16-96 names the road as "Simser Road"; however, our addressing systems and MPAC list the road as "Silmsers Road".
3. The GM of Infrastructure has confirmed that the road should be "Silmsers Road" and that our road naming by-law should be amended to reflect this.

ANALYSIS:

4. The attached by-law is an amendment to By-law 16-96 and corrects the spelling of Silmsers Road.

IMPACT ON 2022 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 162-2022 be received and that By-law 64-2022, being a by-law to amend Road Naming By-law 16-96 be read a first, second and third time, passed, signed and sealed in open council this 3rd day of October 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 64-2022
FOR THE YEAR 2022**

BEING A BY-LAW TO AMEND BY-LAW 16-96, BEING A BY-LAW TO NAME OR RENAME A ROAD WITHIN THE FORMER TOWNSHIP OF CHARLOTTENBURGH, NOW THE TOWNSHIP OF SOUTH GLENGARRY.

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

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

AND WHEREAS the former Township of Charlottenburgh passed By-law 16-96 on July 9, 1996 to name roads;

AND WHEREAS it is necessary to amend the by-law to correct a street name Simser Road and rename it to reflect the name Silmsers Road;

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

1. **THAT** Simser Road in Schedule “B” of By-law 16-96 be deleted and replaced with:

Silmsers Road – A private road travelling south from Highway #2 towards the St. Lawrence River.
2. **THAT** this by-law shall come into effect on the date of its final passing.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 3RD DAY OF OCTOBER 2022.

MAYOR: _____ **CLERK:** _____



STAFF REPORT

S.R. No. 163-2022

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: October 3, 2022

SUBJECT: Mailbox Replacement Policy

BACKGROUND:

1. The Township receives multiple calls to replace mailboxes damaged during snow removal and there is currently no replacement policy in place. A clear policy detailing how the Township will handle and proceed with replacing damaged mailboxes would improve the Township's customer service.
2. Private mailboxes are typically damaged during winter road maintenance operations in one of two ways:
 - a. Snow flies off the wing of the plow and strikes the mailbox. In these instances, the damage is generally a result of aged materials and insufficient anchorage to the post. The Township does not replace these mailboxes.
 - b. The wing of the plow comes into direct contact with the mailbox. In this circumstance, the Township will replace the mailbox.

ANALYSIS:

3. The purpose of this policy is to provide details for the development and implementation of the Township's Winter Mailbox Replacement Criteria. It is intended to provide a consistent process for all residents and to support the delivery of sustainable community services now and in the future.
4. By using the Mailbox Replacement Policy, the Township will work to ensure that all residents meet the expected criteria and that we continue to provide desired service levels in the most efficient and effective manner
5. This policy demonstrates an organization-wide commitment to fair decision making and to be accountable and transparent to the community.

6. The policy notes the Township will only install 'standard' mailboxes and that there is no compensation whatsoever if the owner wishes to purchase another style of mailbox.
7. Although not common, the policy has been drafted so that damage during summer operations are handled in the same manner as winter damage.

IMPACT ON 2022 BUDGET:

8. There will be no increased costs to the Township as a result of this policy because it codifies the current practice.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Strengthen the effectiveness and efficiency of our organization

Goal 5: Improve internal and external communications

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 163-2022 be received and that By-law 66-2022 being a by-law to adopt a Mailbox Replacement Policy be read a first, second and third time, passed signed and sealed in open council this 3rd day of October 2022.

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

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 66-2022
FOR THE YEAR 2022**

***BEING A BY-LAW TO ADOPT A MAILBOX REPLACEMENT POLICY
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 the Council of the Township of South Glengarry wishes to adopt a Mailbox Replacement Policy;

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

- 1. **THAT** Policy 06-2022, being a Mailbox Replacement Policy, attached hereto as schedule “A” and forming part of this by-law be adopted.
- 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 3RD DAY OF OCTOBER 2022.***

MAYOR: **CLERK:**

South Glengarry				POLICY
Policy Number:	06-2022	Review Frequency:	Every Five Years	
Approved By:	Council of the Township of South Glengarry	Date Approved:	October 3, 2022	
		Revision Date:	-	
Subject:	Mailbox Replacement Policy			

1. Purpose of this Policy

1.1. This policy is intended to establish appropriate and consistent action when private mailboxes located within the Township of South Glengarry road allowances are damaged or impacted by vehicles undertaking maintenance activities on behalf of the Township. Maintenance activities may include, but are not limited to snow plowing, grading or ditching work.

2. Damage to Mailbox Units as a Result of Snowplowing and other Maintenance

2.1. Mailboxes and posts can be affected by the operation of a snowplow in two ways.

2.1.1. Mailboxes which are not ruggedly constructed, aged, or are not securely affixed to their post or cantilever arm may be damaged or dislodged by the direct weight and force of snow thrown from the plow. The Township bears no liability for such damage or impact and is only responsible to advise the mailbox owner of this policy's limitation should an inquiry be made.

2.1.2. If however the damage should, in the sole discretion of the Township Infrastructure Services Department (General Manager or Roads Manager), result from the snow plow wing or any other part of the snow plow vehicle coming into direct contact with the mailbox, the mailbox shall be repaired and/or replaced with a new metal mailbox which meets the standard as established by Canada Post and supported by a wooden post. It shall also be at the Townships sole discretion as to whether the damage can be repaired or replacement with new materials is warranted. Damage to a mailbox resulting from contact with a vehicle undertaking maintenance activities other than snowplowing shall be repaired or replaced in the same manner as described above.

3. Location of Mailbox

4.

4.1. Mailboxes must be located within the Township road allowance to facilitate efficient service by Canada Post mail delivery contractor. Contractors are required to reach and service the mailbox without leaving their vehicle or being an impediment to other traffic. Of necessity, this requirement places all mailboxes near the area which must be cleared by the snowplows. Accordingly, the mailbox post should be located at the rounding of the shoulder area so that the opening of the mailbox is at the outside edge of the shoulder or, in a curbed area, the opening to the mailbox is to be located at the back edge of the curb.

4.2. The Canada Post Rural Mailbox Guidelines provide specifications for the placement of rural mailboxes. In addition to Canada Post's requirements, the following dimensions shall be adhered to for the installation of all rural mailboxes on Township roads:

- Bottom of the mailbox shall be 1.07-1.14 m (42" - 45") above the roadway
- Mailbox post shall be a minimum of 5.0 m (16'-6") from the centerline of the road
- Post material shall be a maximum 100 x 100mm (4"x4") square or 100mm diameter wooden post or other material as deemed suitable by the Township

4.3. Any improperly installed mailbox which physically struck by a plow or other maintenance vehicle as described above will not be replaced by the Township.

5. Replacement Mailbox Materials

5.1. The Township does not stipulate the type of materials or method of construction of rural mailboxes which are installed by the resident. Any mailbox unit damaged by contact with a snowplow which is repairable will be repaired in a manner which is consistent with the type of materials or method of construction. Once repaired, the mailbox will be considered 'like-new' and treated in accordance with this policy.

5.2. Where replacement of a mailbox is warranted, it shall be replaced with a new regulation metal mailbox and post. Installation shall be in accordance with the Canada Post height requirements as described in "LOCATION" above. If the mailbox identified the resident's name or the civic address number, then self-adhering letters or numbers shall be provided to the resident for affixing to the new mailbox. The Township will provide no compensation whatsoever if the resident wishes to install a different style of mailbox.

- 5.3. All repairs and replacements will be completed at the earliest possible time considering road maintenance operations, inclement weather, and ground frost.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: October 3, 2022

SUBJECT: SDG – Draft Roundabout and Streetscaping Cost-Sharing Policy

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

Background

The SDG Counties have requested feedback on the “final draft” of their *Roundabout and Streetscaping Cost-Sharing Policy*. The policy is intended to provide the County and the local municipalities clarity regarding the apportionment of costs associated with roundabout and streetscaping projects.

The policy is based on the approach that SDG and South Dundas took in Morrisburg during the recent roundabout and streetscaping project. The draft policy formalizes the approach and extends that approach into the long-term and ongoing maintenance of both the hard and soft elements. This policy would apply on a go forward basis for all collaborative roundabout and/or streetscaping projects.

Proposed Responsibilities

The proposed cost-sharing responsibilities are:

Life Cycle	SDG Counties	South Glengarry
Capital	100% design and construction for elements that provide a safety purpose. 50% design and construction of esthetic design pieces.	50% design and construction of esthetic design pieces.
Ongoing Maintenance	100% non-landscaping elements. 50% hard and soft landscaping.	50% hard and soft landscaping.

Impact to South Glengarry

At this time, there is no practical impact of this policy to South Glengarry.

POLICY MANUAL	Policy No. XX
For the United Counties of Stormont, Dundas & Glengarry	Effective Date: XX
Subject: Roundabout & Streetscaping Cost-Sharing Policy	Department: Transportation

Purpose of this Policy

This policy is intended to provide the County and its local Municipalities clarity regarding the apportionment of costs associated with roundabout and streetscaping projects. This policy does not supersede any responsibilities or spheres of jurisdiction defined within the *Municipal Act*.

Definitions

Hard Landscaping

Hard Landscaping refers to any 'permanent' constructed feature that provides some type of esthetic element within the roundabout or as part of the streetscaping (e.g. brick, large stones, pavers, timbers, concrete, soil backfill). Hard landscaping can have an ornamental or safety purpose.

Soft Landscaping

Soft Landscaping refers to any decorative element that can be easily transplanted, replaced or removed (e.g. grass, trees, shrubs, flowerbeds, mulch and decorative stones / stone cover). Soft landscaping can also have an ornamental or safety purpose.

Ornamental Purpose

An ornamental purpose means that the feature is strictly provided for beautification and does not provide a safety or operational function to the roundabout or streetscaping.

Safety Purpose

A safety purpose means that the feature or element is needed to ensure the proper operation of the roundabout (e.g. provide a visual break, direct traffic, illuminate decision points, support stormwater management attenuation) or to provide a traffic calming function within the streetscaping plan. In instances where the element has both an ornamental and safety purpose, the safety purpose shall be deemed the primary function.

Application of Policy

This policy shall apply for the apportionment of costs through the entire lifecycle of the roundabout and/or streetscaping and its supporting features.

Capital Costs

The County shall be responsible for 100% of the costs associated with the design and construction of all elements that provide a safety purpose. In circumstances where the local municipality wishes to affect or take responsibility for the esthetic design of these elements, the costs will be split 50%-50% between the County and the local municipality. The basic function(s) of the roundabout or streetscaping cannot be compromised when the local municipality has partnered with the County on the esthetic design of primary safety elements (e.g. roundabout centre islands)

The County and local municipality shall split the cost of the installation of all ornamental elements 50%-50%, with each party having equal say in the esthetic design

If a hard or soft landscaping element has reached the end of its useful life, the removal and replacement of the element shall be paid for in accordance with this policy. If the hard or soft landscaping element has not reached the end of its service life, but is proposed to be replaced, the party initiating the replacement shall be responsible for 100% of the cost.

Ongoing Maintenance

The local municipality will be responsible to coordinate the maintenance of the hard and soft landscaping within the roundabout and streetscaping on an annual basis. The cost of maintenance of these items will be split equally between the parties, and the County will be billed for their portion of the work prior to year-end. The maintenance of the non-landscaping elements (e.g. safety curbs, pavement, concrete aprons, signage etc...) will be the responsibility of the County.

Public Art Installations or Other Enhancements

The local municipality will be responsible to approve public art installations or other decorative enhancements (e.g. Christmas lights). The County and local municipality will equally share any costs associated with the installation and removal of these items.

Council Approval

Council approval is required for any other cost-sharing arrangement which varies from this policy.



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Martin Lang

RESOLUTION NO

SECONDED BY Sam McDonell

DATE October 3, 2022

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports the resolution passed by the Council of the Town of Kingsville opposing to Bill 3, the Strong Mayors, Building Homes Act, 2022;

THAT Council urges the Government of Ontario to consider other means to construct more housing in Ontario including amending the Planning Act and funding more affordable housing;

AND THAT a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, MPP Nolan Quinn, the Association of Municipalities of Ontario and all Ontario municipalities.

☐ CARRIED

☐ DEFEATED

☐ POSTPONED

Mayor Lyle Warden

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



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

COPY VIA EMAIL (Premier@ontario.ca)

September 1, 2022

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

Dear Premier Ford:

**RE: Town of Kingsville Council Resolution #336-08292022 in opposition to
Bill 3, Strong Mayors, Building Homes Act, 2022**

At its Special Meeting held August 29, 2022 Council of The Corporation of the Town of Kingsville passed a Resolution against Bill 3 as follows:

Resolution #336-08292022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Laura Lucier

"WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

AND WHEREAS this Bill, if enacted, will initially apply to the City of Toronto and City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS these are surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council.

THEREFORE, this Council of the Town of Kingsville, passes this resolution to petition the Government of Ontario that:

1. These changes to the *Municipal Act, 2001*, are unnecessary and will negatively affect the Town of Kingsville;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipal Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2020; and
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the *Planning Act* and funding of more affordable housing.

Council further directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", Kingsville's MPP, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

RECORDED VOTE – Carried Unanimously

	YEA	NAY
Deputy Mayor Gord Queen	X	
Councillor Kimberly DeYong	X	
Councillor Tony Gaffan	X	
Councillor Laura Lucier	X	
Councillor Thomas Neufeld	X	
Councillor Larry Patterson	X	
Results	6	0

If you have any questions or comments please contact Paula Parker at pparker@kingsville.ca.

Yours very truly,



Paula Parker
Town Clerk, on behalf of Kingsville Council

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
(Steve.Clark@pc.ola.org)
Standing Committee on Heritage, Infrastructure and Cultural Policy; Attn.: Committee Clerk
Isaiah Thorning (schicp@ola.org)
Anthony Leardi, MPP – Essex (Anthony.Leardi@pc.ola.org)
Association of Municipalities of Ontario (AMO) (amo@amo.on.ca)
All Ontario Municipalities

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: October 3, 2022

SUBJECT: Progress Update: Sapphire Estates – Phase 5

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

Development: Sapphire Estates, Phase 5

General Contractor: Iron Fort Construction and Renovations Inc.

Township Inspector: Ainley Graham and Associates



Progress (as of Friday September 23, 2022)

- Road Base (native till) Compaction Testing, September 7, 2022 – attended by GM of Infrastructure
- Installation of four secondary service pedestals, September 22, 2022
- Partial Placement of Granular 'B', September 23, 2022 – attended by Ainley

Upcoming (weather dependant)

- Second lift of Granular 'B' is planned for the week of September 26, 2022
- Granular 'A' application is tentative planned for week of October 3, 2022

Progress Photos



Sapphire Drive Looking North (Top of Hill), September 16, 2022



200mm (thickness) lift of Granular 'B' on South Portion of Sapphire Drive (approx. 66m in length; Looking North), September 23, 2022

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: October 3, 2022

SUBJECT: South Beech Pump Station, Lancaster Wastewater System, Emergency Repairs

PREPARED BY: Dillen Seguin, Director of Water and Wastewater

Heavy Rain Fall (July 2022)

The South Beech Pump Station in Lancaster was built in 1974, has original parts in the wet well.

On Monday July 18, 2022, South Glengarry experienced a heavy rain fall which caused a high flow event during which both check valve casing broke. As a result, sewage was not being pumped from the station to the Lancaster Wastewater Lagoons.

The Repair

Due to the age of the equipment and the parts having been discontinued, special order parts were required to complete the repair. Additionally, new gate valves were required to isolate the wet well from the pump station. The unplanned repair included two separate jobs:

Job 1: Replacement of Gate Valves

The replacement of 2 (two) 6" gate valves was required to isolate the wet well from the station, to utilize the bypass. The station was shut down for an 8-hour period to complete the job. All sewage was hauled by truck during this time to keep the system operational.

Job 2: Replacement of Gate Values and Check Valves

The replacement of 2 (two) 4" gate valves and 2 (two) 4" check valves was required to keep the pump station operational. The station was shut down for seven days for the work to be completed. During this time, all sewage was pumped using the bypass and diesel generator pumps to keep the sewage system operational for residents. The repair work generally included:

- Shut down set up (Day 1) August 22nd 2022
- Station Cleaned (Day 2)
- Work completed (Days 3,4,5)

- Shut down disassembled (Day 7) August 29th 2022

The station was back up and running at full capacity on August 29th 2022

Repair Cost

The total cost of the emergency repair work to the South Beech Pump Station was approximately \$40,000 and included:

- Diesel Fuel, \$1,300
- Pump Rental, \$6,100
- Pump Mobilization / Demobilization: \$5,700
- Parts: \$10,000
- Cleaning: \$2,100
- Job 1 (6" Gate Values): \$3,000
- Sewage Hauling: \$5,700
- Job 2 (Gate / Check Values): \$6,000

The Township staffing requirements for this repair were roughly:

- Three staff from the Water Division – 80 hours
 - Dillen Seguin, Josh Villeneuve, and Nick Marion
- Additional on-call employee
- One call-out

Thoughts for the Future

- Review the need to upgrade some or all of the station (3–8-year timeframe)
- Consider an expanded building footprint (for future capacity expansion) and potential land acquisition
- Review staffing needs (system operation vs. system maintenance / repair)

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: October 3rd, 2022

SUBJECT: Recycle Coach

PREPARED BY: Michelle O'Shaughnessy, Executive
Assistant/Communications Coordinator

South Glengarry has recently partnered with Recycle Coach. Recycle Coach is a free educational modern communication platform that makes it easy for residents to get fast and accurate information about our recycling program. At its centre is a mobile app with personalized recycling schedules, pick-up reminders, What Goes Where, and activities making recycling education fun, simple, and engaging.

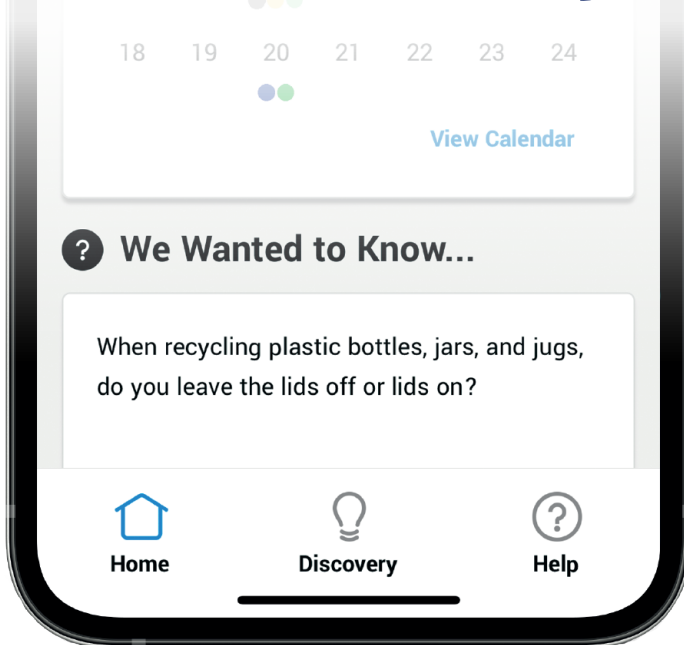
Recycle Coach has been proven to change behavior and reduce contamination. The Recycle Coach platform encourages residents and workplaces to work together to build a more sustainable community.

Recycle Coach is simple. They will use community-building techniques to encourage residents to download the Recycle Coach app. Next, they teach residents the fundamentals of recycling so they can make better recycling decisions. Finally, they focus their attention on the specific materials that are harming our waste management program. The entire experience is gamified to encourage participation and self-improvement.

Township staff will be able to track our progress as we grow our communication with residents. We will utilize reports and insights into our residents' recycling knowledge and discover what materials they need the most help with. We can also send emergency or non-emergency notifications and monitor our return on investment.

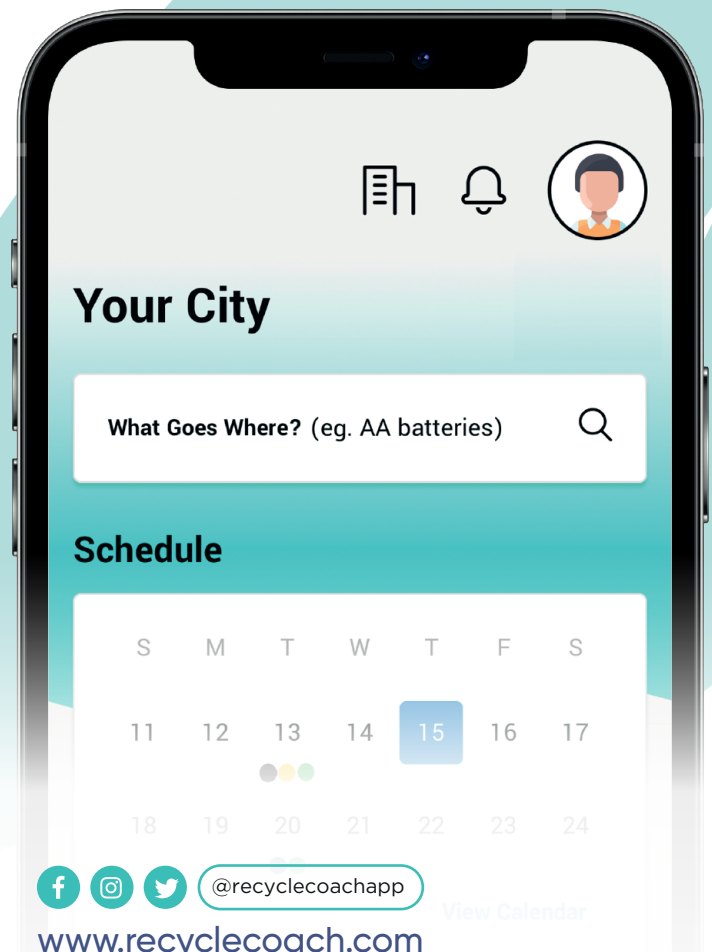
Our first method of communication will be an ad in the 2022 Fall/Winter Community Guide. From there we will work with our local newspapers to get the word out to the community that they can find important waste management information within the app. We will also continue with our Waste Wednesday campaign via social media, sharing details about the app.

We've Partnered with Recycle Coach!



Download the
Mobile App to
become a better
recycler today!

Be a community
recycling
advocate and use
our tools to live
greener.



Looking to Recycle Better?

Navigate to our
Municipality's
recycling page to
access new tools
and resources to
help you live
greener.



@recyclecoachapp

www.recyclecoach.com



Corporation of the United Counties of Stormont, Dundas and Glengarry

REGULAR COUNCIL MINUTES

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

Council Chambers, Suite 321, 26 Pitt Street, Cornwall

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

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

1. Call Meeting to Order by Resolution

Resolution No. 2022-172

Moved by Councillor Byvelds

Seconded by Councillor Gardner

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

CARRIED

Warden Williams shared a statement of sympathy regarding the passing of Queen Elizabeth II, followed by a moment of silence.

2. Adoption of Agenda

Resolution No. 2022-173

Moved by Councillor Byvelds

Seconded by Councillor Wert

THAT Council approve the agenda.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

4.1 August 22, 2022

Resolution No. 2022-174

Moved by Councillor Landry

Seconded by Councillor Warden

THAT the minutes of the meeting, including the in-camera minutes, of the Council of the United Counties of Stormont, Dundas and Glengarry, held August 22, 2022, be adopted as circulated.

CARRIED

5. Delegations

6. Action Requests

6.1 Corporate Services

a. Regional Incentives Program – 3rd Intake

Resolution No. 2022-175

Moved by Councillor Gardner

Seconded by Councillor Wert

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve funding under the Stay, Discover, Grow, Regional Incentives Program in the total amount of \$162,706.35 for the following eight (8) projects:

1. Ole Sugar Barn Ice Cream Shop/Glengarry Stock Farms, Township of North Glengarry - \$9,759.22
2. Avonmore Berry Farm, Township of North Stormont, \$4,831.50

3. Wholesome Growth Gardens, Township of North Stormont, \$11,424.40
4. Jamieson Campbell, Township of North Stormont, \$23,518.30
5. Alaboard FCR Corp., Municipality of South Dundas, \$50,000
6. Butlers Catering & Pantry, Township of South Stormont, \$20,248
7. Ingleside Masonic Hall (Aultsville Hall), Township of South Stormont, \$11,174.93
8. Long Sault Motel, Township of South Stormont, \$31,750

TOTAL: \$162,706.35

CARRIED

b. 2022 Revised Terms of Reference for the Regional Incentives Program Approvals Committee

Resolution No. 2022-176

Moved by Councillor Wert

Seconded by Councillor Byvelds

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve the amendments to the Terms of Reference of the Regional Incentives Program Approvals Committee, to define what constitutes quorum during the RIPAC meetings.

CARRIED

6.2 Financial Services

6.3 Transportation

a. Setback at 18382 County Road 2

Resolution No. 2022-177

Moved by Councillor Armstrong

Seconded by Councillor Landry

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve a setback of 14 meters from the centreline of County Road 2 at civic 18382 County Road 2 Glen Walter, to facilitate the redevelopment of a single detached dwelling and authorize the Director of Transportation Services to issue a setback permit to recognize the same.

CARRIED

6.4 Planning

6.5 Court Services

6.6 County Library

6.7 IT Services

7. Tenders and Quotations

8. By-laws

8.1 OPP Contract Extension

Resolution No. 2022-178

Moved by Councillor Byvelds

Seconded by Councillor Wert

THAT By-law No. 5371, being a By-law to enter into an Amending Agreement with His Majesty the King in Right of Ontario as represented by the Solicitor General (OPP contract renewal) be read and passed in Open Council, signed and sealed.

CARRIED

8.2 Electronic Monitoring Policy

Resolution No. 2022-179

Moved by Councillor Warden

Seconded by Councillor Gardner

THAT By-law No. 5372, being a By-law to adopt Policy No. 1-39, being a written 'Electronic Monitoring' policy, be read in Open Council, signed and sealed.

CARRIED

9. Consent Agenda

Resolution No. 2022-180

Moved by Councillor Landry

Seconded by Councillor Byvelds

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

CARRIED

9.1 Monthly Activity Summaries

9.2 Monthly Financial Summary

9.3 SDG Library Branch Reports

10. Boards and Committees

Council members provided updates on various board and committee activities.

11. Key Information

11.1 2023 Budget Meeting Dates

CAO Simpson recommended that the 2023 budget deliberations take place in February 2023. He stated that completing the budgetary process in February will allow for accurate year-end reporting and provide a

reasonable timeline for the newly elected Council to review the comprehensive document.

11.2 Intersection of SDG 19 and SDG 27

Director de Haan provided follow-up traffic and collision data for the intersection of SDG 19 and SDG 27. Council discussed the data and options moving forward.

Resolution No. 2022-181

Moved by Councillor Warden

Seconded by Councillor Smith

THAT the Council of the United Counties of Stormont, Dundas and Glengarry approve that non-standard signs and rumble strips be installed, as a measure to improve safety, at the intersection of SDG 19 and 27; and

That French language versions of the sign also be added to this area.

CARRIED

11.3 Supplementary Information - Delegation by Ms. Jacqueline Milner

Director de Haan presented follow-up information regarding Ms. Milner's delegation regarding wildlife concerns on SDG 27 in the vicinity of Summertown Forest. Director de Haan discussed developing a pre-construction screening document to identify and mitigate risks to wildlife and the potential use of seasonal electronic signage. Council recommended that staff take a county-wide approach in their review of this matter.

11.4 Amendment to Draft Roundabout and Streetscaping Policy

Director de Haan presented an updated version of the draft Roundabout and Streetscaping Policy. He highlighted that the major change made was ensuring that streetscaping projects were also considered part of the policy. Councillor Gardner requested that the draft policy be presented at a future South Dundas Council meeting.

11.5 Project Updates - September

Manager of Infrastructure Jans presented updates on ongoing road and bridge construction projects.

11.6 SDG Library - Strategic Plan 2022-2026

Director Franklin presented an overview, on behalf of the SDG Library Board, of the SDG Library Strategic Plan 2022-2026.

12. Motions and Notices of Motions

13. Petitions

14. Miscellaneous Business

15. Unfinished Business Summary

Council took a brief recess at 11:05 a.m. The meeting resumed at 11:12 a.m.

16. Closed Session

Resolution No. 2022-182

Moved by Councillor Warden

Seconded by Councillor Landry

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

CARRIED

Resolution No. 2022-183

Moved by Councillor Landry

Seconded by Councillor Armstrong

THAT Council rise and reconvene without reporting.

CARRIED

17. Ratification By-law

Resolution No. 2022-184

Moved by Councillor Armstrong

Seconded by Councillor Landry

THAT By-Law No. 5373, being a by-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed.

CARRIED

18. Adjournment by Resolution

Resolution No. 2022-185

Moved by Councillor Landry

Seconded by Councillor Warden

THAT Council adjourn to the call of the Chair.

CARRIED

Warden

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

MEMORANDUM

To: Township of South Glengarry Council, CAO, and Clerk
From: Lisa Van De Ligt, Team Lead, Communications and Stewardship
Date: September 26, 2022
Subject: RRCA Board of Directors meeting highlights (September 15, 2022)

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

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

September 15, 2022 RRCA Board of Directors Meeting Highlights:

- Approved minutes from the June 16, 2022 Board of Directors meetings can be found at <http://www.rrca.on.ca/page.php?id=15>.
- Board awarded a contract for the Cooper Marsh Conservation Area parking lot reconstruction. The work will begin late October. The Conservation Area will be closed during construction; notices will be posted on-site and to the RRCA website.
- Board approved contracts to support agriculture best management practices in partnership with local landowners, ALUS Canada, and the provincial and federal governments.
- Board approved the 2023 Conservation Areas fee schedule.
- Board renewed the RRCA's conservation partnership agreements with Ducks Unlimited Canada to support the management of Cooper Marsh Conservation Area.
- Board approved the submission of funding applications to support new floodplain mapping and Conservation Area enhancements.

Next RRCA Board meeting date: October 20, 2022

September 26, 2022

Ministry of the Solicitor General
Hon. Michael Kerzner
25 Grosvenor Street
Toronto, ON M7A 1Y6

Sent via email: Michael.kerzner@ontario.ca

Hon. Minister Kerzner:

Re: Grey Highlands Municipal Resolution 2022-571 re: Increased Speeding Fines

Please be advised that the following resolution was passed at the September 7, 2022 meeting of the Council of the Municipality of Grey Highlands.

2022-571

Dane Nielsen, Danielle Valiquette

Whereas speeding has become a growing concern on our residential streets; and

Whereas the culture of driver's is that 20 km/h over the speed limit is considered normal; and

Whereas the fines for street racing have increased significantly and we have seen a reduction in number of charges laid; and

Whereas the fines for other speed infractions have remained unchanged; now Therefore be it resolved that the municipality of Grey Highlands lobby the Ministry of the Solicitor General to increase the fines for all levels of speeding; and

That this motion be sent to AMO, ROMA, and all municipalities of Ontario to garner support.

CARRIED.

If you require anything further, please contact this office.

Sincerely,



Raylene Martell
Director of Legislative Services/Municipal Clerk
Municipality of Grey Highlands

Cc: Association of Municipalities of Ontario
Rural Ontario Municipalities
All Ontario Municipalities



September 13, 2022

Resolution No. 202/2022

**THE CORPORATION OF THE TOWNSHIP OF MCGARRY
P.O. BOX 99
VIRGINIATOWN, ON. P0K 1X0**

MOVED BY Bonita Culhane

SECONDED BY L. Caza

Whereas across municipal councils in Ontario there have been appalling instances of misogyny and hatred; and

Whereas the powers of the Office of the Integrity Commissioner do not include the ability to recommend expulsion of councillors;

Now Therefore Be It Resolved That the Council of Township of McGarry direct staff to send a letter to the Ministry of Municipal Affairs and Housing with copies being sent to the federal government, provincial government, Association of Municipalities, requesting the Ministry:

1. Study the merits of allowing the recall of municipal councillors under carefully prescribed circumstances, including displays of hatred, misogyny and all forms of discrimination; and
2. Facilitate strengthened and ongoing orientation and training sessions for Councils, local boards, and committees"

Defeated _____
Mayor

/ Carried Matt Reimer
Mayor

Recorded Vote

Requested by _____

YES

NO

Mayor Matt Reimer
Councillor Wendy K. Weller
Councillor Louanne Caza
Councillor Bonita Culhane
Councillor Annie Toupin-Keft

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 69-2022
FOR THE YEAR 2022**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of October 3, 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 3RD DAY OF OCTOBER 2022.***

MAYOR: _____ **CLERK:** _____