TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING OF COUNCIL
Council Chambers, Municipal Office
Monday, December 21, 2020 7:00 PM

Page

1. CALL TO ORDER

2. O CANADA

3. APPROVAL OF AGENDA

a) Additions, Deletions or Amendments
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.

4. DECLARATION OF PECUNIARY INTEREST

a) Declaration of Pecuniary Interest Form 5

5. APPROVAL OF MINUTES

a) Previous Meeting Minutes - December 7, 2020 6 - 9

b) Special Meeting Minutes - December 7, 2020 10 - 11

6. PRESENTATIONS AND DELEGATIONS

7. NEW BUSINESS

a) Staff Reports

i. Drinking Water Quality Management Standard Endorsement 12 - 28

ii. Surplus Lands Glen Walter Part 4 on 14R-6524 29 - 32

iii. Surplus Land Glen Walter Part 3 14R-6544 33 - 36

iv. Surplus Lands Glen Walter Part 1 14R-6544 37 - 39

v. 2021 - Grants and Donation Requests 40 - 48

vi. To Appoint the Committee of Adjustment for 2021 49 - 52

vii. Employment District Lands- South Lancaster 53 - 57

viii. CIP Applications and Agreements 58 - 70

b) Other Business

c) Committee Reports

i. Environment Committee Minutes - October 23, 2020 71 - 72

ii. Cornwall Regional Airport Commission - November 5, 2020 73 - 75

iii. Committee of Adjustment - December 7, 2020 76 - 81

iv. CIPAC - November 30, 2020 82 - 83

d) For Information Only

i. Review - 2020 Budget v. Actual (As of Nov 24) 84 - 107

ii. Statement of Revenues and Expenses (YTD Nov. 30) 108 - 117

iii. Direct Costs Related to COVID-19 (as of December 4, 2020) 118

iv. Resolution - Temporary Cap on Food Delivery Service Charges (City of Hamilton) 119 - 120

v. Resolution - Request to Extend Grant Deadlines (Township of Matachewan) 121 - 122

vi. Resolution - Municipal Drainage Coordination with National Railways (Southwest Middlesex) 123 - 124

vii. Resolution - COVID-19 Childcare Funding (Town of Carleton Place) 125 - 126

viii. Resolution - Cap on Gas Plant and Greenhouse Gas Pollution (City of Hamilton) 127 - 128

ix. Memo from General Rick Hillier on COVID-19 Vaccine Distribution 129 - 134

x. Consent Summary 2020 135 - 136

xi. Notice of a Consent Decision 137 - 144

xii. Consent Application B-115-20 145 - 148

xiii. Consent Application B-125-20 149 - 154

8. UNFINISHED BUSINESS

a) Unfinished Business Listing - December 21, 2020 155 - 157

9. CLOSED SESSION

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

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

(k) plans and instructions for negotiations
- Cornwall Electric LED Street Light conversion negotiations (E. MacDonald)

(c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- Staff Report 188-2020 Lancaster Heights Lots Price Listing (E. MacDonald)

(b) personal matters about an identifiable individual, including municipal or local board employees;
- HR Matter (T. Mills)

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
-Verbal Update on matter before administrative tribunal (T. Mills)

(d) labour relations or employee negotiations;
-Staff Report 189-2020 (T. Mills)

10. CONFIRMING BY-LAW

a) Confirming By-law - 91-2020 158

11. ADJOURNMENT

DECLARATION OF PECUNIARY INTEREST

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

_____

_____

_____

_____

Signature

MINUTES

THE REGULAR MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD IN THE EVENING AT THE TOWNSHIP OFFICE, LANCASTER ON DECEMBER 7, 2020

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

STAFF PRESENT: CAO Tim Mills, Clerk Kaylyn MacDonald, GM Community Services Joanne Haley, GM Infrastructure Services Ewen MacDonald, GM Corporate Services Lachlan McDonald, Fire Chief Dave Robertson.

1. CALL TO ORDER
Resolution No. 391-2020 Moved by Councillor McDonell
Seconded by Councillor Lang
BE IT RESOLVED THAT the Council Meeting of the Township of South Glengarry now be opened at 7:01pm.
CARRIED

2. O CANADA

3. APPROVAL OF AGENDA
Resolution No. 392-2020 Moved by Councillor Jaworski
Seconded by Councillor McDonell
BE IT RESOLVED THAT the Council of the Township of South Glengarry approve the agenda as amended.
Moved to Other Business:
7. d) vii. Request for Municipal Support (RRCA)
CARRIED

4. DECLARATION OF PECUNIARY INTEREST

a) Declaration of Pecuniary Interest Form I, Lyle Warden, declare a pecuniary interest on Agenda Item(s) for the meeting of December 7, 2020: The in-camera presentation about water and waste water servicing of Boundary Rd. My parents, John and Karen Warden, own property that could be connected.

5. APPROVAL OF MINUTES
a) Previous Meeting Minutes - November 16, 2020
Resolution No. 393-2020 Moved by Councillor Lang
Seconded by Councillor Jaworski
BE IT RESOLVED THAT the Minutes of the Regular Meeting of the Council of the Township of South Glengarry held on November 16, 2020, including the Closed Session Minutes, be adopted as circulated.
CARRIED

b) Public Meeting Minutes - November 16, 2020
Resolution No. 394-2020 Moved by Deputy Warden
Seconded by Councillor Lang
BE IT RESOLVED THAT the Minutes of the Public Meeting of the Council of the Township of South Glengarry held on November 16, 2020 be

adopted as circulated.
CARRIED

c) Special Meeting Minutes - November 20, 2020
Resolution No. 395-2020 Moved by Councillor McDonell
Seconded by Councillor Jaworski
BE IT RESOLVED THAT the Minutes of the Special Meeting of the Council of the Township of South Glengarry held on November 20, 2020 be adopted as circulated.
CARRIED

6. PRESENTATIONS AND DELEGATIONS
a) Optimist Club of Lancaster - Anne Donkers President
Th Optimist Club president, Anne Donkers, provided further information on her group's request to have the Smithfield Park building named after the Optimist Club. Council directed CAO Mills to have administration prepare a staff report on the request for a future meeting.

7. NEW BUSINESS
a) Staff Reports
i) Road Dedication Connortown Road
Resolution No. 396-2020 Moved by Councillor Lang
Seconded by Deputy Warden
BE IT RESOLVED THAT the Council of the Township of South Glengarry pass By-Law 80-2020 being a By-Law to dedicate Part 5 on Registered Plan 14R-6547, PIN 67113-0146, as Public Highway; read a first, second, and third time, passed signed and sealed in Open Council this 7th day of December, 2020.
CARRIED

ii) Uniform Purchase
Resolution No. 397-2020 Moved by Councillor McDonell
Seconded by Councillor Jaworski
BE IT RESOLVED THAT Staff Report 176-2020 be received and that the Council of the Township of South Glengarry award the purchase of uniform items to Unisync Group Limited as per their submission of $10,830 plus HST and furthermore; that the Mayor and Clerk be authorized to sign any relevant documents.
CARRIED

iii) Site Plan Control Agreements for Grant Marion Construction Ltd and for 764694 Ontario Inc.
Resolution No. 398-2020 Moved by Deputy Warden
Seconded by Councillor Jaworski
BE IT RESOLVED THAT Staff Report 175-2020 be received and that the Council of the Township of South Glengarry approves By-Law #'s 81-2020 & 82-2020, and the Site Plan Control Agreements for the properties legally described as Part of Lot 12, Registered Plan No. 101, being Parts 2 & 3 on Reference Plan 14R6380, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry and authorizes the Mayor and Clerk to execute the Site Plan Control Agreement.
CARRIED

iv) Tyotown Heights Subdivision Zoning Amendment
Resolution No. 399-2020 Moved by Councillor Lang
Seconded by Councillor McDonell
BE IT RESOLVED THAT Staff Report 178-2020 be received and by-law

83-2020 being by-law to amend by-law 38-09, the comprehensive Zoning By-Law for the Township of South Glengarry for the property legally described as Part of Lot 38 & 39, Registered Plan No. 101, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, be rezoned from Open Space (OS) to Residential One (R1) to permit residential development as per the recent draft plan approved subdivision containing 5 residential lots. The Council of the Township of South Glengarry confirms that there were no negative oral comments from the public received on this application therefore there was no effect on the decision.
CARRIED

b) Other Business
i) Request for Municipal Support (RRCA)

Resolution No. 400-2020 Moved by Councillor Lang
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry urges the Province to work with conservation authorities to find workable solutions to reduce red tape and create conditions for growth prior to passing Schedule 6 of Bill 229 (Budget Measures).
THAT the Province respect the current conservation authority/municipal relations.
THAT the Province embrace their long standing partnership with the conservation authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role.
CARRIED

Resolution No. 401-2020 Moved by Deputy Warden
Seconded by Councillor Jaworski

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

c) Committee Reports
i) Committee of Adjustment - November 2nd, 2020

ii) Committee of Adjustment November 16th, 2020 - Meeting Minutes

d) For Information Only
i) Consent Summary 2020
ii) Notices of Consent Decisions
iii) Consent Application B-99-20
iv) Consent Application B-110-20
v) Consent Application B-111-20
vi) RRCA Board of Directors Meeting Highlights - November 19, 2020
vii) Letter - Regarding Proposed Amendments to Conservation Act (RRCA)

8. UNFINISHED BUSINESS
a) Unfinished Business Listing - December 7, 2020

9. CLOSED SESSION

Resolution No. 402-2020 Moved by Councillor Lang
Seconded by Deputy Warden

BE IT RESOLVED THAT the Council of the Township of South Glengarry convene to Closed Session at 7:32pm to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001:

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

(b) personal matters about an identifiable individual, including municipal or local board employees;
- Environment Committee Applications
- HR Matter

plans and instructions for negotiations
- Boundary Rd Servicing Agreement
CARRIED

Resolution No. 403-2020 Moved by Councillor Jaworski
Seconded by Councillor Lang
THAT Council now rise and reconvene at 8:27pm into Open Session without reporting.
CARRIED

Resolution No. 404-2020 Moved by Councillor McDonell
Seconded by Deputy Warden
BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby appoints Colleen Bissonette & Aodin MacDonell to the Environment Committee.

CARRIED

10. CONFIRMING BY-LAW
Resolution No. 405-2020 Moved by Deputy Warden
Seconded by Councillor McDonell
BE IT RESOLVED THAT By-law No. 84-2020 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.
CARRIED

11. ADJOURNMENT
Resolution No. 406-2020 Moved by Councillor Lang
Seconded by Councillor Jaworski
BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair.
CARRIED

_____ _____
Mayor Clerk

MINUTES

THE SPECIAL MEETING OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY WAS HELD IN THE EVENING AT THE TOWNSHIP OFFICE, LANCASTER ON DECEMBER 7, 2020

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

STAFF PRESENT: CAO Tim Mills, Deputy Clerk Kaylyn MacDonald

1. CALL TO ORDER

Resolution No. 384-2020 Moved by Councillor McDonell
Seconded by Councillor Lang

BE IT RESOLVED THAT the Special Meeting of the Township of South Glengarry now be opened at 5:00pm.
CARRIED

Resolution No. 385-2020 Moved by Deputy Warden
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby appoints CAO Tim Mills as Acting Clerk for this Special Meeting of the Council of the Township of South Glengarry.
CARRIED

2. APPROVAL OF AGENDA

Resolution No. 386-2020 Moved by Councillor McDonell
Seconded by Councillor Lang

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

3. DECLARATION OF PECUNIARY INTEREST

a) Declaration of Pecuniary Interest Form – None.

Deputy Clerk MacDonald exited the meeting prior to the Closed Session.

4. CLOSED SESSION

Resolution No. 387-2020 Moved by Councillor Jaworski
Seconded by Deputy Warden

BE IT RESOLVED THAT the Council of the Township of South Glengarry convene to Closed Session at 5:01pm to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001:

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

(d) labour relations or employee negotiations;
-Staff Report 179-2020 (T.Mills)
CARRIED

Resolution No. 388-2020 Moved by Councillor Lang

Seconded by Councillor McDonell
THAT Council now rise and reconvene at 5:45pm into Open Session without reporting.
CARRIED

Resolution No. 389-2020 Moved by Councillor Jaworski
Seconded by Deputy Warden
BE IT RESOLVED THAT the Council directs administration to proceed as noted in the Closed Session minutes.
CARRIED

5. ADJOURNMENT
Resolution No. 390-2020 Moved by Councillor Lang
Seconded by Councillor McDonell
BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 5:48pm.
CARRIED

_____ _____
Mayor Clerk

STAFF REPORT S.R. 180-2020

PREPARED BY: Dillen Seguin, Director of Water/Wastewater

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: Drinking Water Quality Management Standard Endorsement

BACKGROUND:

1. The Township developed an Operation Plan Manual to meet the requirements of the Drinking Water Licensing Program under the Safe Drinking Water Act. The plan was accepted by the Canadian General Standards Board and the Ministry of Environment.

2. The Township received accreditation from the Canadian General Standards Board in October 2010.

3. The Township has attained a 100% compliance rating in the yearly inspection of the plants by MOE. This accomplishment demonstrates the commitment and dedication to the provision of safe drinking water to the residents of the Township.

4. The Township has received its Drinking Water Works Permit ("Permit") and Municipal Drinking Water Licence ("Licence") for the Glen Walter Drinking Water System, the Lancaster Drinking Water System and the Redwood Estates Drinking Water System. These permits and licenses were renewed on December 10th, 2020 and will need to be renewed in 2025.

5. The Township's Operational Plan for the Drinking Water Systems meets the requirements of the Director's Directions - Minimum Requirements for Operational Plans made under the *Safe Drinking Water Act*, 2002 (SDWA) and has been Audited and Accepted.

6. The foundation of the Quality Management System is the Drinking Water Quality Management System Policy adopted by Council in 2010. The policy states that the Township is committed to:

    - *Providing a safe and reliable supply of drinking water to all of its customers*
    - *Meeting or exceeding the requirements of all legislation and regulations applicable to drinking water, and*

- *Maintaining and continually improving its Quality Management System*

7. The last copy of the Operational Plan was provided in October 2019 and endorsed by the Mayor, the Clerk and the operating Authority Representatives.

ANALYSIS:

8. Annual Internal Audits of the Operation Plan are completed by the General Manager Infrastructure Services. This years Audit was completed on September 25th, 2020

9. An offsite external Audit by SAI Global has been completed for the Drinking Water Quality Management System Operation Plan Manual. There were no nonconformities noted in the External Audit Report.

10. A Management Review was completed by the General Manager Infrastructure and the Director of Water/Wastewater Operations. The Quality Management System Operation Plan Manual has been revised to reflect changes recommended from the Management Review of the document.

11. A copy of the revised Drinking Water Quality Management System Operation Plan Manual (Version 8) has been provided electronically to each member of Council.

12. Existing Document(s) should be turned in to administration for destruction as per our document control procedure.

13. The Drinking Water Quality Management System Operation Plan (Version 7) is posted on the Township's Website. https://www.southglengarry.com/en/municipal-services/resources/Documents/Living-Here/Water--WasteWater/Drinking-Water-Quality-Management-System-Manual.pdf

14. The Posting will be updated pending the Commitment and Endorsement of Version 8.

15. The revised document needs to be endorsed by the Current Mayor; the Clerk and the Operating Authority Representatives and Council should reaffirm their commitment to the Operation Plan.

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Strengthen the Effectiveness and Efficiency of our Organization
Goal 5: Improve Internal and External Communication

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 180-2020 be received and that the Council of the Township of South Glengarry receive the Drinking Water Quality Management System Operation Plan Manual V8 dated December 10, 2020 and that the Mayor and Council reaffirm their commitment to the Operation Plan and furthermore; that the Mayor and Clerk and Operation Authority Representatives be authorized to sign and endorse the document.

Recommended to Council for Consideration by:
CAO – TIM MILLS

APPENDIX M: INTERNAL AUDIT CHECKLIST

DATE OF INTERNAL AUDIT: SEPT 25/2020

AUDITOR NAMES: EWEN MACDONALD
GENERAL MANAGER INFRASTRUCTURE SERVICES

AREAS VISITED:
GLEN WALTER WATER TREATMENT PLANT

PEOPLE INTERVIEWED:

DILLEN SEGUIN.

DOCUMENTS VIEWED:

W7 DWQMS SEPT 12/2019
- QMS SYS P9 (COMMUNICATIONS)

QMS SYS T1 - MASTER DOCUMENT LIST.
" " T2 - MASTER RECORD LIST

SCADA DISTRIBUTION ANALYSER RESULTS

INTERNAL AUDIT CHECKLIST

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
1. Quality Management System PLAN – The Operational Plan shall document a Quality Management System that meets the requirements of this Standard.		PL	✓	
DO – The Operating Authority shall establish and maintain the Quality Management System in accordance with the requirements of this Standard and the policies and procedures documented in the Operational Plan.		DO	✓	
2. Quality Management System Policy PLAN – The Operational Plan shall document a Quality Management System Policy that provides the foundation for the Quality Management System, and:	QMS IS TO BE POSTED ON TWP WEBSITE	PL		
a) is appropriate for the size and type of the subject system,		a)	✓	
b) includes a commitment to the maintenance and continual improvement of the Quality Management System,		b)	✓	
c) includes a commitment to the consumer to provide safe drinking water,		c)	✓	
d) includes a commitment to comply with applicable legislation and regulations, and		d)	✓	
e) is in a form that provides for ready communication to all Operating Authority personnel, the Owner and the public.		e)	✓	
DO – The Operating Authority shall establish and maintain a Quality Management System that is consistent with the Policy.	* CORRECTIVE ACTION RE MANUAL & POLICY STATEMENT NOT ON WEBSITE	DO		✓
3. Commitment and Endorsement PLAN – The Operational Plan shall contain a written endorsement of its contents by Top Management and the Owner.		PL		

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
DO – Top Management shall provide evidence of its commitment to an effective Quality Management System by:		DO		
a) ensuring that a Quality Management System is in place that meets the requirements of this Standard,		a)	✓	
b) ensuring that the Operating Authority is aware of all applicable legislative and regulatory requirements,		b)	✓	
c) communicating the Quality Management System according to the procedure for communications, and	WEBSITE	c)	✓	
d) determining, obtaining or providing the resources needed to maintain and continually improve the Quality Management System.	* UPDATE SIGNATURE PAGE FOR DIRECTOR OF OPERATIONS	d)	✓	
4. Quality Management System Representative PLAN – The Operational Plan shall identify a Quality Management System representative.	DILLON SHAUN HAS REPLACED SHAWN KILLORAN WHO RETIRED	PL		
DO – Top Management shall appoint, and authorize a Quality Management System representative who, irrespective of other responsibilities, shall:		DO		
a) administer the Quality Management System by ensuring that processes and procedures needed for the Quality Management System are established and maintained,		a)	✓	
b) report to Top Management on the performance of the Quality Management System and any need for improvement,	RECOMMEND THAT DIRECTOR LOOK AT TAKING STANDARD OF CARE COURSE	b)	✓	
c) ensure that current versions of documents required by the Quality Management System are being used at all times,		c)	✓	
d) ensure that personnel are aware of all applicable legislative and regulatory requirements that pertain to their duties for the operation of the subject system, and		d)	✓	
e) promote awareness of the Quality Management System throughout the Operating Authority.		e)	✓	

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
5. Document and Records Control PLAN – The Operational Plan shall document a procedure for document and records control that describes how:		PL		
a) documents required by the Quality Management System are: i. kept current, legible and readily identifiable	→ QMS SYS T1 UP TO DATE	a)i.	✓	
ii. retrievable		a)ii.	✓	
iii. stored, protected, retained and disposed of, and	→ RETRIEVABLE ELECTRONICALLY & STORED ON MEMORY STICK	a)iii.	✓	
b) records required by the Quality Management System are: i. kept legible, and readily identifiable		b)i.	✓	
ii. retrievable		b)ii.	✓	
iii. stored, protected, retained and disposed of.	→ DOCUMENT IS PASSWORD PROTECTED	b)iii.		✓
DO – The Operating Authority shall implement and conform to the procedure for document and records control and shall ensure that the Quality Management System documentation for the subject system includes:	→ QMS SYS T2 REVIEWED IN SEPT 2019	DO		
a) the Operational Plan and its associated policies and procedures,	* CORRECTIVE ACTION QMS/SYS/P2 5.6.2	a)	✓	
b) documents and records determined by the Operating Authority as being needed to ensure the effective planning, operation and control of its operations, and	DOCUMENTS NOT STORED IN LOCKED CABINET.	b)	✓	
c) the results of internal and external audits and management reviews.		c)	✓	
6. Drinking-Water System PLAN – The Operational Plan shall document, as applicable:		PL		
a) for the subject system: i. a description of the system including all treatment processes and distribution system components		i.	✓	
ii. the name of the Owner and Operating Authority		ii.	✓	
iii. a process flow chart		iii.	✓	
iv. a description of the water source, including:		iv.	✓	

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
i. general characteristics of the raw water supply ii. common event-driven fluctuations and iii. any resulting operational challenges and threats v. a description of any critical upstream or downstream processes relied upon to ensure the provision of safe drinking water. b) if the subject system is an operational subsystem, a summary description of the municipal residential drinking-water system it is a part of. c) if the subject system is connected to one or more other drinking-water systems owned by different owners, a summary description of those systems which: i. indicates whether the subject system obtains water from or supplies water to those systems, and ii. names the Owner and Operating Authority of those systems.	WILL UPDATE IN 2021 RAW WATER CHARACTERISTICS	i.	✓	
		ii.	✓	
		iii.	✓	
		v.	✓	
		b)	N/A	
		c)	N/A	
		i.		
		ii.		
DO – The Operating Authority shall ensure that the description of the drinking-water system is kept current.		DO	✓	
7. Risk Assessment PLAN – The Operational Plan shall document a risk assessment process that: a) identifies potential hazardous events and associated hazards, b) assesses the risks associated with the occurrence of hazardous events, c) ranks the hazardous events according to the associated risk, d) identifies control measures to address the potential hazards and hazardous events, e) identifies critical control points, f) identifies a method to verify at least once a year, the currency of the information and the validity of the assumptions used in the risk assessment,	WILL REVIEW RISK ASSESSMENT 5.2.1 WITH OPERATORS BY THE END OF 2021	PL		
		a)	✓	
		b)	✓	
		c)	✓	
		d)	✓	
		e)	✓	
		f)	✓	

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
g) ensures that a risk assessment is conducted at least once every thirty-six months, and		g)	✓	
h) considers the reliability and redundancy of equipment.		h)	✓	
DO – The Operating Authority shall perform a risk assessment consistent with the documented process.		DO		
8. Risk Assessment Outcomes		PL		
PLAN – The Operational Plan shall document:				
a) the identified potential hazardous events and associated hazards,		a)	✓	
b) the assessed risks associated with the occurrence of hazardous events,	REVIEWED CCP	b)	✓	
c) the ranked hazardous events,	QMS OP-P1 SEPT 2019	c)	✓	
d) the identified control measures to address the potential hazards and hazardous events,	" " P3 " "	d)	✓	
e) the identified critical control points and their respective critical control limits,		e)	✓	
f) procedures and/or processes to monitor the critical control limits,		f)	✓	
g) procedures to respond to deviations from the critical control limits, and		g)	✓	
h) procedures for reporting and recording deviations from the critical control limits.		h)	✓	
DO – The Operating Authority shall implement and conform to the procedures.		DO		
9. Organizational Structure, Roles, Responsibilities and Authorities		PL		
PLAN – The Operational Plan shall:				
a) describe the organizational structure of the Operating Authority including respective roles, responsibilities and authorities,		a)	✓	
b) delineate corporate oversight roles, responsibilities and authorities in the case where the Operating Authority operates multiple subject systems,		b)	✓	

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
c) identify the person, persons or group of people within the management structure of the organization responsible for undertaking the Management Review,		c)	✓	
d) identify the person, persons or group of people, having Top Management responsibilities required by this Standard, along with their responsibilities, and		d)	✓	
e) identify the Owner of the subject system.		e)	✓	
DO – The Operating Authority shall keep current the description of the organizational structure including respective roles, responsibilities and authorities, and shall communicate this information to Operating Authority personnel and the Owner.		DO		
10. Competencies PLAN – The Operational Plan shall document:		PL		
a) competencies required for personnel performing duties directly affecting drinking water quality,		a)	✓	
b) activities to develop and maintain competencies for personnel performing duties directly affecting drinking water quality, and		b)	✓	
c) activities to ensure that personnel are aware of the relevance of their duties and how they affect safe drinking water.		c)	✓	
DO – The Operating Authority shall undertake activities to:		DO		
a) meet and maintain competencies for personnel directly affecting drinking water quality and shall maintain records of these activities, and		a)	✓	
b) ensure that personnel are aware of the relevance of their duties and how they affect safe drinking water, and shall maintain records of these activities.		b)	✓	

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
11. Personnel Coverage PLAN – The Operational Plan shall document a procedure to ensure that sufficient personnel meeting identified competencies are available for duties that directly affect drinking water quality.	REVISE HOURS OF WORK SCHEDULE 40 HRS MON – FRI	PL		
DO – The Operating Authority shall implement and conform to the procedure.		DO	✗	
12. Communications PLAN – The Operational Plan shall document a procedure for communications that describes how the relevant aspects of the Quality Management System are communicated between Top Management and: a) the Owner, b) Operating Authority personnel, c) Suppliers, and d) the public.		PL		
		a)	✓	
		b)	✓	
		c)	✓	
		d)	✓	
DO – The Operating Authority shall implement and conform to the procedure.		DO		
13. Essential Supplies and Services PLAN – The Operational Plan shall: a) identify all supplies and services essential for the delivery of safe drinking water and shall state, for each supply or service, the means to ensure its procurement, and b) include a procedure by which the Operating Authority ensures the quality of essential supplies and services, in as much as they may affect drinking water quality.		PL		
		a)	✓	
		b)	✓	
DO – The Operating Authority shall implement the procedure.		DO		
14. Review and Provision of Infrastructure PLAN – The Operational Plan shall document a procedure for the annual review of the adequacy of the infrastructure necessary to operate and maintain the subject system.		PL		

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
DO – The Operating Authority shall implement and conform to the procedure and communicate the findings of the review to the Owner.	PROVIDED TO COUNCIL WITH ASSET MANAGEMENT PLAN	DO	✓	
15. Infrastructure Maintenance, Rehabilitation and Renewal PLAN – The Operational Plan shall document a summary of the Operating Authority's infrastructure maintenance, rehabilitation and renewal programs for the subject system.		PL		
DO – The Operating Authority shall: a) keep the summary current, b) communicate the programs to the Owner, and c) monitor the effectiveness of the maintenance program.	MAINTENANCE ACTIVITIES LOGGED ON SITE.	PL a) b) c)	 ✓ ✓ ✓	
16. Sampling, Testing and Monitoring PLAN – The Operational Plan shall document: a) a sampling, testing and monitoring procedure for process control and finished drinking water quality including requirements for sampling, testing and monitoring at the conditions most challenging to the subject system, b) a description of any relevant sampling, testing or monitoring activities that take place upstream of the subject system, and c) a procedure that describes how sampling, testing and monitoring results are recorded and shared between the Operating Authority and the Owner, where applicable.	QMS SYS PS 5.4.2 RESULTS RETAINED IN OFFICE FILE CABINET.	PL a) b) c)	 ✓ ✓ ✓	
DO – The Operating Authority shall implement and conform to the procedures.		DO		
17. Measurement and Recording Equipment Calibration and Maintenance PLAN – The Operational Plan shall document a procedure for the calibration and maintenance of measurement and recording equipment.		PL		

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
DO – The Operating Authority shall implement and conform to the procedure.		DO	✓	
18. Emergency Management PLAN – The Operational Plan shall document a procedure to maintain a state of emergency preparedness that includes:	X CORRECTIVE ACTION 5.4 → NEED TO HAVE CURRENT COPY OF TWP EMERGENCY MANAGEMENT PLAN	PL		
a) a list of potential emergency situations or service interruptions,		a)	✓	
b) processes for emergency response and recovery,		b)	✓	
c) emergency response training and testing requirements,		c)	✓	
d) Owner and Operating Authority responsibilities during emergency situations,		d)	✓	✓
e) references to municipal emergency planning measures as appropriate, and		e)		✓
f) an emergency communication protocol and an up-to-date list of emergency contacts.		f)	✓	
DO – The Operating Authority shall implement and conform to the procedure.		DO		
19. Internal Audits PLAN – The Operational Plan shall document a procedure for internal audits that:		PL		
a) evaluates conformity of the QMS with the requirements of this Standard,		a)	✓	
b) identifies internal audit criteria, frequency, scope, methodology and record-keeping requirements,		b)	✓	
c) considers previous internal and external audit results, and		c)	✓	
d) describes how Quality Management System corrective actions are identified and initiated.		d)	✓	
DO – The Operating Authority shall implement and conform to the procedure and shall ensure that internal audits are conducted at least once every twelve months.		DO		

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
20. Management Review	a) NONE	PL		
PLAN - The Operational Plan shall document a procedure for management review that evaluates the continuing suitability, adequacy and effectiveness of the Quality Management System and that includes consideration of:	b) NONE	a)	✓	
a) incidents of regulatory non-compliance,	c) NO DEVIATIONS	b)	✓	
b) incidents of adverse drinking-water tests,	d) MEETS ELEMENT 7	c)	✓	
c) deviations from critical control point limits and response actions,	e) COMPLETED	d)	✓	
d) the efficacy of the risk assessment process,	f) REVIEW OF 4 SOP'S IN PAST YEAR	e)	✓	
e) internal and third-party audit results,	g) NO ISSUES	f)	✓	
f) results of emergency response testing,	h) NO CHANGES	g)	✓	
g) operational performance,	i) DONE	h)	✓	
h) raw water supply and drinking water quality trends,	j) COMPLETED	i)	✓	
i) follow-up on action items from previous management reviews,	k) NONE	j)	✓	
j) the status of management action items identified between reviews,	l) NO ISSUES	k)	✓	
k) changes that could affect the Quality Management System,	m) OK	l)	✓	
l) consumer feedback,	n) ASSET MANAGEMENT PLAN TO BE REVIEWED	m)	✓	
m) the resources needed to maintain the Quality Management System,	o) V7 - 2019	n)	✓	
n) the results of the infrastructure review,	p) NONE	o)	✓	
o) Operational Plan currency, content and updates, and		p)	✓	
p) staff suggestions.				
DO – Top Management shall implement and conform to the procedure and shall:		DO		
a) ensure that a management review is conducted at least once every twelve months,		a)	✓	
b) consider the results of the management review and identify deficiencies and actions items to address the deficiencies,		b)	✓	
c) provide a record of any decisions and action items related to the management review including the personnel responsible for delivering the action items and the proposed timelines for their implementation,		c)	✓	

DWQMS Requirement	Notes	Method in Place?	Documented?	Gap?
d) report the results of the management review, the identified deficiencies, decisions and action items to the Owner.	MANAGEMENT REVIEW & AUDIT RESULTS TO BE PROVIDED TO COUNCIL BY END OF 2020	d)		✓
21. Continual Improvement DO- The Operating Authority shall strive to continually improve the effectiveness of its Quality Management System through the use of corrective actions.		DO	✓	

CERTIFICATE OF ACCREDITATION

This is to certify that the following operating authority:

TOWNSHIP OF SOUTH GLENGARRY

6 Oak Street, Box 220 Lancaster , Ontario K0C1N0 Canada

Refer to Attachment to Certificate of Accreditation dated November 24, 2020 for additional drinking water systems

operates a

Quality Management System

which conforms with the requirements of

DRINKING WATER QUALITY MANAGEMENT STANDARD VERSION 2 - 2017

for the following scope of accreditation

Full Scope - Entire DWQMS

Certificate No.:	CERT-0132910	Original Certification Date:	January 23, 2013
File No.:	1631803	Certification Effective Date:	December 10, 2019
Issue Date:	November 24, 2020	Certification Expiry Date:	January 20, 2022

Heather Mahon
Global Head of Technical Services
SAI Global Assurance

DWQMS 2017

Accredited by:
QMI-SAI Canada Limited (SAI Global), 20 Carlson Court, Suite 200, Toronto, Ontario M9W 7K6 Canada**.** This registration is subject to the **SAI Global** Terms and Conditions for Certification. While all due care and skill was exercised in carrying out this assessment**, SAI Global** accepts responsibility only for proven negligence. This certificate remains the property of **SAI Global** and must be returned to them upon request.
To verify that this certificate is current, please refer to the **SAI Global** On-Line Certification Register:
https://www.saiglobal.com/en-us/assurance/auditing_and_certification/certification_registry/

SAI GLOBAL
INFORM. INSPIRE. IMPROVE.

ATTACHMENT TO
CERTIFICATE OF ACCREDITATION

These sites are accredited under Certificate No: CERT-0132910 issued on November 24, 2020

File No.		Effective Date
1631803	**TOWNSHIP OF SOUTH GLENGARRY** 6 Oak Street, Box 220 Lancaster , Ontario K0C1N0 Canada	December 10, 2019

Drinking Water Systems

	Site No.	Site Name
Yes	1631805	Glen Walter Drinking Water System
Yes	1631806	Redwood Estates Water Treatment
Yes	1631807	Lancaster Drinking Watery System

STAFF REPORT S.R. 181-2020

PREPARED BY: Ewen MacDonald, General Manager Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: Surplus Lands Glen Walter Part 4 on 14R-6524

BACKGROUND:

1. The Township has surplus properties located along the waterfront in Glen Walter.

2. The property has been surveyed to create 10 parcels as shown on Reference Plan 14R-6524

3. An Agreement for the Purchase of Part of Lot 9, Concession 1, Indian Lands, being Part 4 on 14R-6524; Part of PIN 678129-0643, has been received from Scott Lafave.

ANALYSIS:

4. The terms and conditions of the purchase are consistent with the established sale price set by Council.

IMPACT ON 2020 BUDGET:

5. The sale of the surplus lots would generate $16,988.40 of unbudgeted revenue for the Township

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 181-2020 be received and that the Council of the Township of South Glengarry approve the sale of Part of Lot 9, Concession 1, Indian Lands, being Part 4 on 14R-6524, Part of PIN 67129-0643, to Scott Lafave as per the offer received and that By-law 85-2020 be read a first, second and third time, passed, signed and sealed in Open Council this 21st day of December 2020; and furthermore, that the Mayor and Clerk be authorized to sign any relevant documents.

Recommended to Council for Consideration by:
CAO – TIM MILLS

TOPOGRAPHIC TIES

FROM	TO	BEARING	DISTANCE	REMARKS
A	1	N67°38'30"W	140.4'±	WATER'S EDGE
	2	N67°18'30"W	131.5'±	WATER'S EDGE
	3	N67°09'00"W	113.3'±	WATER'S EDGE
	4	N68°06'15"W	97.0'±	WATER'S EDGE
	5	N68°48'40"W	69.2'±	WATER'S EDGE
	6	N84°51'30"W	39.7'±	WATER'S EDGE
	7	S54°54'30"W	24.70	EDGE OF CONCRETE
	8	S40°37'20"W	43.99	EDGE OF CONCRETE
	9	S42°03'40"W	43.69	EDGE OF CONCRETE
	10	S42°51'10"W	47.37	EDGE OF CONCRETE
	11	S37°10'30"W	47.48	EDGE OF CONCRETE
	12	S37°09'50"W	50.63	EDGE OF CONCRETE
	13	S34°12'50"W	52.46	EDGE OF CONCRETE
	14	S28°45'20"W	53.7'±	WATER'S EDGE
	15	S27°26'50"W	58.8'±	WATER'S EDGE
	16	S10°00'40"W	71.1'±	WATER'S EDGE
	17	S04°53'20"W	79.2'±	WATER'S EDGE
	18	S02°53'10"E	87.6'±	WATER'S EDGE
	19	S10°12'40"E	90.4'±	WATER'S EDGE
	20	S14°07'10"E	100.1'±	WATER'S EDGE

TOPOGRAPHIC TIES

FROM	TO	BEARING	DISTANCE	REMARKS
A	21	S22°37'30"E	121.2'±	WATER'S EDGE
	22	S24°24'10"E	133.0'±	WATER'S EDGE
	23	S25°30'50"E	138.6'±	WATER'S EDGE
	24	S27°36'50"E	145.6'±	WATER'S EDGE
	25	S22°49'40"E	159.8'±	WATER'S EDGE
	26	S22°43'50"E	165.6'±	WATER'S EDGE
	27	S22°10'20"E	164.4'±	WATER'S EDGE
	28	S25°21'20"E	168.8'±	WATER'S EDGE
	29	S29°10'10"E	166.6'±	WATER'S EDGE
	30	S31°35'50"E	169.2'±	WATER'S EDGE
	31	S35°06'00"E	168.5'±	WATER'S EDGE
	32	S34°34'20"E	175.1'±	WATER'S EDGE
	33	S35°24'10"E	180.0'±	WATER'S EDGE
	34	S37°19'00"E	182.7'±	WATER'S EDGE
	35	S37°45'00"E	189.3'±	WATER'S EDGE
	36	S42°07'20"E	196.0'±	WATER'S EDGE
	37	S46°06'00"E	209.2'±	WATER'S EDGE
	38	S47°59'30"E	260.3'±	WATER'S EDGE
	39	S49°28'40"E	302.6'±	WATER'S EDGE
	40	S49°38'00"E	340.6'±	WATER'S EDGE

TOPOGRAPHIC TIES

FROM	TO	BEARING	DISTANCE	REMARKS
B	41	N54°14'40"W	321.8'±	WATER'S EDGE
	42	N55°07'50"W	278.6'±	WATER'S EDGE
	43	N60°03'00"W	236.7'±	WATER'S EDGE
	44	N60°40'00"W	236.15'	EDGE OF RETAINING WALL
	45	N60°07'50"W	222.42'	EDGE OF RETAINING WALL
	46	N66°16'50"W	227.86'	EDGE OF RETAINING WALL
	47	N68°19'30"W	221.08'	EDGE OF RETAINING WALL
	48	N68°08'10"W	217.0'±	WATER'S EDGE
	49	N69°18'40"W	213.7'±	WATER'S EDGE
	50	N71°12'50"W	204.0'±	WATER'S EDGE
	51	N70°27'30"W	198.6'±	WATER'S EDGE
	52	N68°59'40"W	200.6'±	WATER'S EDGE
	53	N67°39'20"W	197.4'±	WATER'S EDGE
	54	N68°59'40"W	191.9'±	WATER'S EDGE
	55	N67°58'20"W	187.9'±	WATER'S EDGE
	56	N70°16'40"W	184.6'±	WATER'S EDGE
	57	N67°40'30"W	180.1'±	WATER'S EDGE
	58	N69°32'30"W	157.0'±	WATER'S EDGE
	59	N67°11'00"W	153.1'±	WATER'S EDGE
	60	N63°17'30"W	124.0'±	WATER'S EDGE

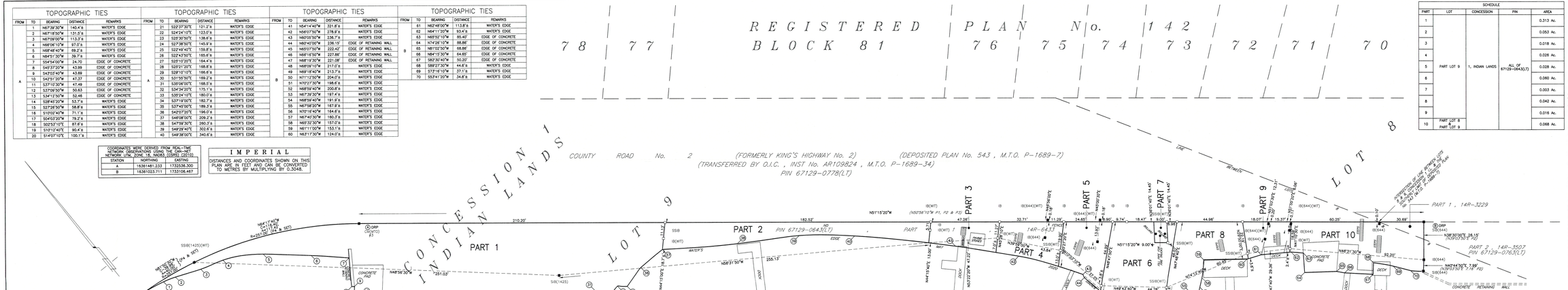
TOPOGRAPHIC TIES

FROM	TO	BEARING	DISTANCE	REMARKS
B	61	N62°48'00"W	113.8'±	WATER'S EDGE
	62	N64°11'30"W	93.4'±	WATER'S EDGE
	63	N65°52'10"W	85.40'	EDGE OF CONCRETE
	64	N74°26'10"W	68.86'	EDGE OF CONCRETE
	65	N81°02'50"W	66.86'	EDGE OF CONCRETE
	66	N84°15'30"W	64.65'	EDGE OF CONCRETE
	67	S82°50'40"W	50.20'	EDGE OF CONCRETE
	68	S89°27'30"W	44.6'±	WATER'S EDGE
	69	S73°16'10"W	37.1'±	WATER'S EDGE
	70	S53°41'20"W	34.8'±	WATER'S EDGE

COORDINATES WERE DERIVED FROM REAL-TIME NETWORK OBSERVATIONS USING THE CAN-NET NETWORK UTM, ZONE 18, NAD83 (CSRS) (2010)		
STATION	NORTHING	EASTING
A	16361481.233	1733538.300
B	16361023.711	1733106.467

IMPERIAL

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048.



SCHEDULE				
PART	LOT	CONCESSION	PIN	AREA
1	PART LOT 9	1, INDIAN LANDS	ALL OF 67129-0643(LT)	0.313 Ac.
2				0.053 Ac.
3				0.018 Ac.
4				0.026 Ac.
5				0.028 Ac.
6				0.028 Ac.
7				0.060 Ac.
8				0.003 Ac.
9				0.042 Ac.
10	PART LOT 8 PART LOT 9			0.016 Ac.
				0.068 Ac.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

July 16, 2020

RON M. JASON, O.L.S.

RECEIVED AND DEPOSITED

July 27, 2020

Brigitte Clermont

REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF GLENGARRY (No. 14)

PLAN 14R-6524

PLAN OF SURVEY OF

PART OF LOTS 8 & 9
CONCESSION 1 INDIAN LANDS

GEOGRAPHIC TOWNSHIP OF CHARLOTTENBURGH
TOWNSHIP OF SOUTH GLENGARRY
COUNTY OF GLENGARRY
RON M. JASON O.L.S.
SCALE : 1 INCH=20 FEET

0 5 10 20 50 75 FEET

NOTES

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING THE DISTANCES BY A COMBINED SCALE FACTOR OF 0.9996066.

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

COORDINATE VALUES ARE TO A URBAN ACCURACY IN ACCORDANCE WITH SECTION 14 (2) OF O. REG. 216/10.

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, SHOWN HEREON, BY REAL TIME NETWORK (RTN) OBSERVATIONS, ADJUSTED TO NAD83 (CSRS) THE CENTRAL MERIDIAN OF UTM ZONE 18, 75°W.
NAD83 (CSRS) (2010).

BEARING COMPARISONS SHOWN ARE WITH UNDERLYING PLANS.

LEGEND

⊡	DENOTES PLANTED MONUMENT
■	DENOTES FOUND MONUMENT
SIB	DENOTES STANDARD IRON BAR
SSIB	DENOTES SHORT STANDARD IRON BAR
IB	DENOTES IRON BAR
CM	DENOTES CONCRETE MONUMENT
COC	DENOTES CUT CROSS
ØR	DENOTES ROOT ROAD
WIT	DENOTES WITNESS
MTS	DENOTES MONITORED
MEAS	DENOTES MEASURED
INST	DENOTES INSTRUMENT
p-s	DENOTES FENCE
P1	DENOTES DEPOSITED PLAN No. 543 (M.T.O. P-1689-7)
P2	DENOTES PLAN 14R-3229
P3	DENOTES PLAN 14R-3507
P4	DENOTES PLAN 14R-6433

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 12TH DAY OF MAY, 2020.

July 16, 2020

RON M. JASON
ONTARIO LAND SURVEYOR

Ron M. Jason Surveying Ltd.
ONTARIO & CANADA LAND SURVEYORS
PRESCOTT - ALEXANDRIA

REF: 20-10-1020

Page 21 of 28

Scaled Land Data Module Plot date: 2020-08-05

SG-J-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW NUMBER 85-2020 FOR THE YEAR 2020

BEING A BY-LAW TO AUTHORIZE THE SALE OF SURPLUS LANDS IN ACCORDANCE WITH THE TERMS OF BY-LAW 11-18, BEING THE SALE AND PURCHASE OF PROPERTY BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY.

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

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

AND WHEREAS the Council of the Corporation of the Township of South Glengarry declared PT LT 9 CONCESSION 1, Indian Lands, being Part 4 on 14R-6524, Part of PIN 67129-0643 SOUTH GLENGARRY as surplus in April 2020.

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

1. **THAT** the lands described as PT LT 9 CONCESSION 1, Indian Lands, being PT 4 on 14R-6524, Part of PIN 67129-0643, SOUTH GLENGARRY be sold and transferred to Scott Lafave pursuant to the Agreement of Purchase and Sale or as otherwise authorized.

2. **THAT** the Mayor and Deputy Clerk be authorized to execute such documents as may be necessary therefore, and to attach the Corporate seal thereto.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 21st DAY OF DECEMBER,2020.

MAYOR: _____ **DEPUTY CLERK:** _____

STAFF REPORT S.R. 182-2020

PREPARED BY: Ewen MacDonald, GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: Surplus Land Glen Walter Part 3 14R-6544

BACKGROUND:

1. The Township has surplus properties located along the waterfront in Glen Walter.

2. The property has been surveyed to create 10 parcels as shown on Reference Plan 14R-6524

3. There was a follow up Survey to create a part for the intake pipe leading top the Dry Hydrant. This Plan was registered as 114R-6544.

4. An Agreement for the Purchase of Part of Lot 9, Concession 1, Indian Lands, being Part 3 on 14R-6544; Part of PIN 678129-0801, has been received from Pierre and Anne Lyonnais.

ANALYSIS:

5. The terms and conditions of the purchase are consistent with the established sale price set by Council.

IMPACT ON 2020 BUDGET:

6. The sale of the surplus lots would generate $16,988.40 of unbudgeted revenue for the Township.

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 182-2020 be received and that the Council of the Township of South Glengarry approve the sale of Part of Lot 9, Concession 1, Indian Lands, being Part 3 on 14R-6544, Part of PIN 67129-0801, to Pierre and Anne Lyonnais as per the offer received and that By-law 86-2020 be read a first, second and third time, passed, signed and sealed in Open Council this 21st day of December 2020; and furthermore, that the Mayor and Clerk be authorized to sign any relevant documents.

Recommended to Council for Consideration by:
CAO – TIM MILLS

COORDINATES WERE DERIVED FROM REAL-TIME NETWORK OBSERVATIONS USING THE CAN-NET NETWORK UTM, ZONE 18, NAD83 (CSRS) (2010)		
STATION	NORTHING	EASTING
A	16361235.449	1732842.597
B	16361101.554	1733009.458

IMPERIAL

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048.

SCHEDULE				
PART	LOT	CONCESSION	PIN	AREA
1	PART OF 9	1 INDIAN LANDS	PART OF 67129-0801(LT)	0.049 Ac.
2				0.030 Ac.
3				0.026 Ac.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

NOVEMBER 11, 2020

RON M. JASON, O.L.S.

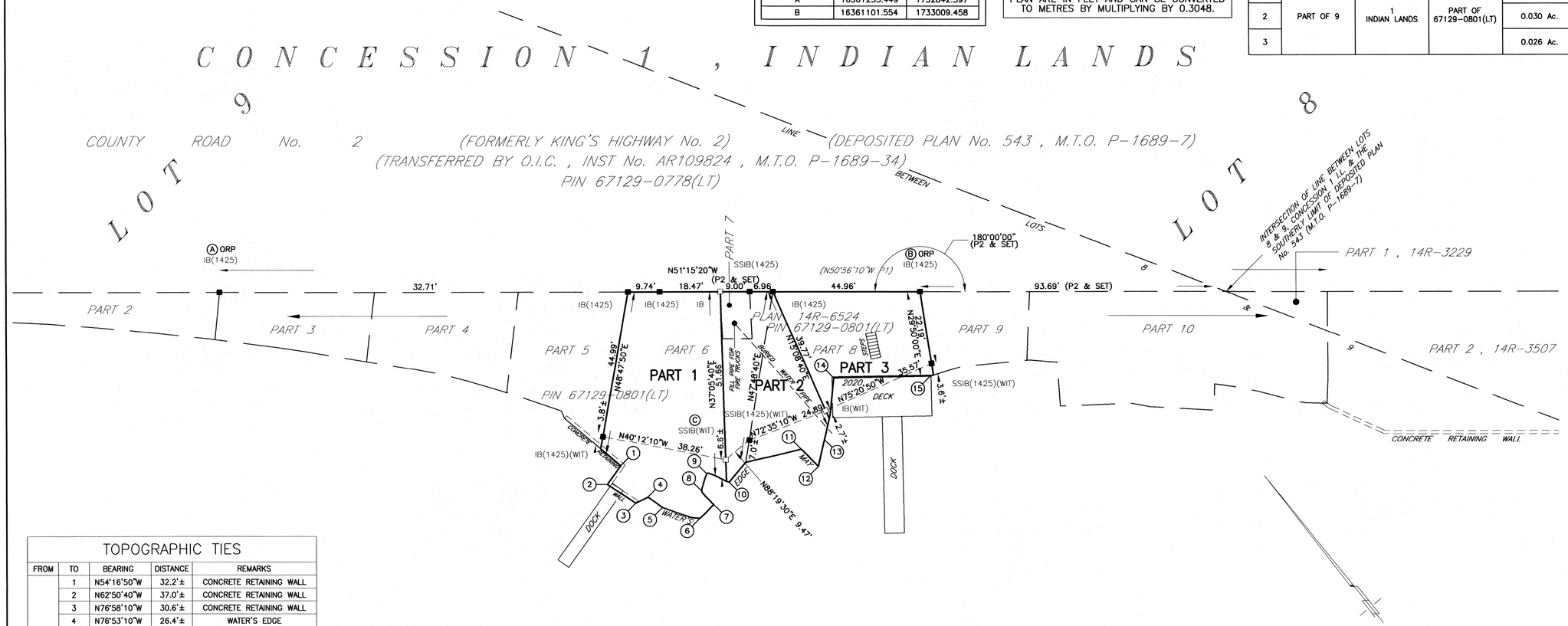
PLAN 14R- 6544

RECEIVED AND DEPOSITED

November 12 2020

Lyne Deguire-Ménard

REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF GLENGARRY (No. 14)



TOPOGRAPHIC TIES				
FROM	TO	BEARING	DISTANCE	REMARKS
C	1	N54°16'50"W	32.2'±	CONCRETE RETAINING WALL
	2	N62°50'40"W	37.0'±	CONCRETE RETAINING WALL
	3	N76°58'10"W	30.6'±	CONCRETE RETAINING WALL
	4	N76°53'10"W	26.4'±	WATER'S EDGE
	5	N88°16'20"W	24.2'±	WATER'S EDGE
	6	S62°38'40"W	19.7'±	WATER'S EDGE
	7	S53°58'00"W	14.2'±	WATER'S EDGE
	8	S76°34'40"W	12.1'±	WATER'S EDGE
	9	N87°39'50"W	6.9'±	WATER'S EDGE
	10	S30°18'50"W	6.9'±	WATER'S EDGE
	11	S59°31'10"E	23.3'±	WATER'S EDGE
	12	S47°11'30"E	28.3'±	WATER'S EDGE
	13	S63°08'10"E	30.7'±	WATER'S EDGE
	14	S88°37'40"E	41.6'±	WATER'S EDGE
	15	S73°39'30"E	67.6'±	WATER'S EDGE

PLAN OF SURVEY OF

PART OF LOT 9
CONCESSION 1 INDIAN LANDS

GEOGRAPHIC TOWNSHIP OF CHARLOTTENBURGH
TOWNSHIP OF SOUTH GLENGARRY
COUNTY OF GLENGARRY
RON M. JASON O.L.S.
SCALE : 1 INCH=20 FEET

0 5 10 20 50 75 FEET

NOTES

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING THE DISTANCES BY A COMBINED SCALE FACTOR OF 0.9996066.

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

COORDINATE VALUES ARE TO A URBAN ACCURACY IN ACCORDANCE WITH SECTION 14 (2) OF O. REG. 216/10.

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, SHOWN HEREON, BY REAL TIME NETWORK (RTN) OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18, (75°W) NAD83 (CSRS) (2010).

BEARING COMPARISONS SHOWN ARE WITH UNDERLYING PLANS.

LEGEND

□	DENOTES PLANTED MONUMENT
■	DENOTES FOUND MONUMENT
SIB	DENOTES STANDARD IRON BAR
SSIB	DENOTES SHORT STANDARD IRON BAR
IB	DENOTES IRON BAR
CM	DENOTES CONCRETE MONUMENT
CC	DENOTES CUT CROSS
Ø	DENOTES ROUND
WIT	DENOTES WITNESS
ACC	DENOTES ACCEPTED
MEAS	DENOTES MEASURED
INST	DENOTES INSTRUMENT
x-x	DENOTES FENCE
P1	DENOTES DEPOSITED PLAN No. 543 (M.T.O. P-1689-7)
P2	DENOTES PLAN 14R-6524

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 9th. DAY OF OCTOBER, 2020.

NOVEMBER 11, 2020

RON M. JASON
ONTARIO LAND SURVEYOR

Ron M. Jason Surveying Ltd.
ONTARIO & CANADA LAND SURVEYORS
PRESCOTT – ALEXANDRIA
REF: 20-10-1020-1

SG-J-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW NUMBER 86-2020 FOR THE YEAR 2020

BEING A BY-LAW TO AUTHORIZE THE SALE OF SURPLUS LANDS IN ACCORDANCE WITH THE TERMS OF BY-LAW 11-18, BEING THE SALE AND PURCHASE OF PROPERTY BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY.

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

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

AND WHEREAS the Council of the Corporation of the Township of South Glengarry declared PT LT 9 CONCESSION 1, Indian Lands, being Part 3 on 14R-6544, Part of PIN 67129-0801 SOUTH GLENGARRY as surplus in April 2020.

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

1. **THAT** the lands described as PT LT 9 CONCESSION 1, Indian Lands, being PT 3 on 14R-6544, Part of PIN 67129-0801, SOUTH GLENGARRY be sold and transferred to Pierre and Anne Lyonnais pursuant to the Agreement of Purchase and Sale or as otherwise authorized.

2. **THAT** the Mayor and Deputy Clerk be authorized to execute such documents as may be necessary therefore, and to attach the Corporate seal thereto.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 21st DAY OF DECEMBER,2020.

MAYOR: _____ **DEPUTY CLERK:** _____

STAFF REPORT S.R. 183-2020

PREPARED BY: Ewen MacDonald, GM Infrastructure Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: Surplus Lands Glen Walter Part 1 14R-6544

BACKGROUND:

1. The Township has surplus properties located along the waterfront in Glen Walter.

2. The property has been surveyed to create 10 parcels as shown on Reference Plan 14R-6524

3. There was a follow up Survey to create a part for the intake pipe leading top the Dry Hydrant. This Plan was registered as 114R-6544.

4. An Agreement for the Purchase of Part of Lot 9, Concession 1, Indian Lands, being Part 1 on 14R-6544; Part of PIN 678129-0801, has been received from Linda Caron-Longtin.

ANALYSIS:

5. The terms and conditions of the purchase are consistent with the established sale price set by Council.

IMPACT ON 2020 BUDGET:

The sale of the surplus lots would generate $32,016.60 of unbudgeted revenue for the Township

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 183 -2020 be received and that the Council of the Township of South Glengarry approve the sale of Part of Lot 9, Concession 1, Indian Lands, being Part 1 on 14R-6544, Part of PIN 67129-0801, to Linda Caron-Longtin as per the offer received and that By-law 87-2020 be read a first, second and third time, passed, signed and sealed in Open Council this 21st day of December 2020; and furthermore, that the Mayor and Clerk be authorized to sign any relevant documents.

Recommended to Council for Consideration by:
CAO – TIM MILLS

SG-J-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW NUMBER 87-2020 FOR THE YEAR 2020

BEING A BY-LAW TO AUTHORIZE THE SALE OF SURPLUS LANDS IN ACCORDANCE WITH THE TERMS OF BY-LAW 11-18, BEING THE SALE AND PURCHASE OF PROPERTY BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY.

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

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

AND WHEREAS the Council of the Corporation of the Township of South Glengarry declared PT LT 9 CONCESSION 1, Indian Lands, being Part 1 on 14R-6544, Part of PIN 67129-0801 SOUTH GLENGARRY as surplus in April 2020.

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

1. **THAT** the lands described as PT LT 9 CONCESSION 1, Indian Lands, being PT 1 on 14R-6544, Part of PIN 67129-0801, SOUTH GLENGARRY be sold and transferred to Linda Caron-Longtin pursuant to the Agreement of Purchase and Sale or as otherwise authorized.

2. **THAT** the Mayor and Deputy Clerk be authorized to execute such documents as may be necessary therefore, and to attach the Corporate seal thereto.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 21st DAY OF DECEMBER,2020.

MAYOR: _____ **DEPUTY CLERK:** _____

STAFF REPORT S.R. 184-2020

PREPARED BY: L. McDonald, GM Corporate Services/Treasurer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: 2021 - Grants and Donation Requests

BACKGROUND:

1. South Glengarry has a grants and donation policy that allows for $57,500 in 2021 and a maximum application amount of $4,000.

2. Council has, from time to time, approved amounts greater than $4,000, which is within the guidelines of the policy.

   - $10,000 (2020, 2021, and 2022) – Beyond 21
   - $5,000 (2020, 2021, and 2022) – Cornwall Community Hospital
   - $25,000 (2016 and 2017) – Glengarry Fencibles Trust

3. In a typical year, after grant requests have been received, there is surplus amounts available for groups to request in-year.

4. The Grants and Donation policy is attached at the end of the document.

ANALYSIS:

5. The requests have come in over budget for 2021 (including pre-approved amounts to Beyond 21 and the Cornwall Community Hospital):

Item	Amount	Policy Range	Reason
Budget	**57,500**		x
Optimist Club	(4,000)	Within	Canada Day
South Glengarry Pipes and Drums	(4,000)	Within	Maintenance and equipment purchase
FoT Ruins of St. Raphael's Inc.	(4,000)	Within	Improve safety and accessibility
Martintown Horticultural Society	(4,000)	Within	Flowers on bridge, Ken Barton Park
Glengarry Fencibles Trust	(20,000)	Greater Than	Foundation work
GNW&L Museum	(904)	Within	Museum signage

Item	Amount	Policy Range	Reason
Glengarry History	(2,500)	Within	Glengarry Heritage awareness through film
Glengarry Highland Games	(4,000)	Within	VIP luncheon
FoT Summerstown Trails	(4,000)	Within	Maintain trails, equipment for school program
Cooper Marsh Conservators Inc.	(4,000)	Within	Cabinetry for educational display exhibits
Glengarry Sports Hall of Fame	(4,000)	Within	Maintenance and upkeep of site
Beyond 21	(10,000)	Greater Than	Offset cost of new facility (Budget 2020)
Cornwall Community Hospital	(5,000)	Greater Than	Mammography Machine (Budget 2020)

Under / (Over Budget) **(12,904)**

6. All items line up with the policy intention, per submissions:

Item	Quality of Life	Active Living	Beautification	Community
Budget	x	x	x	x
Optimist Club	x	x		x
South Glengarry Pipes and Drums				x
FoT Ruins of St. Raphael's Inc.				x
Martintown Horticultural Society	x	x	x	x
Glengarry Fencibles Trust			x	x
GNW&L Museum				x
Glengarry History				x
Glengarry Highland Games	x	x		
FoT Summerstown Trails	x	x		
Cooper Marsh Conservators Inc.	x	x	x	x
Glengarry Sports Hall of Fame	x	x		x
Beyond 21	x			x
Cornwall Community Hospital	x			x

7. There is a concern that in-year requests will either go over budget or not be able to be accommodated. Groups that have not submitted for 2021 but have in the past are:

Glengarry Inter-Agency Group
KoC - Santa Claus Parade
Martintown - Canada Day
Martintown - Santa Claus Parade
Martintown Mill
Sir John Johnson Manor House
The Glendaler's
South Glengarry Fish & Games
Williamstown Enhancement
RRCA (Shoreline Support)
Williamstown - Santa Claus Parade
Glen Walter Fireworks

8. When reviewing the groups that use our grants and donation policy, there is an upward trend in their requests. I believe this is because Council typically approves the application as requested.

Item	2021	2020	2019	2018
Budget	**57,500**	**57,500**	**55,000**	**55,000**
Lancaster Optimist Club	(4,000)	(4,000)	(4,000)	(3,000)
South Glengarry Pipes and Drums	(4,000)	(4,000)	(500)	(1,000)
FoT Ruins of St. Raphael's Inc.	(4,000)	(1,000)	0	(2,000)
Martintown Horticultural Society	(4,000)	0	0	(4,000)
Glengarry Fencibles Trust	(20,000)	(4,000)	(4,000)	(4,000)
GNW&L Museum	(904)	0	0	0
Glengarry History	(2,500)	0	(2,000)	0
Glengarry Highland Games	(4,000)	(3,000)	(2,000)	(2,000)
FoT Summerstown Trails	(4,000)	(4,000)	(4,000)	(4,000)
Cooper Marsh Conservators Inc.	(4,000)	(4,000)	(2,000)	(2,000)
Glengarry Sports Hall of Fame	(4,000)	(4,000)	(2,000)	(2,000)
Beyond 21	(10,000)	(10,000)	0	0
Cornwall Community Hospital	(5,000)	(5,000)	0	0

9. To stay within our policy, administration would like Council to consider:

   - Support the Glengarry Fencibles Trust at $4,000

10. It is also recommended that Council review other requests with an eye towards fiscal prudence.

IMPACT ON 2020 BUDGET:

11. If the Glengarry Fencibles Trust amount is reduced to $4,000 there would then be $3,096 remaining for in-year requests

12. If the Glengarry Fencibles Trust amount maintains, this line item would be over budget $12,904. This deficit position would grow with in-year requests.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 4: Improve Quality of Life in Our Community

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 184-2020 be received and that the Council of the Corporation of the Township of South Glengarry approve the grant requests where they fall within the Grants and Donation Policy and adjust the request to the Glengarry Fencibles Trust to $4,000 to fall within policy.

Recommended to Council for Consideration by:
CAO – TIM MILLS

The Township of South Glengarry
Grants and Donations Policy

Revised 2017-05-19

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

Policy Statement:

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

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

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

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

Municipal Funding:

South Glengarry Council does not need to utilize the full allotment of monies designated for grants and donations, nor if insufficient requests are received is South Glengarry Council required to approve all requests. 15% of the yearly amount will be allotted for Council discretion. Council discretion is set aside for miscellaneous requests that are received after the November due date (i.e. request for fee waiver, etc.)

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

The Township of South Glengarry
Grants and Donations Policy

Revised 2017-05-19

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

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

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

Deadline:

The deadline for the applications is the last Friday of November, unless otherwise indicated (i.e. funds set aside in Council discretion).

Eligibility Criteria:

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

Exclusions:

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

Application Guidelines:

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

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

Review of Application:

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

Application Deadline and Notification of Acceptance:

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

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

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

Summary Report:

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

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

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

Revised 2017-05-19

The Township of South Glengarry
Grants and Donations Policy
Application Form

Organization Name: _____
Address:

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

Brief Description of Organization:

_____
_____
_____

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

-
-
-
-
-
-

Alignment to Township Goals:

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

_____
_____

Purpose of Application (why you are requesting funds):

_____
_____
_____

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

_____

Total Amount Requested:

_____

Applicants Declaration:

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

Signature: _____ Title: _____

Name: _____

Revised 2017-05-19

The Township of South Glengarry
Grants and Donations Policy
Summary Report

Organization Name: _____
Address:

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

Use of Funds (provide back-up where possible)

_____
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_____

Applicants Declaration:

I confirm that the information contained in this summary and accompanying documents is true, accurate, and complete. I acknowledge that any misrepresentation will result in the forfeit of all funds.

Signature: _____ Title: _____

Name: _____

Treasury Declaration:

I confirm that the information contained in this summary and accompanying documents appear, in all material terms, to be true, accurate, and complete.

Signature: _____ Title: _____

Name: _____

STAFF REPORT S.R. 185-2020

PREPARED BY: Joanne Haley, GM Community Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: To Appoint the Committee of Adjustment for 2021

BACKGROUND:

1. Section 44 (1) of the Ontario *Planning Act*, Chapter P.13, R.S.O as amended states "the council of the municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable"

2. Section 44(3) of the Ontario *Planning Act,* Chapter P.13, R.S.O as amended states "The members of the committee who are not members of a municipal council shall hold office for the term of the council that appointed them and the members of the committee who are members of a municipal council shall be appointed annually".

3. Section 44 of *The Planning Act*, Chapter P.13, s.44 (4) R.S.O. 1990, as amended, permits Councils of a Municipality to appoint a member (s) of Council annually to sit on the Committee of Adjustment Committee.

4. The Committee of Adjustment is empowered by by-law to grant minor variances from the Township's zoning by-law in respect of the land, building or structure, or use thereof providing in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained as per section 45 (1) of the Ontario *Planning Act*.

ANALYSIS:

5. For the years of 2019 and 2020, the Committee of Adjustment was comprised of all 5 members of Council. 2020 was an unprecedented year with the number of applications, the changes to the Planning Act via the Emergency Management Act and the learning experiences in conducting public meetings virtually, despite

all of these challenges, it appears that we had a successful year with no complaints or concerns from the public regarding our process.

6. The attached By-Law hereby appoints all members of Council to the Committee of adjustment for the 2021 year, as per the Planning Act.

IMPACT ON 2020 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 185-2020 be received and by-law 88-2020, being a by-law to constitute and appoint all members of Council to the Committee of Adjustment for the Township of South Glengarry for the 2021 calendar year be read a first, second and third time, passed, signed and sealed this 21st day of December, 2020.

Recommended to Council for Consideration by:
CAO – TIM MILLS

SG-I-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW 88-20 FOR THE YEAR 2020

BEING A BY-LAW TO CONSTITUTE AND APPOINT A COMMITTEE OF ADJUSTMENT FOR THE PERIOD OF JANUARY 1, 2021 TO DECEMBER 31, 2021.

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

AND WHEREAS pursuant to Section 44(1) of the *Planning Act, R.S.O. 1990*, c. P. 13, as amended (the Planning Act), the council of a municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable;

AND WHEREAS pursuant to Section 44(3) of the Planning Act, the members of the committee who are members of a municipal council shall be appointed annually;

AND WHEREAS pursuant to Section 45(1) of the Planning Act, the committee of adjustment, upon the application of the owner of any land, building or structure affected by any by-law that is passed under Section 34 or 38, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law, in respect of the land, building or structure or the use thereof, as in its opinion is desirable for the appropriate development of use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained;

AND WHEREAS pursuant to Section 45(3) of the Planning Act, the Council may by by-law empower the committee of adjustment to grant minor variances from the provisions of any by-law of the municipality that implements an official plan, or from such by-laws of the municipality as are specified and that implement an official plan;

AND WHEREAS the Council of the Corporation of the Township of South Glengarry deems it expedient to constitute and appoint a Committee of Adjustment from January 1, 2021 to December 31, 2021.

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

1. THAT the Committee of Adjustment for the Corporation of the Township of South Glengarry is hereby constituted and the following persons, all of whom are members of Council, are hereby appointed

as its members for the period of January 1, 2021 to December 31, 2021:

(i) Mayor Frank Prevost
(ii) Deputy Mayor Lyle Warden
(iii) Councillor Stephanie Jaworski
(iv) Councillor Martin Lang
(v) Councillor Sam McDonell

2. THAT the Committee of Adjustment shall be hereby empowered with the authority to grant minor variances from the provisions of any by-law of the municipality that implements an official plan.

3. THAT the Clerk of the Township of South Glengarry is hereby appointed as the Secretary-Treasurer of the Committee of Adjustment. The Clerk may delegate to the General Manager of Community Services of the Township all or a portion of the duties of Secretary-Treasurer of the Committee of Adjustment.

4. THAT By-Law 3-20 shall hereby be repealed.

5. THAT this by-law shall come into force and effect on January 1, 2021.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 21st DAY OF DECEMBER, 2020

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

STAFF REPORT S.R. 186-2020

PREPARED BY: Joanne Haley, GM Community Services

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: Employment District Lands- South Lancaster

BACKGROUND:

1. Council recently received a request from a taxpayer to remove lands from the Employment District Designation in the United Counties of Stormont, Dundas and Glengarry (SDG) Official Plan (OP) located at 20361 County Road 2 to provide more flexibility of types of uses for future development.

2. In order to remove the subject property from this designation, an Official Plan Amendment (OPA) is required. Prior to an OPA being applied for; the following requirements of the Provincial Policy Statement must be met:

1.3.2 Employment Areas:

"1.3.2.5 Notwithstanding policy 1.3.2.4, and until the official plan review or update in policy 1.3.2.4 is undertaken and completed, lands within existing employment areas may be converted to a designation that permits non-employment uses provided the area has not been identified as provincially significant through a provincial plan exercise or as regionally significant by a regional economic development corporation working together with affected upper and single-tier municipalities and subject to the following:
a) there is an identified need for the conversion and the land is not required for employment purposes over the long term;
b) the proposed uses would not adversely affect the overall viability of the employment area; and
c) existing or planned infrastructure and public service facilities are available to accommodate the proposed uses."

ANALYSIS:

3. Following a review of this recent request; administration would like to consider including additional lands located in South Lancaster in this conversion process.

4. The Employment District Designation permits the following:

   "Employment District uses may include a mix of industrial uses, manufacturing, construction, warehousing, offices, employment supportive commercial uses including associated retail and ancillary facilities, public service facilities and institutional uses. Sensitive institutional uses shall only be permitted where they will not create issues of compatibility with existing or potential employment uses."

   Table 3.5 of the Official Plan provides examples of the permitted uses in the Employment District Designation:

Employment District	-Class I, II, and III industrial uses (see reference documents) - Transportation and distribution industries near transportation corridors - Other associated retail and ancillary facilities. These may include limited employment supportive commercial uses serving the employment area (e.g. hotels, restaurants, fitness centres, financial institutions, convention centres, service commercial uses) as defined in the implementing Township Zoning by-law or through a site-specific zoning amendment

5. The map below identifies the properties within South Lancaster that are currently designated Employment District.

6. Administration recommends converting all or most of the properties within the Employment District to the Commercial District as this designation is more compatible to the existing surrounding land uses and provides for residential development opportunities as the Employment District does not permit any residential uses.

7. The Commercial District Designation permits the following:
   Commercial Districts may include mixed uses such as commercial, residential, public service facilities and institutional uses. The use of commercially designated lands for standalone residential shall be strongly discouraged.

   Table 3.5 of the Official Plan provides examples of the permitted uses in the Commercial District Designation:

Commercial District	- Full range of retail, service commercial, automotive, recreational and resort commercial and personal service uses-Residential uses (mixed or standalone)

8. When comparing the differences between the Employment and the Commercial Districts it is obvious that the Employment District is more Industrial focussed with commercial uses ancillary to the employment/industrial uses. Class II and Class III industrial uses are not compatible with residential or sensitive land use; there are many existing residential uses with possible more to come within the Cairnview Estates Subdivision.

9. The Commercial District provides for a full range of retail and service commercial uses; the current uses/businesses in the subject area are exactly these types of uses. Any business attraction or expansion initiatives would continue to attract these types of uses.

10. In order to proceed with the proposed conversion of Employment District Lands to Commercial District in the South Lancaster area a scoped review is required to be completed to prove that the land is not required for employment purposes and that there is existing infrastructure that is available to accommodate the proposed uses.

11. In 2016, the United Counties of SDG retained Hemson Consulting Ltd. to undertake an Employment Land Needs Analysis. In light of the extensive work completed by Hemson, administration requested a proposal from Hemson to provide a scoped review using the basis of their original needs analysis. This

is permitted within section 10.1.2 of by-law 38-18 also know as the Procurement By-Law.

12. On December 3, 2020, Hemson Consulting Ltd. submitted a proposal to complete the required review at a cost of $5,000 plus disbursements and HST. It is possible that the review will not support the conversion of all of the lands identified in the map above; it is also possible that the cost of the report may be higher than the $5,000 if additional work is required to justify all of the lands identified, hence the increase in the proposed budgeted amount explained below in the report under "Impact on Proposed 2021 Budget".

13. Following the completion of the review; an Official Plan Amendment will be required to be applied for to redesignate the identified lands from Employment District to Commercial District; if the municipality commences this process there is no application fee, however, there are costs to complete this process for advertising and staff time. The Ontario Planning Act allocates 120 days to complete the OPA. Prior to commencing this process, a report will be brought to Council to seek direction to proceed with the OPA.

14. If the OPA is approved, then a zoning by-law amendment may be applied for by any property owner should they wish to proceed with the development. This cost should be paid for by the applicant as per all zoning by-law amendments

15. In summary, administration is requesting Council to direct staff to proceed with retaining Hemson Consulting Ltd. to complete a scoped review of all of the lands designated Employment District in South Glengarry. If council chooses not to direct staff to complete this review, then the owner of the property located at 20361 County Road 2 can commence this process independent of the Township at their cost.

IMPACT ON 2020 BUDGET:

It is anticipated that the process outlined above will cost approximately $8,000 to $10,000 exclusive of staff time. This will cover the costs of the study and the public meetings. This cost has not been budgeted for in the 2021 budget

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 186-2020 be received and that the Council of the Township of South Glengarry direct administration to proceed with retaining Hemson Consulting Ltd. to complete a review to convert the Employment District lands in the Urban Settlement Area of South Lancaster and to direct the General Manager of Corporate Services to allocate and additional $10,000 in the 2021 municipal budget to complete this project.

Recommended to Council for Consideration by:
CAO – TIM MILLS

STAFF REPORT S.R. 187-2020

PREPARED BY: Shauna Baggs, Economic Development and Tourism Coordinator

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: December 21, 2020

SUBJECT: CIP Applications and Agreements

BACKGROUND:

1. Two complete applications were received and reviewed by Administration and forwarded to the CIP Advisory Committee (CIPAC) for review and consideration.

2. The Committee met on November 30, 2020 to review the applications; general discussions about the CIP program also occurred, with a request to highlight new funds available through Program 6 (Accessibility) portion of the CIP.

3. Both applications were recommended to be approved as applied.

ANALYSIS:

4. Council must consider the CIPAC recommendations. If Council agrees with the recommendations, an agreement must be entered into with the applicant identifying the scope of work and the amount to be paid for by the Township upon completion of the work and submission of receipts indicating that the work has been paid in full by the applicant.

The following are the recommendations from the committee:

Application 1 - Martintown Mill Preservation Society Corp.

- Located at 18544 County Road 18, Martintown
- Program 2 – Building Improvement
- Project Description: To add external LED lighting on the exterior sides of the building visible from County Road 18 to illuminate Martintown Mill and increase visibility at night.
- Purpose: To enhance the public's viewing experience and overall appearance of the Martintown Mill at night.

The Committee recommends that Council approve the application for Martintown Mill Preservation Society Corp. for Program 2 – Building Improvement for a total cost of **$1,500.00.**

Application 2 – Trading Post Studios

- Located at 191 Military Road, Lancaster
- Program 2 – Building Improvement
- Project Description: To enhance the front facade of the business (Trading Post Studio) located in Lancaster's main street shopping area by upgrading second story windows and door to reflect a heritage design better suited for the age and aesthetic of the building. The existing windows and door, while functional, do not fit with the architectural design of the building or the owner's vision of the final building store front.
- Purpose: To enhance the front façade through building improvements that reflect the heritage style of the building.

The Committee recommends that Council approve the application for Trading Post Studios for Program 2 – Building Improvement for a total cost of **$1,779.20.**

5. The total project value spent in the community will be a total of $6,558.40.

IMPACT ON 2020 BUDGET:

6. Council allocated $60,000 to the Community Improvement Program in 2020. To date, Council has awarded $ 11,626.47 of these funds to successful applications.

7. The total grants requested total $3,279.20; therefore, the total amount awarded in 2020 would be $14,905.67 if all recommended applications are approved.

8. There will be $45,094.33 in the 2020 budget that will be unspent.

ALIGNMENT WITH STRATEGIC PLAN:

Goal 1: Enhance economic growth and prosperity.
Goal 3: Improve quality of life in our community.

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 187-2020 be received and that the Council of the Township of South Glengarry approves By-laws 89-2020 and 90-2020, being by-laws to enter into CIP Agreements with Martintown Mill Preservation Society Corp. and Trading

Post Studios – Lesa Perry-Fortier and furthermore that the Mayor and Clerk be authorized to sign all relevant documents.

Recommended to Council for Consideration by:
CAO – TIM MILLS

SG-D-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW 89-2020 FOR THE YEAR 2020

BEING A BY-LAW TO ENTER INTO A COMMUNITY IMPROVEMENT PLAN (CIP) AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH GLENGARRY AND MARTINTOWN MILL PRESERVATION SOCIETY CORP.

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

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

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

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

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

1. **THAT** the Township of South Glengarry enter into a CIP Agreement for Program 2 - Building Improvement with Martintown Mill Preservation Society Corp. for the property described as Part of Lot 24, Registered Plan No. 20, in the Geographic Village of Martintown, also known as 18544 County Road 18.

2. **THAT** the Mayor and Clerk are hereby authorized to execute the Agreement of which is attached hereto as Schedule "A" and is hereby declared to form part of this by-law.

3. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 21st DAY OF DECEMBER, 2020

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

COMMUNITY IMPROVEMENT PLAN AGREEMENT

made in Duplicate this

21st day of December, 2020

BETWEEN:

Martintown Mill Preservation Society Corp.

Hereinafter called the "RECIPIENT"
OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

Hereinafter called the "TOWNSHIP"
OF THE SECOND PART

WHEREAS:

The Recipient(s) is the registered owner of the property located at 18544 County Road 18, Martintown;

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

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

1. The Township will provide financial assistance to the Recipient(s) for the work(s) described in 'Schedule A' under the Building Improvement Grant as follows:

   a) An amount of up to $1,500 (fifteen hundred dollars) (such sum not to exceed 50% of the value of the receipts submitted), shall be paid to the Recipient(s) in the form of a Building Improvement Grant upon receipt of the paid invoice(s);

2. Building Improvement Grant funds are released once the work is completed. The Applicant must present receipts as proof of payment of eligible costs for the work as well as before and after photos of the entire project prior to the payment of funds. Funds will be paid within 30 days of receipt of the required items listed above. Receipts for paid invoices are the only acceptable proof of payment that will be considered by the Township.

3. Works under the Community Improvement Plan shall be completed within eighteen months of the date of this Agreement or the Agreement shall become null and void.

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

_____ _____

WITNESS

JOHN SMITH ON BEHALF OF MARTINTOWN MILL PRESERVATION SCOIETY CORP.
(I HAVE AUTHORITY TO BIND THE CORPORATION)

_____

DATE

THE CORPORATION OF THE

TOWNSHIP OF SOUTH GLENGARRY

PER:_____

MAYOR FRANK PREVOST
DATE

PER:_____

CLERK KAYLYN MACDONALD
DATE

SCHEDULE "A"

DESCRIPTION OF THE WORKS

Program 2 - Building Improvement

Total Cost of Works: $3,000.00 excluding HST for windows and door (based on the lowest quote provided in the application)

Grant Approved: = $1,500.00

Proposed Works: To add external LED lighting on the exterior sides of the building visible from County Road 18 to illuminate Martintown Mill and increase visibility at night.

SG-D-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW 90-2020 FOR THE YEAR 2020

BEING A BY-LAW TO ENTER INTO A COMMUNITY IMPROVEMENT PLAN (CIP) AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH GLENGARRY AND LESA PERRY-FORTIER- TRADING POST STUDIOS

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

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

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

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

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

1. **THAT** the Township of South Glengarry enter into a CIP Agreement for Program 2 - Building Improvement with Lesa Perry-Fortier- Trading Post Studios for the property described as Part of Lot 3, Registered Plan No. 26, in the Geographic Village of Lancaster, also known as 191 Military Road South.

2. **THAT** the Mayor and Clerk are hereby authorized to execute the Agreement of which is attached hereto as Schedule "A" and is hereby declared to form part of this by-law.

3. **THAT** this by-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 21st DAY OF DECEMBER, 2020

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

COMMUNITY IMPROVEMENT PLAN AGREEMENT

made in Duplicate this

21st day of December, 2020

BETWEEN:

Trading Post Studio- Lesa Perry -Fortier

Hereinafter called the "RECIPIENT"
OF THE FIRST PART

AND

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

Hereinafter called the "TOWNSHIP"
OF THE SECOND PART

WHEREAS:

The Recipient(s) is the registered owner of the property located at 191 Military Road, Lancaster;

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

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

1. The Township will provide financial assistance to the Recipient(s) for the work(s) described in 'Schedule A' under the Building Improvement Grant as follows:

   a) An amount of up to $1,779.20 (one thousand seven hundred and seventy nine dollars and twenty cents) (such sum not to exceed 50% of the value of the receipts submitted), shall be paid to the Recipient(s) in the form of a Building Improvement Grant upon receipt of the paid invoice(s);

2. Building Improvement Grant funds are released once the work is completed. The Applicant must present receipts as proof of payment of eligible costs for the work as well as before and after photos of the entire project prior to the payment of funds. Funds will be paid within 30 days of receipt of the required items listed above. Receipts for paid invoices are the only acceptable proof of payment that will be considered by the Township.

3. Works under the Community Improvement Plan shall be completed within eighteen months of the date of this Agreement or the Agreement shall become null and void.

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

_____ _____

WITNESS **LESA PERRY FORTIER – TRADING POST STUDIOS (I HAVE AUTHORITY TO BIND THE CORPORATION)**

_____

DATE

THE CORPORATION OF THE

TOWNSHIP OF SOUTH GLENGARRY

PER:_____

MAYOR FRANK PREVOST
DATE

PER:_____

CLERK KAYLYN MACDONALD
DATE

SCHEDULE "A"

DESCRIPTION OF THE WORKS

Program 2 - Building Improvement

Total Cost of Works: $3,558.37 excluding HST for windows and door (based on the lowest quote provided in the application)

Grant Approved: = $1,779.20

Proposed Works: To purchase and install two upgraded windows and one new door. The improvements will reflect a heritage design better suited for the age and aesthetic of the building.

Township of South Glengarry
6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0
T: (613) 347-1166 | F: (613) 347-3411
www.southglengarry.com

Environment Committee

Minutes

October 23, 2020

10:04AM

Attendance
Stephanie Jaworski, Chair
Mike Madden
Angie Parker

Resource Members:
Ewen MacDonald – GM Infrastructure Services
Jennifer Brown Hawn- WSP
Kaylyn MacDonald- Deputy Clerk

1. **Welcome**
   The chair opened the meeting and welcomed committee members and any members watching online.

2. **Approval of Agenda**
   Item added to New Business:
   5. c) Committee Vacancy

   Moved to approve the agenda as amended: Angie Parker CARRIED

3. **Approval of Minutes from February 21, 2020**
   Moved to approve as circulated: Mike Madden CARRIED

4. **Business Arising from the Minutes**

a) Committee Mandate

i. Review Revised Mandate – The committee discussed the revisions proposed to the Committee mandate to be sent to Council for approval. The committee agreed to leave the title as the environment committee. The section advising that meetings are open to the public and when the agenda must be posted was struck out as the deputy Clerk explained that the Rules of Procedure for Council and all standing committees addresses these areas already. Any items not referenced in the committee's Terms default to the Rules of Procedure by-law.

ii. Finalize Draft –
Moved to forward the finalized draft terms for the committee to Council for approval: Mike Madden CARRIED

iii. Staff Report to Adopt Mandate By-Law – Ewen explained that a staff report would go to Council on the November 2nd agenda.

5. New Business

a) Cloth Diaper Subsidy
The committee discussed if a cloth diaper subsidy should be a priority and if it was known what type of subsidy was being requested. Ewen pointed out the concern of being viewed as subsidizing one form of waste diversion over another. The committee discussed focusing on looking at waste diversion overall as a more universal concern facing all municipal residents. Kaylyn will draft a response to the party who requested a subsidy. The committee discussed forwarding a letter to Council to raise the issue of having Council act to limit the number of bags being accepted from residents on a weekly basis from the current total of 8. Mike pointed out that the current commenting period that has opened for the proposed regulatory amendments for producer responsibility for recycling may make the discussion of encouraging waste diversion by reducing bag limits timely.
Move to have Stephanie draft a letter to Council requesting Council review the bag limit for South Glengarry residents: Angie Parker. CARRIED

b) Committee Participation in Energy Audit
Stephanie asked if there was interest from the committee in participating in the Township energy audit underway. Mike noted that the committee's involvement may complicate the process as the experts who've been contracted to undertake the review are likely working from experience. He noted he would be interested in an opportunity to review the draft report and perhaps provide comments to Council. Angie concurred that she would be interested in reviewing the draft report. Ewen provided a framework for the review being undertaken and the process to date.

c) Committee Vacancy
Ewen reported that member Michael Schuler has had to step away from the committee. The committee thanked Mr. Schuler for his service and contribution to the committee. The committee will bring a request to Council to fill the vacancy with the upcoming staff report on the next Council agenda.

6. Next Meeting
Tentatively scheduled for December 11th. Ewen asked that committee members who wished to comment on the Blue Box Producer Responsibility initiative forward any comments to him before the November 16th Council meeting.

7. Adjournment 10:57

Next Meeting will tentatively be December 11th at 11:00am

CORNWALL REGIONAL AIRPORT COMMISSION
3:00 P.M. November 5, 2020
Zoom Meeting
Minutes

1) **Welcome**

Present:

Frank Prevost, Chair
Martin Lang
Lyle Warden
Justin Towndale
Eric Bergeron
Dean Hollingsworth
Ewen MacDonald, Resource Person
Bob Peters, Resource Person
Stephen Small, Manager

Regrets: None

Guest: Tim Mills, CAO Township of South Glengarry
Crystal LeBrun, Minutes

The meeting was opened at 3:03 PM.

It was:
MOVED BY: Lyle Warden
SECONDED BY: Eric Bergeron

2) **That the Agenda be adopted**
It was:
MOVED BY: Lyle Warden
SECONDED BY: Martin Lang

Carried

3) **Approval of Minutes from October 21st, 2020**
MOVED BY: Eric Bergeron
SECONDED BY: Martin Lang

Carried

4) **Business Arising from the Minutes**

- None to report

CORNWALL REGIONAL AIRPORT COMMISSION
3:00 P.M. November 5, 2020
Zoom Meeting
Minutes

5) **Correspondence**

- None to report

6) **Airport Manager Update**
   - **Steve Small- KLT**
   - Appended to the minutes – Managers report attached
   - Justin Towndale joined meeting at 3:09PM
   - Airport Manager left the meeting following his report

7) **Financial Report**
   - Draft Budget

Commission reviewed 2021 draft budget and recommended the following alterations:

Under Revenue;
Commercial Hanger- to be increased to $12,000
Net HST- to be increased to $5,000

Under Expense;
Airport Manager- to be increased to $65,000. This budget item would include a budget note indicating that the Airport Commission is currently under an operational review and likely to develop a new operational plan that could affect the operating budget.

MOTION: To increase Airport Manager salary expense to $65,000 in 2021 in anticipation of Commission hiring new manager by May 1st, 2021.

MOVED BY: Lyle Warden
SECOND BY: Martin Lang

Carried

8) **Business Development Plan Update**

Commission requested timeline to receive final report from Explorer Solutions and would prefer to have it for the next meeting on December 2, 2020.

9) **Other Business**

None to report.

10) **Next meeting**
   - December 2, 2020 @ 3PM

CORNWALL REGIONAL AIRPORT COMMISSION
3:00 P.M. November 5, 2020
Zoom Meeting
Minutes

11)Adjournment

It was:
MOVED BY: Eric Bergeron
SECONDED BY: Justin Towndale

Meeting was adjourned at 4:15 PM Carried

December 7, 2020

MINUTES OF
COMMITTEE OF ADJUSTMENT

Township of South Glengarry

A meeting of the Committee of Adjustment was held at 6:00 pm on December 7, 2020 via a public zoom webinar with phone access.

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

MOVED BY: Sam McDonell
SECONDED BY: Martin Lang

BE IT RESOLVED THAT the Committee of Adjustment meeting of December 7, 2020 is hereby called to order.

CARRIED

Meeting was called to order at 6:00 pm

Approval of Agenda

MOVED BY: Stephanie Jaworski
SECONDED BY: Frank Prevost

BE IT RESOLVED THAT the Agenda be approved as presented.

CARRIED

Approval of Minutes

MOVED BY: Frank Prevost
SECONDED BY: Martin Lang

BE IT RESOLVED THAT the Minutes of the November 16, 2020 meeting be approved as presented.

CARRIED

Declaration of Pecuniary Interest

None

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

- Marc Bourdon A- 40-20
- Caroline Auger- A-39-20
- Melissa Lee A-38-20
- Jacqueline Milner
- Anne Campeau A-39-20

Review of Application:

1. Application A-38-20- Lee

Joanne Haley provided to the Committee the following information:

- **Subject Property:**
  - Part of Lot 5 Concession 1, BF, IL in the Geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, also known as 18384 County Road 2

- **Proposed Minor Variance:**
  - The applicant constructed a new single detached dwelling that does not conform to the setbacks approved in Minor Variance Application A-12-15; the following relief from the Zoning By-Law 38-09 is requested:
  - Part 6.2 - to reduce the interior side yard setback (west side) from 1.2 meters to 0.91 meters and to reduce the front yard setback from 6 meters to 0.58 meters. Minor Variance A-12-15 was previously approved and permitted an interior side yard setback (west side) of 1 meter and a front yard setback of 0.6 m.

- **Planning:**
  - The property is designated Residential District in the County Official Plan and is located in the Urban Settlement Area of Glen Walter. This application conforms to the general intent of the Official Plan. The property is zoned Residential One and Flood Plain-Holding and conforms to the general intent of the Zoning By-law.

- **Consultation:**
  - The United Counties of SDG have no comments or concerns, a setback permit was issued by the United Counties for this development.
  - The RRCA has no concerns. The existing O. Reg. permit may have to be modified.
  - I have received no public comments to date.

- **Recommendation:**
  - These applications were circulated to applicable municipal staff; Planning and Building have no concerns with this application.

Discussion:
L. Warden asked what the difference was between the original approval and what is being requested today. J. Haley explained that for the interior side setback, if we meet the bylaw, we are supposed to have 1.2 meters. The previous variance was approved for one meter, but they built at 0.91 meter. The previous variance was also approved to reduce the front yard setback from 6 meters to 0.6 and now they built at 0.58 so we are talking inches. Zoning by laws are not written to have tolerances.

No comments from the public.

MOVED BY: Sam McDonell
SECONDED BY: Stephanie Jaworski

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

CARRIED

Application A-39-20- Auger

Joanne Haley provided to the Committee the following information:

- **Subject Property:**
  - Part of Lot 17 Concession 7, in the Geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry, also known as 4564 Third Line Road.

- **Proposed Minor Variance:**
  - The applicant proposes to construct a greenhouse of 162.6 square meters in gross floor area (70' x 25' = 1,750 sq. ft.) the following relief from the Zoning By-Law 38-09 is requested:
  - Part 3.1 (4) - to permit an accessory structure with a maximum gross floor area of 162.5 square meters (1,750 sq. ft) where the zoning by-law permits the maximum gross floor area not to exceed 50 square meters (538 sq. ft.)

- **Planning:**
  - The subject property contains a single detached dwelling. It is 2.04 acres in size and is serviced by a septic system and a well and the purpose of the greenhouse is to grow vegetables for farmers markets.
  - The property is designated Rural Settlement Area (Glen Nevis) in the County Official Plan. This application conforms to the general intent of the Official Plan. The property is zoned Residential One.

- **Consultation:**
  - I have received two phone calls to date questioning the location of the structure and the purpose of the structure.

- **Recommendation:**
  - These applications were circulated to applicable municipal staff; Planning and Building caution the committee that this is a large accessory structure as the by-law permits a maximum of 50 square meters.
  - If this application is approved, the applicant must apply for a building permit for the proposed greenhouse. The greenhouse must be located a minimum of 30 meters from the Beaudette River.

Discussion:

Caroline Auger- 4564 Third Line Road: Mrs. Auger explains that she is a retired teacher who moved to the rural area to fulfill her goals of growing organic produce and vegetables. The purpose of the greenhouse is to help accommodate the various vegetation she wishes to grow.

L. Warden asked what the height of the structure would be, and Mrs. Auger explained that it would not be more than 12 feet.

L. Warden asked if there would be any cannabis growing in these greenhouses and Mrs. Auger confirmed that it would not be used to grow cannabis. J. Haley explained that with our interim control by law in place for one year, it allows us to do that research to come up with the policies that Council feels are the best for our community. Anyone can grow up to four

plants as cannabis is a legal product however anything beyond the four, they would have to seek permission from the municipality. If Mrs. Auger decides to sell her property, the new owners would need to follow the same rules and we do have those controls in place.

M. Lang wanted to confirm it is beside the Beaudette River and S. McDonell confirmed it was next to the Beaudette river.

S. Jaworski asked how the size of the proposed structure compares to the existing house and would like the applicant to explain the construction of the proposed greenhouse. Mrs. Auger explained the greenhouse will a metal structure with double plastic on it and it will have a metal door and it will not be heated. The applicants further explained that the size of the greenhouse will be much smaller than the main dwelling.

MOVED BY: Sam McDonell
SECONDED BY: Frank Prevost

CARRIED

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

<u>Application A-40-20- Ferme Loumar Inc</u>

Joanne Haley provided to the Committee the following information:

- **Subject Property:**
  - Part of Lots 24, Concession 5, in the Geographic Township of Lancaster, now in the Township of South Glengarry, County of Glengarry also known as 4950 2nd Line Road

- **Proposed Minor Variance:**
  - The applicant proposes to construct a new poultry barn to be located in between the 2 existing poultry barns, the following relief from the Zoning By-Law 38-09 is requested:
    - Part 3.24 - to reduce the Minimum Distance Separation II from 184 meters to 91 meters to the nearest dwelling unit located at 4921 2nd Line Road, and; Part 10.2- to reduce the front yard setback from 15 meters to 10.5 meters.

- **Planning:**
  - The property is designated Agricultural Resource in the County Official Plan and conforms to the general intent of the Official Plan. The property is zoned Agriculture and conforms to the general intent of the Zoning By-law.

- **Consultation:**
  - The United Counties of SDG were also circulated, they have no concerns with the application; a set back permit is required. If an additional entrance is proposed an entrance permit will also be required.
  - I have received no public comments to date

- **Recommendation:**
  - These applications were circulated to applicable municipal staff; Planning and Building have no concerns with this application

Discussion:

M. Lang does not see any issues with this application. S. McDonell concurred and sees no issues with this application.

Marc Bourdon- 4921 2nd Line Road: Mr. Bourdon confirmed he spoke to his neighbour and he had no issues with the proposed structure.

No other comments from the public were received.

MOVED BY: Sam McDonell
SECONDED BY: Martin Lang

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

CARRIED

Next Meeting date: December 21, 2020

Adjournment **BE IT RESOLVED THAT** the meeting of December 7, 2020 be adjourned to the call of the Chair @ 6:27 p.m.

Township of South Glengarry
6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0
T: (613) 347-1166 | F: (613) 347-3411
www.southglengarry.com

November 30, 2020

MINUTES OF CIPAC COMMITTEE

Township of South Glengarry

A meeting of the Community Improvement Plan Advisory Committee (CIPAC) was held at 6:00pm November 30, 2020 via a ZOOM conference call due to the COVID-19 Pandemic.

Committee Members present: Chair Councillor Sam McDonell, Lyle Warden, Trevor Bougie, Linda Allison, Barbara Menard, Ron Brennan and Staff Resource/Secretary – Joanne Haley (arrived late due to technical difficulties) and Shauna Baggs
Absent: Linda Allison

The CIPAC meeting of November 30, 2020 was called to order at 6:02pm.

Approval of Agenda

MOVED BY: Lyle Warden
SECONDED BY: Trevor Bougie

BE IT RESOLVED THAT the agenda be approved as presented.

CARRIED

S Baggs explained two (2) applications were received and reviewed for the November 30, 2020 meeting.

There were no declarations of pecuniary interest.

Review of Applications:

Application – Martintown Mill Preservation Society Corp.

S Baggs introduced the Martintown Mill Preservation Society Corp application. The application was submitted to Program 2: Building Improvement.

S Baggs reviewed the details of the application and the scope of work which included:

Township of South Glengarry
6 Oak Street, P.O. Box 220, Lancaster, ON, K0C 1N0
T: (613) 347-1166 | F: (613) 347-3411
www.southglengarry.com

Building Improvement: Exterior lighting to illuminate the building on three sides of the building from under the eaves. All sides are visible from the County Rod 18. The total requested costs based upon 50% of the lowest quote of $3,000.00. The total eligible CIP grant is $1,500.00.

Discussion:

The Committee discussed the project to illuminate all three sides of the building and the impact this enhancement will have on the visibility of the Mill in three directions (east, west and south) and chose to support the application as presented.

MOVED: Lyle Warden
SECONDED: Trevor Bougie

To recommend to Council to approve the application for Martintown Mill Preservation Society Corp. for Program 2 – Building Improvement for a total cost of $1,500.00.

CARRIED

Application – Lesa Perry-FortierTrading Post Studios
S Baggs introduced the Trading Studio application. The application was submitted to Program 2: Building Improvement.

S Baggs reviewed the details of the application and the scope of work which included:

Building Improvement): To enhance the front façade through building improvements that reflect the heritage style of the building by upgrading the second storey windows and door. The total requested costs based upon 50% of the lowest quote of $3,558.40. The total eligible CIP grant is $1,779.20.

Discussion:

The Committee reviewed and accepted the application as presented.

MOVED: Trevor Bougie
SECONDED: Lyle Warden

To recommend to Council to approve the application for Trading Post Studios for Program 2 – Building Improvement for a total cost of $1,779.20.

L Warden also discussed the need to market the CIP Program further, highlighting additional funds available through CIP Program 6 – Accessibility improvements.

Adjournment

Meeting was adjourned at 6:28 pm.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: December 7, 2020

SUBJECT: Review - 2020 Budget v. Actual (As of Nov 24)

PREPARED BY: L. McDonald, Treasurer

The following information is a summary of our budget v. actual as of Nov. 24, 2020.

The categories have been broken down (per chart below) and will highlight:

1) Services per Taxation Requirement (Revenues + Expenses) "(All)"

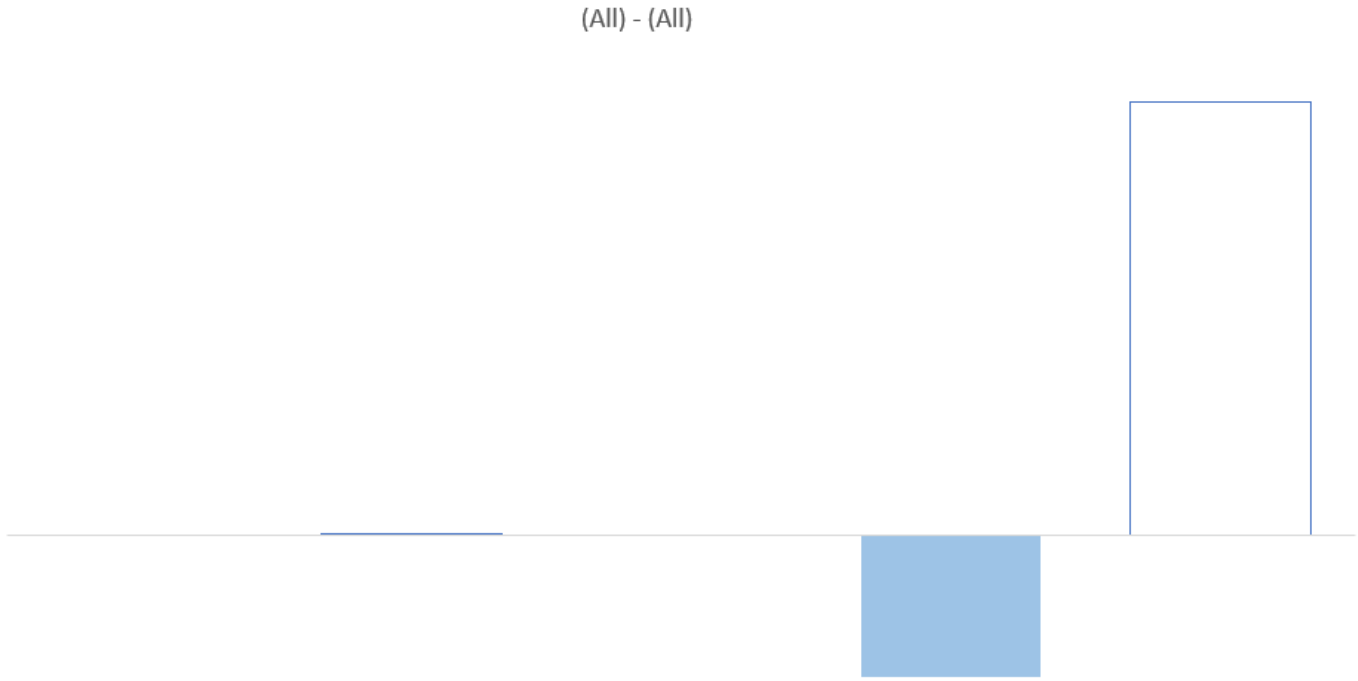
Service

Building Department	Drainage
Economic Development	Emergency Management
Fire	Fire - Fleet
General Government	Misc. Buildings
Parks	Planning
Property and By-Law	Rec. Facilities
Recreation	Roads
Roads Activity	Roads Construction
Roads Equipment	Roads Maintenance
Street Lights	Taxation
W/WW	Waste Management
Winter Control	

Limitations:

- Transfers from reserve are bulked together and not with their respective services
- Scaling between graphs is not absolute (i.e. $20K of $20K looks the same as $1M of $1M)

Overall:



	2017	2018	2019	2020	2021
Actual	(0)	0	0	(2,999,641)	
Budget	0	7,410	0	0	9,099,775

The Township, as of November 24, 2020 has approximately $3 million left when looking at net requirement and is built on:

- $32,189,350 – 2020 Actual Revenue (Budget = $ 34,798,277)
- $29,189,709 – 2020 Actual Expenses (Budget = $ 34,798,277)
    - Numbers include County and Education Levies

Our revenues are mostly tracking at/around budget. Below budget revenues are expected in recreation (arena, hall rental, field rental, etc.) and administration (lottery licences, marriage licences, etc.) but they will be offset from COVID-19 funding.

Our expenses are trending well and large items that were known to be over budget were, for the most part, dealt with through staff reports.

- Smithfield Park – SR 2020-14, 2020-15 (February 18, 2020) + $74K
- Tandem Plough Truck – SR 2020-25 (March 2, 2020) + $3K
- Fire Helmets – SR 2020-29 (March 2, 2020) + $6K
- Fire Pumper – SR 2020-30 (March 2, 2020) + $20K

The rest of this document will be by service and have the net levy requirement graphically (expenses and revenues together) and then a table with expenses and revenues and revenues separate.

Building Department:

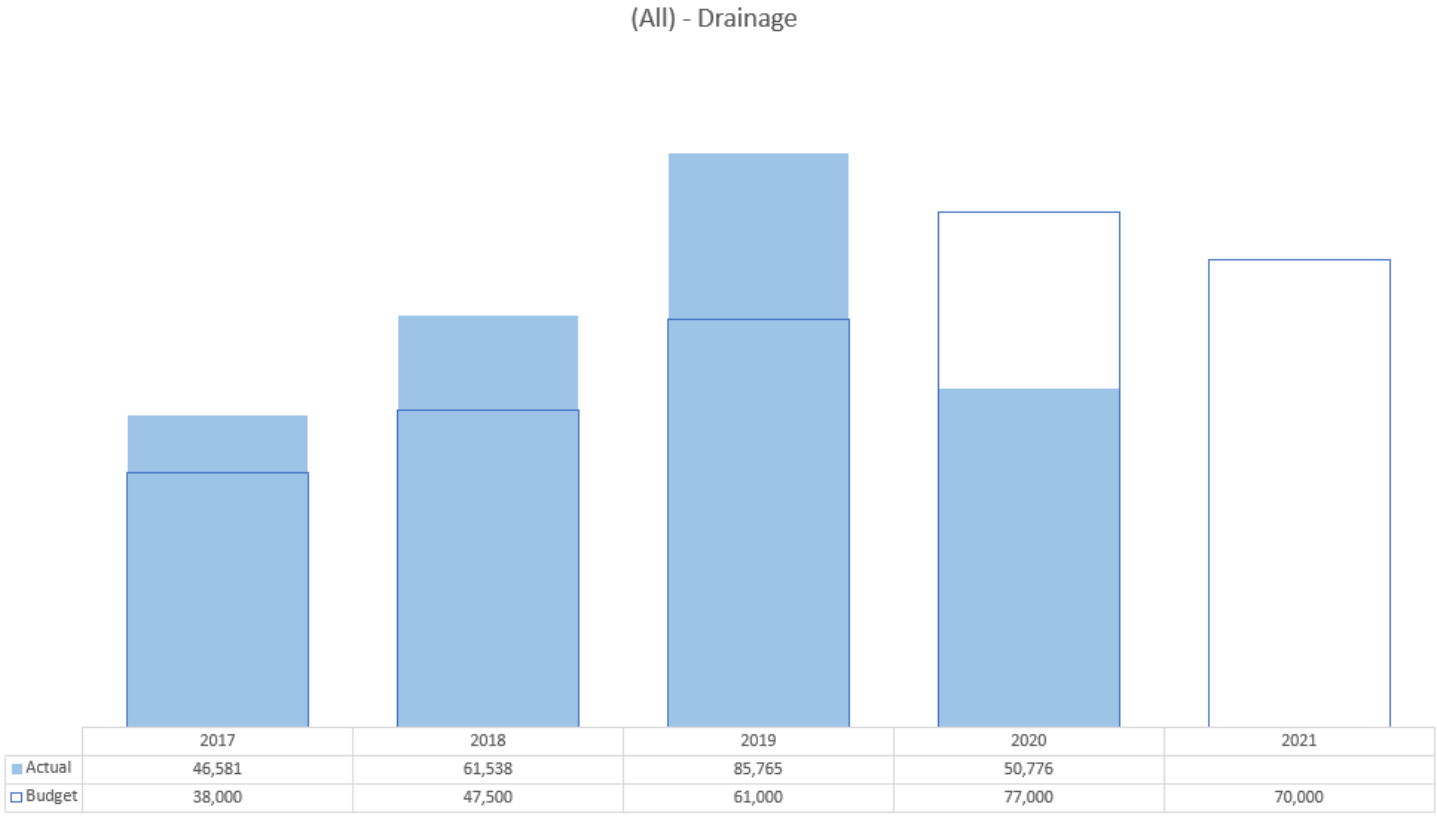
	2020 Budget	2020 Actual	$ Difference
Revenues	226,700	244,742	**OVER - 21,958**
Expenses	436,850	329,832	**UNDER - 107,018**

Despite COVID-19, building activity has surpassed our budgeted amounts and our expenses are significantly under budget.

There may have been some overlap in salaries from the separation of by-law from the building department and it is anticipated at the end of the year that expenses will be maintain their standing as underbudget.

Drainage:

- Municipal Drains
- Tile Drainage Loans

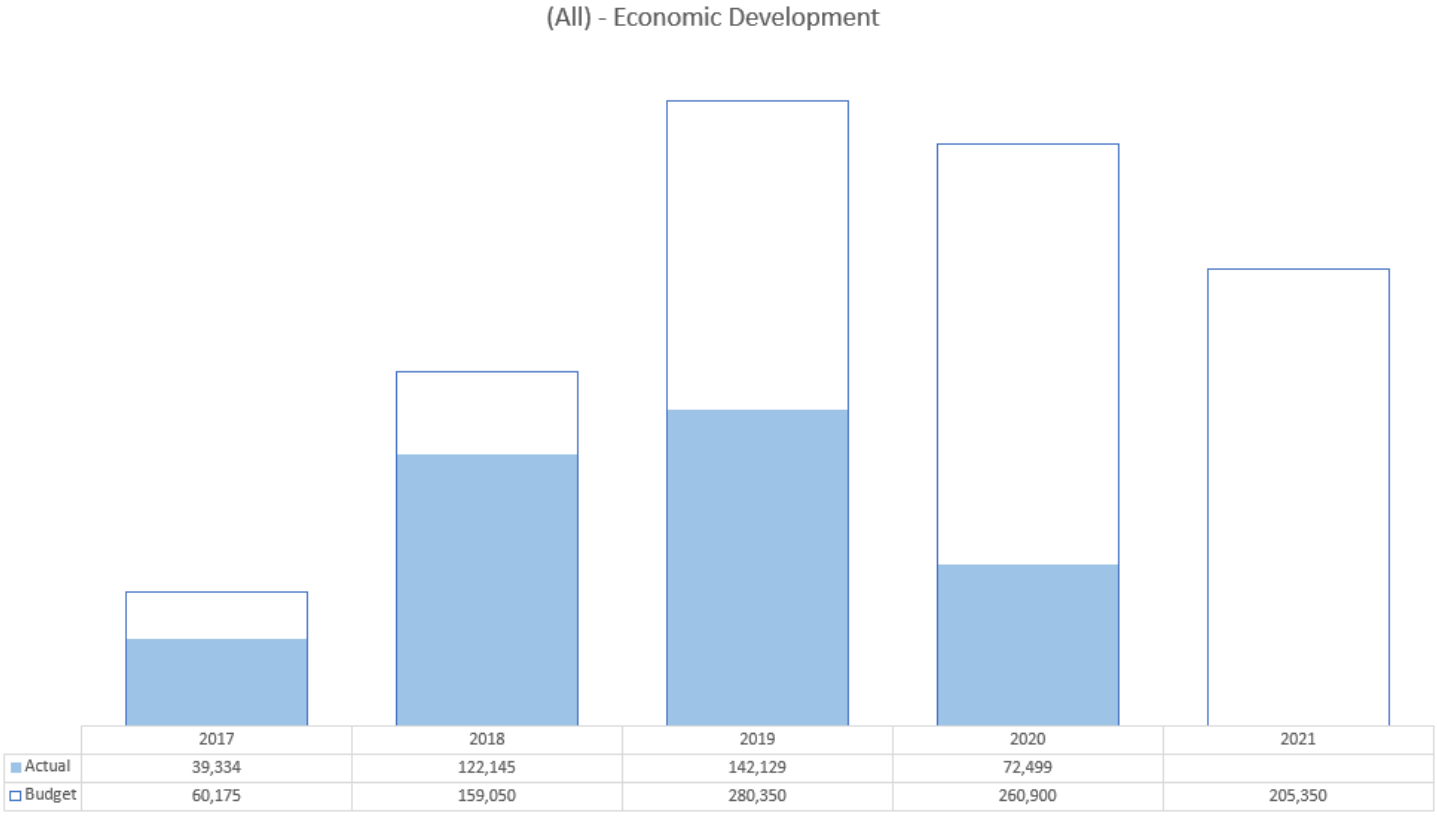


	2020 Budget	2020 Actual	$ Difference
Revenues	32,500	37,240	**OVER – 4,740**
Expenses	109,500	88,016	**UNDER – 21,484**

Tile drainage loans were overbudgeted because of an increasing trend to pay off the loans. Secured loans can be had for sub-2% while the drainage loans are presently available at 6% and therefore, refinancing makes sense.

On the budget side, there is no impact since tile drains paid (revenue) are then transferred to the province (expense).

Economic Development:



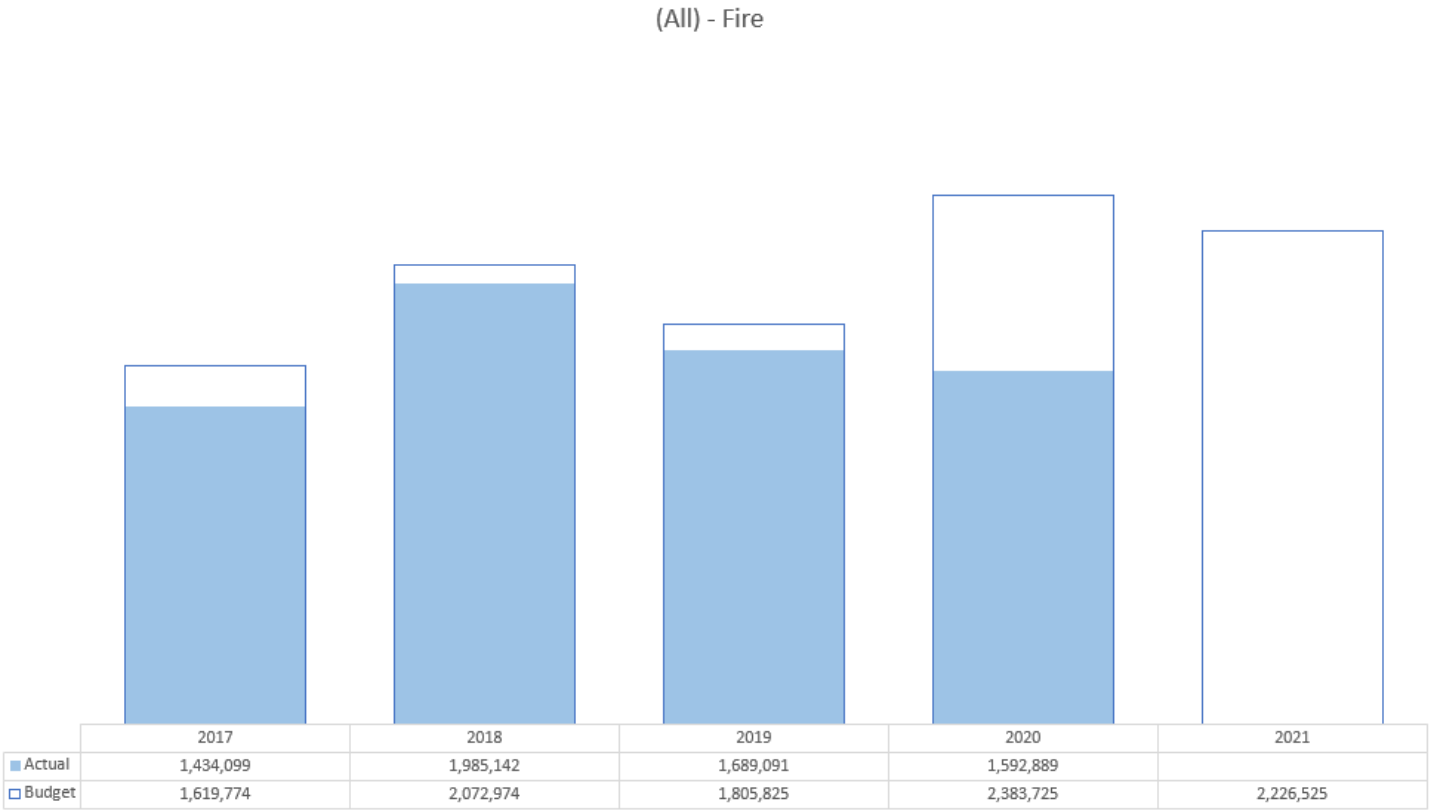
	2020 Budget	2020 Actual	$ Difference
Revenues	58,000	24,422	**UNDER - 33,578**
Expenses	318,900	96,920	**UNDER – 221,980**

During budget proceedings, I mentioned that the Community Investment Program (CIP) was approximately $30,000 spent. This number included the Regional Investment Program (RIP - County) and therefore expenses are lower than expected.

Additionally, most of the CIP spending in 2020 is a result of 2019 applications and should have been recognized as a year end (YE) item in 2019. The outcome is that $0 has been spent in 2020 for the CIP program with $11,000 being committed and a few more applications likely to be received by YE.

Revenues are lower than expected but we budgeted $50,000 in RIP funding and this amount wasn't expended.

Fire:



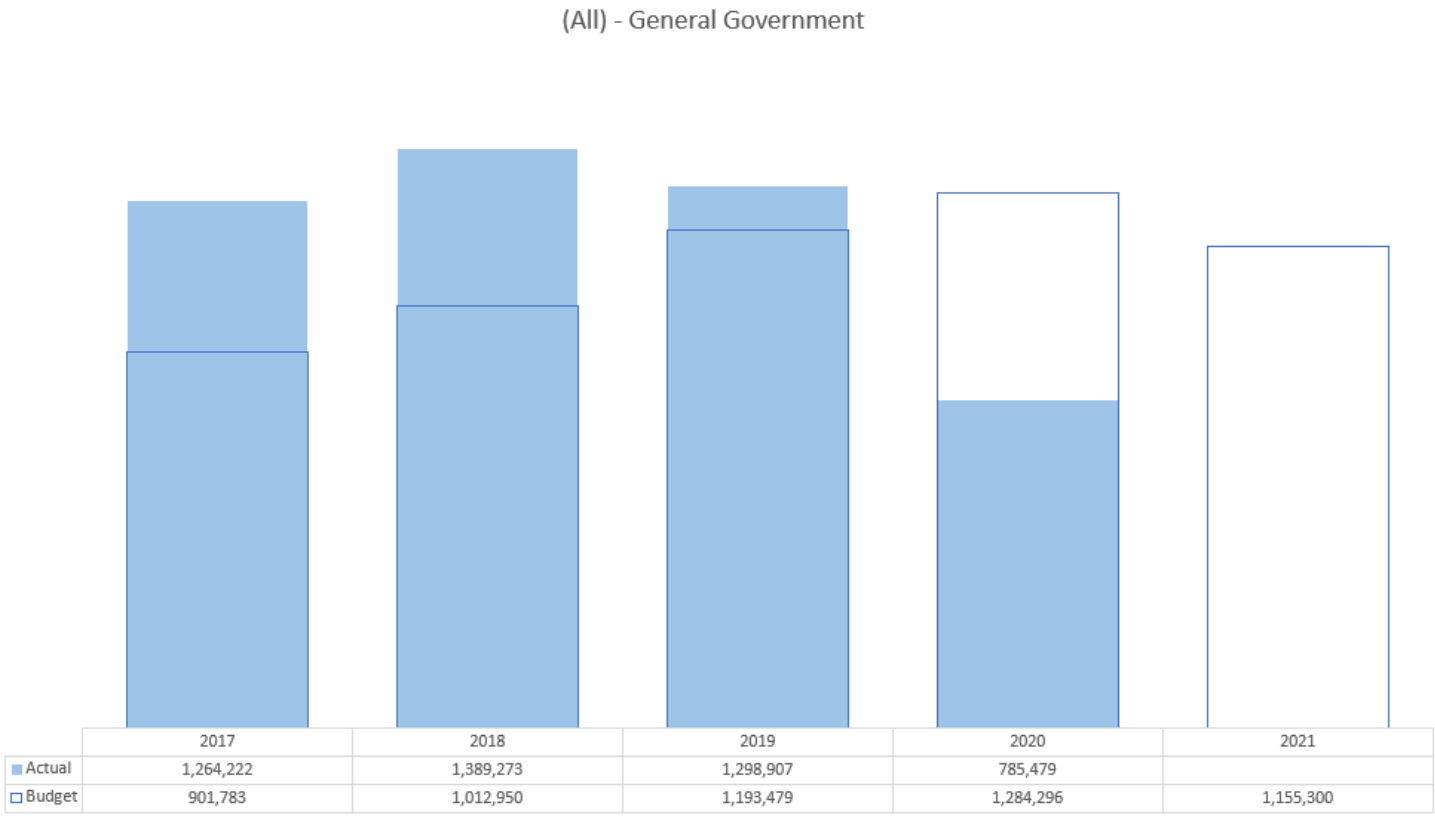
	2020 Budget	2020 Actual	$ Difference
Revenues	29,775	30,090	**OVER – 315**
Expenses	2,413,500	1,622,979	**UNDER – 790,521**

Fire revenues are slightly over budget because of fees and user charges being more than budgeted.

Expenses are lower predominantly because station 3 remains unbuilt and salaries were under budget across all 5 stations ($66,000).

There was one fleet item significantly over budget and that was the 1996 (4) Freightliner Pumper due to repairs and replacement modifications for the new Station 4 vehicle.

General Government:



	2020 Budget	2020 Actual	$ Difference
Revenues	515,754	817,402	**OVER – 301,648**
Expenses	1,800,050	1,602,881	**UNDER – 197,169**

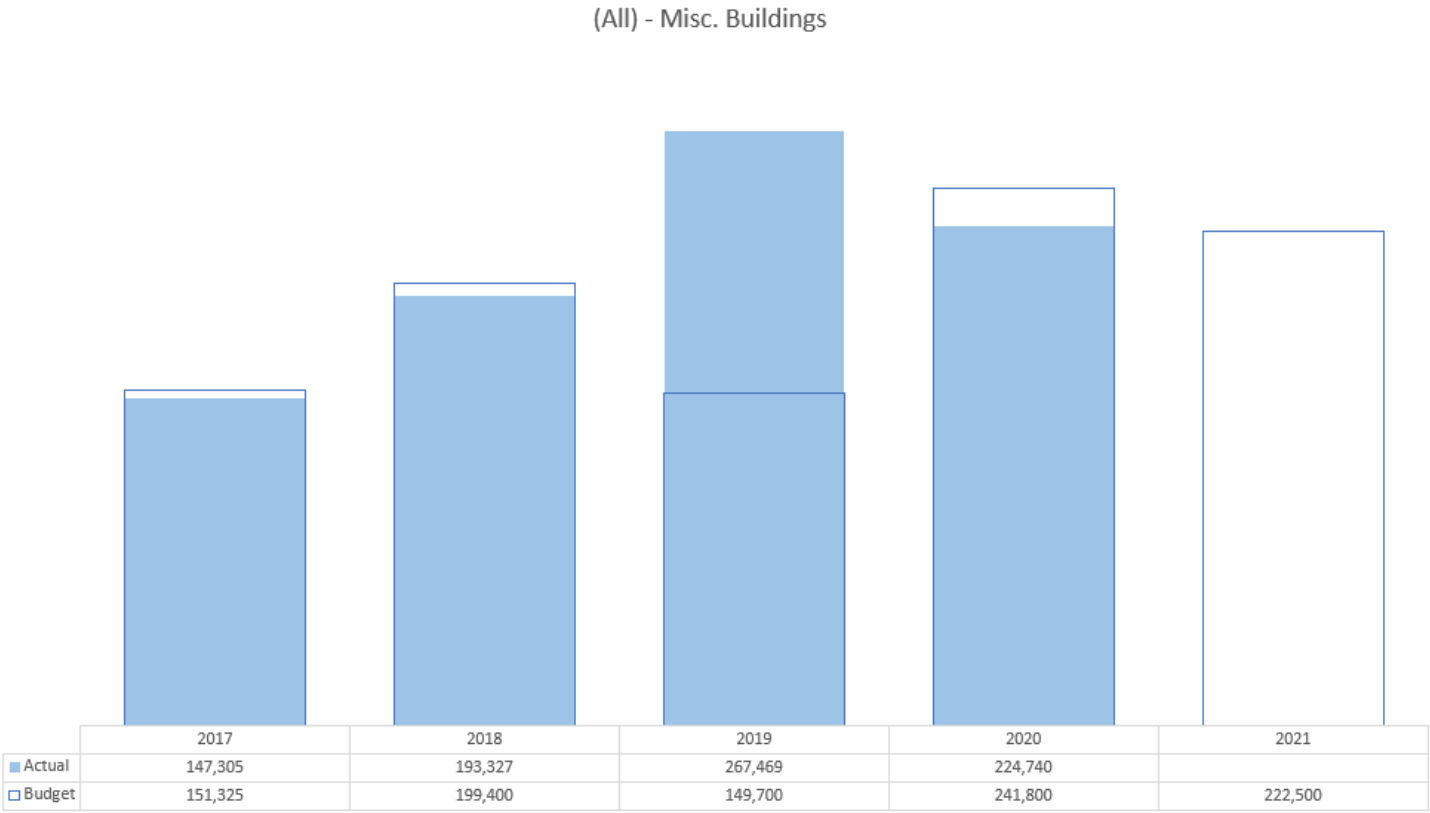
Revenues are up, artificially, because of Safe Restart Funding not yet transferred to reserves ($115,000).

Additionally, we have received more money from tax interest and penalty which is a benefit with negative consequences: property owners falling behind on their taxes leading to significant interest revenue.

There has been a significant amount of money received through sale of land ($168,000) in 2020 and more incoming a result of payment received for the final Glen Walter Park Road lot (to be transferred to Fire Reserves).

It is anticipated that administration expenses will be near budget/overbudget due to the occurrence of 27 pay cycles in 2020 and COVID costs (offset by various government funding).

Miscellaneous Buildings:



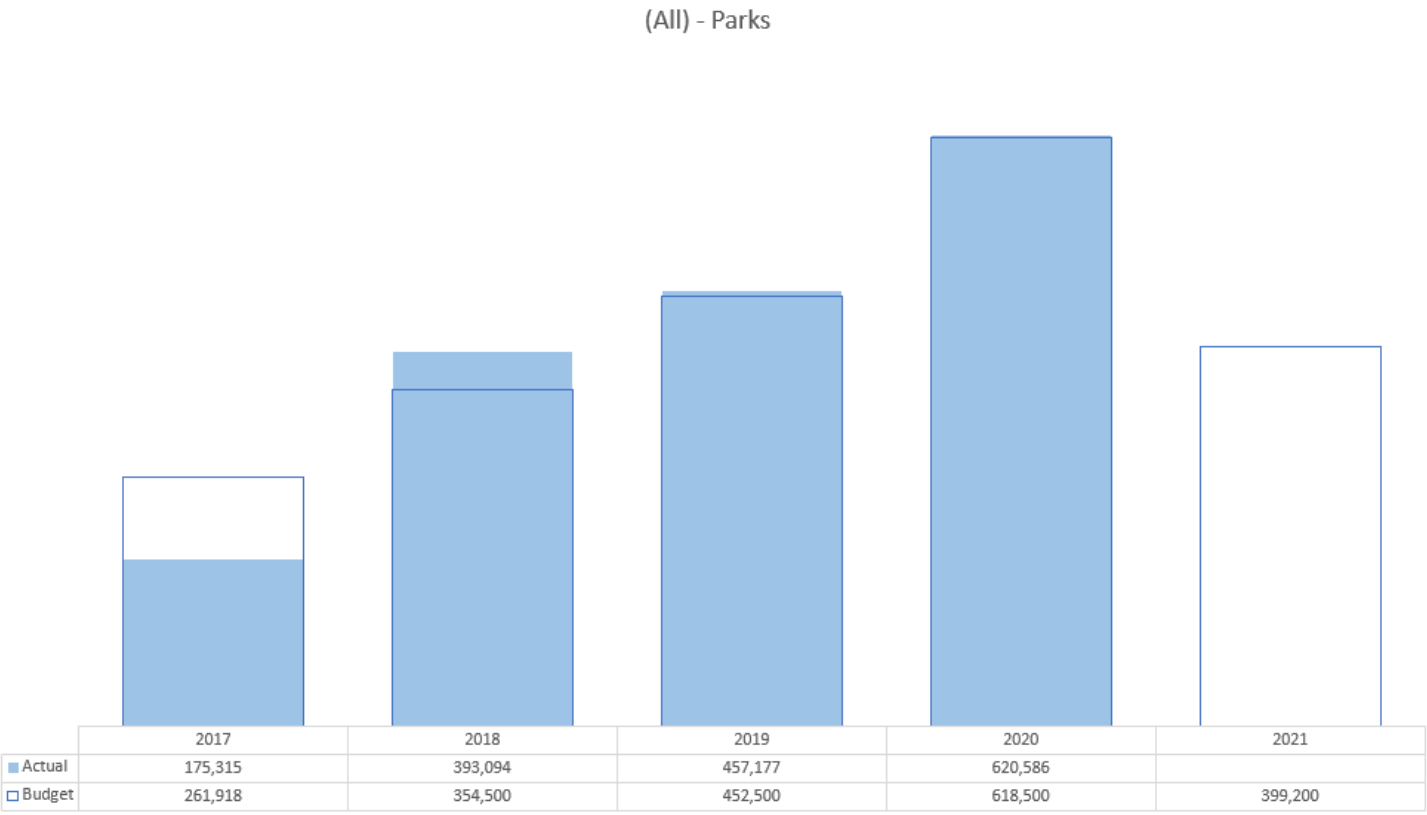
	2020 Budget	2020 Actual	$ Difference
Revenues	33,000	27,863	**UNDER – 5,137**
Expenses	274,800	252,603	**UNDER – 22,197**

Miscellaneous buildings include: Ambulance Bay, Celtic Music Hall, Glengarry County Archives, Lancaster Library, Legion, Medical Centre, and the Museum

Revenues are trending to be at/around budget.

Expenses are anticipated to be lower than budgeted due to being under budget at the Museum and Legion. However, we are overbudget at the Glengarry County Archives (SR 65-2020), the Ambulance Bay retrofit (long term energy savings at the cost of updating the HVAC in 2020), and the Medical Centre.

Parks:



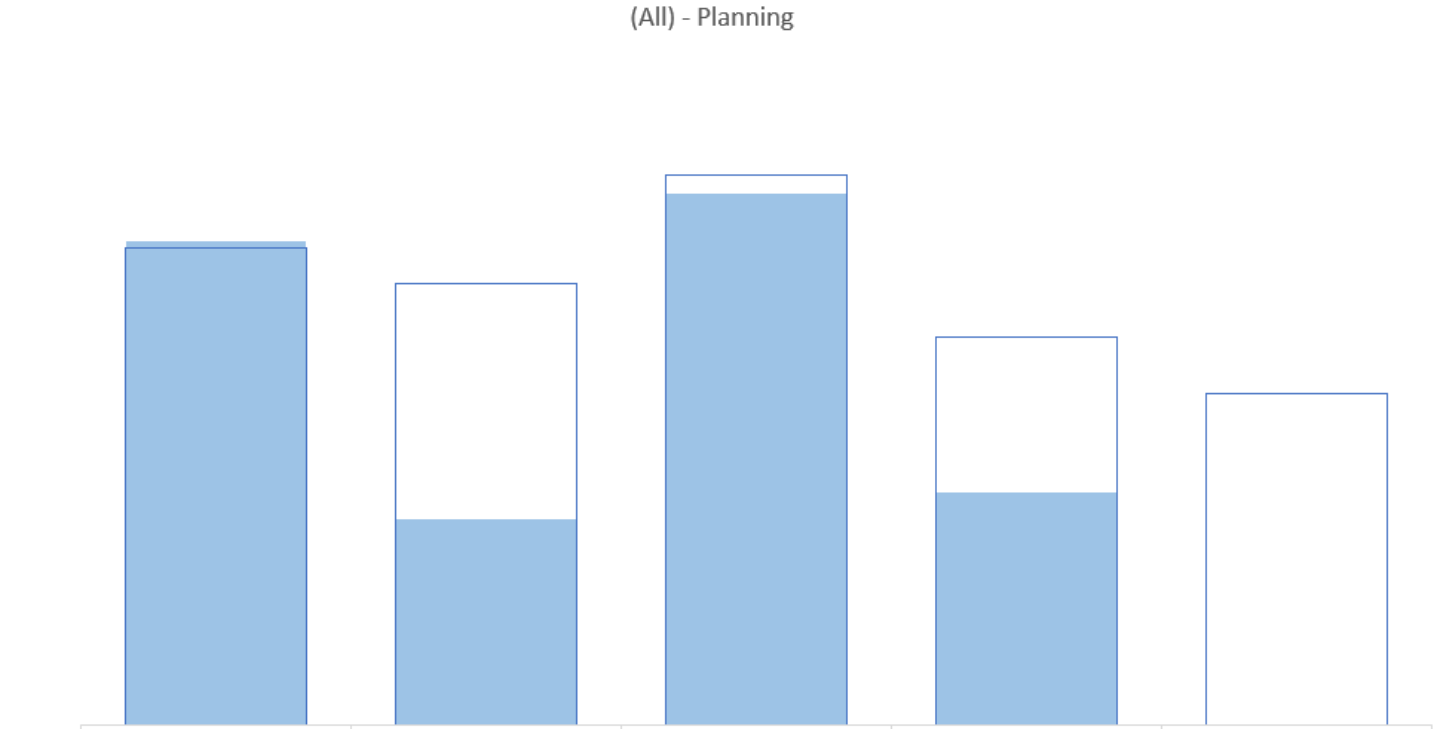
	2020 Budget	2020 Actual	$ Difference
Revenues	0	0	**AT – 0**
Expenses	618,500	620,586	**OVER – 2,086**

Parks do not generate revenue in our current set-up, that revenue would come in under “Recreation” (further below).

Park expenses will be over budget based on salaries that will be offset by COVID-19 money and Smithfield Park (SR 2020-14 and SR 2020-15) at $72,000 over the amount budgeted.

The one park that was significantly underbudget was the Peanut Line Trail ($83,000). Administration will review at the end of the year to see what remains and propose that it goes into the Peanut Line Reserve.

Planning:



	2017	2018	2019	2020	2021
Actual	253,430	108,101	278,707	122,260	
Budget	250,600	231,800	288,300	203,700	174,000

	2020 Budget	2020 Actual	$ Difference
Revenues	33,000	41,750	**OVER – 8,750**
Expenses	236,700	164,010	**UNDER – 72,690**

Planning revenues weren't expected to exceed expectations in August but an increase to 41 files vs. 19 in 2019 has returned more revenue.

Expenses are low because the LIDAR/Floodplain mapping was done at considerable savings to the Township.

Note: there were offsets from reserves that would have increased revenues and offset the LIDAR costs that aren't included in this slide.

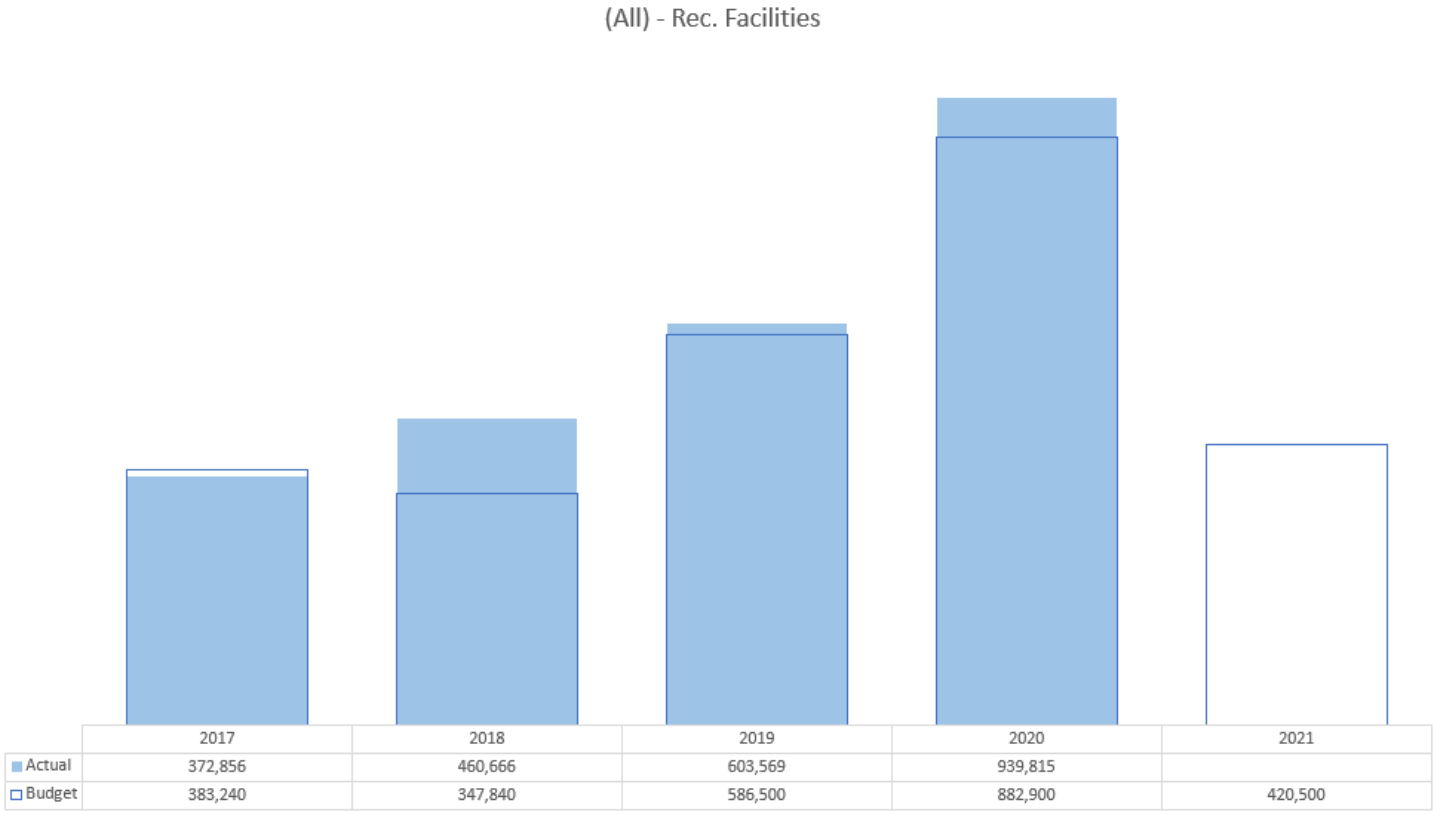
Property and By-Law:

	2020 Budget	2020 Actual	$ Difference
Revenues	17,100	5,949	**UNDER – 11,151**
Expenses	107,500	64,006	**UNDER – 43,494**

Revenues are under budget because of dog tag sales and lower than anticipated expenditures for enforcement actions.

Expenses are under budget due to overbudgeted salaries, COVID-19 affecting several incidentals, and an outstanding invoice from the Pound ($12,000 to $18,000 to add).

Rec. Facilities:



	2020 Budget	2020 Actual	$ Difference
Revenues	223,200	113,675	**UNDER – 109,525**
Expenses	1,106,100	1,053,490	**UNDER – 52,610**

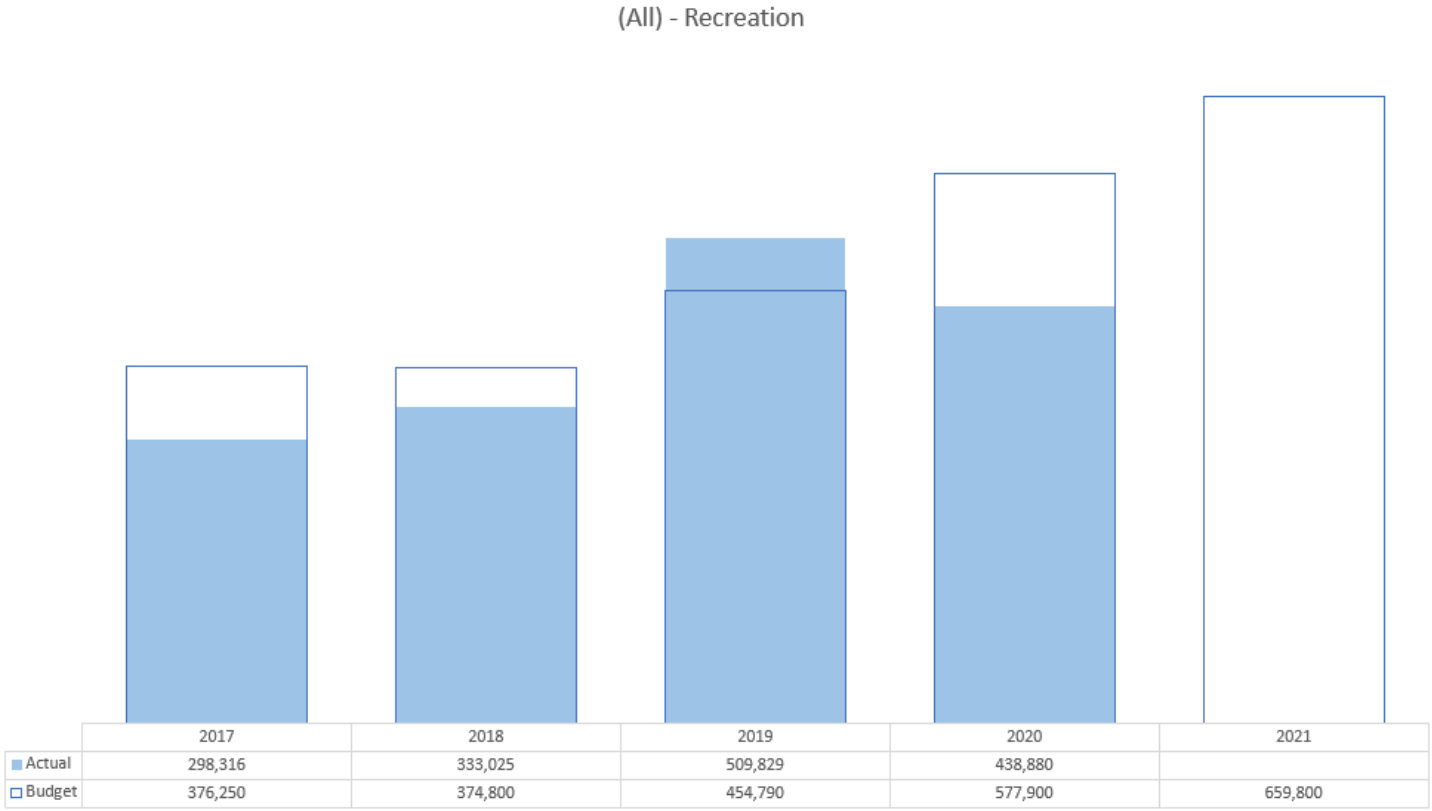
Revenues are down significantly at our recreation centres due to COVID-19.

- $118,000 – arena with money coming in for November and December still not accounted for
- $2,700 – ball fields and field usage

Martintown Community Centre appears high on revenues, but it is predominantly because of the Martintown Cenotaph Committee fundraising on behalf of the Township.

Expenses appear to be trending over budget but much of that increased cost is COVID-19 related and recreation (as a whole), has $110,000 in offsets to be transferred before year end.

Recreation:

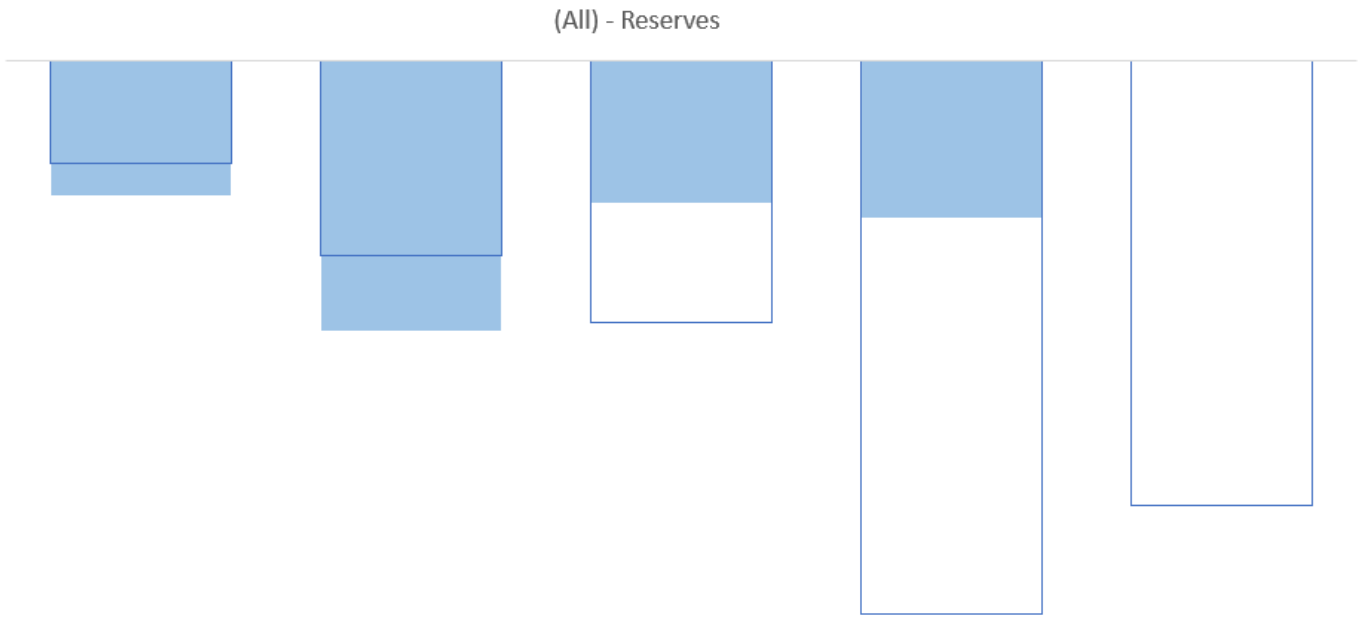


	2020 Budget	2020 Actual	$ Difference
Revenues	44,500	832	**UNDER – 43,668**
Expenses	622,400	439,715	**UNDER – 182,685**

Like Recreation Facilities, a lot of our program revenues are non-existent due to COVID-19 (less $43,500).

The flip side is program expenses were under budget by $58,000 and most, if not all, expenses in recreation were lower than budgeted and are anticipated to stay significantly below budget at year end.

Transfers from Reserves (one chart):



	2017	2018	2019	2020	2021
Actual	(1,205,957)	(2,431,236)	(1,271,286)	(1,412,231)	
Budget	(927,000)	(1,755,000)	(2,347,181)	(4,972,000)	(3,996,000)

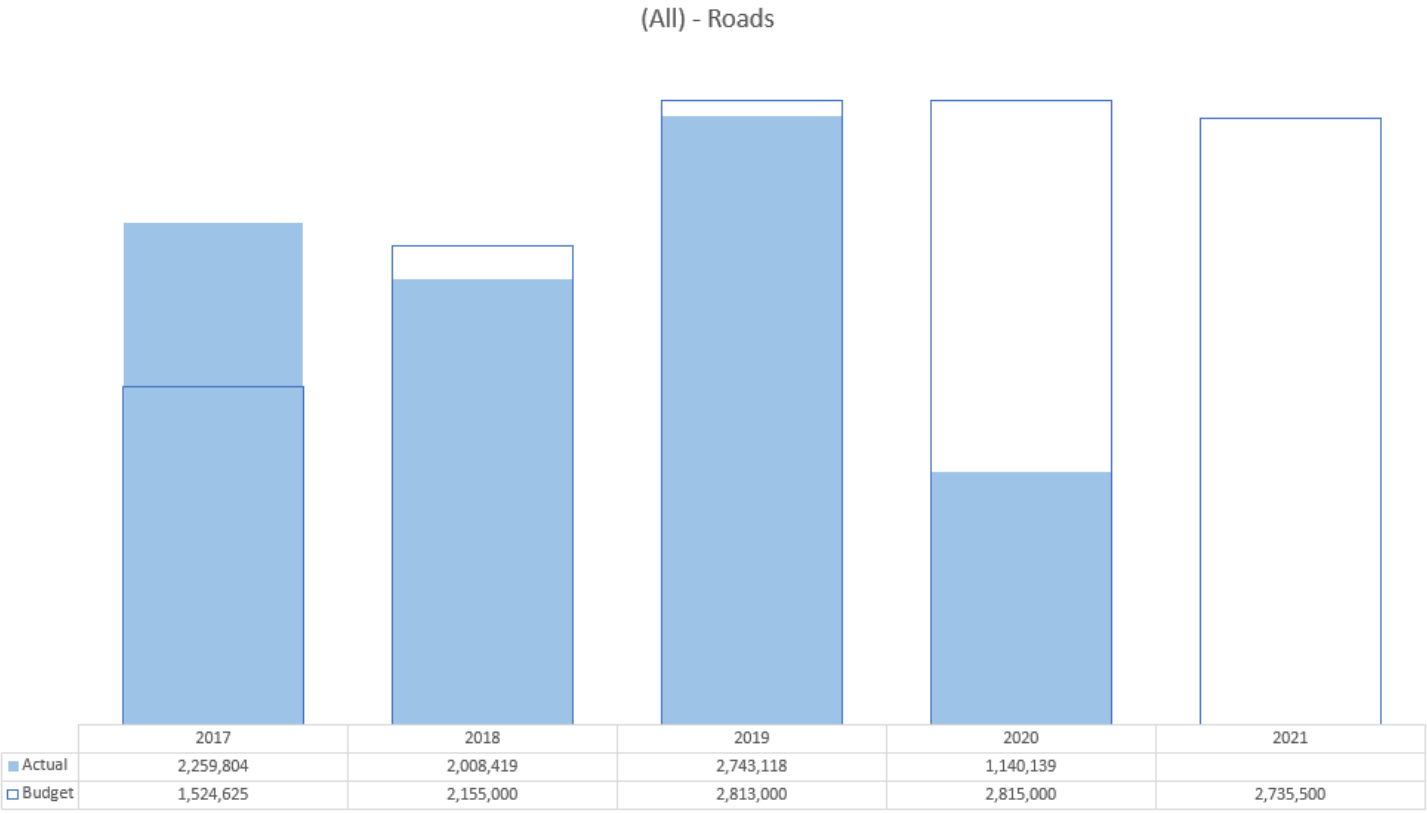
	2020 Budget	2020 Actual	$ Difference
Transfers From	4,972,000	1,412,231	**UNDER – 3,559,769**

There are significant outstanding reserve transfers.

- $1,200,000 – Roads Garage (likely to be held and used in 2021)
- $600,000 – Station 3 (likely to be held and used in 2021, 2022)

All others are waiting for the projects to be concluded (i.e. Gas Tax and William Street) so that an exact amount can be transferred.

Roads:



	2020 Budget	2020 Actual	$ Difference
Revenues	15,000	19,812	**OVER – 4,812**
Expenses	2,830,000	1,159,952	**UNDER – 1,670,048**

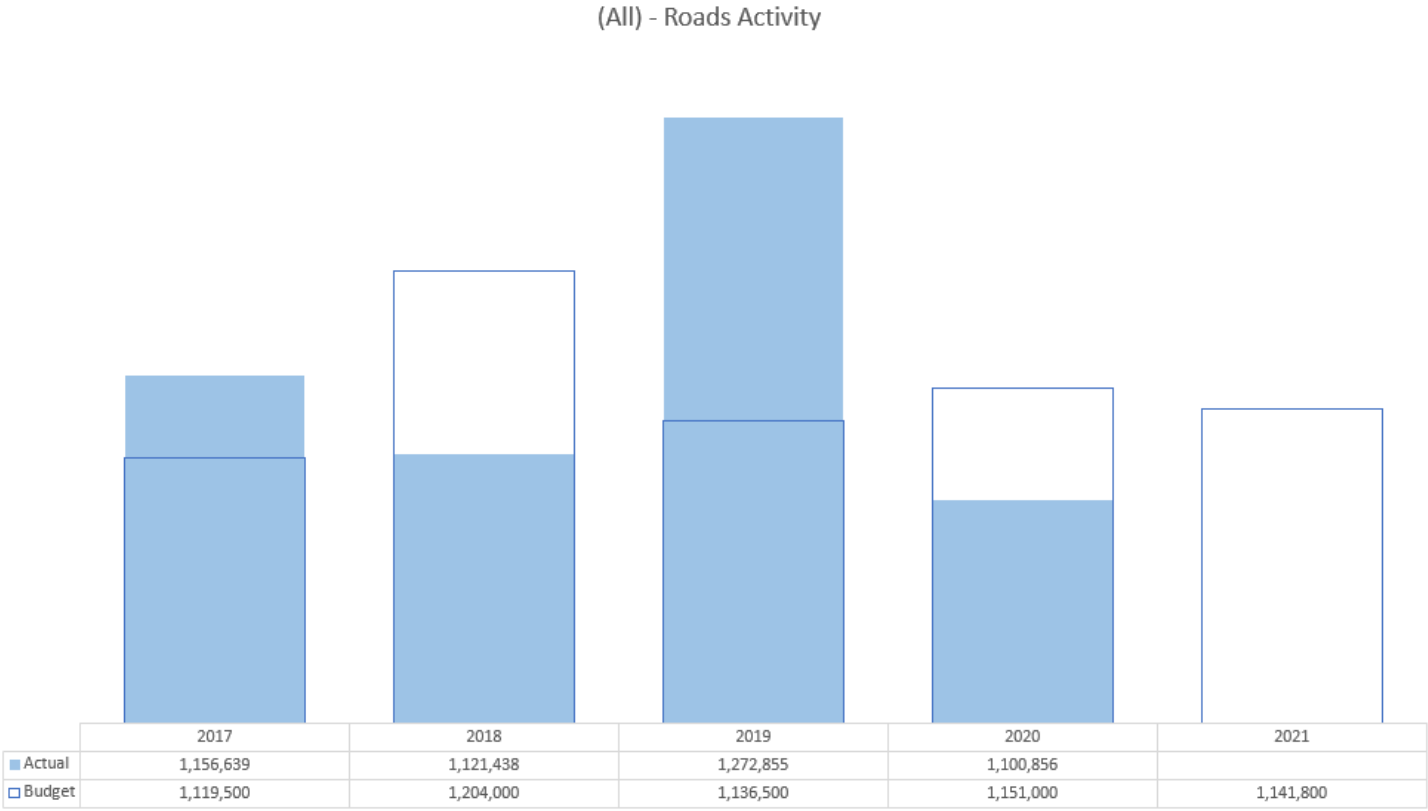
Roads revenue collection was $5,000 above budget ($15,000).

On the expense side, roads patrol was an identified efficiency found when COVID-19 started and is presently under budget by $28,000. With winter incoming, it is expected that the gap between budget and actual will shrink.

Large capital items not spent are:

- Tandem (SR-2020-25): being built but not yet bought ($253,000)
- Roads garage: designed but not yet constructed ($1,300,000)

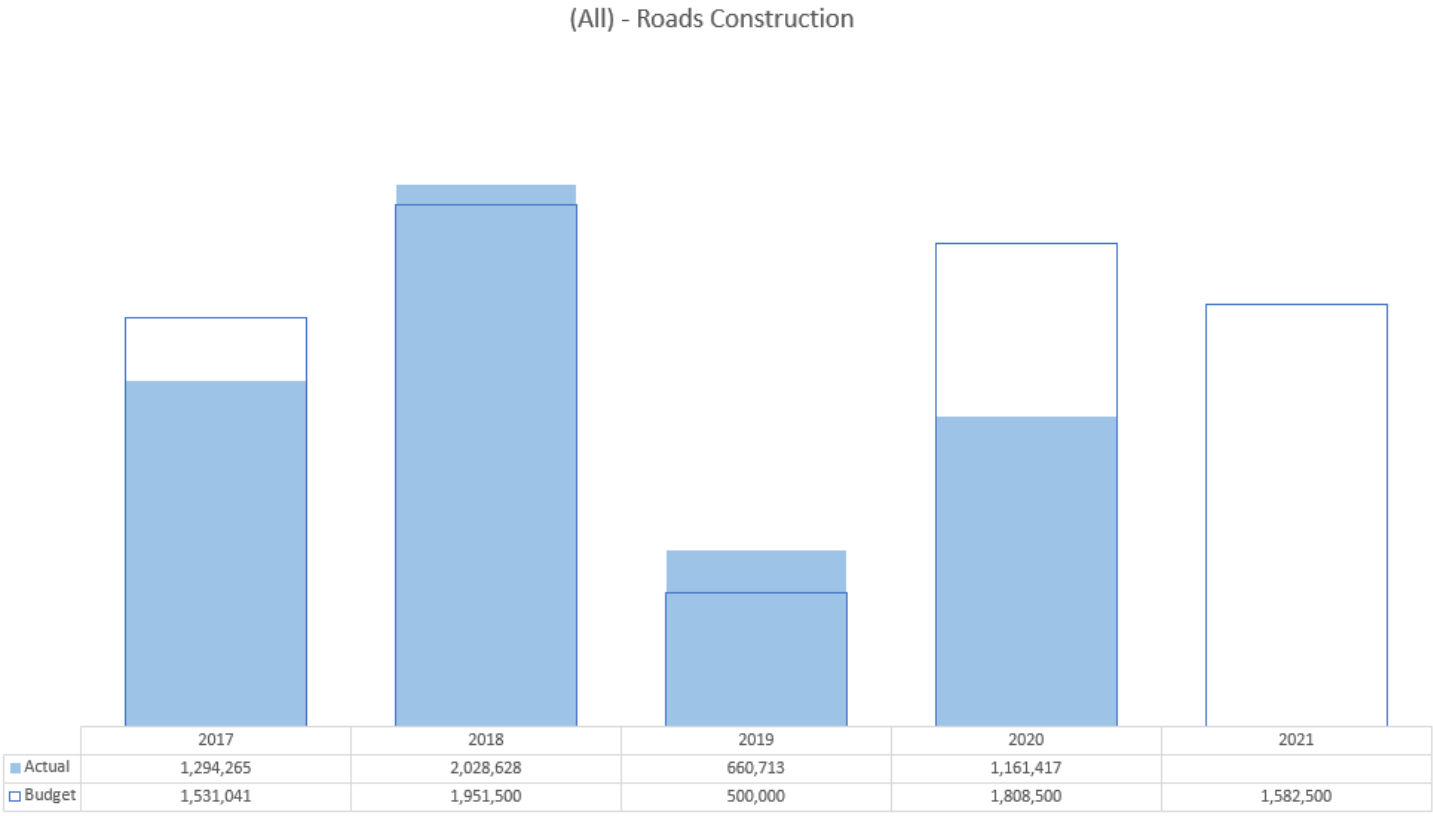
Roads Activity:



	2020 Budget	2020 Actual	$ Difference
Revenues	0	0	AT – 0
Expenses	1,151,000	1,100,856	UNDER – 50,144

Row Labels	Budget	Actual	UNDER/(OVER)
Expenses			
2020			
Culverts	115,000	128,630	(13,630)
Guiderails	25,000	147	24,853
Hardtop Crack Sealing	20,000	0	20,000
Hardtop Line Painting	20,000	6,478	13,522
Hardtop Patching	105,000	73,370	31,630
Hardtop Shouldering	53,000	40,553	12,447
Hardtop Sweeping	22,000	23,358	(1,358)
Loosetop Dust Control	165,000	157,158	7,842
Loosetop Grading	130,000	131,017	(1,017)
Loosetop Resurfacing	395,000	417,613	(22,613)
Miscellaneous	16,000	37,893	(21,893)
Railway Crossings	30,000	26,478	3,522
Sidewalk Maintenance	10,000	0	10,000
Signs & Safety Devices	45,000	58,162	(13,162)
Expenses Total	**1,151,000**	**1,100,856**	**50,144**

Roads Construction:

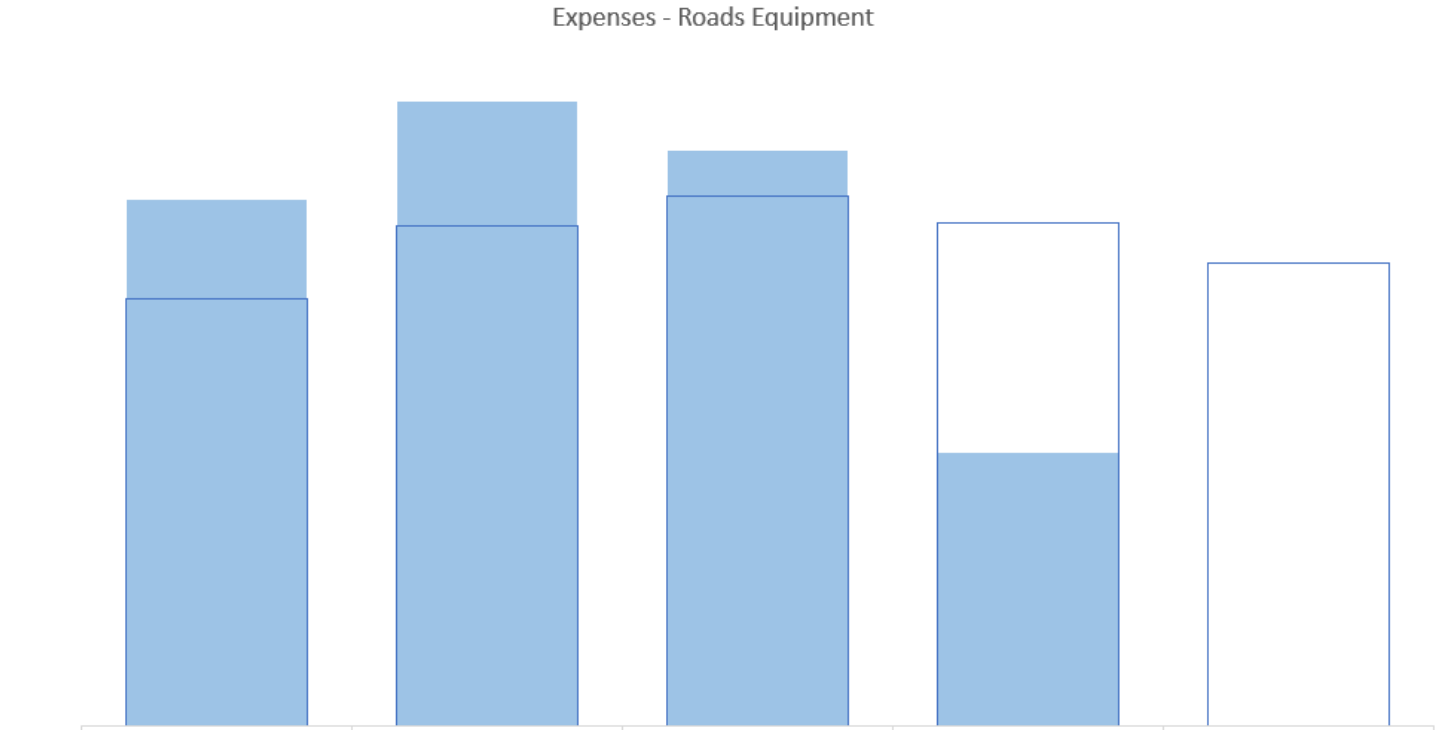


	2020 Budget	2020 Actual	$ Difference
Revenues	0	0	**AT – 0**
Expenses	1,808,500	1,161,417	**UNDER – 647,083**

Row Labels	Budget	Actual	UNDER/(OVER)
Expenses			
2020			
2nd Line Bridge (SN 33043) - Design	0	4,844	(4,844)
Glen Road	100,000	0	100,000
67th Ave/2nd Line Road	27,000	11,729	15,271
Beaupre Rd (2.56km) 2x Surf Treat & Pave	0	230	(230)
Cashion Rd - Bridge (SN0011)	0	0	0
Cedar Grove Road	250,000	242,641	7,359
Conc 3 Bridge	0	0	0
Frog Hollow (3.72km) 2xSurf Treat & Pave	0	276	(276)
Kraft Road (0.40km) - Pulverize & Pave	0	31	(31)
Loyalist Road - Surface Treat (2.75km)	0	0	0
Nine Mile Rd - 2xSurface Treat (X.XXkm)	0	654	(654)
Purcell Road (0.70km) - Pad & Overlay	0	0	0
Repository of Past Roads Projects	0	0	0
Roads - Maple Road	195,000	160,247	34,753
Roads - Miscellaneous Construction	10,000	3,335	6,665
St. Mary's Street	26,500	26,482	18
Street Rd. - 2xSurface Treat (5.79km)	0	0	0
William Street (0.68km) - Reconstruction	1,200,000	710,949	489,051
Expenses Total	**1,808,500**	**1,161,417**	**647,083**

There are still payments left re: William Street as well as holdbacks (+/- $40,000) to other projects but we are trending to be under budget on major projects (as listed above).

Roads Equipment (Expenses Only):



	2017	2018	2019	2020	2021
Actual	630,381	746,650	688,417	326,136	
Budget	511,900	598,800	633,900	602,700	554,700

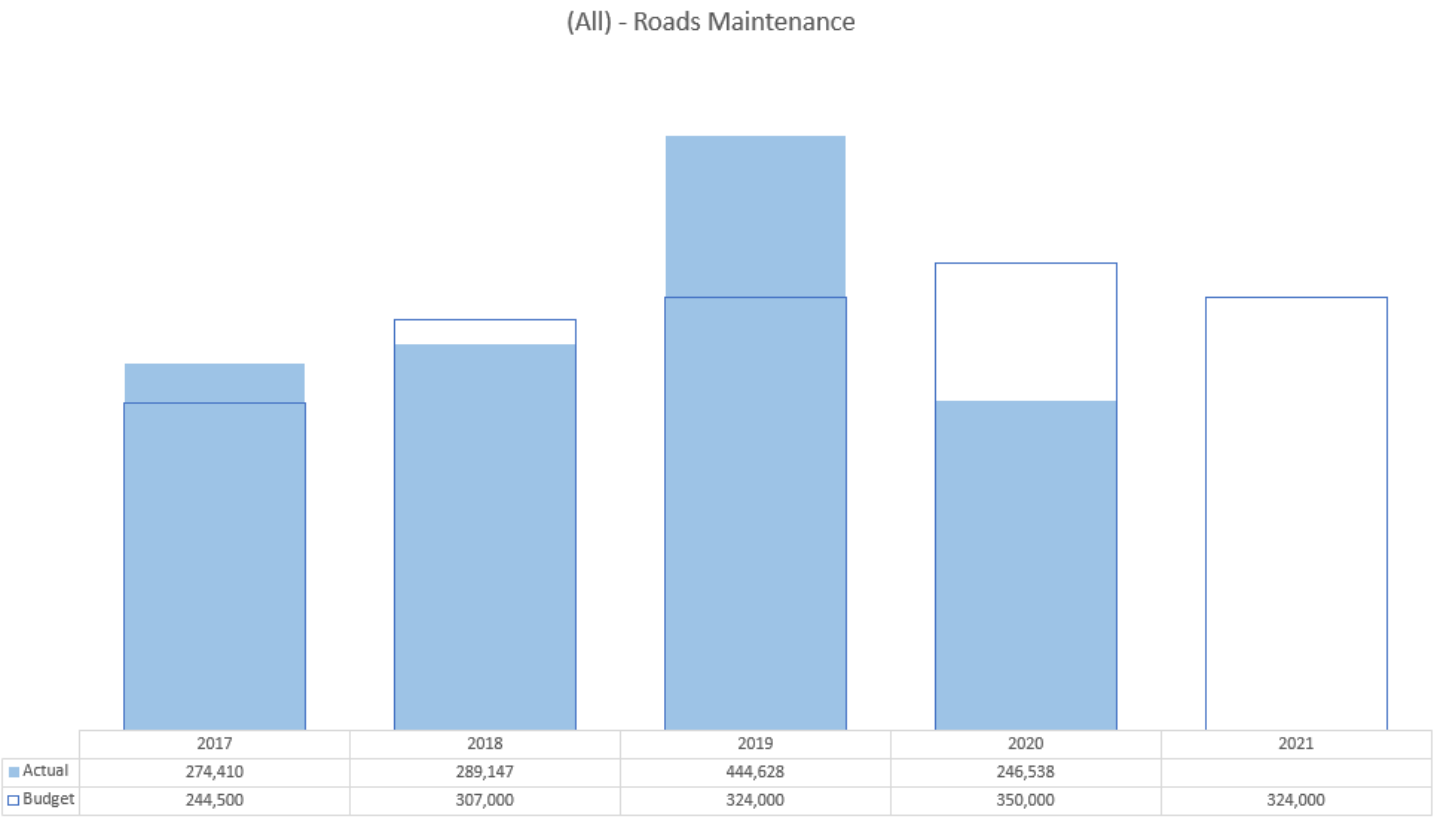
	2020 Budget	2020 Actual	$ Difference
Revenues	0	0	**AT – 0**
Expenses	602,700	326,136	**UNDER – 276,564**

Up to this point, all but two of roads and recreation equipment are under budget but there are some winter preparation invoices outstanding.

We are trending to be under budget for our roads fleet costs.

Revenues are disregarded because they are a book entry that is offset by roads activities.

Roads Maintenance:



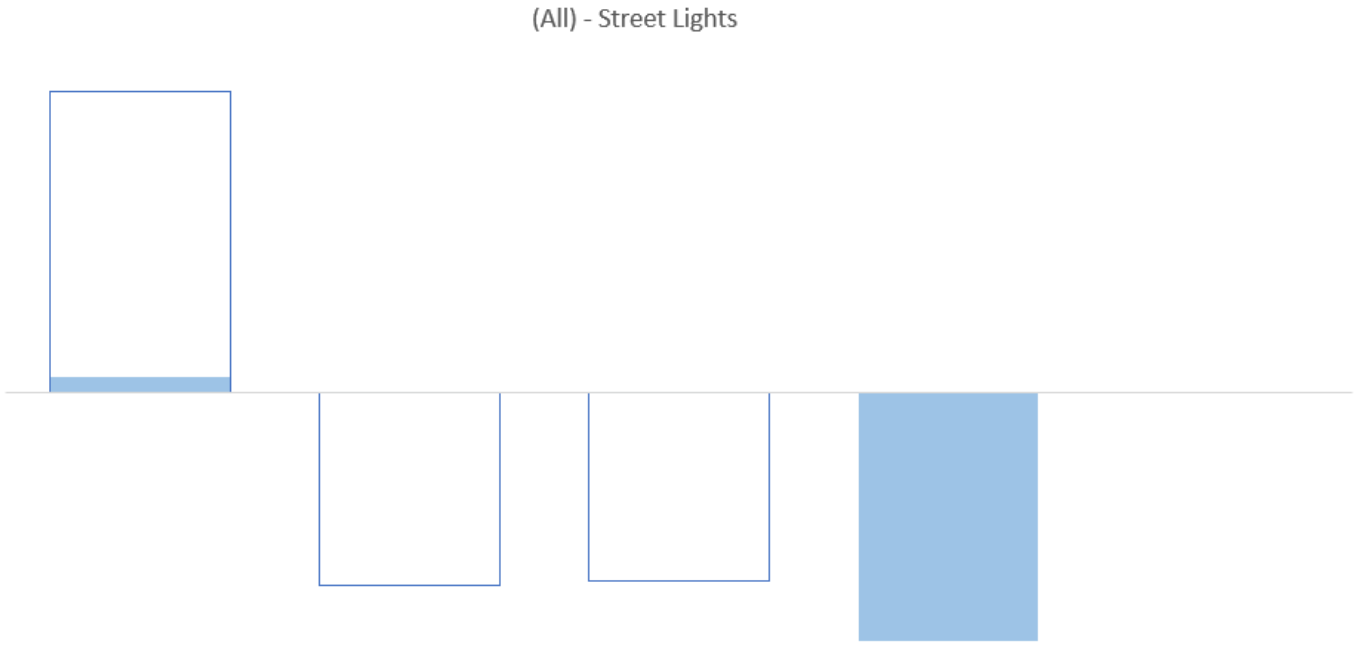
	2020 Budget	2020 Actual	$ Difference
Revenues	0	0	AT – 0
Expenses	350,000	246,538	UNDER – 103,462

Roads maintenance are activities occurring in/around the road but not to the road.

Presently, all items are trending below budget and should remain there:

Row Labels	Budget	Actual	UNDER/(OVER)
Expenses			
2020			
Brushing	105,000	77,658	27,342
Debris and Maintenance	30,000	19,717	10,283
Ditching and Drainage	75,000	22,791	52,209
Mowing	140,000	126,372	13,628
			0
Expenses Total	**350,000**	**246,538**	**103,462**

Streetlights:



	2017	2018	2019	2020	2021
Actual	6,959	0	0	(112,219)	
Budget	134,973	(87,000)	(85,000)	0	0

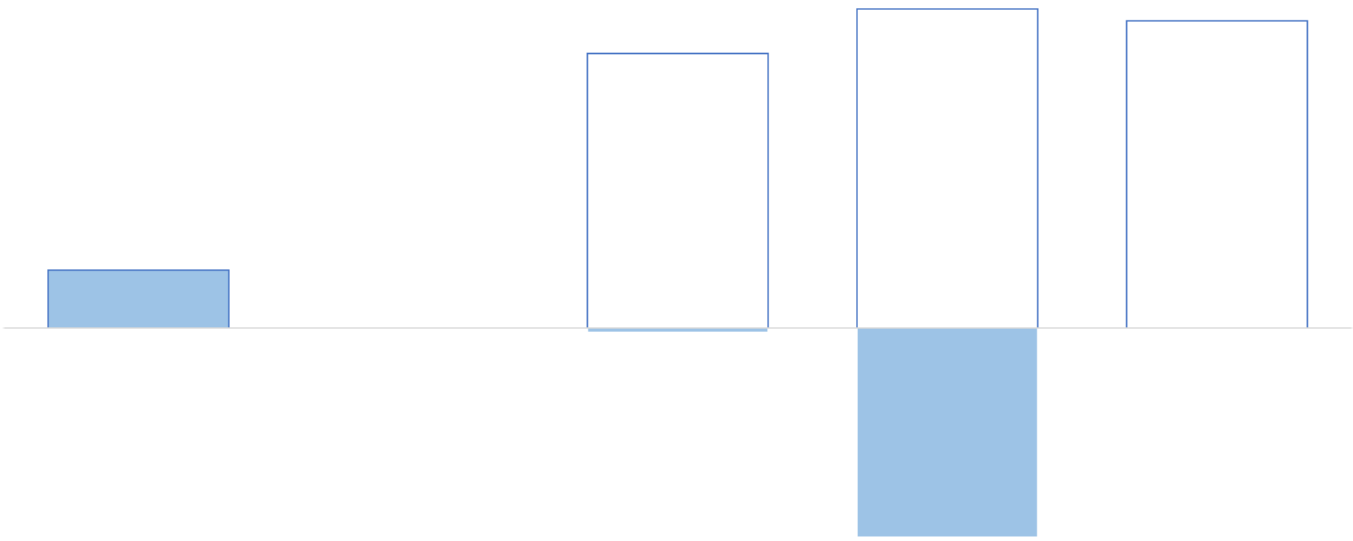
	2020 Budget	2020 Actual	$ Difference
Revenues	223,000	219,844	**UNDER – 3,156**
Expenses	223,000	107,625	**UNDER – 115,375**

Streetlight savings continue to be seen for the Hydro One streetlights segment. The numbers above are an amalgamation of Cornwall Electric and Hydro One that will be separated at year end.

A typical year will see a small surplus in the Cornwall Electric area and a large surplus in the Hydro One area (post-retrofit). We expect this to be a typical year.

We will be reviewing our local area improvement charge for streetlights in early 2021 to thoughtfully pass along some of the savings to our Hydro One users.

Water and Wastewater:



	2017	2018	2019	2020	2021
Actual	161,843	4,182	(9,718)	(560,367)	
Budget	160,000	0	742,281	864,000	830,000

	2020 Budget	2020 Actual	$ Difference
Revenues	1,435,000	1,305,213	**UNDER – 129,787**
Expenses	2,299,000	744,846	**UNDER – 1,554,154**

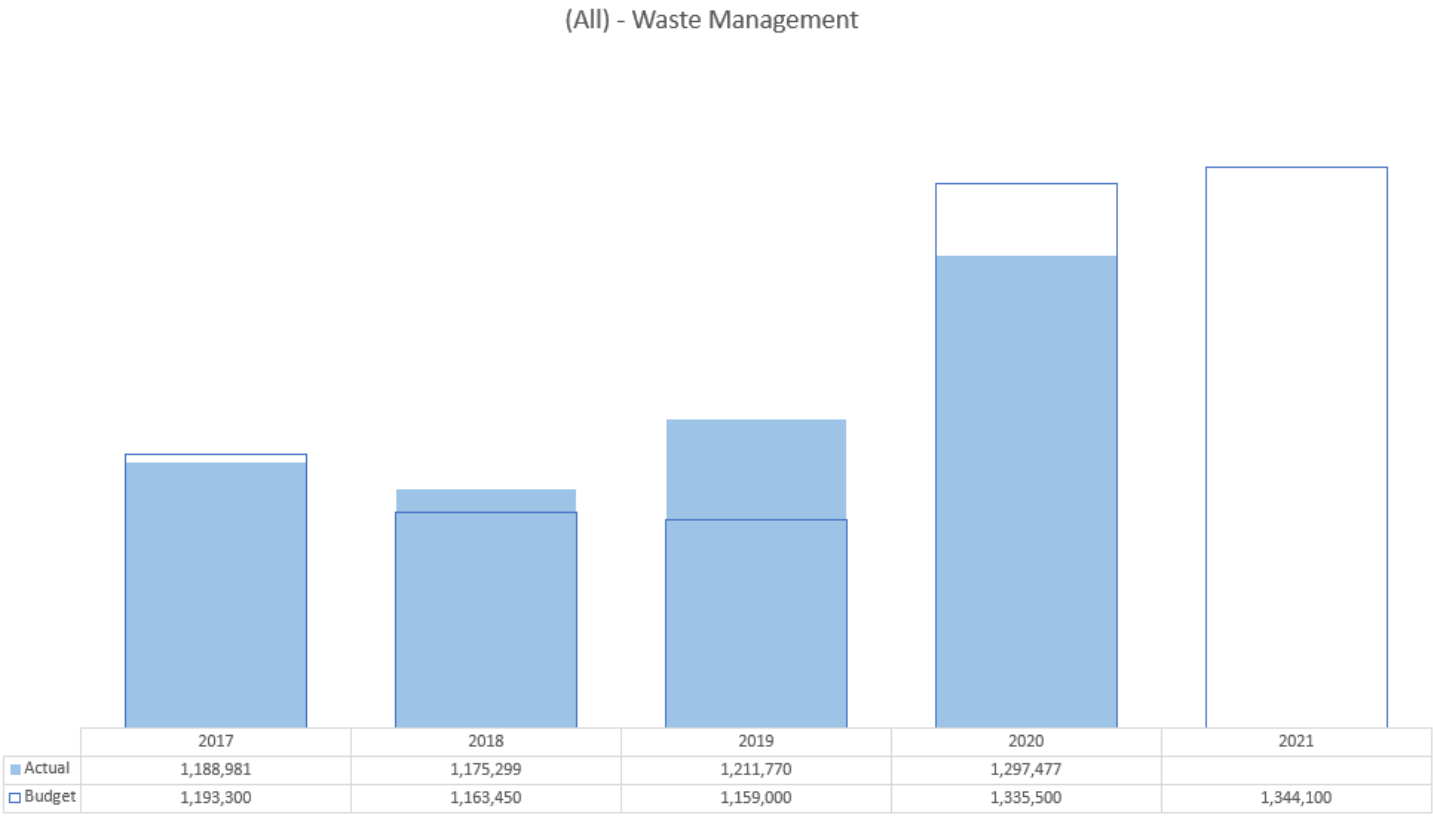
Water and wastewater are notoriously hard to report on because any ‘deficit’ gets absorbed by the reserves and any ‘surplus’ gets added to the reserves.

We are still awaiting legal advice re: looping costs and depending on that outcome administration expects either a large in-year deficit for Glen Walter which we have adequate reserves to accommodate or a large deficit that will exhaust our reserves completely and put us in a book deficit.

Lancaster is in the strongest financial situation and is anticipated to have a surplus.

Green Valley is expected to have a modest surplus and Kennedy-Redwood is expected to have a deficit. The deficit is structural and will be dealt with once we settle our water, waste-water rates.

Waste Management:



	2020 Budget	2020 Actual	$ Difference
Revenues	97,800	127,775	**OVER – 29,975**
Expenses	1,433,300	1,425,252	**UNDER – 8,048**

Revenues from North Lancaster were up $28,000 because COVID-19 kept people at home and industrious during the spring and summer.

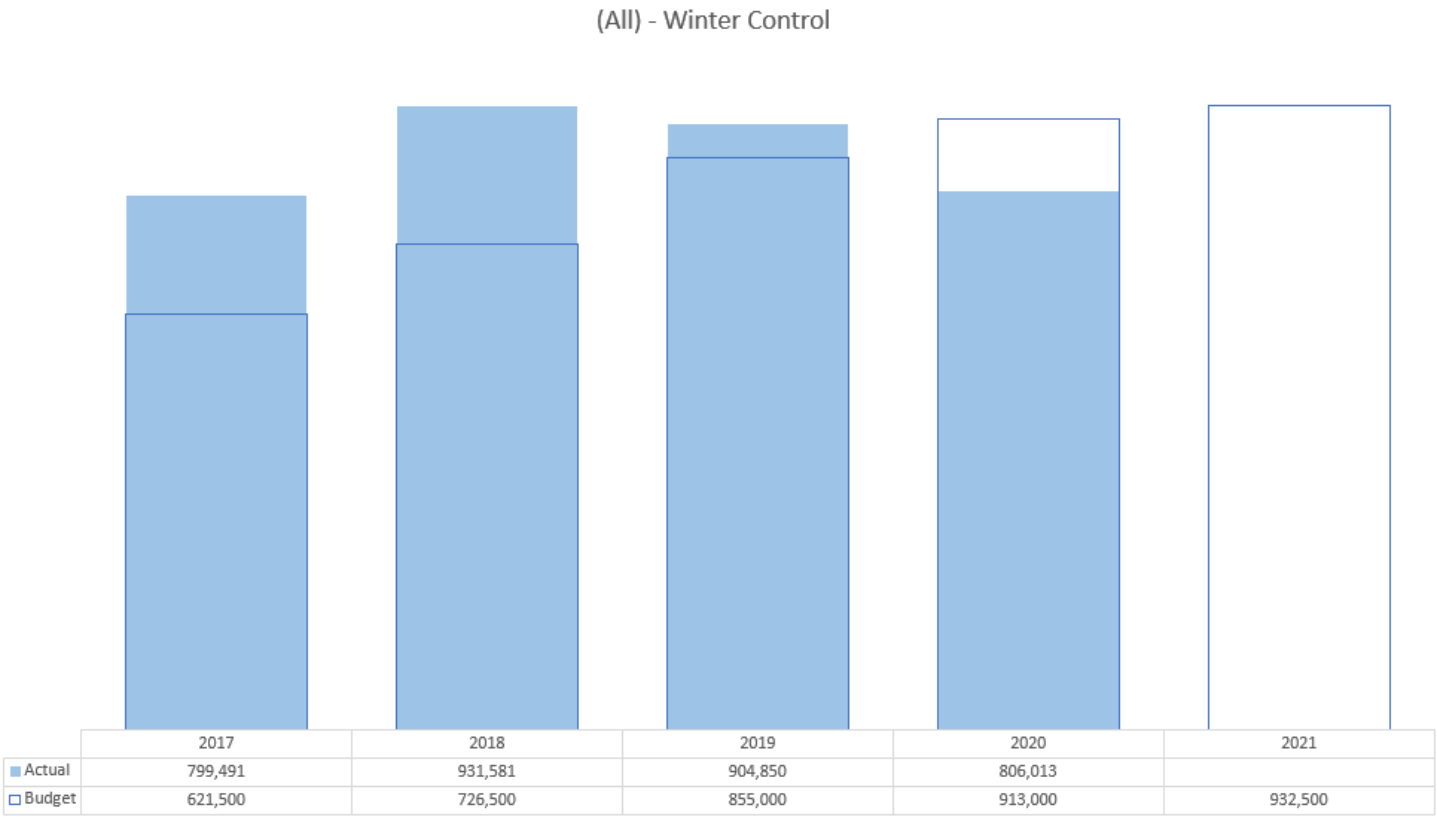
General revenue and Beaverbrook will end up at/near the expected budget amount.

The City of Cornwall has provided $8,611, to date with more incoming before year end. Please note that our previous contract did not share revenue, so this a pleasant outcome.

On the expense side, the number includes the new landfill packer that was purchased but this chart does not show the offsetting reserve transfer. Therefore, expenses are $228,000 under budget (to date) but there are still two payments remaining for the haulage of materials.

It is expected that we will be at/around budget by year-end.

Winter Control:



	2020 Budget	2020 Actual	$ Difference
Revenues	(58,000)	(24,422)	**OVER – 4,740**
Expenses	109,500	88,016	**UNDER – 21,484**

Row Labels	Budget	Actual	UNDER/(OVER)
Expenses			
2020			
Flood Control	15,000	8,315	6,685
Ice Blading	22,000	11,075	10,925
Plowing and Sanding	820,000	756,155	63,845
Sidewalk, Snow Removal	56,000	30,468	25,532
			0
Expenses Total	**913,000**	**806,013**	**106,987**

The outlined expenses are above, and it really depends what type of December we have and how much salt we carry into 2021.

Presently, it is anticipated that we will be at/overbudget.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: December 7, 2020

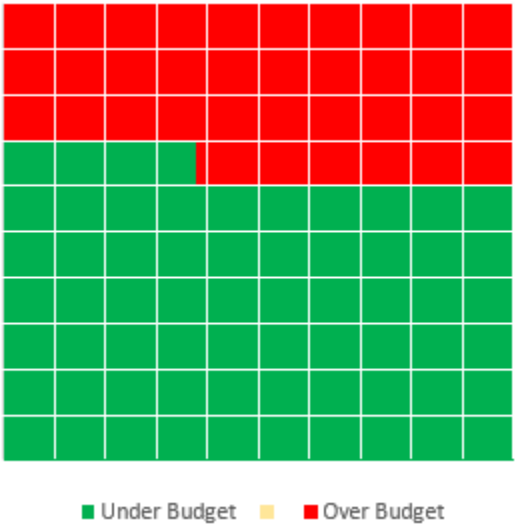
SUBJECT: Statement of Revenues and Expenses (YTD Nov. 30)

PREPARED BY: L. McDonald, Treasurer

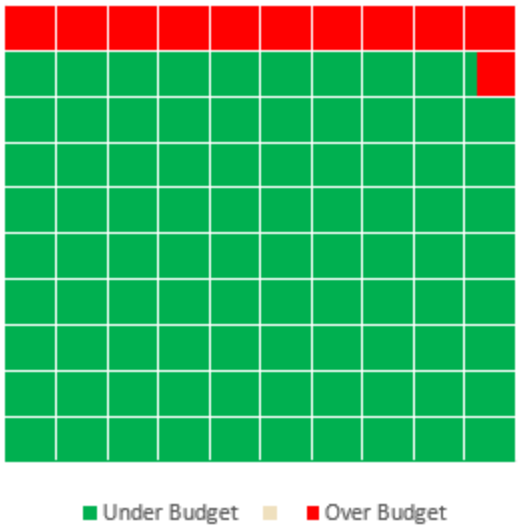
The attached document (6 pages) is a high-level view of the budget without comment.

The following information is a broad review of all general ledger lines and reviews the information on an absolute basis (i.e. an account that is budgeted at $5,000 and is over budget by $5,000 is treated the same as an account that is budgeted at $1,000,000 and over by $5,000 – it is not percentage based).

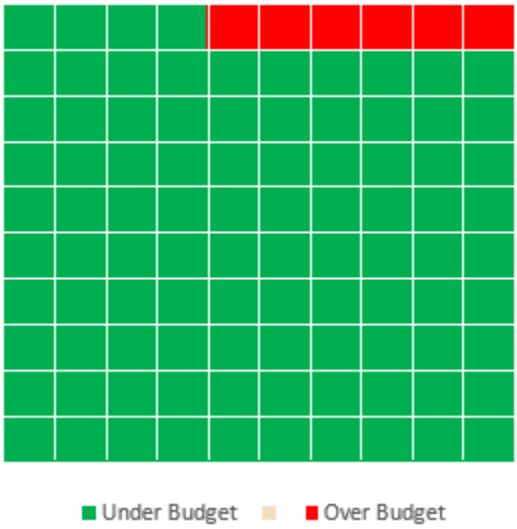
Accounts over-budget (293) vs. under-budget (516)



Accounts overbudget by $5,000 or more (87) vs. rest (722)



Accounts overbudget by $10,000 or more (49) vs. rest (760)



We will focus on those accounts that are $10,000 overbudget

- YE = Year End
- SR = Staff Report
- RT = Reserve Transfer
- MF = Modernization Funding
- o/s = Outstanding

Item	Budget	Actual	Difference	Reason
Glen Walter – Transfer from Reserve	(761,400)	0	(761,400)	YE Item – Surplus or Deficit
Roads - Stone Dust & Salt	350,000	577,094	(227,094)	YE Item – Extra Materials to 2021
Landfill - Capital Purchases	0	223,872	(223,872)	SR – Packer Purchase offset by RT
Administration - Consultant Fees	38,000	143,062	(105,062)	Multiple SR – Projects offset by MF
Water - Shared Salaries and Wages	0	89,074	(89,074)	YE Item – Shared based on formula

Item	Budget	Actual	Difference	Reason
Recreation – Smithfield Park	300,000	384,965	(84,965)	SR – Aware that we were going over
Water – Shared Full Time Benefits	0	75,594	(75,594)	YE item – Shared based on formula
Roads Admin. - Salaries	0	74,367	(74,367)	Review at YE – to reallocate
Glengarry County Archives	0	71,643	(71,643)	SR – Aware that we were going over
Roads Admin. - Holidays & Time Off	0	64,706	(64,706)	Review at YE – to reallocate
County Shared Write-Offs Residential	0	51,092	(51,092)	YE Item - County will absorb this
Plough & Sand - Contracts & Equipment	40,000	89,550	(49,550)	Overbudget
Roads Admin. - Sick Leave & Stat. Holidays	0	30,710	(30,710)	Review at YE – to reallocate
Green Valley - Surplus/Deficit	(28,600)	0	(28,600)	YE Item – Surplus or Deficit
Parks Maintenance – General	0	28,436	(28,436)	Capital item
Champion Grader 1994 – Rental	(30,000)	(2,460)	(27,540)	Book Item – Not a real number
Admin. - Full-Time Benefits	183,000	208,874	(25,874)	Overbudget
Plough & Sand - Full-Time Overtime	0	25,304	(25,304)	Budget is under “Salaries & Wages”
Arena - Cleaning & Sanitary Supplies	10,000	33,490	(23,490)	Offset by COVID-19 Funding
Roads – Buildings and Yards, Salaries & Wages	40,000	63,242	(23,242)	Review for 2021
County RIP Expenses	0	22,965	(22,965)	Made a new GL to separate RIP & CIP
Water – Shared Vehicle & Travel Expense	0	22,517	(22,517)	YE Item – Shared based on formula
Loose-top Resurfacing - Granular Materials	325,000	347,490	(22,490)	Over budget
Water - Shared Insurance	0	18,841	(18,841)	YE Item – Shared based on formula
Ford Tandem 2008 - Rental	(30,000)	(11,382)	(18,618)	Book Item – Not a real number
Freightliner 4 Ton 2002 - Rental	(30,000)	(12,725)	(17,275)	Book Item – Not a real number
Parks Maintenance - Salaries & Wages	40,000	57,230	(17,230)	Redistribution of Activities – COVID-19
Roads Misc. – Twp. Equipment Usage Cost	6,000	22,893	(16,893)	Book Item – Not a real number
Public English School Share W/O Comm	0	16,810	(16,810)	YE Item – School Board will absorb
GMC Volvo Tandem 1999 – Rental	(30,000)	(13,374)	(16,626)	Book Item – Not a real number
Water - Shared Holidays & Time Off	0	16,318	(16,318)	YE Item – Shared based on formula
Roads Admin. - Office Equip & Software	10,000	24,473	(14,473)	Should have transferred 2019 money
Roads Building - Property Maint. & Repairs	20,000	34,454	(14,454)	
County Share W/O Comm	0	13,660	(13,660)	YE – County will absorb
Loose-top Grading - Contracts & Equipment	10,000	23,184	(13,184)	Redistribution of Rds. Main. Efforts
Arena - Property Maint. & Building Repairs	70,000	83,150	(13,150)	Offset by COVID-19 Funding
Water – Shared Full-Time Overtime	0	12,961	(12,961)	YE Item – Shared based on formula
Roads Building - Supplies - Mech, Tools	25,000	37,898	(12,898)	
Water - Shared Consultant Fees	0	12,881	(12,881)	YE item – Shared based on formula
Green Valley	8,000	20,509	(12,509)	COVID-19 Offset + Community Cheque
Arena - Equipment Maintenance & Leases	2,000	14,386	(12,386)	Unbudgeted Truck
Inter. Tandem 2012 – Rental	(30,000)	(17,718)	(12,282)	Book Item – Not a real number
Fire - Part-Time Benefits Expense	31,000	43,134	(12,134)	
Hardtop Shouldering - Salaries & Wages	40,000	51,876	(11,876)	Redistribution of Rds. Main. Efforts
Hardtop Patching - Salaries & Wages	20,000	31,481	(11,481)	Redistribution of Rds. Main. Efforts

Public English School Share W/O Res	0	11,327	(11,327)	YE – School Board will absorb
Fire (P4) Equipment Parts	1,500	12,636	(11,136)	Retiring Old & Parts for New
Lan Property Maintenance & Building Repairs	10,000	20,299	(10,299)	Air Conditioner
Roads – Culverts	50,000	60,119	(10,119)	Needs > Budget

Financial Statement

Statement of Revenues and Expenses (YTD Nov. 30)

For Period Ending 31-Dec-2021

General Fund	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL $ OVER/(UNDER)	2020 BUDGET V. ACTUAL % OF BUDGET	2021 BUDGET
Revenues							
Revenues							
Taxation - Residential & Farm	(20,171,681.00)	(20,171,692.48)	(20,961,902.00)	(20,961,782.68)	119.32	1.00	0.00
Taxation - Commercial	(2,112,791.00)	(2,112,913.31)	(2,240,250.00)	(2,240,507.23)	(257.23)	1.00	0.00
Taxation - Industrial	(1,906,703.00)	(1,906,703.29)	(1,940,794.00)	(1,940,793.85)	0.15	1.00	0.00
Taxation - Other Charges - Street Ligh	(223,000.00)	(219,017.28)	(223,000.00)	(219,843.60)	3,156.40	0.99	(220,000.00)
Taxation - Other Charges - Tile Draina	(32,500.00)	(19,605.74)	(32,500.00)	(18,396.51)	14,103.49	0.57	(20,000.00)
Taxation - Other Charges - Green Valle	(95,000.00)	(106,920.00)	(105,000.00)	(107,460.00)	(2,460.00)	1.02	(105,000.00)
Taxation - Other Charges - Kennedy Wat	(34,000.00)	(35,639.83)	(35,000.00)	(35,639.83)	(639.83)	1.02	(35,000.00)
Taxation - Other Charges - Nesel & Dry	(4,975.00)	(4,975.70)	(4,975.00)	(4,975.70)	(0.70)	1.00	(4,975.00)
Taxation - Supplementary - Residential	(35,000.00)	(126,734.91)	(35,000.00)	(139,447.70)	(104,447.70)	3.98	(35,000.00)
Taxation - Supplementary - Commercial	0.00	(64,771.00)	0.00	(13,726.27)	(13,726.27)	0.00	0.00
Taxation - Supplementary - Industrial	0.00	0.00	0.00	2,103.31	2,103.31	0.00	0.00
Fees & User Charges - Administration	(541,141.00)	(811,802.43)	(515,754.00)	(759,403.84)	(243,649.84)	1.47	(523,300.00)
Fees & User Charges - Building Dept	(229,700.00)	(254,674.98)	(226,700.00)	(245,242.05)	(18,542.05)	1.08	(226,500.00)
Fees & User Charges - Prop. Stnd & Byl	(19,100.00)	(8,570.00)	(17,100.00)	(6,059.10)	11,040.90	0.35	(17,100.00)
Fees & User Charges - Fire Dept	(12,500.00)	(9,414.24)	(8,000.00)	(11,114.13)	(3,114.13)	1.39	(5,000.00)
Fees & User Charges - Roads Dept	(20,000.00)	(3,075.00)	(15,000.00)	(19,962.47)	(4,962.47)	1.33	(15,000.00)
Fees & User Charges - Waste Disposal	(15,300.00)	(17,049.33)	(15,300.00)	(28,288.67)	(12,988.67)	1.85	(15,300.00)
Fees & User Charges - Beaverbrook Site	(40,000.00)	(63,280.00)	(45,000.00)	(41,052.00)	3,948.00	0.91	(45,000.00)
Fees & User Charges - North Lancaster	(37,500.00)	(35,478.92)	(37,500.00)	(49,830.00)	(12,330.00)	1.33	(37,500.00)
Fees & User Charges - Recycling	0.00	0.00	0.00	(8,611.48)	(8,611.48)	0.00	(10,000.00)
Fees & User Charges - Glen Walter Syst	(506,500.00)	(590,670.32)	(536,500.00)	(473,945.49)	62,554.51	0.88	(536,500.00)
Fees & User Charges - Lancaster System	(663,500.00)	(799,481.43)	(758,500.00)	(688,596.60)	69,903.40	0.91	(758,500.00)
Fees & User Charges - Medical Centre	(33,000.00)	(32,475.21)	(33,000.00)	(27,863.00)	5,137.00	0.84	(33,000.00)
Fees & User Charges - Ambulance Bay	(16,800.00)	(18,200.00)	(16,800.00)	(15,400.00)	1,400.00	0.92	(16,800.00)
Fees & User Charges - Recreation	(1,000.00)	(1,065.08)	(500.00)	(2,000.00)	(1,500.00)	4.00	(1,000.00)
Fees & User Charges - Recreation Progr	(44,000.00)	(47,616.30)	(44,000.00)	1,167.84	45,167.84	(0.03)	(44,000.00)
Fees & User Charges - Char-Lan Rec. Ce	(215,000.00)	(255,437.05)	(214,000.00)	(96,233.87)	117,766.13	0.45	(214,000.00)
Fees & User Charges - Martintown Comm.	(6,200.00)	(8,449.50)	(6,200.00)	(18,591.25)	(12,391.25)	3.00	(6,200.00)
Fees & User Charges - GVCC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - NLCC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - Ball Fields	(3,000.00)	(1,504.24)	(3,000.00)	(282.75)	2,717.25	0.09	(1,000.00)
Misc Revenue - Peanut Line	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fees & User Charges - Planning Dept	(34,000.00)	(35,650.00)	(33,000.00)	(42,950.00)	(9,950.00)	1.30	(33,000.00)
Fees & User Charges - Economic Develop	(8,000.00)	(74,503.84)	(58,000.00)	(24,421.60)	33,578.40	0.42	(58,000.00)
Fees & User Charges - Tile Drainage	0.00	0.00	0.00	(18,843.53)	(18,843.53)	0.00	0.00
Revenue from Other Municipalities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payments in Lieu	(145,150.00)	(148,997.06)	(145,150.00)	(384,782.34)	(239,632.34)	2.65	(145,150.00)
Ontario Grants	(1,494,000.00)	(2,164,816.79)	(1,503,352.00)	(1,369,744.44)	133,607.56	0.91	(1,513,800.00)
Canada Grants	(15,400.00)	(48,246.50)	(15,500.00)	(28,280.75)	(12,780.75)	1.82	(20,000.00)
Transfers from Reserves	(2,347,181.00)	(1,271,286.17)	(4,972,000.00)	(1,412,230.61)	3,559,769.39	0.28	(3,996,000.00)
Gains on Sale of Assets - PSAB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	**(31,063,622.00)**	**(31,470,717.93)**	**(34,798,277.00)**	**(31,453,032.19)**	**3,345,244.81**	**0.90**	**(8,691,625.00)**

Financial Statement

Statement of Revenue and Expenses (YTD Nov. 30)

For Period Ending 31-Dec-2021

General Fund	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL $ OVER/(UNDER)	2020 BUDGET V. ACTUAL % OF BUDGET	2021 BUDGET
Expenses							
Expenses							
General Government - Legislative	167,500.00	176,992.04	165,500.00	137,882.68	(27,617.32)	0.83	155,000.00
General Government - Administration	1,360,400.00	1,739,874.52	1,390,600.00	1,300,610.49	(89,989.51)	0.94	1,291,600.00
General Government - Legion	27,800.00	21,578.18	27,900.00	14,265.00	(13,635.00)	0.51	27,900.00
General Government - Celtic Music Hall	6,000.00	6,974.32	6,500.00	4,751.61	(1,748.39)	0.73	26,500.00
General Government - Lancaster Library	13,600.00	16,280.86	13,600.00	5,974.09	(7,625.91)	0.44	13,600.00
General Government - Special Projects	14,500.00	15,400.00	14,000.00	14,000.00	0.00	1.00	14,000.00
General Government - Grants to Others	52,000.00	34,608.37	75,500.00	51,744.17	(23,755.83)	0.69	57,500.00
Glengarry County Archives	21,000.00	93,830.27	56,000.00	81,854.90	25,854.90	1.46	21,000.00
Tax Write Off - Residential & Farm	45,000.00	127,200.09	45,000.00	107,957.81	62,957.81	2.40	45,000.00
Tax Write Off - Commercial	15,000.00	30,224.73	15,000.00	43,009.48	28,009.48	2.87	15,000.00
Tax Write Off - Industrial	2,000.00	114.97	2,000.00	11,239.47	9,239.47	5.62	2,000.00
Building Inspection Dept	511,950.00	439,003.58	436,850.00	345,708.40	(91,141.60)	0.79	433,550.00
Raisin Region Conservation Authority	123,000.00	122,025.09	130,000.00	127,952.00	(2,048.00)	0.98	137,000.00
Property Standards & By-Law Enforcemen	107,830.00	33,128.06	107,500.00	67,805.59	(39,694.41)	0.63	101,350.00
Line Fence Act Expenses	0.00	100.12	250.00	0.00	(250.00)	0.00	0.00
Emergency Management Co-ordinator	17,550.00	12,027.12	17,860.00	7,392.53	(10,467.47)	0.41	15,500.00
Fire - Administration	1,472,300.00	1,435,343.80	2,058,200.00	1,386,722.06	(671,477.94)	0.67	1,943,000.00
Fire - Stn 1 - Glen Walter	85,800.00	60,446.15	74,300.00	45,150.82	(29,149.18)	0.61	59,500.00
Fire - Stn 2 - Martintown	69,500.00	51,913.01	68,000.00	52,266.62	(15,733.38)	0.77	57,000.00
Fire - Stn 3 - Williamstown	61,500.00	48,828.35	61,000.00	50,654.28	(10,345.72)	0.83	51,800.00
Fire - Stn 4 - Lancaster	71,500.00	64,220.99	66,000.00	54,223.34	(11,776.66)	0.82	64,000.00
Fire - Stn 5 - North Lancaster	67,500.00	49,578.75	63,000.00	54,953.46	(8,046.54)	0.87	60,000.00
Fire - Training Facilities	1,000.00	0.00	5,000.00	0.00	(5,000.00)	0.00	0.00
2018 (1) Spartan Pumper	4,750.00	7,311.88	3,500.00	2,094.83	(1,405.17)	0.60	3,500.00
1997 (2) GMC Pumper	4,750.00	5,032.27	7,500.00	2,955.22	(4,544.78)	0.39	5,000.00
1997 (3) GMC Pumper	4,750.00	3,861.72	4,500.00	2,372.20	(2,127.80)	0.53	4,500.00
1996 (4) Freightliner Pumper	4,750.00	6,653.84	4,500.00	18,764.95	14,264.95	4.17	3,500.00
2001 (5) GMC Pumper	5,250.00	5,995.86	4,500.00	2,974.13	(1,525.87)	0.66	3,500.00
1997 (1) GMC Tanker	4,250.00	1,460.11	4,500.00	1,611.57	(2,888.43)	0.36	3,500.00
2015 (2) Int. Tanker	4,250.00	1,820.59	3,000.00	1,329.17	(1,670.83)	0.44	3,000.00
1996 (3) GMC Tanker	4,250.00	1,434.94	4,500.00	1,639.62	(2,860.38)	0.36	3,500.00
2017 (4) Int. Tanker	4,250.00	1,709.35	3,000.00	2,857.01	(142.99)	0.95	3,000.00
2016 (5) Int. Tanker	4,250.00	3,912.58	3,000.00	2,995.20	(4.80)	1.00	3,000.00
1993 (1) Int. Rescue	4,750.00	581.40	4,500.00	1,652.35	(2,847.65)	0.37	4,500.00
2000 (2) Ford Ambulance	4,750.00	1,213.86	4,500.00	2,129.70	(2,370.30)	0.47	3,000.00
2014 (4) Spartan Rescue	5,750.00	3,495.51	4,500.00	1,778.53	(2,721.47)	0.40	4,000.00
2000 (5) Ford Ambulance	4,750.00	255.72	4,500.00	47.94	(4,452.06)	0.01	3,000.00
2014 (Chief) GMC Pickup	7,100.00	10,461.49	6,500.00	4,615.67	(1,884.33)	0.71	7,000.00
Auxilary Vehicles (3)	1,000.00	1,715.63	4,000.00	729.95	(3,270.05)	0.18	3,000.00
Spare (X) Fire Fleet Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Street Lights	138,000.00	219,017.28	223,000.00	107,720.22	(115,279.78)	0.48	220,000.00
Airport	17,220.00	21,709.52	24,200.00	21,049.10	(3,150.90)	0.87	23,500.00
Roads - Administration	928,000.00	839,091.67	845,000.00	775,456.49	(69,543.51)	0.92	865,500.00

Financial Statement

Statement of Revenue and Expenses (YTD Nov. 30)

For Period Ending 31-Dec-2021

General Fund	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL $ OVER/(UNDER)	2020 BUDGET V. ACTUAL % OF BUDGET	2021 BUDGET
Roads - Buildings & Yards	1,610,000.00	1,591,844.19	1,460,000.00	183,327.84	(1,276,672.16)	0.13	1,477,000.00
Roads - Patrol	30,000.00	52,441.99	45,000.00	18,395.79	(26,604.21)	0.41	28,000.00
Roadside Maintenance - Mowing	154,000.00	178,222.41	140,000.00	137,107.60	(2,892.40)	0.98	130,000.00
Roadside Maintenance - Ditching & Drai	50,000.00	126,239.08	75,000.00	25,740.20	(49,259.80)	0.34	83,000.00
Roadside Maintenance - Brushing	90,000.00	118,394.79	105,000.00	94,651.50	(10,348.50)	0.90	86,000.00
Roadside Maintenance - Debris & Litter	30,000.00	21,772.08	30,000.00	20,654.32	(9,345.68)	0.69	25,000.00
Roads - Culverts Maintenance & Replace	108,000.00	164,174.33	115,000.00	131,640.33	16,640.33	1.14	134,000.00
Roads - Hardtop Patching	100,000.00	130,467.19	105,000.00	119,875.38	14,875.38	1.14	109,000.00
Roads - Hardtop Sweeping	20,000.00	22,554.08	22,000.00	26,635.73	4,635.73	1.21	23,500.00
Roads - Hardtop Shouldering	48,000.00	32,855.71	53,000.00	41,550.33	(11,449.67)	0.78	39,500.00
Roads - Hardtop Crack Sealing	0.00	0.00	20,000.00	0.00	(20,000.00)	0.00	0.00
Roads - Hardtop Line Painting	20,000.00	16,680.51	20,000.00	16,345.82	(3,654.18)	0.82	18,000.00
Roads - Sidewalk Maintenance	10,000.00	2,019.94	10,000.00	0.00	(10,000.00)	0.00	5,000.00
Roads - Loosetop Grading	130,000.00	136,731.59	130,000.00	135,652.91	5,652.91	1.04	122,000.00
Roads - Loosetop Dust Control	150,000.00	161,425.54	165,000.00	157,158.39	(7,841.61)	0.95	154,000.00
Roads - Loosetop Resurfacing	440,000.00	471,809.70	395,000.00	423,635.06	28,635.06	1.07	397,000.00
Roads - Signs & Safety Devices	45,000.00	55,288.86	45,000.00	62,017.97	17,017.97	1.38	55,000.00
Roads - Guiderails	23,500.00	22,896.02	25,000.00	317.87	(24,682.13)	0.01	25,000.00
Roads - Railway Crossings	30,000.00	27,343.91	30,000.00	28,110.52	(1,889.48)	0.94	29,000.00
Rds & Rec Community Services	1,500.00	2,339.85	1,500.00	37.26	(1,462.74)	0.02	1,500.00
Roads - Miscellaneous	12,000.00	28,607.37	16,000.00	38,423.46	22,423.46	2.40	30,800.00
Roads - Winter Control - Plowing & San	765,000.00	813,899.05	820,000.00	918,103.77	98,103.77	1.12	850,000.00
Roads - Winter Control - Ice Blading	22,000.00	13,207.62	22,000.00	12,858.04	(9,141.96)	0.58	22,500.00
Roads - Sidewalks - Snow Removal	58,000.00	58,201.06	56,000.00	31,223.97	(24,776.03)	0.56	46,000.00
Roads - Winter Control - Flood Control	10,000.00	19,542.74	15,000.00	8,315.22	(6,684.78)	0.55	14,000.00
Roads - Maple Road	0.00	0.00	195,000.00	160,246.63	(34,753.37)	0.82	0.00
Cedar Grove Road	0.00	0.00	250,000.00	242,641.03	(7,358.97)	0.97	0.00
67th Ave/2nd Line Road	0.00	0.00	27,000.00	11,728.58	(15,271.42)	0.43	0.00
Repository of Past Roads Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Conc 3 Bridge	0.00	152.64	0.00	0.00	0.00	0.00	143,000.00
Beaupre Rd (2.56km) 2x Surf Treat & Pa	135,000.00	163,366.07	0.00	229.68	229.68	0.00	750,000.00
3rd Line Rd Bridg (SN 30001) - Evaluat	0.00	0.00	100,000.00	80,561.72	(19,438.28)	0.81	0.00
2nd Line Bridge (SN 33043) - Design	35,000.00	26,457.63	0.00	4,843.78	4,843.78	0.00	330,000.00
Loyalist Road - Surface Treat (2.75km)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
St. Mary's Street	0.00	0.00	26,500.00	26,482.01	(17.99)	1.00	0.00
Street Rd. - 2xSurface Treat (5.79km)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nine Mile Rd - 2xSurface Treat (X.XXkm	0.00	71,082.42	0.00	653.81	653.81	0.00	0.00
William Street (0.68km) - Reconstructi	25,000.00	23,146.83	1,200,000.00	871,525.12	(328,474.88)	0.73	0.00
Purcell Road (0.70km) - Pad & Overlay	75,000.00	82,686.08	0.00	0.00	0.00	0.00	35,000.00
Kraft Road (0.40km) - Pulverize & Pave	50,000.00	14,241.68	0.00	31.19	31.19	0.00	199,000.00
Cashion Rd - Bridge (SN0011)	0.00	0.00	0.00	0.00	0.00	0.00	75,500.00
Frog Hollow (3.72km) 2xSurf Treat & Pa	155,000.00	201,153.51	0.00	276.35	276.35	0.00	40,000.00
Roads - Equipment Purchases & Reserves	265,000.00	262,814.86	480,000.00	230,000.00	(250,000.00)	0.48	380,000.00
Water Reserve Upgrades - Boundary Rd	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Roads - Miscellaneous Construction	25,000.00	78,426.42	10,000.00	3,335.23	(6,664.77)	0.33	10,000.00

Financial Statement

Statement of Revenue and Expenses (YTD Nov. 30)

For Period Ending 31-Dec-2021

General Fund	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL $ OVER/(UNDER)	2020 BUDGET V. ACTUAL % OF BUDGET	2021 BUDGET
Rd Eqp. Maint. - 10 Cat Grader	49,000.00	95,886.71	52,000.00	20,229.17	(31,770.83)	0.39	44,000.00
Rd Eqp. Maint. - 94 Champion Grader	30,500.00	10,858.61	16,500.00	1,694.52	(14,805.48)	0.10	10,000.00
Rd Eqp. Maint. - 09 1T Dodge (NL)	21,000.00	8,312.84	19,000.00	1,675.71	(17,324.29)	0.09	10,500.00
Rd Eqp. Maint. - REC&RDS - 02 FL- 4 To	23,500.00	24,722.61	23,500.00	11,803.14	(11,696.86)	0.50	34,500.00
Rec Eqp. Maint. - 06 GMC 1 Ton (Will)	14,000.00	10,768.59	14,000.00	6,815.95	(7,184.05)	0.49	13,000.00
Rd Eqp. Maint.- 17 JD Tractor (Lease)	27,500.00	57,244.01	27,500.00	39,751.70	12,251.70	1.45	40,500.00
Rd Eqp. Maint. - 93 - 955 Tractr (Rec)	3,200.00	2,069.64	0.00	40.70	40.70	0.00	0.00
Rd Eqp. Maint. - 16 Inter Tandem	18,000.00	22,959.60	16,000.00	10,789.34	(5,210.66)	0.67	16,000.00
Rd Eqp. Maint. - 02 Inter Tandem	35,000.00	44,721.89	27,000.00	9,677.38	(17,322.62)	0.36	20,000.00
Rd Eqp. Maint. - 13 Mack Tndm (R Blade	34,000.00	18,994.93	32,000.00	31,110.30	(889.70)	0.97	29,000.00
Rd Eqp. Maint. - 08 Ford Tndm (Shoulde	41,000.00	44,755.52	30,000.00	24,003.38	(5,996.62)	0.80	32,000.00
Rd Eqp. Maint. - 99 Volvo Tndm (Should	39,000.00	38,447.84	36,000.00	9,497.42	(26,502.58)	0.26	16,000.00
Rd Eqp. Maint. - 04 Inter Tndm (R Blad	31,000.00	20,561.21	29,000.00	22,074.33	(6,925.67)	0.76	28,000.00
Rd Eqp. Maint. - 11 Inter Tandem	26,000.00	36,957.76	28,000.00	19,361.18	(8,638.82)	0.69	29,000.00
Rd Eqp. Maint. - 10 Inter Tndm (H20 Tn	41,000.00	52,497.66	40,000.00	33,048.99	(6,951.01)	0.83	40,000.00
Rd Eqp. Maint. - 12 Chev 1T (Rec)	8,000.00	6,891.00	10,500.00	3,169.08	(7,330.92)	0.30	10,500.00
Rd Eqp. Maint. - 19 Chev Slvrado (Rds)	0.00	7,845.01	10,000.00	3,801.73	(6,198.27)	0.38	7,500.00
Rd Eqp. Maint. - 08 GMC PU (Lead Hand)	16,000.00	13,070.85	16,000.00	8,482.89	(7,517.11)	0.53	6,500.00
Rd Eqp. Maint. - 09 GMC PU (Rec)	17,500.00	13,318.36	15,500.00	3,164.65	(12,335.35)	0.20	12,500.00
Rd Eqp. Maint. - 2010 Chev Slvrado (Re	17,500.00	11,592.53	16,500.00	7,321.17	(9,178.83)	0.44	12,500.00
Rd Eqp. Maint. - 2003 Cat Backhoe	29,500.00	17,530.46	29,000.00	19,301.67	(9,698.33)	0.67	25,000.00
Rd Eqp. Maint. - BUIDLING-13 Silverado	1,700.00	1,605.59	3,200.00	1,228.82	(1,971.18)	0.38	3,200.00
Dump Eqp. Maint. - Compactor (Lndfill)	0.00	709.58	6,000.00	3,854.98	(2,145.02)	0.64	3,000.00
Rd Eqp. Maint. - 2018 Inter Tandem	21,000.00	25,506.04	19,000.00	1,705.06	(17,294.94)	0.09	15,000.00
Rds Equip. Maint. - 2016 Tractless	22,500.00	32,312.26	29,500.00	12,562.83	(16,937.17)	0.43	29,500.00
Rds Equip. Maint. - Misc. Equipment Re	66,500.00	68,276.38	57,000.00	55,093.07	(1,906.93)	0.97	67,000.00
Rds Equip. Rental - Cat Grader #1 2010	(80,000.00)	(78,813.00)	(80,000.00)	(72,210.00)	7,790.00	0.90	(80,000.00)
Rds Equip. Rental - Champ Grader 1994	(40,000.00)	(28,776.00)	(30,000.00)	(2,460.00)	27,540.00	0.08	(30,000.00)
Rds Equip. Rental - Dodge 1 Ton 2009	(30,000.00)	(28,386.00)	(30,000.00)	(33,151.50)	(3,151.50)	1.11	(35,000.00)
Rds Equip. Rental - Freightliner 4 Ton	(30,000.00)	(41,035.00)	(30,000.00)	(12,725.00)	17,275.00	0.42	(30,000.00)
Rds Equip. Rental - New Holland Tracto	(30,000.00)	(44,814.00)	(35,000.00)	(37,956.00)	(2,956.00)	1.08	(40,000.00)
Rds Equip. Rental - 955 Tractor 1993	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rds Equip. Rental - Inter. Single Axle	(40,000.00)	(46,419.00)	(40,000.00)	(40,908.00)	(908.00)	1.02	(46,000.00)
Rds Equip. Rental - Inter Tandem 2002	(45,000.00)	(33,453.00)	(30,000.00)	(23,214.00)	6,786.00	0.77	(30,000.00)
Rds Equip. Rental - Inter Tandem 1994	(35,000.00)	(30,861.00)	(35,000.00)	(29,406.00)	5,594.00	0.84	(35,000.00)
Rds Equip. Rental - Ford Tandem 2008	(30,000.00)	(32,586.00)	(30,000.00)	(11,382.00)	18,618.00	0.38	(30,000.00)
Rds Equip. Rental - Volvo Tandem 1999	(30,000.00)	(35,211.00)	(30,000.00)	(13,374.00)	16,626.00	0.45	(30,000.00)
Rds Equip. Rental - Inter Tandem 2004	(20,000.00)	(35,256.00)	(25,000.00)	(30,084.00)	(5,084.00)	1.20	(30,000.00)
Rds Equip. Rental - Inter Tandem 2012	(35,000.00)	(32,610.00)	(30,000.00)	(17,718.00)	12,282.00	0.59	(30,000.00)
Rds Equip. Rental - Inter Tandem 2010	(50,000.00)	(44,125.25)	(50,000.00)	(47,216.00)	2,784.00	0.94	(50,000.00)
Rds Equip Rental - GMC Pickup 2008	0.00	0.00	0.00	(4,385.00)	(4,385.00)	0.00	0.00
Rds Equip Rental - Ford 1 Ton 1994	0.00	0.00	0.00	(5,345.00)	(5,345.00)	0.00	0.00
Rds Equip. Rental - Cat Backhoe 2003	(25,000.00)	(39,906.00)	(30,000.00)	(45,180.00)	(15,180.00)	1.51	(45,000.00)
Rds Equip. Rental - Tractless Tractor	(60,000.00)	(76,761.00)	(60,000.00)	(64,470.00)	(4,470.00)	1.07	(65,000.00)
Garbage Collection	490,000.00	499,960.35	490,000.00	424,163.33	(65,836.67)	0.87	500,000.00

Financial Statement

Statement of Revenue and Expenses (YTD Nov. 30)

For Period Ending 31-Dec-2021

General Fund	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL $ OVER/(UNDER)	2020 BUDGET V. ACTUAL % OF BUDGET	2021 BUDGET
Garbage Disposal - Landfill Sites Gene	181,800.00	178,839.16	178,800.00	169,690.72	(9,109.28)	0.95	181,400.00
Beaverbrook Landfill Site	129,500.00	180,651.01	132,000.00	333,631.97	201,631.97	2.53	130,500.00
North Lancaster Landfill Site	138,000.00	155,763.38	135,000.00	116,375.97	(18,624.03)	0.86	148,000.00
Recycling	310,000.00	312,363.96	495,000.00	429,736.73	(65,263.27)	0.87	490,000.00
County Rd 27 Landfill Site	2,500.00	0.00	2,500.00	4,913.97	2,413.97	1.97	2,000.00
Environmental Cleanups	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Ponds - Richmond Rd.	3,000.00	0.00	3,000.00	4,473.28	1,473.28	1.49	3,000.00
Fire Protection Ponds - Hay Rd.	8,000.00	11,349.47	15,000.00	4,097.58	(10,902.42)	0.27	15,000.00
Water/Sewer Plants Sharable Operations	0.00	(6,472.47)	0.00	285,081.90	285,081.90	0.00	0.00
Glen Walter Water/Sewers	1,248,781.00	589,092.99	1,400,500.00	360,462.30	(1,040,037.70)	0.26	1,366,500.00
Lancaster/South Lancaster Water/Sewers	663,500.00	798,491.67	758,500.00	179,698.38	(578,801.62)	0.24	758,500.00
Green Valley Sewers	95,000.00	106,697.44	105,000.00	30,812.01	(74,187.99)	0.29	105,000.00
Kennedy Redwood Subdivision Water	34,000.00	35,184.05	35,000.00	27,365.04	(7,634.96)	0.78	35,000.00
Regional Water Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lan-Char Medical Centre	51,500.00	49,646.19	46,000.00	55,946.23	9,946.23	1.22	47,700.00
Ambulance Lancaster Base	16,800.00	16,800.00	16,800.00	20,492.57	3,692.57	1.22	16,800.00
Recreation - Administration - General	430,190.00	450,538.34	503,800.00	396,888.01	(106,911.99)	0.79	588,700.00
Recreation Levy to Others	0.00	50,000.00	50,000.00	50,000.00	0.00	1.00	50,000.00
Recreation Programs	68,100.00	55,631.79	67,100.00	10,035.84	(57,064.16)	0.15	64,600.00
Char-Lan Community Centre	738,100.00	790,431.73	991,100.00	950,319.57	(40,780.43)	0.96	563,700.00
Martintown Community Centre	46,100.00	52,764.23	83,200.00	79,736.03	(3,463.97)	0.96	43,200.00
Green Valley Community Centre	16,500.00	13,973.55	20,800.00	32,330.30	11,530.30	1.55	24,800.00
North Lancaster Optimist Comm. Centre	10,000.00	11,790.42	11,000.00	13,218.34	2,218.34	1.20	10,000.00
Nor'westers Museum	46,000.00	94,834.21	108,000.00	71,764.72	(36,235.28)	0.66	102,000.00
Parks Maintenance - General Admin	68,000.00	69,228.67	83,000.00	108,202.01	25,202.01	1.30	103,000.00
Danaher Park	9,000.00	8,928.34	9,000.00	13,523.51	4,523.51	1.50	11,500.00
North Lancaster Park	10,500.00	9,716.87	10,500.00	9,144.64	(1,355.36)	0.87	11,000.00
Smithfield Park	261,000.00	247,839.63	324,000.00	399,621.91	75,621.91	1.23	26,000.00
Empey Poirier Park	4,500.00	3,304.59	4,500.00	4,929.04	429.04	1.10	5,000.00
Martintown Community Park	5,000.00	9,781.04	4,500.00	5,908.96	1,408.96	1.31	12,000.00
Paul Rozon Park	26,000.00	37,748.87	31,000.00	34,336.33	3,336.33	1.11	51,700.00
Glen Walter Park	21,000.00	19,826.64	20,000.00	22,333.99	2,333.99	1.12	30,500.00
Charlottenburgh Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00
South Lancaster Wharf	8,000.00	6,523.43	8,000.00	5,503.27	(2,496.73)	0.69	8,500.00
Peanut Line Trail	29,500.00	44,278.45	114,000.00	31,099.10	(82,900.90)	0.27	129,500.00
Cairnview Park	10,000.00	0.00	10,000.00	0.00	(10,000.00)	0.00	10,500.00
Planning & Zoning	322,300.00	314,356.82	236,700.00	169,641.24	(67,058.76)	0.72	207,000.00
Economic Development	288,350.00	216,633.31	318,900.00	98,747.23	(220,152.77)	0.31	263,350.00
Municipal Drains	61,000.00	60,149.98	77,000.00	58,444.50	(18,555.50)	0.76	70,000.00
Tile Drainage	32,500.00	45,220.65	32,500.00	36,450.16	3,950.16	1.12	20,000.00
United Counties Levy	10,680,696.00	10,693,070.23	11,279,833.00	11,279,905.00	72.00	1.00	0.00
School Board Levy - Upper Canada Distr	2,387,072.00	2,390,163.22	2,407,087.00	2,407,087.00	0.00	1.00	0.00
School Board Levy - Ecole Pub. Est Ont	236,953.00	238,465.46	245,558.00	245,558.00	0.00	1.00	0.00
School Board Levy - Catholic Bd. East	740,990.00	745,269.61	737,688.00	737,687.00	(1.00)	1.00	0.00
School Board Levy - Ecole Catholique E	886,940.00	893,559.08	886,951.00	886,951.00	0.00	1.00	0.00

Financial Statement

Statement of Revenue and Expenses (YTD Nov. 30)

For Period Ending 31-Dec-2021

General Fund	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2020 BUDGET V. ACTUAL $ OVER/(UNDER)	2020 BUDGET V. ACTUAL % OF BUDGET	2021 BUDGET
Change in Capital Assets - PSAB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenses	**31,063,622.00**	**31,470,717.93**	**34,798,277.00**	**29,661,610.40**	**(5,136,666.60)**	**0.85**	**17,783,250.00**
Total General Fund	**0.00**	**0.00**	**0.00**	**(1,791,421.79)**	**(1,791,421.79)**	**0.00**	**9,091,625.00**

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: December 7, 2020

SUBJECT: Direct Costs Related to COVID-19 (as of December 4, 2020)

PREPARED BY: L. McDonald, Treasurer

Please find below the direct costs related to Covid-19.

Row Labels	Sum of Net HST
Community	2,982.79
Corporate	17,663.60
Fire	6,145.92
Recreation	104,755.30
Roads	2,444.14
Water	156.88
Grand Total	**134,148.62**

Please note there are significant revenues that are absent from a usual year. Most material is ice rentals, then other recreation and administration charges and user fees.

November 24, 2020

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

Paul Miller
M.P.P. Hamilton East-Stoney Creek
289 Queenston Road
Hamilton, Ontario L8K 1H2

Andrea Horwath
Opposition Party Leader
New Democratic Party of Ontario
M.P.P Hamilton Centre
20 Hughson St. S., Suite 200
Hamilton ON L8N 2A1

Donna Skelly
M.P.P. Flamborough-Glanbrook
2000 Garth Street, Suite 104
Hamilton, ON L9B 0C1

Monique Taylor
M.P.P. Hamilton Mountain
2-555 Concession Street
(Royal Bank Building)
Hamilton, Ontario L8V 1G2

Sandy Shaw
M.P.P. Hamilton West-Ancaster-Dundas
177 King Street West
Dundas, ON L9H 1V3

Dear Premier Ford and Members of Provincial Parliament,

At its meeting of November 11, 2020, Hamilton City Council approved Item 8 of the General Issues Committee Report 20-018, which reads as follows:

9. Temporary Cap on Food Delivery Service Charges (Item 10.1)

WHEREAS, the restaurant industry plays a crucial role in the City's economy, as well as the livelihoods of residents, families and communities;

WHEREAS, the restaurant industry has been severely impacted throughout the COVID-19 pandemic, particularly due to substantially decreased indoor dining;

WHEREAS, restaurant owners have become increasingly dependent on delivery and take-out services for the viability of their businesses;

WHEREAS, restaurants are under pressure from high commission fees being charged by the major food delivery service apps;

WHEREAS, major cities throughout the United States have implemented temporary caps on the fees charged by food delivery service apps, as an option to assist the restaurant industry throughout the COVID-19 pandemic; and,

WHEREAS, the City of Hamilton does not have the authority to regulate food delivery service company fees or cap the fees that they charge;

THEREFORE, BE IT RESOLVED:

(a) That the Mayor correspond with the Premier of Ontario, and local Members of Provincial Parliament to ask that the Province implement a temporary cap on commissions for food service delivery companies; and,

(b) That a copy of that request be sent to other municipalities in Ontario and the Association of Municipalities of Ontario for their endorsement.

Therefore, the City of Hamilton respectfully requests your timely consideration to this matter.

Sincerely,

Fred Eisenberger
Mayor

Copied: Municipalities of Ontario
Association of Municipalities of Ontario

THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN

December 14, 2020

Honourable Steve Clark
Office of the Minister
Minister of Municipal Affairs and Housing
777 Bay Street, 17th Floor
Toronto, ON M7A 2J3

Dear Honourable Clark:

There have been numerous announcements of available grants for municipalities. We acknowledge and are very appreciative of the opportunity to apply for these grants. For small municipalities with few employees, the turn around time for applications is very short and restrictive.

We would like to request that the application deadline on any further grants have a longer turn around time.

A copy of Resolution 2020-257 is attached. Your consideration and support of this resolution would be greatly appreciated.

Sincerely,

Barbara Knauth
Deputy Clerk Treasurer

Cc: Association of Municipalities of Ontario (A.M.O.)
Federation of Northern Ontario Municipalities (F.O.N.O.M.)
All Municipalities in Ontario

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THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN
P.O. Box 177, Matachewan, Ontario P0K 1M0

DATE: November 25, 2020

RESOLUTION #: 2020-267

Moved by: Nelson A Gobeil

Seconded by: Guy Dubé

WHEREAS we have been getting numerous announcements of available grants; and

WHEREAS we are very appreciative of the opportunity to apply for these grants; however, the turn around time for applications is very short and restrictive for small municipalities with few employees;

NOW THEREFORE we, the Corporation of the Township of Matachewan, send a letter to the Hon. Steve Clarke, Minister of Municipal Affairs and Housing acknowledging the appreciation of the grants but requesting that the application deadline on any further grants have a longer turn around time; and

FURTHER THAT a copy of this resolution be forwarded to A.M.O., F.O.N.O.M. and all municipalities in Ontario.

		COUNCILLOR	YEA	NAY	PID
CARRIED	✓	Ms. A. Commando-Dubé Mayor			
AMENDED		Mr. N. Costello Mayor			
DEFEATED		Mr. G. Dubé Councillor			
TABLED		Ms. S. Ruck Councillor			
		Mr. A. Durand Councillor			

Anne Commando-Dubé
Mayor

Janet Gore
Clerk

Certified to be a true copy of the original.

SWM
SOUTHWEST MIDDLESEX

Municipality of Southwest Middlesex

December 7, 2020

Please be advised that the Council of Southwest Middlesex passed the following resolution at it's November 25, 2020 Council meeting:

Drainage Matters: CN Rail

Moved by Councillor McGill
Seconded by Councillor Vink

"WHEREAS municipalities are facilitators of the provincial process under the *Drainage Act* providing land owners to enter into agreements to construct or improve drains, and for the democratic procedure for the construction, improvement and maintenance of drainage works; and

WHEREAS municipal drain infrastructure and railway track infrastructure intersect in many areas in Ontario; and

WHEREAS coordination with national railways is required for the construction or improvement of drains that benefit or intersect with national railways; and

WHEREAS the national railways have historically participated in the process for construction, improvement and maintenance of drainage works; and

WHEREAS currently municipalities are experiencing a lack of coordination with national railways on drainage projects; and

WHEREAS the lack of coordination is resulting in projects being significantly delayed or cancelled within a year; and

WHEREAS municipal drains remove excess water to support public and private infrastructure and agricultural operations;

THEREFORE be it resolved that the Province of Ontario work with the Federal Minister of Transportation to address concerns regarding municipal drainage matters and need for coordination with the national railways; and

THAT Council circulate the resolution to the Provincial Ministers of Agriculture, Food, and Rural Affairs, and Municipal Affairs and Housing, and the Federal Minister of Transportation, the local MP and MPP, the Association of Municipalities of Ontario, and all municipalities."

Municipality of Southwest Middlesex Resolution #2020-274 Carried

Sincerely.

Jillene Bellchamber-Glazier
CAO-Clerk

Cc: The Honorable Marc Gardeau, Minister of Transport
The Honorable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
Monte McNaughton, MPP Lambton-Middlesex-London
Lianne Rood, MP Lambton-Kent-Middlesex
The Association of Municipalities of Ontario
All Ontario Municipalities

Corporation of the Town of Carleton Place

175 Bridge Street, Carleton Place, ON, K7C 2V8, Phone: (613) 257-6200 Fax (613) 257-8170

December 14, 2020

The Honourable Ahmed Hussen
Minister of Families, Children and Social Development
48 Rosemount Avenue
Unit B
York, Ontario
M9N 3B3

VIA EMAIL

Dear Honourable Minister:

At the December 8th, 2020 session of The Town of Carleton Place Council, Resolution 1-132-10 was adopted as follows:

WHEREAS the COVID-19 pandemic has negatively impacted childcare options for nearly every family in our community and has profoundly increased the cost to operate safe childcare forcing childcare spaces or centres to close.

AND WHEREAS Ontario has among the highest average childcare fees of any Canadian province and while costs vary regionally for licensed childcare, families are paying between $9,000 and $20,000+ per year for each child and these costs continue to rise steadily which makes passing the associated COVID-19 costs to families not possible;

AND WHEREAS a 2012 study identified that in Ontario, public investment in the early years and childcare has a ripple effect in positive economic benefits resulting in an economic output of $2.27 for every dollar invested in childcare;

AND WHEREAS the economic recovery of Carleton Place, Lanark County and Ontario is dependent on families having access to safe, reliable, and affordable childcare that incorporates early learning principles;

AND WHEREAS we are committed to working with the provincial government and childcare service mangers to deliver positive and affordable options for our families;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Town of Carleton Place request the Government of Ontario:
   a. prioritize children and childcare as part of its overall post pandemic recovery plan;

b. develop, adequately fund and release publicly a comprehensive plan that can support facilities through the provision of licensed childcare and early learning education; and

c. provide increased funding to childcare providers reflective of COVID-19 operating cost increases to ensure a safe reopening and long-term sustainability for the sector; and

2. this resolution be circulated to all municipalities in Ontario, Randy Hillier MPP, Scott Reid, MP, the Federal Minister of Families, Children and Social Development and the provincial Minister of Education.

CARRIED

We look forward to hearing back from you with respect to any opportunities for funding to ensure the long-term sustainability of the childcare services sector.

Sincerely,

Stacey Blair
Town Clerk
sblair@carletonplace.ca

cc. Federal Minister of Families, Children and Social Development
Provincial Minister of Education
MP Scott Reid
MPP Randy Hillier
All municipalities within the Province of Ontario

November 24, 2020

The Honourable Greg Rickford
Minister of Energy, Northern Development
& Mines and Minister of Indigenous Affairs
Whitney Block, Room 5630
5th Floor, 99 Wellesley St. W.
Toronto, ON M7A 1W1

Dear Minister Rickford:

At its meeting of November 11, 2020, Hamilton City Council approved Item 10 of the General Issues Committee Report 20-018, which reads as follows:

10. Request for an Interim Cap on Gas Plant and Greenhouse Gas Pollution and the Development and Implementation of a Plan to Phase-Out Gas-Fired Electricity Generation (Item 10.2)

WHEREAS, the Government of Ontario is planning to increase reliance on gas-fired electricity generation from Ontario's gas-fired power plants, which is anticipated to increase greenhouse gas (GHG) pollution by more than 300% by 2025 and by more than 400% by 2040;

WHEREAS, Canada's temperature is rising more than double the rate of the rest of the world (which is in alignment with climate models and projections impacting northern climates most significantly);

WHEREAS, the Province of Ontario will adversely impact more than a third of the greenhouse gas reductions it achieved by phasing-out its dirty coal-fired power plants, due to a power plan built around ramping up gas-fired generation to replace the output of the Pickering Nuclear Station (scheduled to close in 2024);

WHEREAS, alternative options are available to reversing short sighted cuts to energy efficiency programs and stop under-investing in this quick to deploy and low-cost resource, which include maximizing our energy efficiency efforts by paying up to the same price per kilowatt-hour (kWh) for energy efficiency measures as we are currently paying for power from nuclear plants (e.g., up to 9.5 cents per kWh);

WHEREAS, the Province of Ontario should continue to support renewable energy projects that have costs that are below what we are paying for nuclear power and work with communities to make the most of these economic opportunities;

WHEREAS, the Province of Ontario has alternative options to increasing gas-fired electricity generation, such as the Province of Quebec's offer to receive low-cost 24/7 power from its water powered reservoir system as a possible alternative;

WHEREAS, a fossil-free electricity system is critically important to Hamilton's efforts to reduce GHG emissions by replacing fossil fuel use with electric vehicles, electric buses, electric heat pumps, and other steps dependent on a fossil-free electricity supply; and,

WHEREAS, our staff have noted this problem in their report on Updated Timelines and SMART Corporate Goals and Areas of Focus for Climate Mitigation and Adaptation where they warn that "Unless the Province of Ontario changes direction on Ontario's fuel supply mix, it is expected natural gas, and therefore GHG emissions, may continue to increase as the nuclear facilities are refurbished and the Province of Ontario further supplements the electricity grid with natural gas inputs";

THEREFORE, BE IT RESOLVED:

(a) That the City of Hamilton request the Government of Ontario to place an interim cap of 2.5 mega tonnes per year on our gas plant and greenhouse gas pollution and develop and implement a plan to phase-out all gas-fired electricity generation by 2030 to ensure that Ontario meets its climate targets; and,

(b) That a copy of this resolution be sent to the Premier of Ontario, to the local MPP's, to the Region of Waterloo and local area municipalities.

Therefore, there City of Hamilton respectfully requests your consideration of this matter and looks forward to your response.

Sincerely,

Fred Eisenberger
Mayor

Copied: The Honourable Doug Ford, Premier of Ontario
Andrea Horwath, Opposition Party Leader, New Democratic Party of Ontario, M.P.P Hamilton Centre
Monique Taylor, M.P.P. Hamilton Mountain
Paul Miller, M.P.P. Hamilton East-Stoney Creek
Donna Skelly, M.P.P. Flamborough-Glanbrook
Sandy Shaw, M.P.P. Hamilton West-Ancaster-Dundas
Region of Waterloo
Ontario Municipalities
Association of Municipalities of Ontario

COVID-19 Vaccine Distribution Task Force

General (Ret'd) Rick Hillier
Chair

25 Grosvenor Street
11th Floor
Toronto ON M7A 1Y6

Ontario

December 12, 2020

I have been asked by the Premier of Ontario to assist during the COVID-19 crisis to distribute vaccines in an efficient and equitable manner.

This communication is meant to include each of you and your teams in this process. But to do that - you need to be comfortable with the way the Task Force is working and also understand the plan.

That's why this first Situation Report is a little long - it is meant to establish the baseline that we are operating from now, three days before we expect the first vaccines to arrive.

I appreciate that each of you will have a valuable role in this noble effort in which we are engaged. I thank you for your efforts in advance and trust that our continuing flow of information will assist you in the planning and eventual execution of your responsibilities.

Many of you directly involved have received more detailed guidance from specific departments within the Ontario Government. This email is not intended to interfere with that guidance but to ensure that you understand the intent of the senior leadership of the Task Force.

Again, my thanks to each one of you as we reach the fantastic milestone of being ready to deliver vaccines to everyone who wants one in our great province. Good luck to you all - and best wishes for you and your community in these difficult times.

With kind regards,

General (Ret'd) Rick Hillier
Chair of the COVID-19 Vaccine Distribution Task Force

COVID-19 Vaccine Distribution Task Force

Ontario's Vaccine Distribution Implementation Plan

December 11, 2020

Ontario

BACKGROUND

- On **December 7, 2020**, the province announced the **key populations** that will be first to receive the COVID-19 vaccine, namely:
  - **Residents, employees** and **staff,** and **essential caregivers** of congregate living settings that provide care for seniors
  - **Health care workers** (including all those who work in health care settings and those in direct contact with patients)
  - **Adults in First Nations, Métis**, and **Inuit populations** where infection can have disproportionate consequences, including those living in remote or isolated areas
  - **Adult recipients** of chronic home health care

- On December 9, 2020, **Health Canada granted authorization** with conditions for the use of the Pfizer-BioNTech COVID-19 Vaccine in individuals 16 years of age and older, after an independent and thorough scientific review for safety, effectiveness and quality.

- Health Canada will continue to monitor the safety and efficacy of the vaccine.

- The province has committed to distributing COVID-19 vaccines to priority populations in the **highest risk areas** as soon as shipments are received from federal government suppliers, expected in the coming days.

ONTARIO'S COVID-19 VACCINATION PROGRAM

PHASES	VACCINE QUANTITY	POPULATION TO BE VACCINATED	DISTRIBUTION SITES
1	Initial doses will vaccinate over **2,500** people, with additional shipments arriving over the coming weeks **90,000** doses of Pfizer-BioNTech and estimated **35,000-85,000** doses of Moderna vaccines (pending approval) are expected in the coming weeks An **estimated** total of **over 2M** doses is expected in this phase	Residents, essential caregivers, and staff of congregate care settings for seniors Health care workers Adults in First Nations, Métis, and Inuit populations Adult recipients of chronic home health care	Initially, **two pilot sites**, followed by selected hospital sites in Grey-Lockdown and Red-Control zones, expanding to approximately **21** hospitals across the province **LTC Homes** and **Retirement Homes** as soon as feasible.
2	**Increasing stock** of vaccines available.	**Expanded** for health care workers, long-term care homes, retirement homes, home care patients with chronic conditions and additional First Nation communities and urban Indigenous populations, including Métis and Inuit adults.	**Expanded** vaccination sites
3	Vaccines available for **every Ontarian** who wants to be immunized.	**All** eligible Ontarians	**Widely available** across Ontario

DISTRIBUTION, LOGISTICS AND ADMINISTRATION

Phased Distribution Plan

Phase 1 - key milestones

- **Pilot – week of December 14, 2020**:
  - Pfizer-BioNTech doses to vaccinate **over 2,500** health care workers
  - **Two** pilot hospital sites, **University Health Network** and **The Ottawa Hospital**
  - **Recipients:** health care workers from long-term care, hospitals

- **Additional Pfizer-BioNTech doses expected**
  - Expected to receive **90,000 doses** in December 2020 – January 2021
  - **14** selected hospital sites in Grey-Lockdown and Red-Control zones
  - **Recipients:** health care workers in long-term care homes, retirement homes, hospitals, additional congregate settings caring for seniors

DISTRIBUTION, LOGISTICS AND ADMINISTRATION (cont'd)

- **Moderna vaccine doses expected** (pending Health Canada approval):
  - Expected to receive **35,000 – 85,000** doses in December-January (planning estimates)
  - **Expanded vaccinations** to long-term care homes in Grey-Lockdown areas
  - **Recipients:** residents in long-term care homes, retirement homes, hospitals, additional congregate settings caring for seniors

- **Early 2021:**
  - **Expansion** of **up to 21** hospital sites providing the Pfizer-BioNTech vaccine
    - **Recipients:** health care workers, and once forward movement authorized by Pfizer, long-term care home and retirement home residents
  - **Expansion** of the **number of locations** to administer the Moderna vaccine
    - **Recipients**: long-term care homes, retirement homes, public heath units, other congregate care settings, remote Indigenous communities

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: December 21, 2020

SUBJECT: Consent Summary 2020

PREPARED BY: Joanne Haley, GM Community Services

CONSENT APPLICATIONS SUMMARY- 2020

#	Application #	Recommendation	Decision
1	B-3-20	Recommended	Approved
2	B-9-20	Recommended	Approved
3	B-23-20	Recommended	Approved
4	B-27-20	Recommended	Approved
5	B-31-20	Recommended	Approved
6	B-35-20	Recommended	Approved
7	B-48-20	Recommended	Approved
8	B-49-20	Recommended	Approved
9	B-50-20	Recommended	Approved
10	B-51-20	Recommended	Approved
11	B-57-20	Recommended	Approved
12	B-60-20	Recommended	Approved
13	B-63-20	Recommended	Approved
14	B-65-20	Recommended	Approved
15	B-66-20	Recommended	Approved

16	B-67-20	Recommended	Approved
17	B-74-20	Recommended	Approved
18	B-77-20	Recommended	Approved
19	B-85-20	Recommended	Approved
20	B-91-20	Recommended	Approved
21	B-94-20	Recommended	Approved
22	B-95-20	Recommended	Approved
23	B-99-20	Recommended	Approved
24	B-109-20	On Hold	
25	B-110-20	Recommended	
26	B-111-20	Recommended	
27	B-115-20		
28	B-125-20		
29	B-127-20		

INFORMATION REPORT

REPORT TO:	Council of the Township of South Glengarry
MEETING DATE:	December 21, 2020
SUBJECT:	Notice of a Consent Decision
PREPARED BY:	Joanne Haley, GM Community Services

RE: Notice of Consent Decision

Please find attached One “Notice of Decision” letter from the United Counties of Stormont, Dundas, and Glengarry as well as the memo for the application recommending approval. The recommendations and conditions requested have been included in the decisions as requested.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: December 7, 2020

SUBJECT: Consent Application B-99-20

PREPARED BY: Joanne Haley, GM Community Services

RE: B-99-20
Part Lot 18, Concession 1 Fr.
Former Township of Charlottenburgh
MacLean

Type of Consent: To Create a Building Lot

Subject:

The subject property is located on part of lot 18, Concession 1 Front, on the north side of County Road 2. The purpose of this application is to create a parcel approximately 3.9 acres in size for future residential development while retaining approximately 88 acres of land containing a single detached dwelling.

Official Plan Designations:

The subject property is designated Rural in the County Official Plan. Section 8.14.13.3. D. I of the County Official Plan indicates that "up to two consents for residential purposes may be granted for a legally conveyable lot, excluding the retained lot where the approval authority is satisfied that a plan of subdivision of the land is not necessary for the proper and orderly development of the land; where the lot existed as of January 1, 1980 and where the land is located in the Rural District as shown on the Land Use Plan Schedules. This proposed consent conforms to the Official Plan.

Zoning By-law:

The subject property is zoned Rural in the Township's Zoning By-Law. This proposed consent conforms to the Zoning By-law.

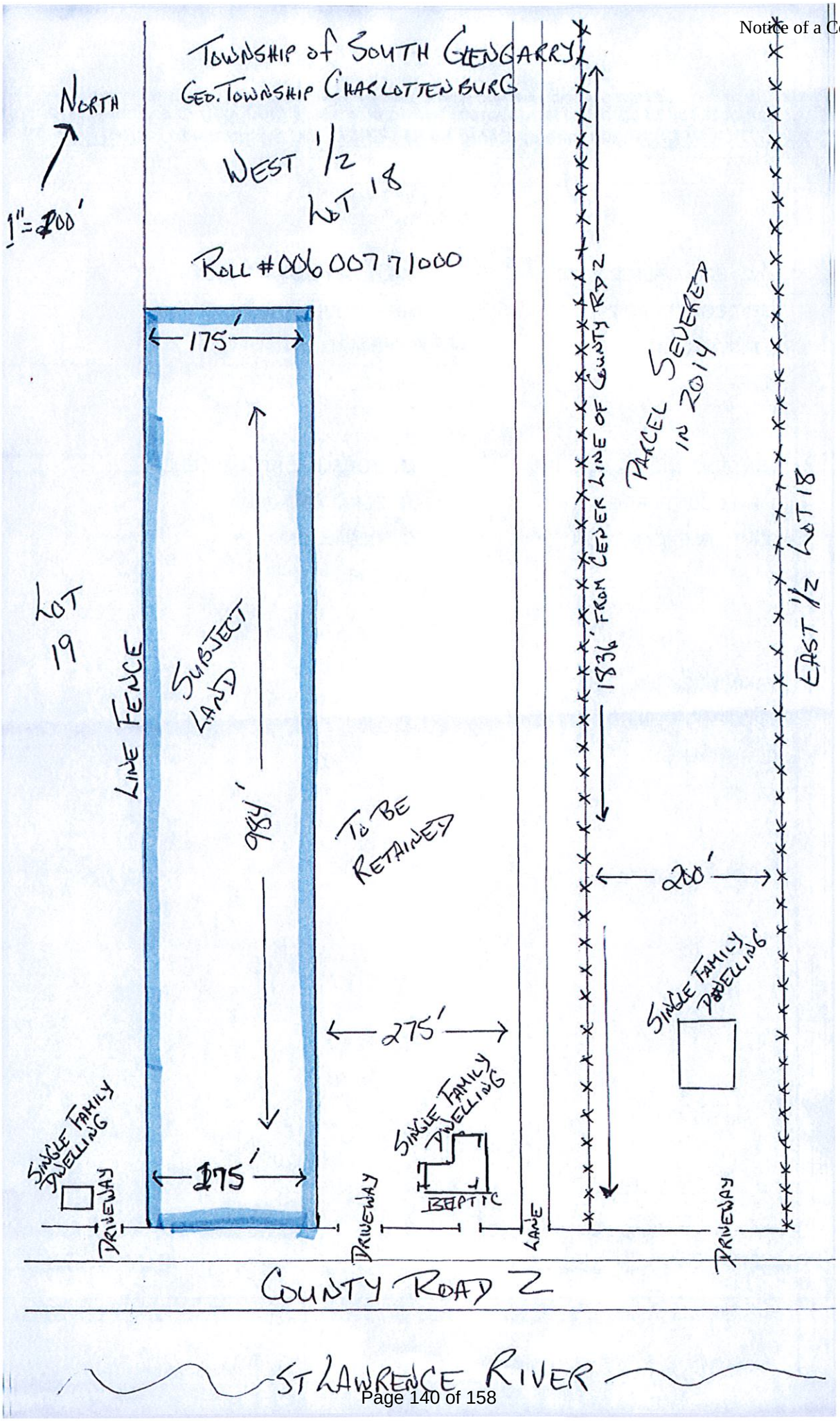
Proposed Recommendation:

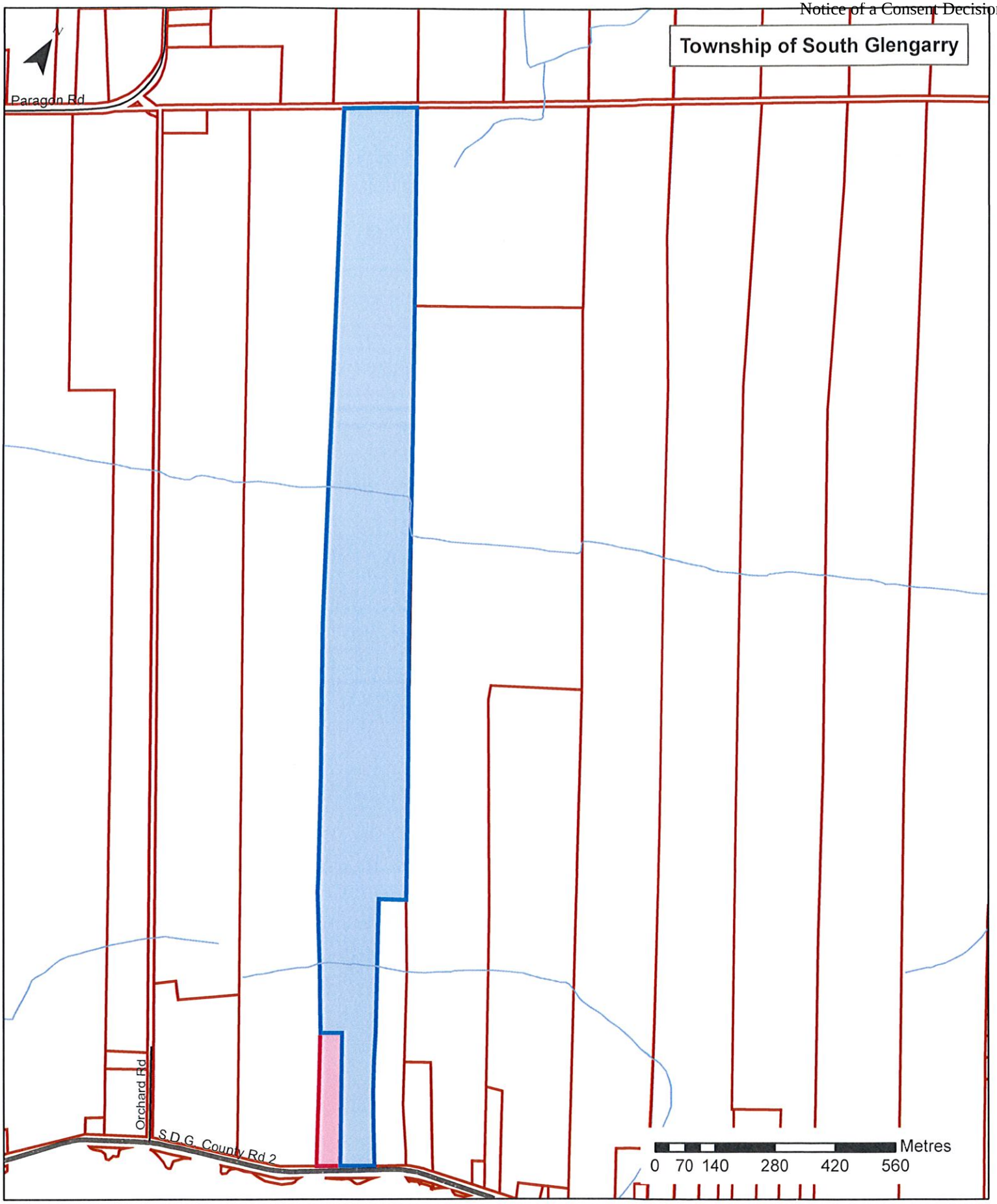
That the United Counties of SDG Manager of Planning approves this application for consent as it conforms to the PPS, the Official Plan and the Zoning By-Law. This consent will be subject to the following conditions:

1. A review fee of $200.00 must be paid to the Township.

2. A Parkland fee of $1,000.00 must be paid to the Township.

3. The Township of South Glengarry will complete a site visit of the severed and retained lands to ensure that there are no concerns with the installation of septic systems in the future. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of $170.00.


TOWNSHIP of SOUTH GLENGARRY
GEO. TOWNSHIP CHARLOTTENBURG
NORTH
1" = 200'
WEST 1/2
LOT 18
ROLL #006 007 71000
175'
984'
SUBJECT LAND
LINE FENCE
LOT 19
TO BE RETAINED
275'
175'
SINGLE FAMILY DWELLING
DRIVEWAY
SINGLE FAMILY DWELLING
SEPTIC
DRIVEWAY
LANE
1836' FROM CENTER LINE OF COUNTY RD 2
PARCEL SEVERED IN 2014
200'
SINGLE FAMILY DWELLING
DRIVEWAY
EAST 1/2 LOT 18
COUNTY ROAD 2
ST LAWRENCE RIVER



Retained ~ 98 acres

Severed ~ 3.9 acres

Application Number: B-99-20

UNITED COUNTIES OF STORMONT, DUNDAS AND GLENGARRY

DECISION

The Approval Authority for the United Counties of Stormont, Dundas and Glengarry did, on **Wednesday, December 9, 2020**, decide that **PROVISIONAL CONSENT WILL BE GIVEN** to:

APPLICATION NO. B–99-20 **OWNER: Ian MacLean**

MUNICIPALITY: South Glengarry

The Approval Authority considered all oral and written submissions made on this application, the effect of which helped the Approval Authority make an informed decision. Conditions are the result of public and agency comments.

Provided that the following conditions are fulfilled to the satisfaction of the Administrative Assistant-Planning:

1. A review fee of $200.00 must be paid to the Township of South Glengarry. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.

2. A Parkland fee of $1,000.00 must be paid to the Township of South Glengarry. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.

3. The Township of South Glengarry will complete a site visit of the severed and retained lands to ensure that there are no concerns with the installation of septic systems in the future. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of $170.00. The Township of South Glengarry will clear the condition with the Administrative Assistant-Planning.

4. If the existing right-of-way is less than 13m from the centreline of SDG 2, the owner shall gratuitously convey a road widening approximately 13m from the centreline of County Road 2 along both the severed and retained property. The County Engineer will clear the condition with the Administrative Assistant-Planning.

5. If the existing retaining wall is within the current and/or widened right of way, the owner enter into an encroachment agreement with SDG to formally recognize this encroachment. The County Engineer will clear the condition with the Administrative Assistant-Planning.

6. A written letter be provided to Raisin Region Conservation acknowledging that the septic system must be a minimum of 30 m from the top of bank of the St. Lawrence System. Raisin Region Conservation will clear the condition with the Administrative Assistant-Planning.

7. That the Administrative Assistant-Planning be provided with a description of the land to be conveyed that is consistent with the application and sufficient and equal to that required for the registration of a deed or other conveyance of land under the provisions of the Registry Act. Three (3) copies of the new deed for the severed parcel are to be provided to the Administrative Assistant-Planning for the issuance of the certificate of the Secretary, and the stamping fee of $220.00 must accompany the deeds. Upon providing a paper copy of the Deposited Reference Plan to the Administrative Assistant-Planning, a digital copy, which can be emailed, in a PDF or TIF format must also be submitted.

OFFICIAL RENDERING THE ABOVE DECISION:

Benjamin de Haan, P. Eng
Approval Authority

I, Megan Boudens, Administrative Assistant-Planning, do hereby certify that the above is a true copy of the **Decision** of the Approval Authority with respect to the application recorded herein.

Megan Boudens

Megan Boudens, Administrative Assistant

NOTE: The Planning Act provides that where conditions are imposed and the applicant(s) has/have not fulfilled the conditions to the satisfaction of the Administrative Assistant-Planning **WITHIN ONE YEAR** after notice was given, the application for consent shall thereupon be deemed to be refused. **THE LAST DAY TO SUBMIT DOCUMENTS TO THE ADMINISTRATIVE ASSISTANT-PLANNING TO SHOW THAT THE CONDITIONS HAVE BEEN FULFILLED IS:**

December 09, 2021

THE LAST DAY TO SUBMIT AN APPEAL AGAINST THIS DECISION IS: **DECEMBER 29, 2020**

theCounties SDG
STORMONT · DUNDAS · GLENGARRY

DEPARTMENT OF TRANSPORTATION AND PLANNING SERVICES
26 Pitt Street, Suite 223, Cornwall, Ontario K6J 3P2
Tel: 613-932-1515 • Fax: 613-936-2913 • Email info@sdgcounties.ca • www.sdgcounties.ca

NOTICE OF DECISION

APPLICATION NO. B-99-20

NAME: Ian MacLean

MUNICIPALITY: Township of South Glengarry (Former Geographic Charlottenburgh Twp.)

Attached is a copy of the Decision with respect to the above noted Application for Consent.

You may be entitled to receive notice of any changes to the conditions of the provisional consent if you have made either a written request to be notified of the Decision or a written request to be notified of changes to the conditions.

The applicant and every agency or other person to whom Notice of Decision is sent, may, within **twenty (20) days** of the date of giving the Notice of Decision, appeal to the Local Planning Appeal Tribunal:

a) the Decision of the Approval Authority; and/or

b) any or all of the conditions imposed by the Approval Authority.

Any appeal to the Local Planning Appeal Tribunal must be made on the proper Appellant Form (A1), which can be obtained from this office. You must enclose the appeal fee of $400.00 for each application appealed, paid by certified cheque or money order, made payable to the Minister of Finance. The completed Appellant Form and payment are to be returned to the Administrative Assistant-Planning, United Counties of S. D. & G. who will forward all documents to the Local Planning Appeal Tribunal.

Only individuals, corporations and public bodies may appeal decisions in respect of applications for consent to the Local Planning Appeal Tribunal. A notice of appeal may not be filed in the name of an individual who is a member of the association or group.

Additional information regarding this application and decision is available during business hours at the office of the Administrative Assistant - Planning, at the above address or by calling the office at **932-1515, Extension 218**.

LAST DATE TO SUBMIT AN APPEAL ON THIS DECISION IS: December 29, 2020

Date of giving of this notice is: December 9, 2020

Megan Boudens
Administrative Assistant-Planning
Email: mboudens@sdgcounties.ca

INFORMATION REPORT

REPORT TO:	Council of the Township of South Glengarry
MEETING DATE:	December 21, 2020
SUBJECT:	Consent Application B-115-20
PREPARED BY:	Joanne Haley, GM Community Services

RE: B-115-20
Part Lot 42, Concession 1, NSRR
Former Township of Charlottenburgh
Lang

Type of Consent: To dispose of a surplus dwelling to a farming operation.

Subject:

The subject property is located on part of lot 42, Concession 1, NSRR. on the north side of County Road 17. The purpose of this application is to sever approximately 1 acre of developed land that is surplus to the farming operation and to retain approximately 119 acres of agricultural land.

Official Plan Designations:

The subject property is designated Agriculture in the County Official Plan. In Section 8.14.13 II of the County Official Plan there are strict policies for consents in an Agricultural Designation. Section 8.14.13.II.1.2 indicates that “a consent may be granted on lands designated as Agricultural Resource Land as shown on the Land Use Plan Schedules for a residence surplus to a farming operation”. This proposed consent conforms to the Official Plan. Section 8.14.13.II.7 indicates that “where a consent is granted for a residence surplus to a farming operation, a local Municipality shall through a Zoning By-law or other municipal approach prohibit further dwellings on the vacant retained lands created by the subject consent.”

Zoning By-law:

The subject property is zoned Agriculture in the Township of South Glengarry Zoning By-law. This proposed consent conforms to the Township’s Zoning By-Law.

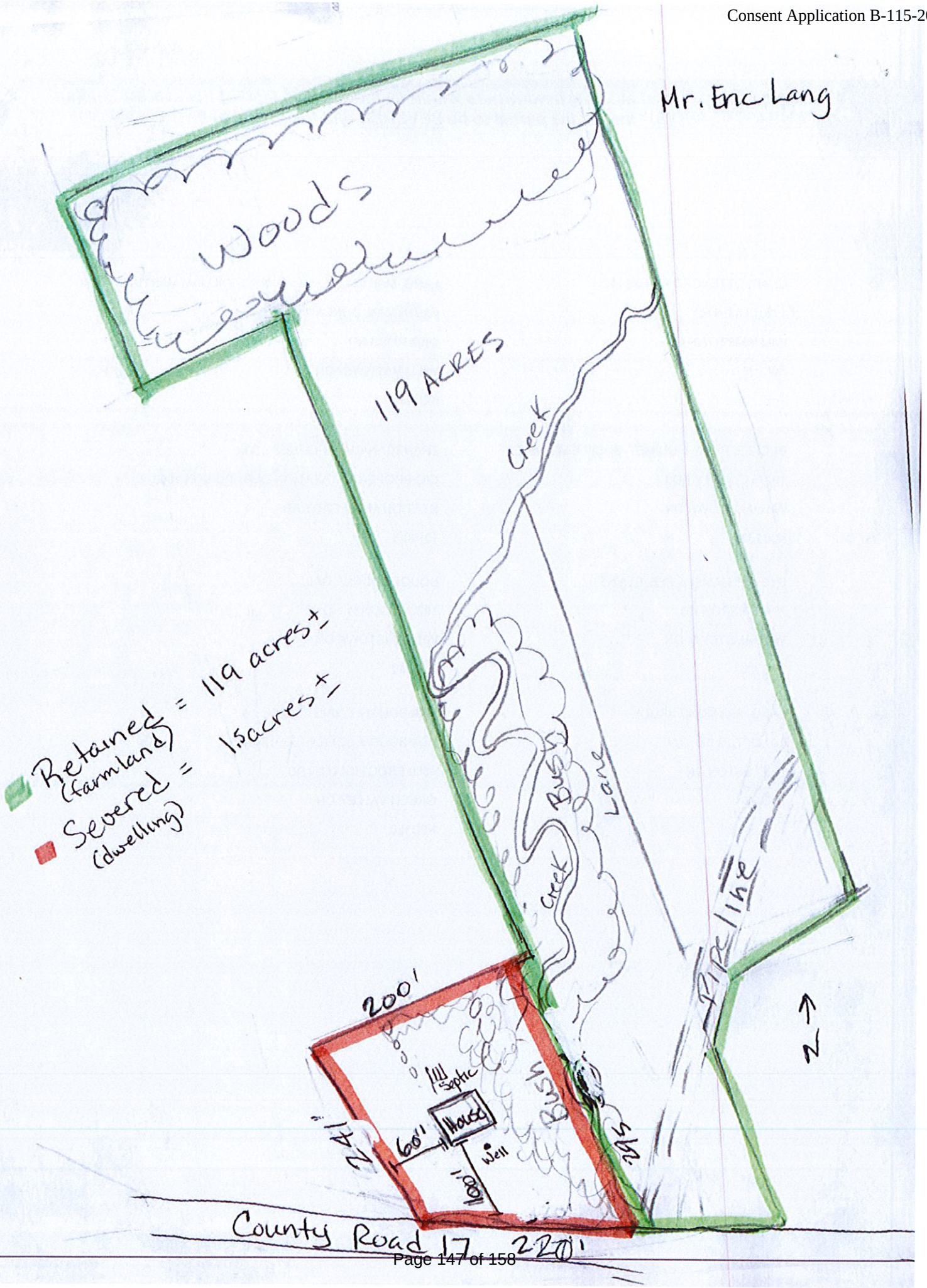
Proposed Recommendation:

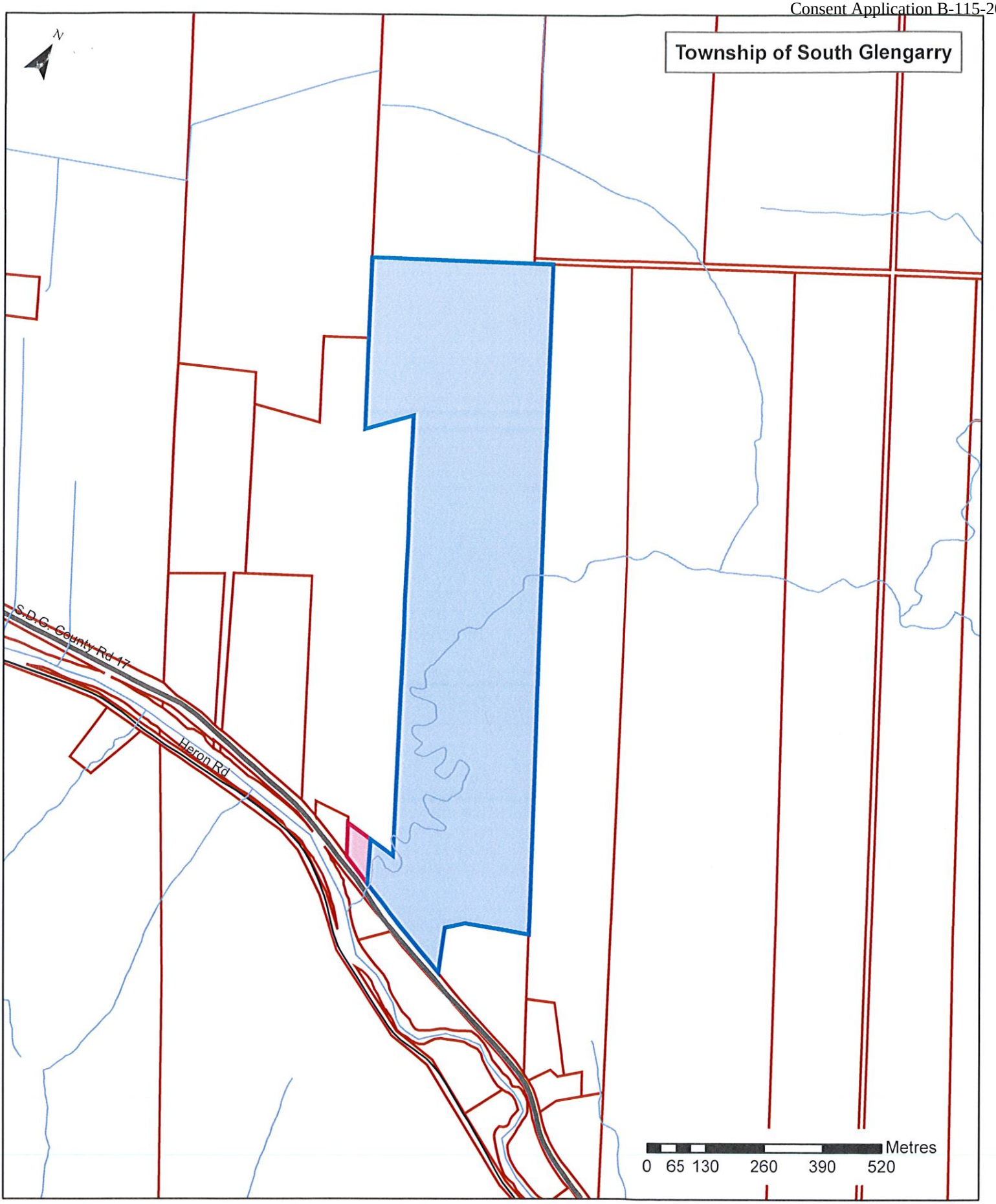
That the United Counties of SDG Director of Transportation and Planning approves this application for consent as it conforms to the Official Plan, the general intent to the Zoning By-Law and the PPS. This consent will be subject to the following conditions:

1. A review fee of $200.00 must be paid to the Township.

2. The Township of South Glengarry will complete a site visit of the severed lands to confirm that there are no issues with the existing septic system. Further information may be required from the applicant once the site visit is completed. The applicant will be required to attend to the Township office to apply for a site visit and to file a fee of $170.00.

(Please note that an agreement to prohibit residential construction on the retained land is not required as, this is a repeat application and this agreement was entered into on November 18, 2014)


Mr. Eric Lang
Woods
119 ACRES
Creek
Farm
Bush Lane
Creek
Pipeline
Retained (farmland) = 119 acres ±
Severed (dwelling) = 1.5 acres ±
200'
Septic
House
60'
Well
100'
Bush
Bush
N
County Road 17
220'



Retained ~ 119 acres

Severed ~ 1 acre

Application Number: B-115-20

INFORMATION REPORT

REPORT TO:	Council of the Township of South Glengarry
MEETING DATE:	December 21, 2020
SUBJECT:	Consent Application B-125-20
PREPARED BY:	Joanne Haley, GM Community Services

RE: B- 125-20
Part Lot 3, Registered Plan No. 101
Former Township of Charottenburgh
2795264 Canada Inc.

Type of Consent: To create a new residential building lot.

Subject:

The subject property is located within the Settlement Area of Glen Walter on the east side of the privately owned water ski lake and at the end of Elm Ave. The applicant proposes to create a 1-acre building lot that will be serviced by municipal water and wastewater.

Official Plan Designations:

The subject property is designated Residential District and is located in the Urban Settlement Area of Glen Walter; the proposed consent conforms to the Official Plan.

Zoning By-law:

The subject property is zoned Residential One- Holding and the proposed consent conforms to the Zoning By-Law.

Proposed Recommendation:

That the United Counties of SDG Manager of Planning approves this application for consent as it conforms to the PPS, the Official Plan and the Zoning By-Law. This consent will be subject to the following conditions:

1. A review fee of $200.00 must be paid to the Township.
2. A Parkland fee of $1,000.00 must be paid to the Township.

3. The applicants must acknowledge that the proposed dwelling shall be located 30 meters from the watercourse, alternatively, a minor variance may be applied for to request a reduction in the 30-meter watercourse setback.

4. The applicants must submit a site plan to the Township of South Glengarry demonstrating that there is adequate space to for turning purposes for municipal road equipment during winter operations.

5. The applicant must acknowledge that the proposed entrance to the subject property cannot be gated as this will impede municipal winter operations.

PLAN OF SURVEY
SHOWING
PART OF LOT 3, REGISTERED PLAN No. 101
(GEOGRAPHIC TOWNSHIP OF CHARLOTTENBURGH)
TOWNSHIP OF SOUTH GLENGARRY
COUNTY OF GLENGARRY

SCALE 1" = 40' FEET

K. L. STIDWILL
ONTARIO LAND SURVEYOR

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

NOVEMBER 12, 2020
DATE

K.L. STIDWILL
ONTARIO LAND SURVEYOR

PLAN 14R-
RECEIVED AND DEPOSITED

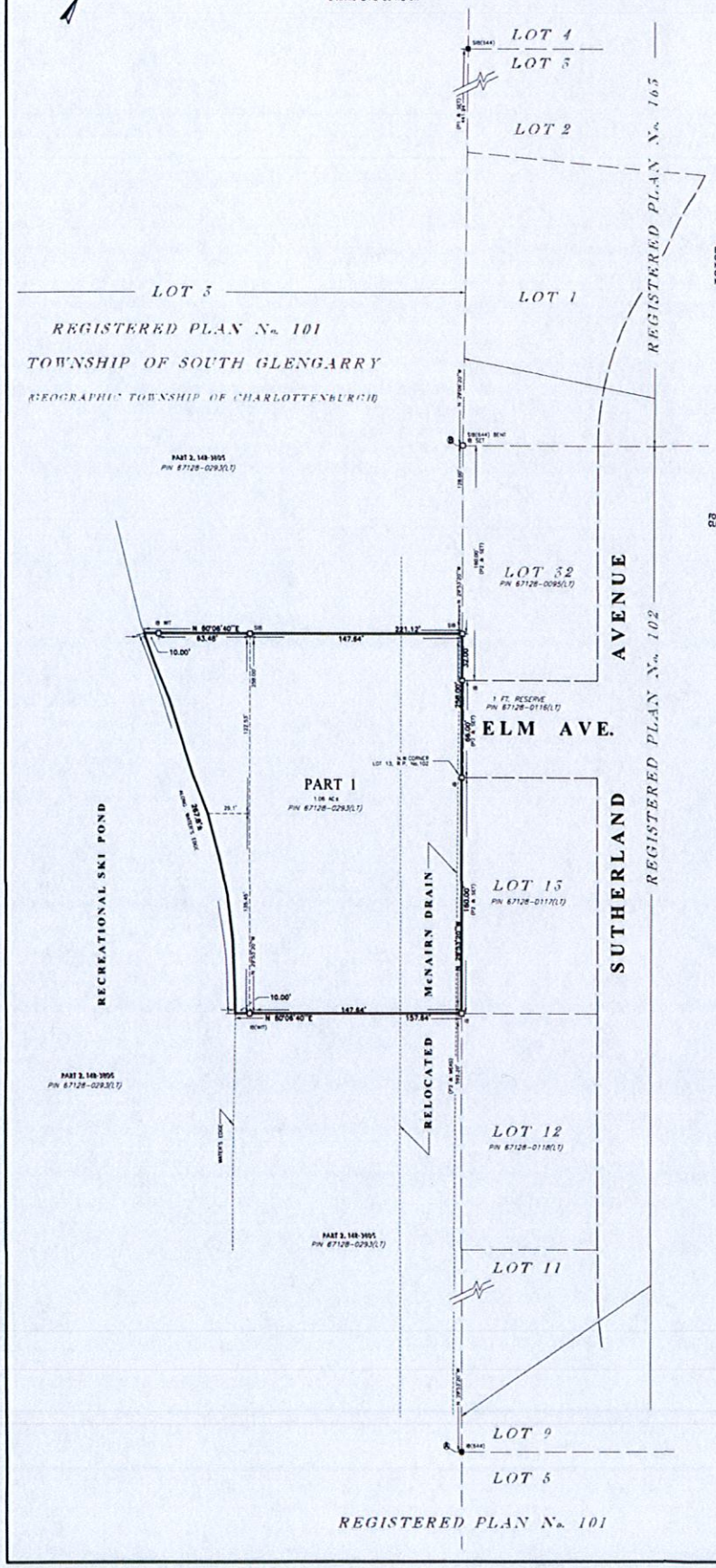
2020
DATE

REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISIONS OF GLENGARRY No. 14

LAND TITLES SCHEDULE

Part	Part of Lot	Plan	PIN	Area ±
1	3	101	67128-0293(LT)	1.06 ac.

PART 1 OF THIS PLAN IS COMPRISED OF PART OF PIN 67128-0293(LT)



BEARINGS ARE UTM GRID, DERIVED FROM SIMULTANEOUS GPS OBSERVATIONS (RTK) FROM MONUMENT A TO B, SHOWN HEREON, HAVING A BEARING OF N 29°53'20"W REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18 (79°00'00" WEST LONGITUDE) NAD83 (CSRS2010)

INTEGRATION DATA

OBSERVED REFERENCE POINTS (ORPs) DERIVED FROM GPS OBSERVATIONS USING REAL TIME NETWORK AND ARE REFERRED TO UTM ZONE 18 (79°00'00") WEST LONGITUDE NAD83 (CSRS) (2010).

COORDINATES TO RURAL ACCURACY PER SEC.14(2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
A	16360723.74	1729948.23
B	16361572.32	1729460.49

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

FOR BEARING COMPARISONS, A ROTATION OF 00°17'00" COUNTER-CLOCKWISE WAS APPLIED TO BEARINGS ON REGISTERED PLAN No. 102

GRID
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9996090

OFFSETS
ALL OFFSETS TO THE WATER'S EDGE ARE PERPENDICULAR TO THE TRAVERSE LINE UNLESS OTHERWISE SHOWN

(544) DENOTES L.P.STIDWILL O.L.S.
(958) DENOTES H.B.MELDRUM O.L.S.
(P1) DENOTES PLAN 14R-3905
(P2) DENOTES REGISTERED PLAN No. 102
CUT CROSS SHOWN cc
SHORT STANDARD IRON BARS SHOWN ..... SIB
STANDARD IRON BARS SHOWN ..... SIB
IRON BARS (SQUARE) SHOWN ..... ■
IRON BARS (ROUND) SHOWN ..... ●
FOUND SURVEY MONUMENTS SHOWN ..... ✚
WIT. DESIGNATES A WITNESS MONUMENT
NTS DESIGNATES "NOT TO SCALE"
SU DENOTES SOURCE UNKNOWN
CP DENOTES CONCRETE PIN

IMPERIAL
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048.

SURVEYOR'S CERTIFICATE

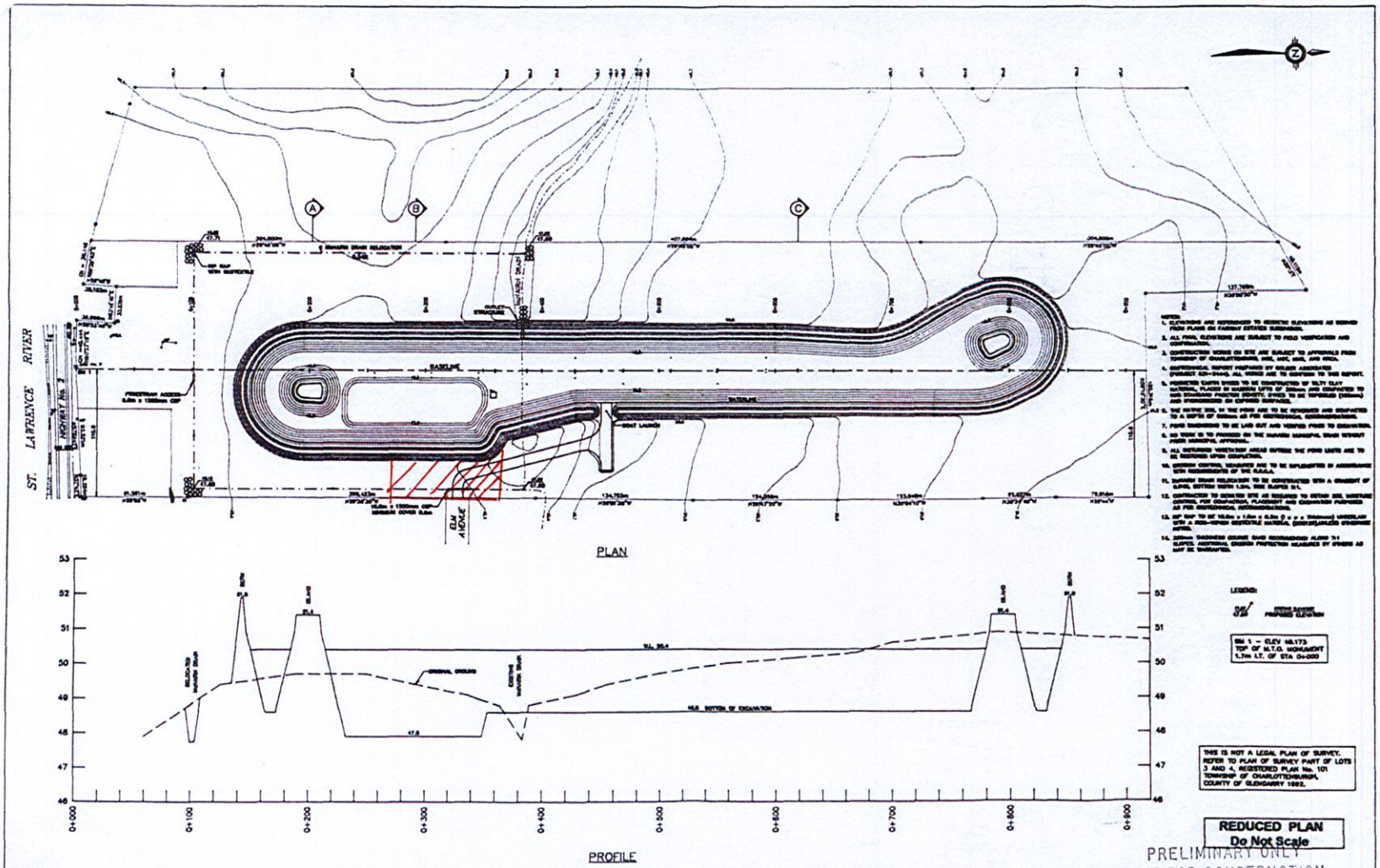
I CERTIFY THAT:

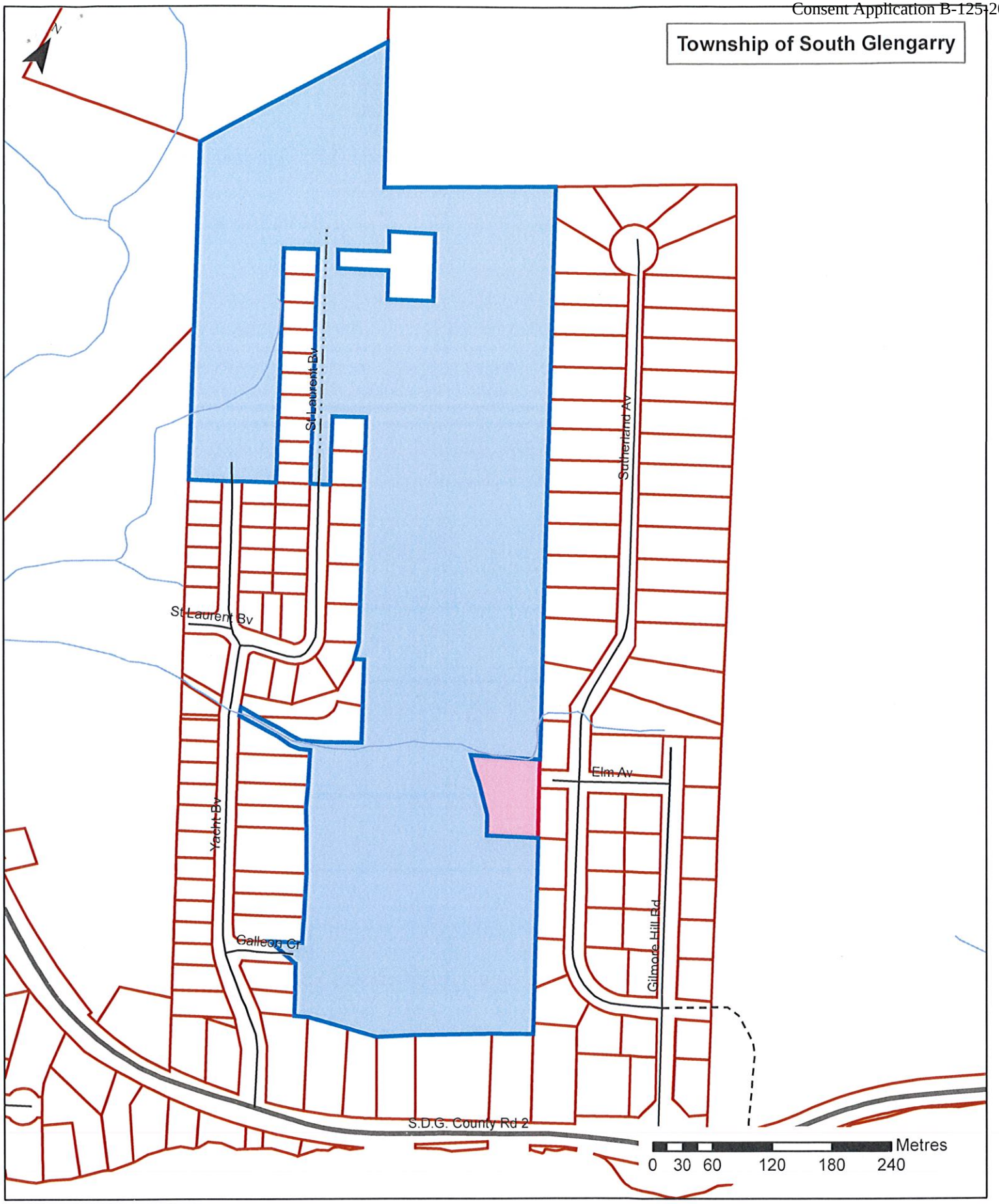
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 5th DAY OF NOVEMBER, 2020.

NOVEMBER 12, 2020
DATE

K. L. STIDWILL
ONTARIO LAND SURVEYOR

FROM THE OFFICE OF
K. L. STIDWILL
107-109 SYDNEY STREET
CORNWALL, ONTARIO
stidwill@pppoe.ca


ST. LAWRENCE RIVER
HIGHWAY No. 2
BASELINE
WATERLINE
BOAT LAUNCH
ELM AVENUE
PLAN
PROFILE
ORIGINAL GROUND
BOTTOM OF EXCAVATION
W.L. 50.4
0+000
0+100
0+200
0+300
0+400
0+500
0+600
0+700
0+800
0+900
LEGEND:
BM 1 – ELEV 48.173
TOP OF M.T.O. MONUMENT
1.7m LT. OF STA 0+000
THIS IS NOT A LEGAL PLAN OF SURVEY.
REFER TO PLAN OF SURVEY PART OF LOTS 3 AND 4, REGISTERED PLAN No. 101
TOWNSHIP OF CHARLOTTENBURGH,
COUNTY OF GLENGARRY 1982.
REDUCED PLAN
Do Not Scale
PRELIMINARY ONLY
NOT FOR CONSTRUCTION
totten sims hubicki associates
ENGINEERS ARCHITECTS AND PLANNERS
COBOURG WHITBY KINGSTON TORONTO BRACEBRIDGE OTTAWA SIMCOE WATERLOO
CARDINAL WATER SKI FACILITY
TOWNSHIP OF CHARLOTTENBURGH
SITE PLAN
HORIZ. 1:1500
VER. 1:50
1



Retained ~ 52 acres

Severed ~ 1 acres

Application Number: B-125-20

UNFINISHED BUSINESS REPORT
Presented to Council December 21st. 2020

INFRASTRUCTURE SERVICES					
No.	**Item**	**Date Added**	**Expected Completion**	**Status**	**Update**
1.	Docks on Township Property	JAN 2016	Fall 2020	Ongoing	Property was declared surplus at the April 20th Council Meeting. Survey Plan has been Registered. Follow up Survey completed to create parcel for dry hydrant intake pipe. Update report in closes session on November 2nd Agenda Sales are proceeding with 3 Parts now finalized and 3 parts on December 21 Agenda Reviewing options for remaining 2 parts.
2.	Fire Protection Ponds	MAY 2016	2020	Ongoing	Staff Report on October 5th Agenda Administration will meet with property owners to review cost recovery considerations. Have met with one of the property owners on Middle Street to discuss next steps Have met with Manager at PacTiv on Richmond Road Meetings with other property owners to be scheduled to discuss next steps.
3.	Municipal Servicing from City of Cornwall	MAY 2016	2020	Ongoing	Administration for Township and City met on June 15th to review draft agreement.

					Cost estimates to service the properties on Boundary Road have been developed using various options. Steering Committee met October 1st to review costs and options. Steering Committee meet on October 22nd to discuss next steps. Met with BVD Developments to discuss servicing options. Closed Session Report on December 7th Agenda. Township to Request a Delegation to City of Cornwall Council in early 2021
4.	Private Roads (development of document)	FEB 2017	January 2021	Ongoing	Will collect and review Policy's from other Municipalities over the next few months and draft Policy for Council review in the fall.
5.	LED Streetlights (Glen Walter)	MAR 2019	2020	Ongoing	Met with Cornwall Electric on February 20 to review LED Street Light Project. Will follow up with inventory and costs for ongoing discussions. Cornwall Electric has provided cost estimate and Administration is reviewing the design and lighting requirements for the project. Township is working with ERTH Corp to design and develop financial model for conversion project. Report on November 16th Agenda Formal proposal to be presented to Cornwall Electric for project.
COMMUNITY SERVICES					

CORPORATE SERVICES					
6.	Review of Water Rates	APR 2019	WINTER 2020	Ongoing	Summarizing Community feedback for the January 18, 2021 meeting.
7.	Water Bill Design	AUG 2019	WINTER 2020	Ongoing	Discussions with software provider ongoing. Hope to have an example for Council in January.
FIRE					

SG-M-20

THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY BY-LAW NUMBER 91-2020 FOR THE YEAR 2020

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 December 21, 2020 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 21st DAY OF DECEMBER, 2020.

MAYOR: _____ **CLERK:** _____