



# TOWNSHIP OF SOUTH GLENGARRY

## REGULAR MEETING OF COUNCIL

### REVISED AGENDA

Monday, November 20, 2023, 7:00 PM  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown

	Pages
1. CALL TO ORDER	
2. O CANADA	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. APPROVAL OF AGENDA	
Additions, Deletions or Amendments	
All matters listed under the Consent agenda, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.	
5. APPROVAL OF MINUTES	
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10.j	RESOLUTION - Support Tax Credit Firefighters (Municipality of Wawa)	75
11.	CLOSED SESSION	
	BE IT RESOLVED THAT Council convene to closed session to discuss the following item 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;	
	(c) a proposed or pending acquisition or disposition of land by the municipality;	
	Specifically: agreement relating to municipal property interests	
12.	CONFIRMING BY-LAW	
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**TOWNSHIP OF SOUTH GLENGARRY  
REGULAR MEETING MINUTES**

**November 6, 2023, 7:00 p.m.  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown**

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

STAFF      CAO Doug Robertson, GM Corporate Services/Clerk Kelli  
PRESENT: Campeau, GM Infrastructure Services Sarah McDonald, GM  
Parks, Recreation & Culture Sherry-Lynn Servage, GM  
Planning, Building & Enforcement Joanne Haley, Deputy  
Treasurer Kaylyn MacDonald, Deputy Clerk Kayce Dixon and  
EA/Communications Coordinator Michelle O'Shaughnessy.

1.      CALL TO ORDER

**Resolution No. 318-2023**

Moved by Deputy Lang  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the November 6, 2023 Council Meeting of the  
Township of South Glengarry now be opened at 7:45 pm

CARRIED

2.      O CANADA

3.      DISCLOSURE OF PECUNIARY INTEREST

3.1      Councillor McDonell - Peanut Line Options Analysis Final Report (WSP)  
Abutting Property owner.

3.2      Mayor McDonald - Peanut Line Options Analysis Final Report (WSP)  
Abutting property owner.

4.      APPROVAL OF AGENDA

Deleted from agenda:

- Closed Session

Items pulled from the Consent Agenda for discussion:

- 10.a. 2023 Annual Accessibility Status Report
- 10.c. Postponement of Grants and Donations Policy Review
- 10.e. Proclamation Request - 25th Anniversary of Habitat Cornwall and National Housing Day
- 10.f. Letter - MPP Catherine Fife - Bill 21
- 10.h. Resolution - Call for an Amendment to the Legislation Act

**Resolution No. 319-2023**

Moved by Councillor McDonell  
Seconded by Councillor Bougie

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

CARRIED

5. APPROVAL OF MINUTES

**Resolution No. 320-2023**

Moved by Councillor Jaworski  
Seconded by Councillor Bougie

BE IT RESOLVED THAT the minutes of the following meetings be adopted as circulated:

- Previous Meeting Minutes - October 16, 2023
- Public Meeting Minutes - October 16, 2023
- Special Meeting Minutes - October 26, 2023

CARRIED

5.1 Previous Meeting Minutes - October 16, 2023

5.2 Public Meeting Minutes - October 16, 2023

5.3 Special Meeting Minutes - October 26, 2023

6. PRESENTATIONS AND DELEGATIONS

6.1 Cornwall Business Enterprise Centre Updates (Shauna Baggs)

6.2 Peanut Line Options Analysis Final Report (WSP)

Mayor McDonald and Councillor McDonell did not participate in this portion of the meeting as they declared a conflict of interest. Deputy Mayor Lang chaired this portion of the meeting.

7. ACTION REQUESTS

7.1 Declaration of Surplus Property – Former Williamstown Fire Station (D. Robertson)

**Resolution No. 321-2023**

Moved by Councillor McDonell  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 127-2023 be received and that the Council of the Township of South Glengarry declares the former Williamstown Fire Station, located at 19652 John Street, and legally described as Lot 21 on Registered Plan 19, PIN 671210448, as a surplus to the needs of the Township of South Glengarry.

CARRIED

7.2 Tyotown Heights Subdivision – Final Acceptance (S. McDonald)

**Resolution No. 322-2023**

Moved by Councillor McDonell  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 128-2023 be received and that the Council of the Township of South Glengarry direct the General Manager of Infrastructure Services to issue the Final Acceptance of the Works for the Tyotown Heights Subdivision and release the remaining security.

CARRIED

- 7.3 Request for Donation – Legion Poppy Campaign Br. 544 (K. MacDonald)

**Resolution No. 323-2023**

Moved by Deputy Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 129-2023 be received and that the Township of South Glengarry authorizes a donation of \$200 to the Royal Canadian Legion Branch 544 Poppy Campaign.

CARRIED

8. BY-LAWS

- 8.1 Appoint Chief Administrative Officer (K. Campeau)

**Resolution No. 324-2023**

Moved by Deputy Lang  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 130-2023 be received and that By-law 74-2023, being a by-law to appoint a Chief Administrative Officer for the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in open council this 6<sup>th</sup> day of November 2023.

CARRIED

9. ITEMS FOR CONSIDERATION

- 9.1 Township Road Classification (S. McDonald)

- 9.2 2023 Annual Accessibility Status Report (K. Campeau)

- 9.3 Postponement of Grants and Donations Policy Review (K. MacDonald)

- 9.4 Proclamation Request - 25th Anniversary of Habitat Cornwall and National Housing Day

Staff to bring forward a proclamation at the next meeting.

- 9.5 Letter - MPP Catherine Fife - Support for Bill 21

Staff to prepare a letter of support.

- 9.6 Resolution - Call for an Amendment to the Legislation Act (Township of McKellar)

Staff to bring back a support resolution.

10. CONSENT AGENDA

**Resolution No. 325-2023**

Moved by Councillor Jaworski

Seconded by Deputy Lang

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

CARRIED

10.1 2023 Annual Accessibility Status Report (K. Campeau)

10.2 Third Quarter 2023 Building Permit Activity (C. Raabe)

10.3 Postponement of Grants and Donations Policy Review (K. MacDonald)

10.4 RRCA Board Meeting Summary - October 19, 2023

10.5 Proclamation Request - 25th Anniversary of Habitat Cornwall and National Housing Day

10.6 Letter - MPP Catherine Fife - Support for Bill 21

10.7 Resolution - Cigarette Producer Responsibility (Township of the Archipelago)

10.8 Resolution - Call for an Amendment to the Legislation Act (Township of McKellar)

10.9 Resolution - Water Treatment Training (Town of Rainy River)

11. CLOSED SESSION

12. CONFIRMING BY-LAW

**Resolution No. 326-2023**

Moved by Deputy Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT By-law 75-2023, being a by-law to adopt, confirm and ratify matters dealt with by resolution be read a first, second and third time, passed, signed and sealed in open council this 6th day of November 2023.

CARRIED

12.1 Confirming By-law 75-2023

13. ADJOURNMENT

**Resolution No. 327-2023**

Moved by Deputy Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 9:08 pm.

CARRIED

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Mayor

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Clerk

**TOWNSHIP OF SOUTH GLENGARRY  
PUBLIC MEETING MINUTES**

**November 6, 2023, 6:30 p.m.  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown**

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

STAFF      CAO Doug Robertson, GM Planning, Building & Enforcement  
PRESENT: Joanne Haley, Community Planner Maxwell Irwin, GM  
Corporate Services/Clerk Kelli Campeau, GIS/Planning  
Technician Anne Lalonde, Deputy Clerk Kayce Dixon,  
EA/Communications Coordinator Michelle O'Shaughnessy

1.      CALL TO ORDER

Moved by: Deputy Lang

Seconded by: Councillor McDonell

THAT the meeting be called to order at 6:26.

CARRIED

2.      APPROVAL OF AGENDA

Moved by: Councillor Bougie

Seconded by: Councillor McDonell

THAT the agenda be accepted as presented.

CARRIED

3.      DECLARATION OF PECUNIARY INTEREST

4.      NEW BUSINESS

4.1     ZBLW-14-2023 - Liboiron (inHABIT)

Ms. Haley advised that the purpose of the proposed zoning amendment is to rezone the property legally described as Lot 5 on Registered Plan 109 in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6457 Purcell Road from Residential One (R1) to Residential One - Exception Twenty-Two (R1-22) to permit a tertiary (third) dwelling unit on the property.

There were no public comments on this application.

4.2     ZBLW-13-2023 - Corriveau McEvoy (Champagne-Cholette)

Ms. Haley advised that the proposed zoning amendment is for the property legally described as west 1/2 of part lot 4, Concession 8, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 20189 Beaupre. The purpose of the proposed amendment is to:



- Rezone an approximately 8.5 acre portion of the subject property from Rural to Rural Exception - Twenty (RU-20) to permit a full service and turn key wedding and event venue with options to also permit overnight accommodations on the subject property.
- Amend Part 2 - Definitions to add a definition for "Accessory Accommodation"
- Amend Part 3 - General Provisions to add 3.1 (12) Accessory Accommodation provisions.

The applicant, Caitlin Champagne, provided a detailed description about the proposed use of the property should the zoning application be approved, being a turn key wedding venue.

Ian Bruce (20144 Beaupre) spoke in opposition to the proposed amendment due to concerns such as how it may affect the quality of his water (well), noise and light pollution, garbage/littering, parking, and road usage.

Liette Deschambant (20179 Beaupre Rd.) - indicated her property abuts the property subject to the proposed amendment and expressed concern for her horses who may be impacted by noise and increased traffic. She questioned if the proposed business should be commercially zoned and expressed concerns related to traffic and wildlife habitat.

Julie Bellavance-Caron (19987 Beaupre) - expressed concerns related to safety with regards to increased traffic and parking, nuisance to farm animals, noise pollution, water safety, drainage and disruption to quality of life on the road.

Maureen McGuire (20190 Beaupre Rd.) - expressed concerns regarding personal safety due to increase in visitors to the road as well as noise pollution. Ms. McGuire also expressed concerns regarding vehicles using her driveway to turnaround.

Fred Kodz (20199 Beaupre Rd.) - stated that his property includes a hay field and is concerned about visitors to the property smoking in proximity to the hay field. He also expressed concerns regarding potential trespassing, traffic/speeding, garbage/littering, and decrease in property values.

Edward Macdonell (42 Palemino Cres., Toronto) - owns 62 acres abutting lot 5 with a goal to have managed forest, removal of invasive species. He asked if comments would be provided to Council, Ms. Haley advised to submit comments in writing.

Chantel Dore (20217 Beaupre Rd.) - expressed concern related to noise, increased traffic/parking and disruption to quality of life.

## 5. ADJOURNMENT

Moved by: Councillor McDonell

Seconded by: Councillor Bougie

THAT the meeting be adjourned at 7:36 pm.

CARRIED

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Mayor

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Clerk



## **STAFF REPORT**

**S.R. No. 131-2023**

**PREPARED BY:** Kaylyn MacDonald, Deputy Treasurer

**PREPARED FOR:** Council of the Township of South Glengarry

**COUNCIL DATE:** November 20, 2023

**SUBJECT:** Request for Donation – Martintown Santa Claus Parade

### **BACKGROUND:**

1. On December 9, 2023 the community of Martintown will be hosting its Santa Claus Parade. A request for a donation of \$500 to offset the organizer's expenses has been received (attached).

### **ANALYSIS:**

2. Funds remain within Council's discretionary 2023 grants and donations budget to provide this donation as requested.
3. As noted by Council in previous discussions, Administration hopes to provide language in our revised Grants and Donations policy that will support a set annual holiday parade grant amount for our local parades that can be approved annually through our operating budget.

### **IMPACT ON 2023 BUDGET:**

4. None, as funds remain within Council's discretionary budget.

### **ALIGNMENT WITH STRATEGIC PLAN:**

Goal 4: Improve quality of life in our community

### **RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 131-2023 be received and that the Council of the Township of South Glengarry provide a donation of \$500 for the 2023 Martintown Santa Claus Parade from the Grants and Donations fund.

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**Recommended to Council for  
Consideration by:  
CAO – DOUG ROBERTSON**

November 7, 2023

Township of South Glengarry  
6 Oak Street, P.O. Box 220,  
Lancaster, ON  
K0C 1N0

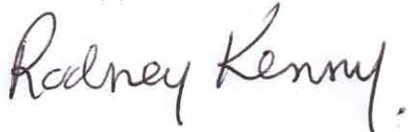
Regarding: Martintown Santa Claus Parade  
Saturday, December 9<sup>th</sup>, 2023

Dear Council Members:

I apologize for the lateness of this request but I am writing this letter in anticipation of your valuable donation towards the Martintown Santa Claus Parade, scheduled for Saturday, Dec 9<sup>th</sup>, 2023.

We extend our warm welcome to you, to take part in our event. We would greatly appreciate any donation you see fit but would like to ask for \$500 to go towards the purchase of candy that is distributed to the local children when they meet with Santa. Your help will surely reach all the locals

Sincerely yours,

A handwritten signature in black ink that reads "Rodney Kenny". The signature is written in a cursive, flowing style.

Rodney Kenny  
Station Chief  
Martintown Fire Station #2  
4850 County Rd 20, Martintown ON, K0C 1S0



## **STAFF REPORT**

**S.R. No. 132-2023**

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

**PREPARED FOR:** Council of the Township of South Glengarry

**COUNCIL DATE:** November 20, 2023

**SUBJECT:** Williamstown Seasonal Sidewalk Closure – By-law Repeal

### **BACKGROUND:**

1. By-law 107-2021 is a by-law to authorize the seasonal closure of the Warren Street sidewalk in Williamstown between November 1 and April 1 of each year.
2. The by-law was passed in [December 2021](#) following challenges in providing winter maintenance operations that met the standard and level of service set out in the Minimum Maintenance Standards for Municipal Highways (O. Reg. 239/02).
3. During Summer 2023, the Township undertook the reconstruction of Warren, Middle, and Bethune Streets. This project included the removal of the substandard sidewalks.
4. Due to project level constraints (buildings, hydro posts, grading) the sidewalk was not reinstated.

### **ANALYSIS:**

5. Repealing this seasonal sidewalk closure by-law will align policy with the current state of infrastructure.

### **IMPACT ON 2023 BUDGET:**

N/A

### **ALIGNMENT WITH STRATEGIC PLAN:**

N/A

**RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 132-2023 be received and that the Council of the Township of South Glengarry hereby rescind By-law 107-2021, being a by-law to authorize the seasonal closure of specified sidewalks.

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**Recommended to Council for  
Consideration by:  
CAO – DOUG ROBERTSON**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW NUMBER 107-2021  
FOR THE YEAR 2021**

***BEING A BY-LAW TO AUTHORIZE THE SEASONAL CLOSURE OF SPECIFIED SIDEWALKS BEING PART OF A HIGHWAY UNDER O.REG 239/02, MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS, ON A SEASONAL BASIS.***

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

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

**AND WHEREAS** the *Municipal Act, 2001*, c. 25 S. 34 authorizes a municipality to pass a by-law to permanently close a highway or part of a highway; O. Reg. 239/02 defines a “sidewalk” as the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

**AND WHEREAS** O. Reg. 239/02 states that when a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in O. Reg. 239/02 from the time of the closure until the highway is re-opened by the municipality. pursuant to the Township's Roadway Service Policy By-Law 45-11, and that notice of seasonal sidewalk closure has been conducted via approved municipal communication methods;

**AND WHEREAS** Council deems it expedient to authorize the seasonal closure of specified sidewalks;

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

**THAT** the sidewalk on the east side of Warren Street in the village of Williamstown will be closed on November 1 of each year and re-open on April 1 of each year;

**AND FURTHERMORE, THAT** every person who uses a sidewalk so closed does so at their own risk and the Township of South Glengarry is not liable for any damage sustained by a person’s use of a sidewalk so closed to traffic.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 20<sup>TH</sup> DAY OF DECEMBER, 2021.***

**MAYOR:** \_\_\_\_\_ **CLERK:** \_\_\_\_\_



**STAFF REPORT**

**S.R. No. 133-2023**

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

**PREPARED FOR:** Council of the Township of South Glengarry

**COUNCIL DATE:** November 20, 2023

**SUBJECT:** Zoning By-law Amendment - Liboiron (INHABIT Consulting + Design Inc.)

**BACKGROUND:**

**Site Location:**

1. Lot 5 on Registered Plan 109, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6457 Purcell Rd.

**Owner/Applicant:**

2. Lisa Liboiron / Sophie Jean, INHABIT Consulting + Design

**Description of Site and Surroundings:**

3. The subject property is located on the east side of Purcell Rd. between Tyotown Road and Laura Avenue. It is approximately 2.39 acres in size. The subject property currently contains a single detached dwelling which is privately serviced by a septic system and a well.

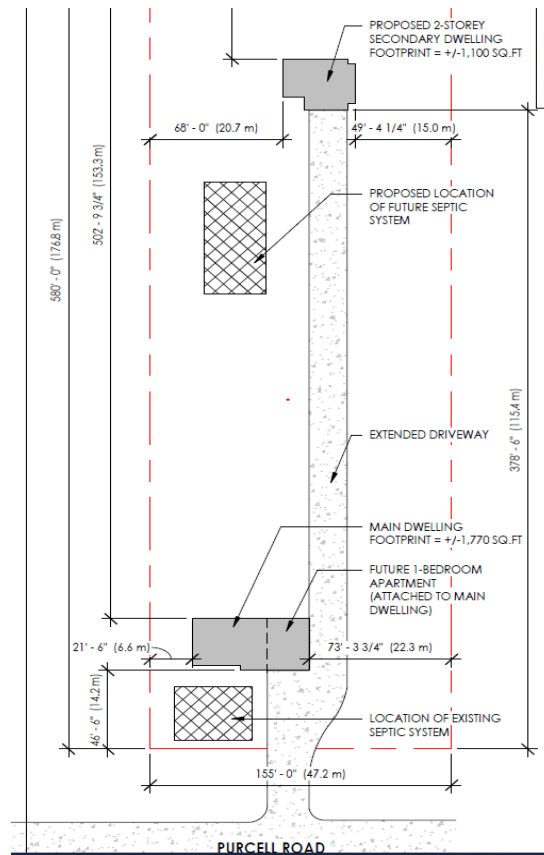


4. The surrounding lands are characterized as residential to the south and north, containing single family homes, treed land to the east, and Agricultural land to the west that is typically cash crop.

### Summary of Requested Zoning Proposal:

5. On October 11<sup>th</sup>, 2023, the Township accepted the subject zoning amendment application; said application was deemed complete on the same day. The purpose of this Amendment is to rezone the subject property from Residential One (R1) to Residential One – Exception Twenty-Two (R1-22) to permit a tertiary (third) *Dwelling Unit* on the subject property. The subject property currently contains a single detached dwelling and a secondary unit is proposed to be constructed that will be attached to the existing dwelling and third dwelling unit is proposed to be constructed toward the rear of the property. All other applicable provisions of Zoning By-law 38-09, as amended, shall continue to apply.

### Concept Plan- approximate proposed layout of additional dwelling units and proposed septic system.



## **ANALYSIS:**

### **Planning Rationale:**

### **Planning Policy Framework:**

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

### **Provincial Policy Statement**

7. The Provincial Policy Statement (PPS) 2020 provides policy direction on matters of provincial interest relating to land use planning and development. This policy provides for appropriate development, while protecting resources of provincial interest, public health and safety and the quality of the natural and built environment. All land use planning decisions must be consistent with the PPS. The PPS policies that apply to this proposed zoning amendment are as follows:
  - a. 1.0 Building Strong Communities,
    - i. 1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns;
    - ii. 1.4 Housing
    - iii. 1.6 Infrastructure and Public Service Facilities
  - b. 2.0 Wise use of Management and Resources,
  - c. 3.0 Protecting Public Health and Safety

<b>PPS 2020 Section</b>	<b>Compliance ✓ or X</b>	<b>Rationale</b>
<b>1.1.1</b>	✓	The proposed amendment will contribute to sustaining a healthy, liveable, and safe community by efficiently using land to accommodate an appropriate range and mix of residential types including an accessory dwelling unit within the existing dwelling and a second detached dwelling. The proposed development does not raise any concerns for environmental or public health as there are no noxious uses proposed and there are no significant natural heritage features adjacent to the property. The amendment will also contribute to improving accessibility by providing a wider, more accessible form of housing.
<b>1.1.3</b>	✓	The proposed amendment focuses development within a rural settlement area while efficiently using land and expanding uses that are appropriate for available infrastructure and can be privately serviced by a septic system and well.

<b>1.1.4</b>	✓	The proposed amendment will support a healthy, integrated, and viable rural area focusing development within a rural settlement area to accommodate an appropriate range of housing and promote vitality while leveraging rural infrastructure and encouraging redevelopment of rural housing stock to expand the additional residential dwelling.
<b>1.4.3</b>	✓	The proposed amendment will permit intensification of a residential use while providing housing options to meet social, health, economic, and well-being requirements of current and future residents that efficiently use rural infrastructure and can be privately service by a well and septic system.
<b>1.6.6.4</b>	✓	The subject property is located in an area where there are private services. It has been determined that the site conditions are suitable to service this development with on site private services. A review was completed by a qualified Septic System Designer to ensure that there was adequate space to install a new septic system for the proposed tertiary dwelling unit while meeting all requirements of the Ontario Building Code including setbacks to existing wells.
<b>2</b>	✓	The subject land it not adjacent to any significant natural heritage systems.
<b>3</b>	✓	The subject property does not feature, nor is it adjacent to, any natural or human-made hazards that pose a risk to public health and safety.

### Official Plan Designation

8. The United Counties of Stormont, Dundas and Glengarry Official Plan (SDG OP) sets out goals and objectives for development in the County for the next 20 years (2017-2037) including regard for the social, economic, and natural environment of the County. This Plan establishes a policy-driven framework for land use planning for the County and its six municipalities. All land use planning decisions must be consistent with the SDG OP. The SDG OP policies that apply to this proposed zoning amendment are as follows:
  - a. 3.5 Permitted Land Uses
  - b. 3.5.1 Planning Principles
  - c. 3.5.2.1 Community Structure

<b>SDG OP Designation: Rural Settlement Area</b>		
<b>SDG OP Section</b>	<b>Compliance ✓ or X</b>	<b>Rationale for adherence</b>
3.5	✓	Low and medium density housing are permitted in a Rural Settlement Area so long as there are in keeping with the character and scale of the area.
3.5.1	✓	The subject property is of adequate size to support three dwelling units on private services while meeting appropriate setbacks from surrounding properties. There is also currently frontage and an access along a municipal road. A review was completed by a qualified Septic System Designer to ensure that there was adequate space to install a new septic system for the proposed tertiary dwelling unit while meeting all requirements of the Ontario Building Code including setbacks to existing wells. The proposed amendment will also contribute more accessible housing for the community by providing multiple dwelling units on one property allowing for different style of housing options and/or for people to age in place.
3.5.2.1	✓	The proposed amendment encourages compact development that is contiguous to existing built-up areas within a settlement area

### **Zoning By-law:**

9. The subject property is currently zoned Residential One (R1) in the Township's Zoning By-Law 38-09.
10. The Township's Zoning By-Law 38-09 conforms to the United Counties Official Plan and is consistent with the Provincial Policy Statement (PPS), 2020.

### **Public Consultation:**

11. The proposed Amendment was circulated to the neighbouring property owners within 120 metres of the proposed site; a sign was placed on the subject property, and it was also advertised in the Cornwall Standard Freeholder. A public meeting was held on November 6, 2023. There were two members of the public that signed in for this zoning amendment application. One written objection was received via email on November 6, 2023, with the following comment:

"Can you please look at the location of the new proposed septic system relative to our well head. No one has any idea how big the aquifer is underneath our well and I do not want a septic system on top of our well. This is a formal objection."

As stated above, a review was completed by a qualified Septic System Designer and a letter was filed with the Zoning Amendment Application confirming that the subject property can be serviced as per the Ontario Building Code.

12. The Ontario Planning Act requires all complete zoning Amendment applications to be processed and a decision to be made within 90 days of receipt of a complete application. This process will be completed within the prescribed timeframe as a decision will be made on day 40.
13. If approved, the subject property will be rezoned from Residential One (R1) to Residential One – Exception Twenty Two (R1-22) to permit a tertiary (third) Dwelling Unit on the subject property.
14. This proposed Zoning By-Law amendment is being recommended to be approved by Council as it is consistent with the PPS, 2020 and it conforms to the United Counties Official Plan.
15. Council also has the option to defer the application. The application may be deferred if Council requires additional information, further staff review, or other reasons. Should Council wish to defer the application, reasons for the deferral and direction to Staff will be required so that Staff can prepare an updated Staff Report for future consideration.
16. Council also has the option to refuse the application. Should Council wish to refuse the application, reasons for the refusal are required including a written explanation of the refusal.

**IMPACT ON 2023 BUDGET:**

N/A

**ALIGNMENT WITH STRATEGIC PLAN:**

N/A

**RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 133-2023 be received and that By-law 77-2023, being a by-law to amend By-law 38-09 to rezone the property legally described as Lot 5 on Registered Plan 109, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 6457 Purcell Rd, PIN # 671290102, from Residential One (R1) to Residential One – Exception Twenty Two (R1-22) to permit a tertiary (third) *Dwelling Unit* on the subject property, be read a first, second and third time, passed, signed and sealed in open Council this 20<sup>th</sup> day of November 2023. The Council of the Township of South Glengarry confirms that the comment

received from the public on this application was carefully considered, however there was no effect on the decision.

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**Recommended to Council for  
Consideration by:  
CAO DOUG ROBERTSON**





## **BY-LAW 77-2023**

### **EXPLANATORY NOTE**

The purpose of this Amendment is to rezone the subject property from Residential One (R1) to Residential One – Exception Twenty Two (R1-22) to permit a tertiary (third) *Dwelling Unit* on the subject property. All other applicable provisions of Zoning By-law 38-09, as amended shall continue to apply.

**Schedule “A”**



Lands to be zoned to Residential One –  
Exception Twenty Two (R1-22)

**This is Schedule “A” to By-law 77-2023  
Adopted this 20th day of November 2023**

**Township of  
South Glengarry**

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**



## **STAFF REPORT**

**S.R. No. 134-2023**

**PREPARED BY:** Kelli Campeau, GM Corporate Services/Clerk

**PREPARED FOR:** Council of the Township of South Glengarry

**COUNCIL DATE:** November 20, 2023

**SUBJECT:** Appointment of Treasurer and Signing Authority

### **BACKGROUND:**

1. Pursuant to the *Municipal Act, 2001*, a municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality.
2. Kimberley Goyette has recently been hired to fill the vacant position of General Manager of Finance/Treasurer for the Township of South Glengarry.

### **ANALYSIS:**

3. The attached by-law appoints Ms. Goyette as Treasurer for the duration of her employment with the Township of South Glengarry.
4. Furthermore, the resolution associated with this report grants Ms. Goyette financial signing authority, in addition to Mayor Lachlan McDonald, CAO Doug Robertson and Deputy Treasurer Kaylyn MacDonald.

### **IMPACT ON 2023 BUDGET:**

N/A

### **ALIGNMENT WITH STRATEGIC PLAN:**

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

### **RECOMMENDATION:**

BE IT RESOLVED THAT Staff Report 134-2023 be received and that By-law 79-2023, being a by-law to appoint Kimberley Goyette as Treasurer for the Corporation of the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in open council this 20<sup>th</sup> day of November 2023;

AND FURTHERMORE, that the Council of the Township of South Glengarry authorizes that all cheques of the corporation drawn on its accounts may be signed by Mayor Lachlan McDonald, CAO Doug Robertson, Treasurer Kimberley Goyette and Deputy Treasurer Kaylyn MacDonald and that they also be authorized to sign all other documents required in this matter.

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**Recommended to Council for  
Consideration by:  
CAO DOUG ROBERTSON**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW 79-2023  
FOR THE YEAR 2023**

***BEING A BY-LAW TO APPOINT A TREASURER PURSUANT TO SECTION 286 (1) OF THE MUNICIPAL ACT, 2001.***

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

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

**AND WHEREAS** the *Municipal Act, 2001*, S.O. 2001, c. 25, Section 286 (1) provides that a municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and directed by the council of the municipality;

**AND WHEREAS** the Council of the Township of South Glengarry deems it advisable to appoint the following individual as Treasurer.

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

1. **THAT** Kimberley Goyette be appointed as Treasurer for the Corporation of the Township of South Glengarry for the duration of her employment with the corporation or until such time that this by-law is rescinded.
2. **THAT** By-law 72-2022 be hereby rescinded.
3. **THAT** this by-law will come into force on the date of its adoption.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 20<sup>TH</sup> DAY OF NOVEMBER 2023.***

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

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry

**MEETING DATE:** November 20, 2023

**SUBJECT:** Road Level of Service Framework

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



### Background

As part of a larger project to prepare a framework for the Township's transportation network, Administration has developed a draft road **level of service** that builds on the draft **road classification** system that includes:

- Arterial Roads (Provincial Highways, County Roads, Municipal Connecting Links)
- Collector Roads (Rural Collector)
- Local Roads (Rural Local, Urban Local)
- Other Types (Private, Unopened)

Ontario Regulation [588/17](#), Asset Management Planning for Municipal Infrastructure identified technical levels of service that provide a municipality with a composite indicator that reflects how well a service is being provided. The current levels of services for Roads were integrated into the Council approved 2022 [Asset Management Plan](#).

### Today's Conversation

Administration is seeking Council's endorsement of the road level of service framework (attached technical memorandum) prior to continuing with next steps.

The technical memorandum was reviewed by the SDG Counties Transportation Services and our Consultant, EVB Engineering.

### Administrative Next Steps

0. [Committee of the Whole](#), February 1, 2023
  - a. Presented Concept of a Road Revitalization Plan
  - b. Presented 2023 Budget Discussion
  - c. Council Discussion
0. [Council Meeting](#), November 6, 2023
  - a. Discussion of Road Classification Definitions
0. Council Meeting, November 20, 2023 (today!)

- a. *Item for Consideration* discussing the Municipal Level of Service Framework
- 1. Committee of the Whole, November 27, 2023
  - a. Presentation of Transportation Network Classifications and Options
  - b. Presentation of 10-year Capital Budget Implications of LOS Framework
  - c. Presentation of Policy Framework
  - d. Council Discussion
- 2. Council Meeting(s), TBD
  - a. Presentation and Adoption of Revised ROW Policy and Road LOS Policy
- 3. 2024 Budget, TBD
  - a. Present 2024 Capital Budget Options based on asset condition ratings, consideration to infrastructure needs, and an understanding of Levels of Service.

## Technical Memorandum: Road Level of Service Framework

Prepared by: S. McDonald, P.Eng., General Manager – Infrastructure

Date: November 20, 2023

### Existing Level of Service

Ontario Regulation [588/17](#), Asset Management Planning for Municipal Infrastructure identified technical levels of service that provide a municipality with a composite indicator that reflects how well a service is being provided. The current levels of services for Roads were integrated into the Council approved 2022 [Asset Management Plan](#) and is provided in **Table 1**.

**Table 1. Road Network – Current Level of Service (2022 Asset Management Plan)**

LOS Category	Matrix	Current LOS
Community	Description of the road network and level of connectivity	Map of Road Network (Appendix B of AMP)
	Description that illustrates the different levels of road class pavement condition	Rating System (Table 5 of AMP)
Technical	Lane-km of Municipal Roads per land area	0.63 km / km <sup>2</sup>
	Average pavement condition index value (paved roads)	62 (Fair)
	Maintain an up-to-date Road Needs Study	Every five years
	Maintain a Sidewalk Condition Assessment	Every five years

Administration has recently verified the road asset inventory and updated all maps and quantities to reflect the inventory as it is. An updated map of the municipal road network by surface type is attached. The inventory includes the following, approximate, centreline kilometers of surface types:

- Asphalt, 165 km
- Surface Treatment, 70 km
- Gravel, 150 km

While the current LOS for sidewalk condition assessments is noted as “every five years” in the AMP, to meet the Minimum Maintenance Standards for Municipal Highways (O. Reg. [239/02](#)), an annual assessment is completed by Administration.

### Desired Level of Service

The establishment and adoption of a *desired* levels of service for each road classification is the next step in advancing the Township’s Asset Management Plan and towards meeting the requirements of O. Reg. 588/17. Desired levels of service are the indicators that a customer hopes to receive. For example, in South Glengarry, the roads service objective is likely “a safe, reliable road network that is accessible year-round” that would have customer level of service indicators of:



- Roads are maintained in a state of good repair.
- Roads are designed and operated to meet social and aesthetic requirements.
- Roads are designed and operated according to vehicle / traffic requirements.
- Climate change mitigation is considered in the design construction maintenance and operations of the roads.

The desired levels of service should not be confused with the Minimum Maintenance Standards for Municipal Highways which set the minimum standards of repair for highways under municipal jurisdiction for a variety of elements.

### **Decision Making and Desired Levels of Service**

In Ontario, as Defined by the Municipal Act, it is the [role of Council](#) to:

- Represent the public and consider the well-being and interests of the municipality.
- Develop and evaluate policies and programs of the municipality.
- Determine which services the municipality provides.
- Ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council.
- Maintain the financial integrity of the municipality.
- Carry out the duties of Council under all applicable Acts.

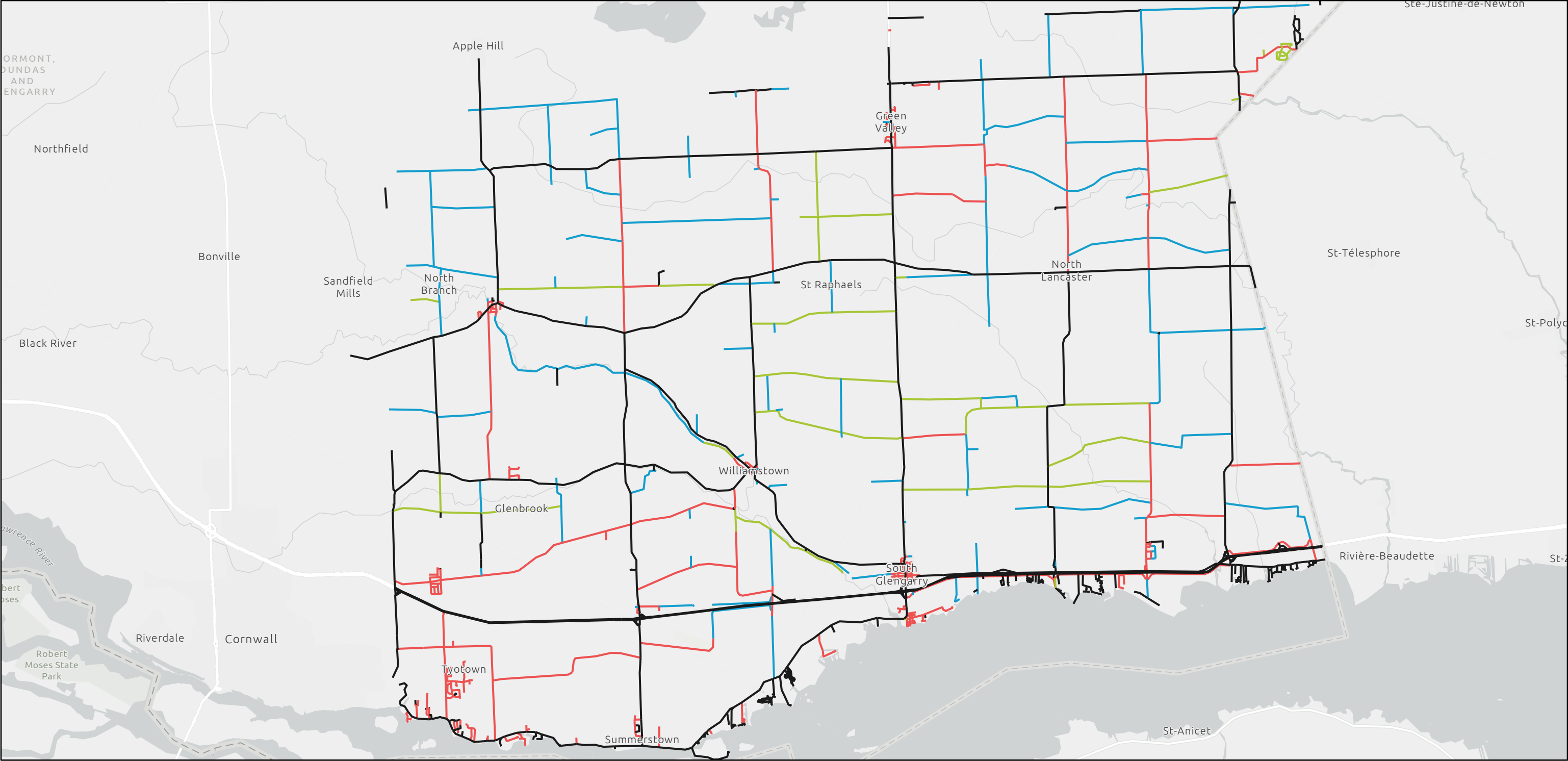
In this context and specific to levels of service, making decisions includes the careful consideration of the interaction of service, risk and cost. Broadly, **Table 2** provides service, risk and cost considerations when weighing decisions which impacts the management of municipal infrastructure.

A good reference for Council is the "[I want a Five-Star Experience for a Two-Star Price](#)" Participant Workbook produced by the Rural Municipalities of Alberta

**Table 2. Service – Risk – Cost Considerations**

<b>Service</b>	<b>Risk</b>	<b>Cost</b>
Types of services.	Events that would have an undesirable impact on services.	Replacement and capital costs.
Who benefits or doesn't benefit from a particular service.	Asset risk describes the risk of an asset failing to perform the way you need it to deliver a service.	Operating and maintenance costs.
The current and desired levels of service.	Strategic risk describes a change that would affect your ability to achieve municipal objectives.	Revenue sources.
Regulatory requirements.	Risk management strategies.	Partnerships.
Service demands.		

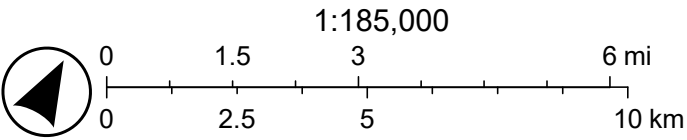
# South Glengarry - Roads by Surface Type (2023)



2023-11-15

Surface Type

- Asphalt
- Gravel
- Surface Treatment
- Arterial / Private



Province of Ontario, Esri Canada, Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA, NRCan, Parks Canada



## Township of South Glengarry Asset Management Plan



July 1, 2022

### EXCERPT OF ROAD LEVEL OF SERVICE Report to Council November 20, 2023

## 3. Levels of Service

### 3.1. Background

The level of service (LOS) is a measurement of the quality of service that the Township is providing to the community. O.Reg. 588/17 establishes two categories for LOS:

- Community Level of Service: a description of how customers expect to receive the service. As the customer's expectations may vary from customer to customer this group of matrixes are subjective and difficult to directly measure.
- Technical Level of Service: a measurable attribute that reflects the assets ability to achieve the desired community level of service.

The approved Asset Management Plan concentrates on developing an understanding of the current level of service in accordance with O. Reg. 588/17. The next phase of asset management planning will be to identify the proposed level of service which will meet the community's expectation with a full understanding of the financial implications of striving for the proposed level of service.

### 3.2. Current Asset Conditions

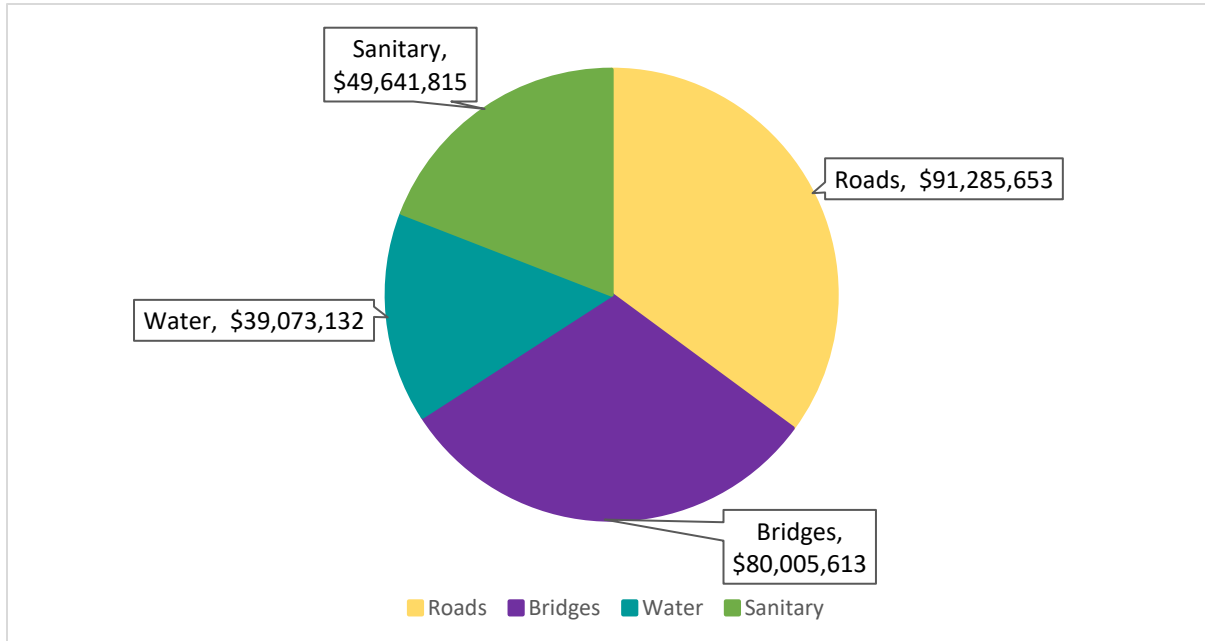
The assets that the Township of South Glengarry are currently maintained and operated in accordance with the following regulations and guidelines:

- Minimum Maintenance Standards for Municipal Highways (O. Reg. 239/02)
- Ontario Provincial Standards Specifications (OPSS)
- Ontario Provincial Standard Drawings (OPSD)
- Standards for Bridges (O. Reg. 104/97)
- Ontario Structure Inspection
- Drinking Water Quality Management Standard
- Municipal Drinking Water Licence
- Drinking Water Works Permits
- Safe Drinking Water Act
- Provincial Drinking Water Guidelines
- Ontario Water Resources Act
- Environmental Compliance Approvals
- Ontario Building Code
- Provincial Fire Code
- Acceptable Standards as set forth by administration

### 3.3. Asset Breakdown

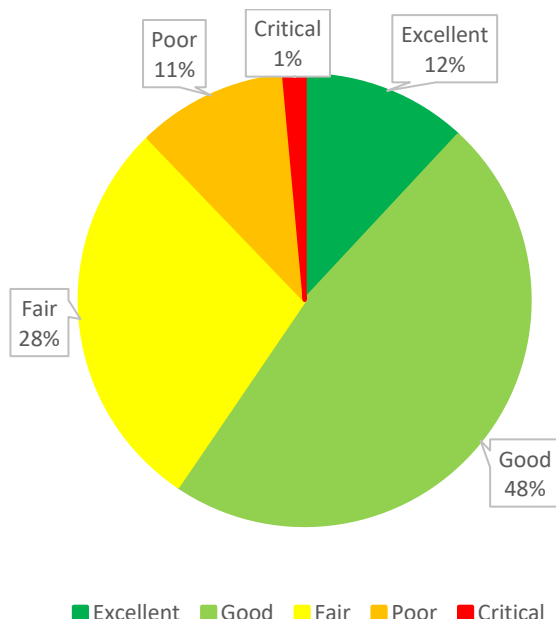
This version of the Township's Asset Management Plan focuses on the core asset categories: road network, bridges, water network, and sanitary network. The Township owns core assets totaling a replacement value of approximately \$236M. The breakdown of these assets by core asset category is as follows:

*Figure 2 – Township's Total Core Infrastructure Replacement Value*



The following sections provide supporting information for the condition of the core assets, based on the grading scale presented in the following sections, and summarized in the following figure.

Figure 3 – Township's Core Infrastructure Consolidated Condition



### 3.4. Road Network

#### 3.4.1. What we Own and its Current Replacement Value

The Township owns the following road network assets:

Table 3 – Road Network Assets

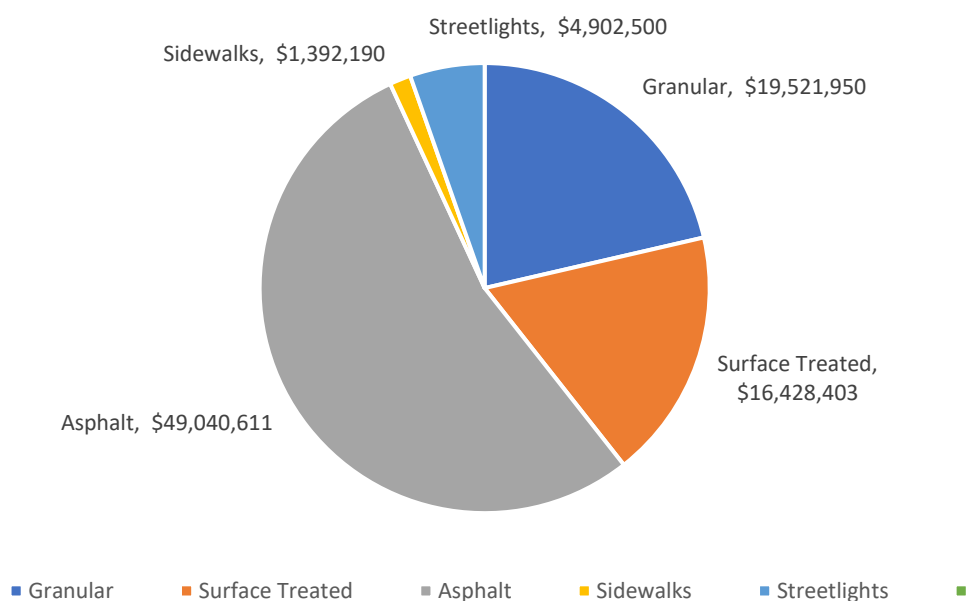
<b>Road Assets</b>	<b># of Roads</b>	<b>Length</b>	<b>Replacement Value</b>
<i>Granular</i>	108	145.5 km	\$19,521,950
<i>Surface Treated</i>	39	84.2 km	\$16,428,403
<i>Asphalt</i>	212	156.2 km	\$49,040,611
<i>Sidewalks</i>	37	12,106 m	\$1,392,190
<i>Streetlights</i>	935		\$4,902,500

Although granular roads are included in the valuation of the road network, the maintenance and replacement of granular roads are an annual operational function. Only projects where granular roads are upgraded to surface treatment or asphalt will be identified and included within the capital plan for this asset management plan.

The following figure illustrates a breakdown of the road network by asset category.



Figure 4 – Road Network by Component



### 3.4.2. Expected Useful Service Life

“Useful Service Life” is the industries best estimate of the expected period of time an asset can be used for their intended purpose. Depending on the maintenance and rehabilitation efforts over the course of the life span of an asset, the useful service life can be extended. The useful service life is used to determine replacement needs of individual assets.

The following table provides a comparison of the expected service life compared to the actual average age of the Township’s road network.

Table 4 – Road Network – Useful Service Life

ASSET COMPONENT	ESTIMATED USEFUL LIFE (YEARS)	AVERAGE AGE (YEARS)	AVERAGE SERVICE LIFE REMAINING (YEARS)
SURFACE TREATED ROADS	12	5	7
ASPHALT ROADS	60	30	30
STREETLIGHTS	30	12	18
SIDEWALKS	60	30	30

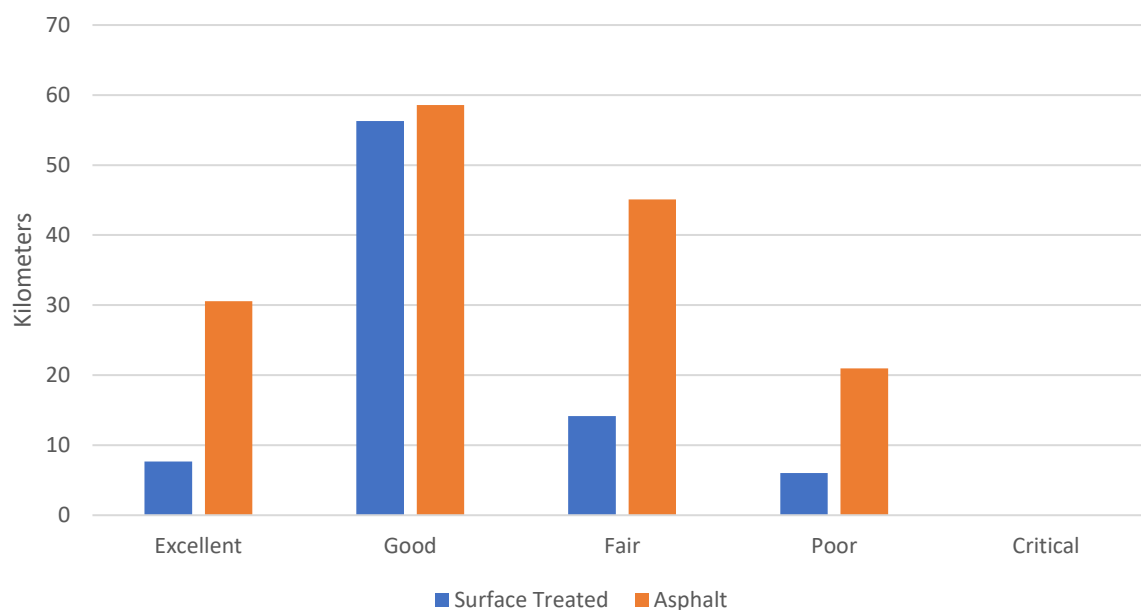
The condition of the road network was established based on the following matrix.

Table 5 – Road Network Condition Rating System

Colour Indicator	Pavement Condition Index	
	Greater than 80%	Requires regular maintenance
	60% < PCI < 80%	Minor local improvements
	40% < PCI < 60%	Requires rehabilitation and continued maintenance
	20% < PCI < 40%	Requires major rehabilitation or reconstruction
	Less than 20%	Requires Reconstruction

Based on the pavement condition index, provided in the 2020 Road Needs Study, the overall condition of the surface treated and asphalt roads is shown in the following figure.

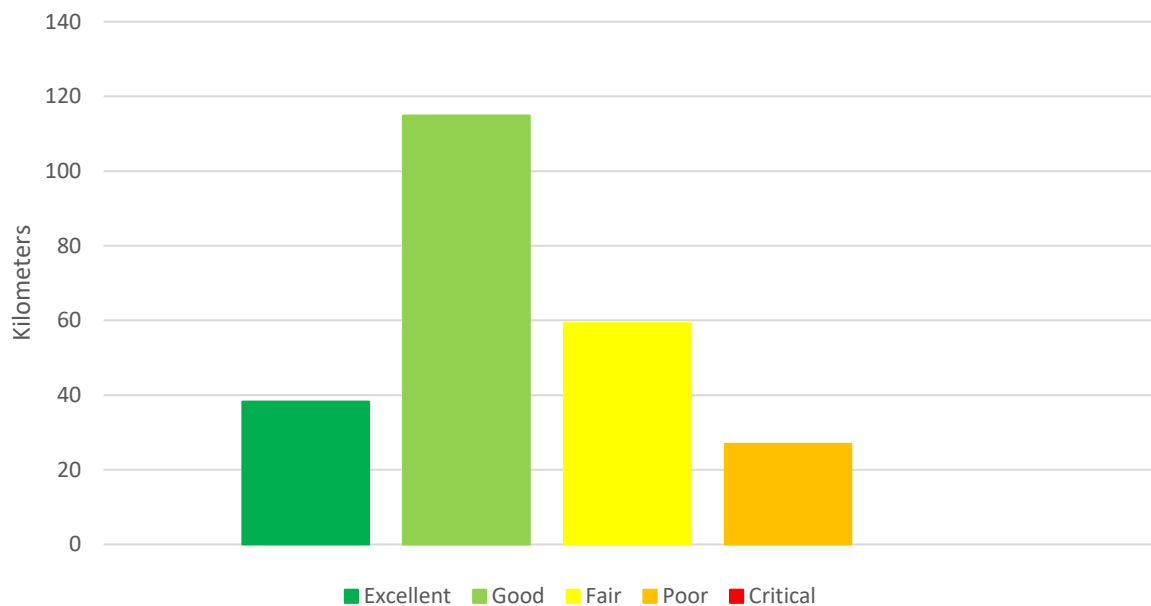
Figure 5 – Condition of Road Assets by Component



The combined condition of all road network assets is shown in the following figure.



Figure 6 – Road Network Overall Condition



3.4.3. Current Level of Service

Based on the asset inventory compiled for the road network, the Township has identified the current level of service being provided to the community. The Community and Technical Level of Service is reflected in the following table meeting the requirements of O.Reg. 588/17.

Table 6 – Current Level of Service - Road Network

Level of Service Category	Matrix	Current Level of Service
Community LOS	Description, which may include maps, of the road network in the municipality and its level of connectivity.	Refer to Appendix B
	Description or images that illustrate the different levels of road class pavement condition.	Road network condition rating system is defined in Table 5.
Technical LOS	Lane-km of Municipal Roads per land area <sup>1</sup>	0.63 km/km <sup>2</sup>
	For paved roads in the municipality, the average pavement condition index value.	62 (fair)
	Maintain an up-to-date Road Needs Study	Every Five Years
	Maintain a condition assessment of sidewalks	Every Five Years

1 based on 605 km<sup>2</sup>

### 3.4.4. Lifecycle Management

The Township has two levels of budgeting for the upkeep of their road network:

- Annual Operation and Maintenance Budget (Operating Budget)
  - Summer Activities including pavement patching, line painting, roadside mowing, tree trimming, road sign maintenance, street light maintenance, sidewalk repairs, etc.
  - Winter Activities including snow plowing, sanding/salting, sidewalk clearing, etc.
- Planned Rehabilitation and Replacement Budget (Capital Budget)
  - Paved road rehabilitation and replacement is scheduled based on the PCI of the road infrastructure as well as the condition of the underground infrastructure.

The current strategy is to maintain roads that are in good condition in good condition and concentrate road rehabilitation works in the areas where the underground infrastructure is in poor condition.

## Appendix E

### 10-Year Capital Plan by Core Asset

Asset Id	Road	From	To	Description	PCI/SC	Require Geotech	Length (km)	Cost/km	Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
200200	MacDonald	Kenyon Co	Dead End	Road to service property (need to determine Township's obligations to complete the work)			0.085		\$36,922																
105100	Cemetery Rd	SDG #18	North Brar	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	69	y	Upgrade	2.280	\$113,000	\$257,640	\$257,640														
105500	North Brar	SDG #20	South Stor	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	67	y	Upgrade	4.960	\$113,000	\$560,480		\$560,480													
407700	Celtic Lane	South Terr	Dead End	Asphalt Grindings Existing	46		Downgrade	1.347		\$15,596	\$15,596														
503100 50	2nd Line Rd	SDG#18	SDG #25	Asphalt Reconstruction	59,79,80	y	Asphalt	6.610		\$675,000			\$337,500	\$337,500											
201500	Glen Roy Rd	SDG#25	Kenyon Co	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	63		Upgrade	2.150	\$113,000	\$242,950														\$242,950	
103701	Chapel Rd	Neville Rd	SDG # 18	Asphalt Reconstruction	73	y	Asphalt	3.113	\$300,000	\$933,900											\$311,300	\$311,300	\$311,300		
502100	Concession	SDG#34	1st Line Rd	Pulverize existing plus double surface treatment and fog seal	83		DST	2.715	\$73,500	\$199,553													\$66,518	\$133,035	
502101	Concession	1st Line Rd	SDG#26	Pulverize existing plus double surface treatment and fog seal	80		DST	2.234	\$73,500	\$164,199									\$164,199						
502200	Concession	SDG#26	3rd Line Rd	Pulverize existing plus double surface treatment and fog seal	78		DST	2.882	\$73,500	\$211,827	\$211,827														
206700	Beaverbro	Landfill	Chapel Rd	Pulverize plus add 150mm granular material plus double surface treatment and fog seal	66		Upgrade	1.190	\$130,000	\$154,700	\$154,700														
105900	Beaverbro	Chapel Rd	SDG #20	Pulverize existing plus double surface treatment and fog seal	73		DST	4.271	\$73,500	\$313,919															\$313,919
504300 50	Concession	SDG #34	1st Line Rd	Asphalt Reconstruction	80		Asphalt	1.500	\$130,000	\$195,000									\$195,000						
401300	Warren Street			Asphalt Existing (Williamstown)	51	y		0.350	\$130,000	\$45,500	\$45,500														
401700	Middle Street			Asphalt Existing (Williamstown)	27	y		0.080	\$300,000	\$24,000	\$24,000														
401900	Bethune Street			Asphalt Existing (Williamstown)	39	y		0.080	\$300,000	\$24,000	\$24,000														
311700	Sabourin D	SDG #2	Dead End	Asphalt Existing (Glen Walter)	39	y		0.190	\$300,000	\$57,000	\$57,000														
311900	Anderson C	Sabourin D	Dead End	Asphalt Existing (Glen Walter)	43	y		0.060	\$300,000	\$18,000	\$18,000														
305300	Oak Drive			Asphalt Reconstruction (Glendale Subdivisio	53	y		0.352	\$937,500	\$330,000		\$330,000													
305500	Rene St.			Asphalt Reconstruction (Glendale Subdivisio	53	y		0.245	\$130,000	\$31,850		\$31,850													
306100	Willow St	Patrick St	Oak St	Asphalt Reconstruction (Glendale Subdivisio	57	y		0.354	\$130,000	\$46,020		\$46,020													
305101 30	Poirier Ave			Overlay (Glendale Subdivision)	55			0.557	\$130,000	\$72,410		\$72,410													
306301	Huron St			Overlay (Glendale Subdivision)	52			0.922	\$13,000	\$11,986		\$11,986													
307000	Vine St			Overlay (Glendale Subdivision)	53			0.366	\$130,000	\$47,580		\$47,580													
602000	Park St			Overlay (Glendale Subdivision)	61			0.304	\$130,000	\$39,520		\$39,520													
307300	Hickory St			Overlay (Glendale Subdivision)	55			0.376	\$130,000	\$48,880		\$48,880													
315300	Clifford Street			Asphalt Reconstruction (Bayview Estates)	45	y		0.353	\$300,000	\$105,900	\$105,900														
315100	Laura St			Overlay (Bayview Estates)	57	y		0.234	\$130,000	\$30,420	\$30,420														
500600	Marlene St			Overlay (Bayview Estates)	51			0.450	\$130,000	\$58,500	\$58,500														
	Lancaster	NW			40-50	y		1.015	\$130,000	\$131,950	\$131,950														
	Lancaster	NE			39-58	y		1.100	\$130,000	\$143,000	\$143,000														
	Lancaster	SW			28-66	y		1.269	\$130,000	\$164,970		\$164,970													
	Lancaster	SE			41-60	y		1.100	\$130,000	\$143,000		\$143,000													
	Green Vall	East				y		1.386	\$130,000	\$180,180	\$180,180														
	Green Vall	West				y		1.514	\$130,000	\$196,820	\$196,820														
	South Lanc	All				y		4.497	\$130,000	\$584,610		\$584,610													
210300 & 2	Heron	Peanut Lin	Co Rd 27	Granular	74	y	DST	4.491	\$73,500	\$330,089		\$330,089													
	Heron			Culverts 18@14m				252.000	\$400																
110900	MacGillivay	Kirk Street	Cty Rd 27	Gravel Road		y		5.936	\$45,000	\$267,120		\$267,120													
	MacGillivay			Culverts 25@14m				450.000	\$400																
407900	Airport Rd	Cty Rd #27	Lot 7/8	Asphalt	88		Asphalt	2.863	\$130,000	\$372,190				\$372,190											
408300 B	Airport Rd	700m north	Fraser Rd	Granular			DST	2.353	\$73,500	\$172,946										\$172,946					
408300 A	Airport Rd	Lot 7/8	700m north	Granular		Y	Asphalt	0.700	\$300,000	\$210,000					\$210,000										
408701	Fraser	Airport Rd	North of C	Asphalt	88	Y	Asphalt	1.202	\$300,000	\$360,600															
408700 & 4	Fraser	Co RD 2	Loyalist - 408701		66	y	DST	3.846	\$73,500	\$282,681			\$282,681							\$282,681					
300600	Glen Brook	Glen Rd	Cty Rd #19	Double Surface Treatment + fog seal		y	DST	2.099	\$45,000	\$94,455			\$94,455												
110100	Glen Falloch	SS Bounda	Cty Rd #20	Double Surface Treatment + fog seal		y	DST	1.571	\$45,000	\$70,695				\$70,695											
500100 50	South Serv	SDG 34	SDG 23	extra lift of asphalt	84 91		Asphalt	11.616	\$134,750	#####						\$391,314	\$391,314	\$391,314	\$391,314						

Asset Id	Road	From	To	Description	PCI/SC	Require Geotech	Length (km)		Cost/km	Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037
308500 30	Tyotown Rd	Boundary	Purcell Rd	extra lift of asphalt	82 90		Asphalt	1.562	\$130,000	\$203,060				\$203,060												
313501 31	Purcell Road	SDG # 2	Tyotown Rd	(1km has double lift of asphalt, do remainde	80 60		Asphalt	1.727	\$130,000	\$224,510	\$224,510															
				ROAD NEEDS STUDY											\$24,000					\$24,000						
				SAFE SIDEWALKS STUDY											\$5,000					\$5,000						
											\$1,879,543	\$2,678,515	\$714,636	\$540,560	\$471,885	\$601,314	\$391,314	\$391,314	\$391,314	\$388,199	\$455,627	\$311,300	\$311,300	\$377,818	\$375,985	\$313,919

**Resolution Number**

**Title:** ITEMS FOR CONSIDERATION

**Date:** Monday, November 20, 2023

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**Moved by** Deputy Lang

**Seconded by** \_\_\_\_\_

**BE IT RESOLVED THAT** the Council of the Township of South Glengarry hereby supports the resolution passed by the Township of McKellar and requests that the Provincial government make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations and that this resolution be forwarded to the Minister of Municipal Affairs and Housing, MPP Nolan Quinn, the Association of Municipalities of Ontario and the Township of McKellar.

**CARRIED**

**TIED**

**DEFEATED**

**POSTPONED**

---

Mayor Lachlan McDonald



## **Township of McKellar**

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

October 19, 2023

Hon. Doug Downey  
Attorney General  
McMurtry-Scott Bldg 11th Flr, 720 Bay St.  
Toronto, ON M7A 2S9

Sent via email: [Doug.Downey@ontario.ca](mailto:Doug.Downey@ontario.ca)

### **RE: Call for an Amendment to the *Legislation Act, 2006***

Dear Mr. Downey,

At the Regular Meeting of Council held on October 17, 2023, the Council of the Corporation of the Township of McKellar carried the following resolution:

#### **Resolution No. 23-671**

Moved by: Councillor Kekkonen

Seconded by: Councillor Zulak

**WHEREAS** Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model; and

**WHEREAS** Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward; and

**WHEREAS** the *Legislation Act, 2006* provides a definition of “newspaper” which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”); and

**WHEREAS** Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations; and

**WHEREAS** communities such as the West Parry Sound Area cannot comply with publication requirements in Provincial Acts and Regulations as the Parry Sound North Star news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”; and

**WHEREAS** some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of McKellar does hereby request the Provincial government to make an amendment to the *Legislation Act, 2006* to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations; and

**FURTHER** request the support of all Ontario Municipalities; and

**FURTHER THAT** this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Parry Sound-Muskoka MPP, Graydon Smith; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.

**Carried**

Regards,



Karlee Britton  
Deputy Clerk  
Township of McKellar  
[deputyclerk@mckellar.ca](mailto:deputyclerk@mckellar.ca)  
(705) 389-2842 x5

cc:

Paul Calandra, Minister of Municipal Affairs and Housing  
Graydon Smith, MPP Parry Sound-Muskoka  
The Association of Ontario Municipalities (AMO)  
Neil Oliver, CEO & President, Metroland Media Group  
All Ontario Municipalities



**Resolution Number**

**Title:** Proclamation - 25th Anniversary & National Housing Day Proclamation

**Date:** Monday, November 20, 2023

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**Moved by** Deputy Lang

**Seconded by** \_\_\_\_\_

WHEREAS the need for affordable housing is at a crisis level.AND WHEREAS Habitat for Humanity Cornwall & the Counties has built 18 homes over the last 25 years and continues to build safe, affordable homes for local, low-income families which are sold at fair market value.AND WHEREAS Habitat for Humanity Cornwall & The Counties continued efforts throughout Stormont, Dundas, Glengarry and Cornwall working with the community to help families build strength, stability and self-reliance through affordable homeownership.NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby recognizes National Housing Day, November 22, 2023 and the 25th Anniversary of Habitat for Humanity Cornwall & the Counties.

**CARRIED**

**TIED**

**DEFEATED**

**POSTPONED**

---

Mayor Lachlan McDonald

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** November 20, 2023

**SUBJECT:** Departmental Update – Corporate Services  
(October 2023)

**PREPARED BY:** Kelli Campeau, GM Corporate Services/Clerk

### ADMINISTRATION:

- Prepared Township representations for Information and Privacy Commissioner of Ontario appeals (2).
- Coordinated and attended site visit for SDG Accessibility Committee to tour road and sidewalk improvements in Williamstown (Warren, Middle and Bethune Streets) in collaboration with Infrastructure Services.
- Attended and prepared agendas and minutes for:
  - 2 Regular Council Meetings
  - 1 Special Council Meeting
  - 2 Public Meetings
  - 1 Cornwall Regional Airport Commission Meeting
- Conducted interviews for GM of Finance vacancy.
- Prepared for new CAO onboarding.
- Prepared Township submission to the Ministry of Municipal Affairs and Housing re: Housing Affordability Task Force recommendations.
- Prepared annual Accessibility Plan Status Update in collaboration with GM of Parks, Recreation & Culture and presented plan to the SDG Accessibility Committee.
- Prepared and submitted bi-annual provincial accessibility compliance report.
- Facilitated senior management team meetings.
- Met with solicitors re: various ongoing litigation/legal matters.
- Continued implementation of StoneShare electronic records management system.
  - Organization and clean up for HR and Fire Services
  - Administrative Training
- Provided marriage solemnization services.
- Issued marriage and lottery licences.
- Provided Commissioner of Oath services.

- Ongoing assistance provided to various departments related to insurance files.
- Communications Campaigns:
  - Local Government Week
  - Circular Economy Month
  - Small Business Week
  - Purple Shirt Day (Children's Aid Society)
- Daily preparation of social media and website content.
- Monitoring of social media pages.

## **TRAINING & EVENTS:**

### **Acting CAO/Clerk:**

- Oct 4<sup>th</sup> - SDG Regional CAO's Meeting.
- Oct 12<sup>th</sup> - AMCTO Municipal Clerk's Forum
- Oct 19<sup>th</sup> - Cunningham Swan Municipal Law Seminar
- Oct 26<sup>th</sup> - SDG Accessibility Committee Meeting

### **Deputy Clerk:**

- Oct 10<sup>th</sup> – AMCTO Lottery Licensing Refresh Course
- Oct 19<sup>th</sup> - All About Records Management Course
- Oct 20<sup>th</sup> – Civil Marriage Solemnization Training
- Oct 23<sup>rd</sup> – 25<sup>th</sup> – Disaster and Emergency Management Conference
- Municipal Clerks Institute – Level 1 completed

## **COMMUNICATIONS STATS:**

- YouTube Stats:
  - +2 Subscribers
  - 491 Video Views
  - Most Watched Videos:
    - October 2, 2023 Regular Meeting
    - October 16, 2023 Regular Meeting
    - October 2, 2023 Public Meeting
    - October 2, 2023 Committee of Adjustment
    - October 16, 2023 Public Meeting
- Website
  - 201 Unique Searches
  - Most Popular Searches
    - Tenders (17)
    - Burn Permit (6)

- Williamstown Santa Clau Parade (2)
  - Marriage (4)
  - Landfill (4)
- Facebook Stats:
  - Overall Reach: 16,405
  - Total Followers: 5,664
  - Posts with Highest Reach:
    - Cornwall Regional Airport Anniversary (5.6K)
    - Nordic Walking at Summerstown Trails (3.6K)
    - Local Government Week – Finance Dept (3.2K)
    - LTC Halloween Treats Donation (3.1K)
    - Township Halloween Greeting (3K)



**REPORT TO:** Council of the Township of South Glengarry

**MEETING DATE:** November 20, 2023








**SUBJECT:** Departmental Update – Infrastructure Services (October 2023)

**PREPARED BY:** Sarah McDonald, GM Infrastructure Services

## Infrastructure Capital Work

The status of Infrastructure Services Capital Projects, as of October 31, 2023, is summarized in the following table. Generally, road capital projects are on-schedule.

Division	Project	Progress	Notes
Bridges	30011, Major Rehabilitation Design		Engineering Deferred August 8, 2023
	30018, Concrete Repairs		Engineering Complete Construction Deferred August 8, 2023
	30044, Expansion Joint Replacement		Engineering Complete Construction Deferred August 8, 2023
	30050, Renewal Options Analysis		Completed
Roads	Warren Reconstruction		Completed
	Sabourin / Anderson Resurfacing		Deficiency Work Outstanding
	MacDonald Road Extension		Completed
	Westley Creek @ Concession 2		Completed
Engineering	Streetlight Conversion - Phase 2		Scheduled to begin November 6, 2023
	Summerstown Wharf Options		Not Started
	Active Transportation Plan		RFP In Development
	Building Condition Assessments		In-Progress <i>Led by Recreation</i>

Division	Project	Progress	Notes
	Road Rationalization Study		In-Progress
	Filion Drain Engineers Report		Complete
Water	GW Expansion EA		On Hold
	GW Water Tower Design and Construction		In-Progress
	Lancaster Lagoon Dredging		Complete
Fleet	Backhoe Replacement		Purchased March 2023
	Valve Trailer		Purchased March 2023
Waste Mngmnt	-	-	-

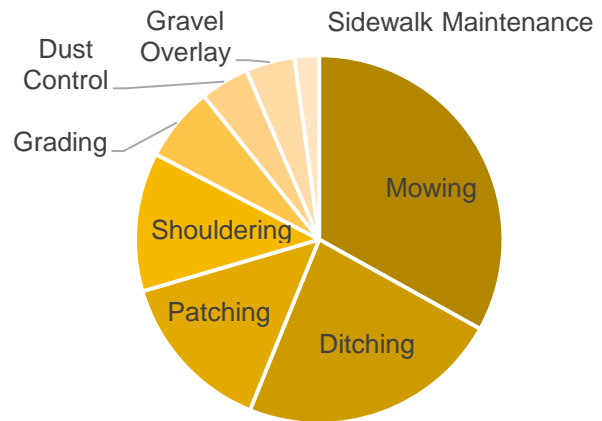
## Infrastructure Operations

### Road Operations

During the reporting period, Road Operations were primarily focused on routine maintenance, with a focus on:

- Roadside Mowing
- Roadside Ditching
- Hartop Patching
- Shouldering

Major in-house projects undertaken by the Roads Division during the reporting period include Heron Road Ditching.



### Water Operations

#### General Operations

- Building Condition Assessment - Started
- Chemical Deliveries – Hypo and Alum
- Fall flushing and residual checks
- Winterizing hydrants (start)
- Flow Meter Calibrations (3rd Party) Oct 24, 2023
- Internal Audit Continued (DWQMS)
  - Internal Audit – October 3
  - Interviews – October 11

#### Glen Walter

- Bray Street Warranty Meeting
- Glen Walter Park Shutdown (Oct 19)
- Sludge hauling

#### Lancaster

- Chemical Tank Cleaning
- Gaskets Replacement (lagoons)
- A/C Unit Installed (Lancaster Filtration Room)

#### Green Valley

N/A

#### Redwood

- Curb stop emergency repairs

#### Customer Concern (October 17, 2023)

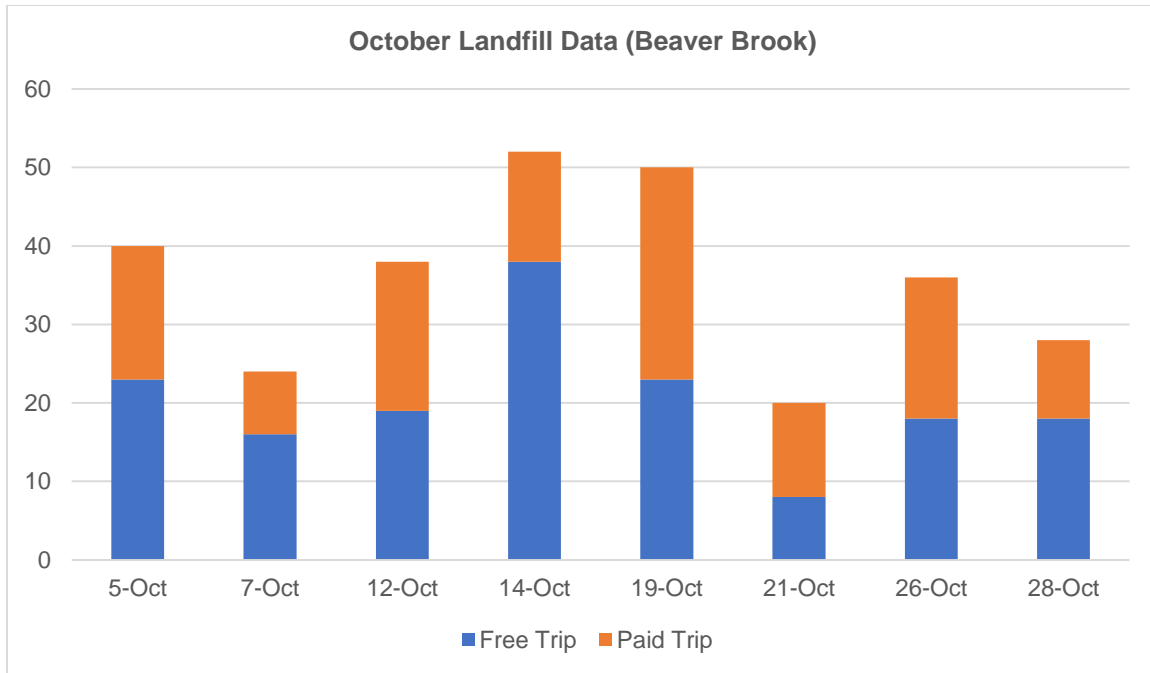
Eastern Ontario Health Unit requested follow up to residential home sampling that contained overgrown plate counts. Residential home was on municipal water which is not a typical service provided by the EOHU. In response the Water Division completed a site visit, collected samples, and reviewed municipal water records. Sample results were received for all of Purcell Road and the results were shared with EOHU and MECP.

The municipal drinking water system had no evidence of contamination. The residence appears to have a contaminated RO system located beneath the kitchen sink.

## Waste Management Operations

### Landfill Operating During Reporting Period: Beaver Brook

The number of trips to the landfill during the reporting period are summarized in the chart below. The free trips are residents using one of their households two free annual landfill trips that replaced the “free dump days” historically held in May / June.





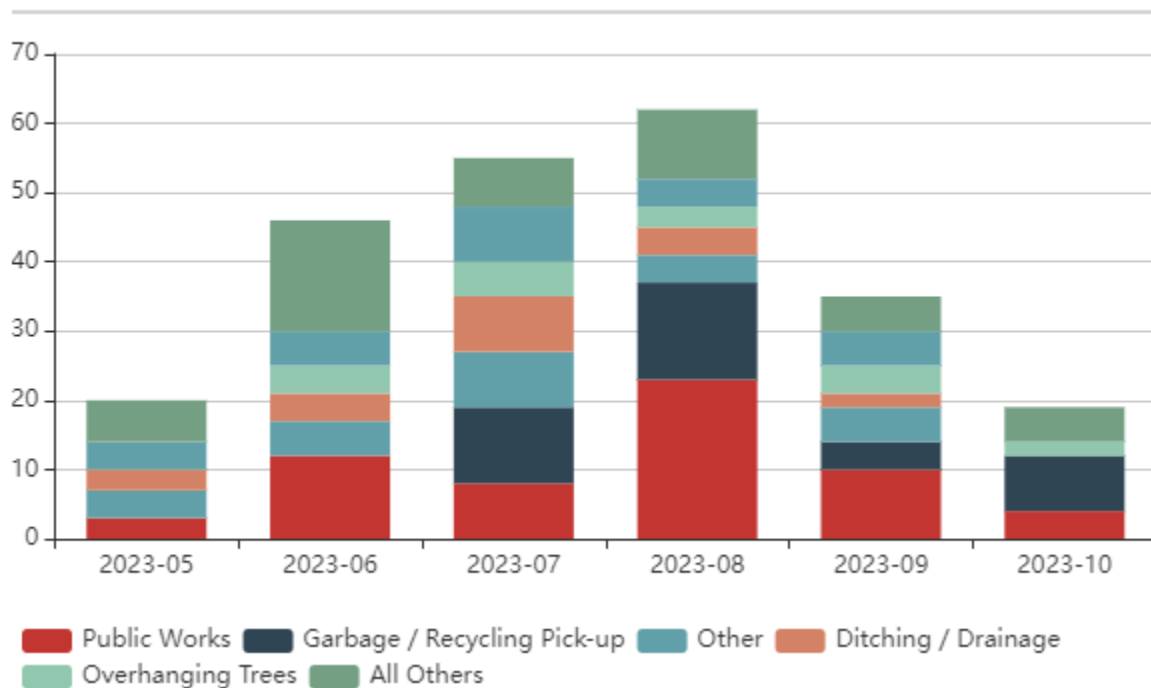
## Infrastructure Administration

### Customer Service

Infrastructure Services logs all written complaints (and many verbal complaints) through the Access E11 platform. The *Public Works* category is a catch-all which the public often uses when submitting through the online platform (<https://form.foreaction.cloud/submit/south-glengarry>). The *All Others* category includes low volume complaints which currently include missing signage, potholes, streetlights, and snow removal.

It is estimated that written submissions through E11 is capturing <30% of complaints and concerns that are handled through the administrative part of Infrastructure Services – with many being received and handled by phone or in-person.

Case Volume by Category (Open/Closed)



### Special Projects

Special projects are activities that took multiple days of administrative staff time during the reporting period.

- 2023 Bridge Inspection (Draft Results)
- Source Water Protection Working Group (one day)
- 2024 Waste Calendar Preparation
- Food Cycler Postmortem Survey
- Facility Snow Clearing RFP
- Traffic Count Collection and Speed Survey
- Training

## Highlights

Health, Safety, Environment	Committees	Training
-	-	<p>Asset Management for Roads (S. McDonald)</p> <p>Municipal Law Seminar (S. McDonald)</p> <p>AORS PWLDP</p> <ul style="list-style-type: none"> <li>Local Government (B. Dixon, D. Smeall)</li> <li>Customer Service (B. Dixon, D. Smeall)</li> <li>Leadership &amp; Supervision (D. Seguin, B. Dixon)</li> </ul>

## Requests from Council

ID	Reference	Item	Status
2021-01	Council Mtg Oct 4, 2021	Traffic Calming Policy	In Progress
2022-01	Council Mtg Jun 6, 2022	Berish Purcell Agreement Drain	On Hold
2023-01	Council Mtg Jun 5, 2023	Public Equipment on Private Road	In Progress
2023-02	Council Mtg Aug 8, 2023	30050, Low-level crossing consideration	Closed Oct 2, 2023
2023-03	Council Mtg Oct 2, 2023	30050, Low-level crossing estimate from local contractor	Closed Oct 25, 2023

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** November 20, 2023

**SUBJECT:** Departmental Update – Parks, Recreation and Culture (October 2023)

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

### CURRENT PROJECTS

- Peanut Line Options Analysis
- Building Condition Assessments
- Nor'Westers Museum Kitchen Renovation
- Cairnview Park – Concept Plan Project
- Cairn Island Interpretation Site
- CLRC Drainage Project

### ADMINISTRATION

- Research and development of the 2024 departmental capital and operating budget
- CLRC advertisement coordination with user groups.
- Departmental website updates
- Accessibility report updates
- Bainsville Property – Shared Well - research
- Facility bookings and coordination
- CLRC – addressing and monitoring user group concerns
- CLRC – Floor Project – Final inspection to close out project.
- CLRC – Refrigeration plant water treatment research

### OPERATIONS

- Implementation of fall programming at Char-Lan High School
  - Pickleball
  - Badminton
  - Basketball
- Implementation of new program at Smithfield Park Building

- Balance for Life – Seaway Valley Community Health Centre
- Tartan Hall bar operations
- Tree management – Peanut Line, Glen Gordon Park and Char-Lan Recreation Centre
- Tree planting at Ken Barton Park
- Winterize all outdoor park facilities, equipment and dock removals
- Lancaster Cenotaph light repairs
- Outdoor rink repairs and maintenance for upcoming season
- CLRC – installation of new lobby toilets/urinals
- Installation of dimmer lights for CLRC arena floor.
- Implementing items from accessibility plan – light sensors at Lan-Char Medical Centre and Celtic Music Hall of Fame
- Peanut Line inspections
- Ongoing maintenance requests
  - Lancaster library
  - Lan-Char Medical Centre/Dentist
  - Loyalist and Nor'Westers Museum

## **HEALTH AND SAFETY**

- Building and site inspections continue
- Fire Training/Refrigeration Plant emergency protocols – took place at neighbouring arena – for future implementation of policies and procedures at CLRC.

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** November 20, 2023

**SUBJECT:** Departmental Update – Finance (October 2023)

**PREPARED BY:** Kaylyn MacDonald, Deputy Treasurer

### AR Activity

- Prepared and calculated November utility bills.
- Processed final tax payments for the October 31<sup>st</sup> due date.
- Began processing 2023 assessment changes.

### AP Activity

- Payment of vendors and kept suppliers current.
- Continued to digitize 2023 invoices into accounting software.

### Treasury Activities

- Deputy Treasurer worked with KPMG to continue to finalize the 2022 airport audit.
- Prepared budget documents for GMs to begin reviewing accounts.
- Attended the Cornwall Regional Airport Commission meeting.
- Continued work on 2022 Audit preparations.
- Attended MFOA's Internal Controls 101 Workshop.

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** November 20, 2023

**SUBJECT:** Departmental Update – Fire Services (October 2023)

**PREPARED BY:** Dave Robertson, Fire Chief

### OPERATIONS AND RESPONSES: 21

- Motor Vehicle Collisions: 3
- Alarms:3. Medical:2
- Burn Complaint / Unauthorized Burns: 1
- Fire – Structural:1, Brush / Grass:1, Vehicle:7, Other:
- False:1, Public Hazard:2
- Rescue:
- Incidents of note.
  - Commercial structure fire in Glen Norman
  - Structure fire assist to North Glengarry
  - Commercial structure fire in Lancaster

### TRAINING:

- Station Training topics
  - Acquired structure where staff trained on ventilation and firefighter survival.
  - Grain handling, drying and storage awareness.

### FIRE PREVENTION:

- Property inspections
- School drills completed at 5 locations.
- Vulnerable occupancy inspections and annual fire drills.

### HEALTH AND SAFETY:

- Building inspections continue.
- Deputy Chief attended and recertified for Step 1 Joint Health and Safety Certification.

### ADMINISTRATION:

- StoneShare file management conversion ongoing.
- Stn 3 staff assisted with Terry Fox events at Char-Lan High School.

- Discussions with Cornwall Fire Services and SDG Counties regarding hazardous materials response agreement.

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry



**MEETING DATE:** November 20<sup>th</sup>, 2023

**SUBJECT:** Local Government Week - Councillor for a Day Contest

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

Local Government Week took place in Ontario from October 15<sup>th</sup> – 21<sup>st</sup>, 2023. To promote Local Government Week, the Township's Corporate Services division initiated a 'Councillor for a Day' essay contest to engage the young residents of the community and provide them with an opportunity to share their perspectives on local governance. The contest invited students to articulate their thoughts through essays, contemplating the essence of South Glengarry and proposing ideas they would implement if granted the role of Councillor for a day.

### **Objectives:**

Aligned with Local Government Week, the contest aimed to instill civic engagement among students, fostering a sense of community involvement and facilitating an exchange of ideas between the younger population and local governance.

### **Contest Details:**

The contest was open to all students residing in South Glengarry. Participants were tasked with composing essays that delved into their personal connection to South Glengarry and outlined their vision for contributing as a 'Councillor for the Day'.

### **Timeline:**

The contest was announced early October aligning its launch with the celebration of Local Government Week. The submission deadline was set for October 25, 2023. Throughout this period, concerted efforts were made to promote the contest through schools, educators, and online platforms.

### **Selection Process:**

Following the submission phase, a panel comprising designated Council members and Township Administrators undertook the responsibility of reviewing and selecting the



contest winners. The evaluation criteria included originality, clarity of thought, relevance to the theme, and feasibility of proposed ideas.

### **Recognition and Award:**

The following submissions were selected as the contest winners:

- Helix Grazian
- Owen O'Farrell
- Marc Holtman

Winners of the 'Councillor for a Day' contest will be formally recognized on November 21<sup>st</sup>. They will be presented with a gift package to honor their participation and insightful contributions. The winning essays are attached to this report.

### **Outcome and Impact:**

The contest received an enthusiastic response from students across South Glengarry, with a total of 21 submissions received. The submitted essays provided a diverse perspective, showcasing the students' profound connection to their community and their innovative ideas for its improvement.

### **Conclusion:**

The 'Councillor for a Day' Contest exemplifies the Township's commitment to fostering youth involvement in civic matters and nurturing a sense of belonging within South Glengarry. As part of Local Government Week, this initiative underscored the importance of engaging the younger generation and amplifying their voices in shaping the Township's future.

## **South Glengarry Essay Contest Submission - Helix Graziani**

What does South Glengarry mean to me? It is where I live, and I like it! Although it is a little out in the country, it remains somehow close to both Ottawa and Montreal. I especially like how close we are to the US/New York/Massena as I have family there.

If I was councilor for a day, then I do not think that I would be able to do much, as I would be a councilor of a small municipality for only 24 hours. However, this does not mean that I cannot think about what I could do in such a brief time. I will make a point to add better bike/walking infrastructure. I will argue for programs that will improve the economy and expand our budget, like adding policies that will draw tech companies to our municipality. We could also work together with other municipalities to make public transportation for instance. I say that we make a name for ourselves, and I think that one of the easiest ways that we can do that is by creating a tourist attraction. Something to draw attention towards us. That way, more people will move in (or at least spend money in) our municipality. We should also add some urbanization projects. Projects that would be quite expensive but will be very much worth it eventually. Things like changing the zoning from R1 or LSR residential to something more mixed like C1, or R2, (or CBD like they have in Cornwall,) as they can be both commercial (on the first floor) and residential (on the upper floors).

(sources)

<https://www.southglengarry.com/en/municipal-services/resources/Documents/ByLaws/Comprehensive-Zoning-Bylaw.pdf>

<https://cornwallcity.maps.arcgis.com/apps/webappviewer/index.html?id=82ce1878e61a41a6aabad7c5d2a1879f>

<https://www.youtube.com/c/notjustbikes>

## Councillor for the day

South Glengarry means a lot to everyone who lives, works, or travels to our area. To me South Glengarry means home. To me everything I do is in South Glengarry and because of that I want it to be the best it can be. I play hockey, go to school, work and much more here. I know the mayor, deputy mayor and councillors work hard to improve South Glengarry and keep everyone happy, but it is a challenge. I think being a counsellor would be difficult.

As a councillor my daily routine would vary depending on the day and circumstances. Like on every second Monday there would be meetings. At the meetings I would review by-laws, action requests and the consent agenda. I would also help in hiring committee members for different committees at the start of each term. I would help vote on different actions that might be complex or controversial, like where the money in the community is used for. As a councillor I would appear for various events, like how the mayor came to our school to show us things about what he, the deputy mayor and councillors do. Another thing I would have to do is make sure I am all caught up with local news because it can help me make better decisions.

Overall, I think being a councillor would be difficult and time consuming. If I were really given the chance to be a councillor for the day, I do not think I would like to do it.



# If I Were Councillor for the Day

If I were councilor for a day I would split our budget to local needs, and available resources. I would help to create a community greenspace, better the educational experience, and do everything that is needed or wanted to help the community be a better place for all.

The Creation of a green space could improve our area for the better. A community garden or park could provide a beautiful location for families, a new learning area for classrooms, and the provision of fresh fruits and vegetables to those who may not be able to buy proper healthy food. Students could be taught about growing plants, keeping care of them, and how ecosystems works and much more. Fresh vegetables would be an extremely beneficial addition to local grocery for low-income residents who might not get fresh produce would have easy access to locally grown, organic foods. Also, a park would provide a perfect place for families to unwind and for children to play. A community green space could bring food for those who need it, an extra layer of education for the kids, and beauty for all.

Enhancing the education and classroom experience would be beneficial for everyone. It would make school actually enjoyable for the students and not just somewhere they have to go by law and on top of all we can make some lessons actually useful and not just things students will stuff away to never need again. This would include classrooms outside, making volunteer and hands-on opportunities available to everyone, and using new technology to enrich the lessons. Students would have access to labs or computers after school to create new things, experiment or give them a place to finish work if needed.

I believe that if you have been elected by the people of your community to a governemtn position they trust you with the responsibility to cause change for the better.

Marc Holtzman

## INFORMATION REPORT

**REPORT TO:** Council of the Township of South Glengarry

**MEETING DATE:** November 20, 2023

**SUBJECT:** Seasonal Sidewalk Closure

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



By-law 70-2020 was introduced for the seasonal closure of the sidewalk on the north side of SDG 18 (**Hamlet of St. Raphael's**) that will not be maintained and will be closed from November 1 to April 1 of each year. The closure was made following careful consideration by both Township Administration and Township Council.

The closure was communicated to residents in the Community Guide and on the Township's social media platforms.

Currently, the Township is unable to satisfactorily meet all winter sidewalk maintenance requirements of the Minimum Maintenance Standards for Municipal Highways (O. Reg 239/02).

Section 16.8(1) of O. Reg. 239/02 Minimum Maintenance Standards for Municipal Highways allows for a Municipality to close a highway or part of a highway by by-law.

**Please note that for the duration of the seasonal closure, any resident who uses the sidewalk does so at their own risk and the Corporation of the Township of South Glengarry is not liable for any damages sustained.**



**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW NUMBER 70-2020  
FOR THE YEAR 2020**

**BEING A BY-LAW TO AUTHORIZE THE SEASONAL CLOSURE OF SPECIFIED SIDEWALKS BEING PART OF A HIGHWAY UNDER O.REG 239/02, MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS, ON A SEASONAL BASIS.**

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

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

**AND WHEREAS** the *Municipal Act, 2001*, c. 25 S. 34 authorizes a municipality to pass a by-law to permanently close a highway or part of a highway; O. Reg. 239/02 defines a "sidewalk" as the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

**AND WHEREAS** O. Reg. 239/02 states that when a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in O. Reg. 239/02 from the time of the closure until the highway is re-opened by the municipality. pursuant to the Township's Roadway Service Policy By-Law 45-11, and that notice of seasonal sidewalk closure has been conducted via approved municipal communication methods;

**AND WHEREAS** Council deems it expedient to authorize the seasonal closure of specified sidewalks;

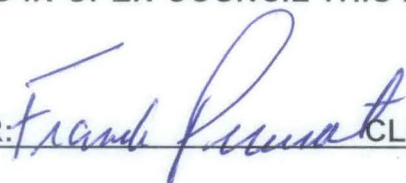
**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY ENACTS AS FOLLOWS:**

**THAT** the sidewalk on the north side of SDG 18 in the Hamlet of St. Raphael's, will be closed on November 1 of each year and re-open on April 1 of each year;

**AND FURTHERMORE, THAT** every person who uses a sidewalk so closed does so at their own risk and the Township of South Glengarry is not liable for any damage sustained by a person's use of a sidewalk so closed to traffic.

**READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND SEALED IN OPEN COUNCIL THIS 2ND DAY OF NOVEMBER 2020.**

**MAYOR:**



**CLERK:**





## Raisin Region Conservation Authority

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

Tel: 613-938-3611 Fax: 613-938-3221 [www.rrca.on.ca](http://www.rrca.on.ca)

### MEMORANDUM

**To:** Township of South Glengarry Council, CAO and Clerk  
**From:** Lisa Van De Ligt, RRCA Team Lead, Communications and Stewardship  
**Date:** November 9, 2023  
**Subject:** Temporary Parking Lot Closure at Cooper Marsh Conservation Area

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Cooper Marsh Conservation Area is one of the three Conservation Areas owned and managed by the Raisin Region Conservation Authority (RRCA) in the Township of South Glengarry. It is a 673-acre property that is part of the larger Charlottenburgh Marsh – one of the most significant wetlands in Ontario. Cooper Marsh features viewing blinds and towers, nature trails, and a Visitors Centre which are enjoyed by 50,000 visitors annually.

The RRCA and Ducks Unlimited Canada (DUC) have been partners in conservation for over 30 years to manage and maintain the earthen dykes at Cooper Marsh which were designed to improve wildlife habitat. In the Fall of 2022, DUC secured funding to maintain and repair the earthen dykes to ensure they continue to function as designed (e.g. adding fill and gravel, grading, seeding). These dykes form part of the Cooper Marsh trail network, which have been closed while under maintenance. The work is anticipated to be completed in the spring / summer 2024.

DUC has requested the use of the Cooper Marsh Conservation Area parking lot as a staging area for equipment from November 20, 2023 to mid-January, 2024 to facilitate access for upcoming dyke maintenance work. As such, the Conservation Area will need to be closed during this time frame. On-site signage and additional communication will be in place to notify the public of the required temporary closure. Following the completion of the project, it is anticipated that significant dyke maintenance work will not be required for another 10 years.

Should council, staff, or the public have any questions, they may contact Lisa Van De Ligt at (613) 938-3611 ext. 223 or [Lisa.VanDeLigt@rrca.on.ca](mailto:Lisa.VanDeLigt@rrca.on.ca).

November 10, 2023

Dear Mayor and Members of Council,

**Re: Consultation on the future of natural gas expansion and home heating affordability**

Earlier this year, the Ministry of Energy launched its [consultation on the future of natural gas expansion and home heating affordability](#). The Ministry is specifically seeking input from stakeholders on the future of the program, which will be used to inform next steps to address home heating costs in rural and northern Ontario and Indigenous communities.

I encourage you to have your voices heard by contributing your feedback. Your municipal perspective, interests and priorities could help shape the future of the program. Responses are due by December 15, 2023, and you can learn more about the consultation process on the Ministry's [website](#).

Phase 1 and 2 of Ontario's Natural Gas Expansion Program were oversubscribed with more than 200 projects submitted for funding, indicating the overwhelming demand from municipalities and businesses for access to more cost-effective heating options. The natural gas expansion program can help businesses achieve annual cost savings of up to 30% each year on space and water heating, with homeowners realizing even greater savings. This affordability is vital for Ontario residents and businesses now more than ever.

Enbridge Gas will be contributing to this consultation and leveraging our experience planning and executing the projects that were selected in Phase 1 and Phase 2 of this program.

We continue to advocate for a modernized leave-to-construct application threshold and process for smaller pipeline projects to bring reliable affordable energy options to communities, homes, and businesses in a more cost-effective and timely manner – and to promote economic development and job creation across the province. I invite you to reach out to your local MPP, the Ministry of Energy and the Ontario Energy Board and add your support to this discussion. Attached to this correspondence is a draft resolution for your consideration.

While our work to expand access to natural gas continues so does our commitment to bringing alternative [energy solutions and fuels](#), such as renewable natural gas, hydrogen blending and energy conservation programs, as pathways to lower-cost, clean and reliable energy options for Ontarians. Enbridge Gas has been meeting Ontario's energy needs for more than 175 years; our customers rely on us to deliver clean, reliable, and cost-effective natural gas, and we are proud to deliver on this commitment.

Thank you for your consideration. Please do not hesitate to contact me, or your municipal advisor, if you have any questions or would like to discuss these topics further.

Sincerely,



Jean-Benoit Trahan  
Director, Operations, Eastern Region  
Enbridge Gas Inc  
Jean-Benoit.Trahan@enbridge.com



# RESOLUTION

**RESOLUTION NO.**

**DATE:**

**MOVED BY:**

**SECONDED BY:**

WHEREAS the Enbridge Gas has shared with [municipality name] key messages regarding the Ontario Energy Board's Leave to Construct (LTC) process, entitled "reducing red tape for more cost-effective, timely energy connections in Ontario:"

AND WHEREAS [municipality name] supports and wishes to endorse the recommendations put forward by Enbridge Gas in order to expedite the installation of natural gas to rural, remote or underserved communities such [municipality name];

NOW THEREBE IT RESOLVED:

1. THAT the [municipality name] petition the Ontario Government to expedite the implementation of the following recommendations:

- i) THAT the Government of Ontario move to modernize the Ontario Energy Board's (OEB) Leave to Construct (LTC) process for smaller pipeline projects in order to bring reliable, affordable energy options to communities, homes and businesses in a more cost-effective and timely manner;
- ii) AND THAT the LTC cost threshold be updated from \$2M to \$10M for hydrocarbon lines (by amending Ontario Regulation O.Reg.328/03) while maintaining current requirements and expectations for Indigenous consultation and environmental review for projects greater than \$2M and less than \$10M;
- iii) AND THAT these outdated regulations are causing the LTC to apply far more broadly than intended when it was established over 20 years ago due to increased regulatory and cost pressures, as well as inflation, virtually all gas pipeline projects are now greater than \$2M rendering the threshold meaningless;
- iv) AND THAT roughly 0.5 KM pipe in urban settings now often exceeds the \$2M threshold;
- v) AND THAT modernizing these outdated regulations would reduce delays and costs for economic development initiatives including transit projects, community expansion projects, housing developments, connections for low carbon fuel blending (e.g.,

renewable natural gas, hydrogen) as well as residential and business customer connections;

vi) AND THAT based on OEB's performance standards, this proposal would save approx. 5-7 months of regulatory process which is in addition to the time needed to undertake Indigenous consultation and environmental review and prepare an application to the OEB;

vii) AND THAT the cost of preparing and having a LTC application heard ranges from approx. ~\$50,000 to ~\$200,000, which is passed on to customers;

viii) AND THAT while no cost-based threshold exists for electricity lines, there are a range of exemptions ensuring that LTC is only required for significant electricity projects and the proposed changes would help ensure that, consistent with electricity projects, LTC for hydrocarbon lines would only be required for significant projects;

ix) AND THAT increasing the cost threshold to \$10M would closer align Ontario with other Canadian jurisdictions (e.g., in B.C., these thresholds are \$15M for electricity and \$20M for natural gas);

2. AND THAT this resolution be circulated to the President of AMO, Colin Best, Premier Doug Ford, the Minister of Energy, Todd Smith, The Minister of Finance, Peter Bethlenfalvy and all regional municipalities requesting support of the proposed changes regarding reducing red tape for more cost-effective, timely energy connections in Ontario.

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MAYOR





The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, November 7, 2023

Resolution # RC23265	Meeting Order: 10
Moved by: 	Seconded by: 

**WHEREAS** Canada has 90,000 volunteer firefighters who provide fire and all hazard emergency services to their communities; in addition, approximately 8,000 essential search and rescue volunteers respond to thousands of incidents every year; and

**WHEREAS** many of these individuals receive some form of pay on call, an honorarium, or are given some funding to cover expenses, but they do not draw a living wage from firefighting; and;

**WHEREAS** without volunteer firefighters and search and rescue volunteers, thousands of communities in Canada would have no fire and emergency response coverage; and;

**WHEREAS** in 2013, the federal government initiated a tax credit recognizing these individuals, and calling on the federal government to increase this tax credit from \$3,000 to \$10,000; and;

**WHEREAS** volunteer firefighters account for 71% of Canada's total firefighting essential first responders;

- The tax code of Canada currently allows volunteer firefighters and search and rescue volunteers to claim a \$3,000 tax credit if 200 hours of volunteer services were completed in a calendar year;
- This works out to a mere \$450 per year, which we allow these essential volunteers to keep of their own income from their regular jobs, \$2.25 an hour;
- If they volunteer more than 200 hours, which many do, this tax credit becomes even less;
- These essential volunteers not only put their lives on the line and give their time, training and efforts to Canadians, but they also allow cities and municipalities to keep property taxes lower than if paid services were required;

*p.2...*



# The Corporation of the Municipality of Wawa

## REGULAR COUNCIL MEETING

### RESOLUTION

- It would also help retain these volunteers in a time when volunteerism is decreasing.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of Wawa call upon the Government of Canada to support Bill C-310 and enact amendments to subsections 118.06 (2) and 118.07 (2) of the Income Tax Act in order to increase the amount of the tax credits for volunteer firefighting and search and rescue volunteer services from \$3,000 to \$10,000; and;

**FURTHERMORE THAT** a copy of the resolution be shared with the Association of Fire Chiefs of Ontario, Algoma Mutual Aid Association, Association of Municipalities of Ontario and all Ontario municipalities.

RESOLUTION RESULT		RECORDED VOTE		
<input checked="" type="checkbox"/>	CARRIED	MAYOR AND COUNCIL	YES	NO
<input type="checkbox"/>	DEFEATED	Mitch Hatfield		
<input type="checkbox"/>	TABLED	Cathy Cannon		
<input type="checkbox"/>	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/>	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/>	WITHDRAWN	Joseph Opato		

#### Disclosure of Pecuniary Interest and the general nature thereof.

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: \_\_\_\_\_

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL

This document is available in alternate formats.

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW NUMBER 78-2023  
FOR THE YEAR 2023**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of November 20<sup>th</sup>, 2023 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of South Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED AND  
SEALED IN OPEN COUNCIL THIS 20<sup>th</sup> DAY OF NOVEMBER 2023.***

**MAYOR:** \_\_\_\_\_ **CLERK:** \_\_\_\_\_