

**TOWNSHIP OF SOUTH GLENGARRY  
REGULAR MEETING MINUTES**

**April 2, 2024, 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  
Councillor Trevor Bougie

STAFF PRESENT: Deputy Clerk Kayce Dixon  
GM Planning, Building & Enforcement Joanne Haley  
GM Infrastructure Services Sarah McDonald  
GM Parks, Recreation & Culture Sherry-Lynn Harbers  
Acting GM Finance/Treasurer Kaylyn MacDonald  
Fire Chief Dave Robertson  
Deputy Fire Chief Jason Vaughan  
Director Water/Wastewater Dillen Seguin

1. CALL TO ORDER

**Resolution No. 2024-074**

Moved by Deputy Mayor Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT the April 2nd, 2024 Council Meeting of the Township of South Glengarry now be opened at 7:00 pm

CARRIED

2. CLOSED SESSION

**Resolution No. 2024-075**

Moved by Councillor Bougie  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Council convene to Closed Session at 7:04 pm pursuant to Section 239(2) of the Municipal Act S.O. 2001;

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

(k) negotiations;

Specifically: position related to ongoing negotiations

CARRIED

**Resolution No. 2024-076**

Moved by Councillor Jaworski  
Seconded by Deputy Mayor Lang

BE IT RESOLVED THAT Council rise and reconvene into open session at 7:52 pm without reporting.

CARRIED

3. O CANADA
4. DISCLOSURE OF PECUNIARY INTEREST
5. APPROVAL OF AGENDA

Pulled from consent:

11.b. Letter - Regulation of Outhouses (J. Gravelle)

11.e. Resolution - Request amendment to subsection 27 (16) of the OHA (Town of Cobourg)

11.k. Resolution - Significant financial and budgetary pressures relating to infrastructure (Loyalist Township)

11.m. Resolution - Tile Drain loan amount (Township of Adelaide)

In the second closed session:

2(e) personal matters about an identifiable individual has been removed

2 (k) negotiations specifically position relating to ongoing negotiations has been added.

**Resolution No. 2024-077**

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

6. APPROVAL OF MINUTES

**Resolution No. 2024-078**

Moved by Deputy Mayor Lang

Seconded by Councillor McDonell

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

- Previous Meeting Minutes - March 18th, 2024

- Public Meeting Minutes - March 18th, 2024

CARRIED

6.1 Previous Meeting Minutes - March 18, 2024

6.2 Public Meeting Minutes - March 18, 2024

7. PRESENTATIONS AND DELEGATIONS

7.1 Glen Walter Water Tower Watermain Replacement - Ainley Group

7.2 Summary of Building Condition Assessments - Roth IAMS

8. ACTION REQUESTS

8.1 Acceptance of Building Condition Assessments Report (S. Harbers)

**Resolution No. 2024-079**

Moved by Councillor McDonell

Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 2024-35 be received and that the Council of the Township of South Glengarry receive and accept the Building Condition Assessments summary report prepared by Roth IAMS detailing the current condition of the municipality's facilities.

CARRIED

8.2 Glengarry Mental Health Initiative – Fee Waiver Request (S. Harbers)

**Resolution No. 2024-080**

Moved by Councillor Bougie

Seconded by Deputy Mayor Lang

BE IT RESOLVED THAT Staff Report 2024-36 be received and that the Council of the Township of South Glengarry approves the request from the Glengarry Mental Health Initiative to waive fees in the amount of \$540.86 to cover the cost of the soccer fields and building rental.

CARRIED

8.3 CLRC Electrical Control Panel (S. Harbers)

**Resolution No. 2024-081**

Moved by Deputy Mayor Lang

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 2024-37 be received and that the Council of the Township of South Glengarry proceed with CIMCO Refrigeration for the supply and install of an Electrical Control Panel at the Char-Lan Recreation Centre for \$118,142 plus HST and furthermore that the Mayor and Clerk be authorized to sign all applicable documents.

CARRIED

8.4 Award Procurement 03-2024 - Grass Cutting Facilities and Parks (S. Harbers)

**Resolution No. 2024-082**

Moved by Councillor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 2024-38 be received and that the Council of the Township of South Glengarry award Tender 03-2024 for Grass Cutting Facilities and Parks to Green Acres Snow Removal for Zones C, E, F, and H and Charged Up Yard Works for Zones A, B, D, G, and I; and furthermore, that the Mayor and Clerk be authorized to sign all appropriate documents.

CARRIED

- 8.5 Award Procurement 2024-04 - Supply and Placement of Surface Treatment (S. McDonald)

**Resolution No. 2024-083**

Moved by Councillor Bougie  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 2024-39 be received and that the Council of the Township of South Glengarry award Procurement 2024-04 for the Supply and Placement of Surface Treatment to Miller Paving Limited, in accordance with their procurement submission of \$210,600.00 plus HST and furthermore that the Mayor and Clerk be authorized to sign all appropriate documents.

CARRIED

- 8.6 No Mow May 2024 (P. Marion)

**Resolution No. 2024-084**

Moved by Councillor Jaworski  
Seconded by Deputy Mayor Lang

BE IT RESOLVED THAT Staff Report 2024-40 be received and that the Council of the Township of South Glengarry supports the Township's participation in the Nature Conservancy of Canada's No Mow May initiative and furthermore, that section 2.1 of By-law 11-2020, being the Clean Yards By-law and section 2.6 of By-law 09-13, being the Property Standards By-law not be enforced for the month of May 2024.

CARRIED

- 8.7 2023 Council Remuneration and Expenses (K. MacDonald)

**Resolution No. 2024-085**

Moved by Deputy Mayor Lang  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 2024-46 be received and that the presentation of the 2023 Statement of Remuneration and Expenses of members of Council be acknowledged.

CARRIED

- 8.8 Development Charges Reserve Fund Transfer (J. Haley/K. MacDonald)

**Resolution No. 2024-086**

Moved by Councillor Bougie  
Seconded by Deputy Mayor Lang

BE IT RESOLVED THAT Staff Report 2024-41 be received and that the Council of the Township of South Glengarry authorizes the transfer the remaining balance held in the Township's Development Charge Reserve fund, being \$357,778.00 and any accumulated interest, for use in 2024 to

offset budgeted spending at the Williamstown Fire Station, the Char-Lan Recreation Centre and the Airport Road Public Works Facility.

CARRIED

9. BY-LAWS

9.1 Zoning By-law Amendment - 10779539 Canada Inc. (J. Haley)

**Resolution No. 2024-087**

Moved by Councillor Jaworski  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 2024-43 be received and that By-law 2024-17, being a by-law to amend By-law 38-09 to rezone the subject property legally described as Lot 33 of Plan 26, being part of part 1 Reference Plan 14R2285 in the geographic Village of Lancaster, now in the Township of South Glengarry, County of Glengarry, located at 32 Oak St, Lancaster, from Institutional (IN) to Residential Two (R2) to permit a single detached dwelling as the main permitted use on the subject property be read a first, second and third time passed, signed and sealed in open council this 2<sup>nd</sup> day of April 2024. The Council of the Township of South Glengarry confirms that no comments from the public were received on this application therefore there was no effect on the decision.

CARRIED

9.2 Appointment of Deputy Fire Chief (Chief Robertson)

**Resolution No. 2024-088**

Moved by Councillor McDonell  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 2024-44 be received and that By-law 2024-18,

being a by-law to appoint a Deputy Fire Chief for the Township of South Glengarry be read a first, second and third time, passed, signed and sealed in Open Council this 2<sup>nd</sup> day of April 2024.

CARRIED

9.3 Revised – Human Resources Policies and Procedures Manual (K. Campeau)

**Resolution No. 2024-089**

Moved by Councillor McDonell  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 2024-45 be received and that By-law 2024-14, being a by-law to adopt a Human Resources Policies and Procedures Manual for the Township of South Glengarry be read a first, second and third time, passed signed and sealed in open council this 2<sup>nd</sup> day of April 2024.

CARRIED

10. ITEMS FOR CONSIDERATION

10.1 Information Report-Community Awards Gala Date (J. Treverton)

Councillor Bougie and Councillor Jaworski were appointed to sit on the Business & Community Awards Gala award selection committee.

10.2 Support Resolution - Amend Blue Box Regulation

**Resolution No. 2024-090**

Moved by Deputy Mayor Lang  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Corporation of the Township of South Glengarry hereby supports the resolution passed by the Township of Perry and requests that the province amend Ontario Regulation 391/21 so that producers are responsible for the end-of-life management of recycling products from all sources;

AND FURTHERMORE that this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, MPP Nolan Quinn and the Township of Perry.

CARRIED

10.3 Support Resolution - Uploading of Community Infrastructure to Province

**Resolution No. 2024-091**

Moved by Deputy Mayor Lang  
Seconded by Councillor McDonell

BE IT RESOLVED THAT the Council of the Township of South Glengarry supports the resolution passed by the County of Lambton and requests that the Province of Ontario upload from local municipalities the responsibility of and costs associated with the continued construction, operation, and maintenance of major municipally-owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation or, alternatively, to appropriately increase the Ontario Community Infrastructure Fund to municipalities so as to fairly and equitably allocate resources to Ontario municipalities

AND FURTHERMORE that a copy of this resolution be forwarded to the Ontario Minister of Transportation, the Premier of Ontario, MPP Nolan Quinn and the County of Lambton.

CARRIED

11. CONSENT AGENDA

**Resolution No. 2024-092**

Moved by Councillor Bougie  
Seconded by Councillor Jaworski

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

CARRIED

- 11.1 LETTER - Conservation Authority Act Update and New Regulations (RRCA)
- 11.2 LETTER - Regulation of Outhouses (J. Gravelle)
- Staff to look at creating a by-law to regulate outhouses.
- Ms. Haley informed council that P. Marion has a draft property standards by-law to present on Sept 15 which will include outhouses.
- 11.3 PUBLIC NOTICE - Precautions Ahead of Solar Eclipse (Eastern Ontario Health Unit)
- 11.4 RESOLUTION - Proposed Amendment to Subsection 27(16) of the OHA (Town of Cobourg)
- 11.5 RESOLUTION - Request Amenity Sharing MOU with School Boards (Town of Aurora)
- Councillor Jaworski would like to have a support resolution brought to council. Councillor Bougie supports.
- 11.6 RESOLUTION - Housing Funding (City of Quinte West)
- 11.7 RESOLUTION - New Provincial-Municipal Fiscal Framework (Town of Bracebridge)
- 11.8 RESOLUTION - Enbridge Gas Follow-Up (Township of Puslinch)
- 11.9 RESOLUTION - Highway 413 (Township of Amaranth)
- 11.10 RESOLUTION - Ontario Disability Support Program Financial Assistance Rates (Prince Edward County)
- 11.11 RESOLUTION - Significant Financial and Budgetary Pressures Relating to Infrastructure (Loyalist Township)
- Mayor just wanted to show that it is not just us feeling pressure.
- 11.12 RESOLUTION - Support for AMO Social and Economic Prosperity Review (SDG Counties)
- 11.13 RESOLUTION - Tile Drain Loan Amount (Township of Adelaide Metcalfe)
- Councillor Lang would like to support this resolution

## 12. CLOSED SESSION

### **Resolution No. 2024-093**

Moved by Deputy Mayor Lang  
Seconded by Councillor Bougie

BE IT RESOLVED THAT Council convene to Closed Session at 9:27 pm to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001

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

(e) litigation or potential litigation

Specifically: Potential Litigation

(k) negotiations

Specifically: instructions for negotiations (2)

(k) negotiations

Specifically: position related to ongoing negotiations

CARRIED

**Resolution No. 2024-094**

Moved by Councillor Jaworski

Seconded by Councillor McDonell

BE IT RESOLVED THAT Council rise and reconvene at 10:39 pm into open session without reporting.

CARRIED

**Resolution No. 2024-095**

Moved by Councillor McDonell

Seconded by Councillor Bougie

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

CARRIED

13. CONFIRMING BY-LAW

**Resolution No. 2024-096**

Moved by Councillor McDonell

Seconded by Councillor Bougie

BE IT RESOLVED THAT By-law 2024-19, 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 2nd day of April 2024.

CARRIED

14. ADJOURNMENT

**Resolution No. 2024-097**

Moved by Deputy Mayor Lang

Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 10:39 pm.

CARRIED

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Mayor

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Clerk