

TOWNSHIP OF SOUTH GLENGARRY REGULAR MEETING OF COUNCIL AGENDA

Tuesday, August 6, 2024, 7:00 PM
Electronic Meeting

	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.	
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TOWNSHIP OF SOUTH GLENGARRY
REGULAR MEETING MINUTES

July 15, 2024, 7:00 p.m.
Electronic Meeting

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

STAFF PRESENT: GM Building, By-law & Enforcement Joanne Haley
Fire Chief Dave Robertson
Director of Water & Waste Water Dillen Seguin
Director of Parks, Recreation & Culture Sherry-Lynn Servage
GM of Infrastructure Sarah McDonald

1. CALL TO ORDER

Resolution No. 2024-228

Moved by Councillor Jaworski
Seconded by Councillor McDonell

BE IT RESOLVED THAT the July 15th, 2024 Council Meeting of the Township of South Glengarry now be opened at 7:05 p.m.

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

4. APPROVAL OF AGENDA

Councillor Jaworski removed item 10 a from the Consent Agenda. Deputy Mayor Lang removed item 10 e from the Consent Agenda. Acting Clerk Casselman requested that the HR Matters under Closed Session be removed from the agenda.

Resolution No. 2024-229

Moved by Deputy Mayor Lang
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. 2024-230

Moved by Councillor McDonell
Seconded by Deputy Mayor Lang

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

- Special Meeting Minutes: June 27th, 2024

- Previous Meeting Minutes: July 2nd, 2024

CARRIED

5.1 Special Meeting Minutes - June 27th, 2024

5.2 Previous Meeting Minutes: July 2nd, 2024

6. PRESENTATIONS AND DELEGATIONS

7. ACTION REQUESTS

7.1 Request to Waive W/WW Impose Fees (DS)

Resolution No. 2024-231

Moved by Councillor Bougie

Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 2024-080 be received and that the Council of the Township of South Glengarry directs Administration to not collect the impose fee (\$10,506) for the Masonic Lodge development in Lancaster, Ontario from the applicants; collect the connection fee (\$825) from the applicants; and transfer \$10,506 from the General Reserve to the Lancaster Water / Wastewater Reserve to offset the impose fee waiver.

CARRIED

7.2 Procurement 2024-08 Williamstown Fire Station Roof Replacement (DR)

Resolution No. 2024-232

Moved by Deputy Mayor Lang

Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 2024-081 be received and that the Council of the Corporation of the Township of South Glengarry award RFP 2024-08 to Simluc Contracting as per their submission of \$136,898.00 + HST, and furthermore that the Mayor and Clerk be authorized to sign any relevant documents.

CARRIED

7.3 Glen Cairn Lodge Request for Donation (KM)

Resolution No. 2024-233

Moved by Councillor Jaworski

Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 2024-083 be received and that Council opts to donate \$1,878 to the Glen Cairn Lodge for the purchase of a generator and commit to a donation of \$4,000.00 in 2025's Grants and Donations budget to support Glen Cairn Lodge's future capital needs.

CARRIED

8. BY-LAWS

8.1 Property Standards By-Law (JH)

Resolution No. 2024-234

Moved by Deputy Mayor Lang
Seconded by Councillor Jaworski

BE IT RESOLVED THAT Staff Report 2024-079 be received and that By-law 2024-39 being a by-law to prescribe standards for the maintenance and occupancy of property within the Township of South Glengarry known as the Property Standards By-Law, be read a third and final time passed, signed, and sealed in Open Council this 15th day of July, 2024.

CARRIED

8.2 Champagne and Co. Zoning By-Law Amendment- Proposed Wedding Venue (JH)

Resolution No. 2024-235

Moved by Councillor Bougie
Seconded by Councillor McDonell

BE IT RESOLVED THAT Staff Report 2024-082 be received and that Council adopt By-law 2024-47, being a by-law to amend by-law 38-09, to rezone an 8.5 acre portion of the subject property legally described as Part of Lot 4, Concession 8, in the geographic Township of Charlottenburgh, now in the Township of South Glengarry, County of Glengarry, located at 20189 Beaupre Road (PIN # 671160128) from Rural to Rural Exception - Twenty (RU-20) to permit a proposed full service and turn key wedding and event venue (place of assembly) with a minimum setback of 210 meters from the front property line, with options to also permit accessory accommodations on the subject property, be read a first, second and third time, passed, signed and sealed this open Council, and that Council directs administration to prepare a development agreement to address the noise mitigation and other development requirements.

CARRIED

9. ITEMS FOR CONSIDERATION

9.1 SUPPORT RESOLUTION - Infrastructure Small Rural Municipalities (North Glengarry)

Resolution No. 2024-236

Moved by Councillor Bougie
Seconded by Councillor McDonell

WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads and bridges and water wastewater and municipally owned buildings including recreational facilities and libraries ; and

WHEREAS in 2018, the Ontario government mandated all Ontario

municipalities to develop capital asset management plans with the stipulation that they be considered in the development of the annual budget; and

WHEREAS small rural municipalities are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone; and

WHEREAS the only application approved through the recently awarded Housing Accelerator Fund to a small rural municipality was to Marathon Ontario, who received an allocation of \$1.9 million dollars while over \$1.369 billion going to Ontario's large urban centers, resulting in a 0.2% investment in rural Ontario; and

WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway;

AND WHEREAS small rural Ontario cannot keep pace with the capital investments required over the next 20 years unless both the Provincial and Federal Governments come forward with new sustainable infrastructure funding;

AND WHEREAS it is apparent that both the Federal and Ontario Governments have neglected to recognize the needs of small rural Ontario;

AND THAT both the Federal and Ontario Governments immediately commission a Working Group that includes a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma;

AND FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Erich Dundan, Stormont, Dundas, South Glengarry; MPP Nolan Quinn, Stormont, Dundas, South Glengarry, AMO, ROMA, FCM, and Eastern Ontario Wardens' Caucus.

CARRIED

9.2 Upcoming Recreation Equipment Purchases (SH)

GM Harbers provided an overview of upcoming recreation equipment purchases in partnership with the Upper Canada District School Board.

9.3 Q2 Departmental Reports

Councillor Jaworski thanked staff for the Q2 Departmental report and asked questions regarding various departmental updates. Acting CAO Robertson stated that staff would add additional background information in the next report.

9.4 PROCLAMATION REQUEST - Annual Child Care Worker and Early Childhood Educator Appreciation Day

Deputy Mayor Lang asked that this proclamation be brought forward at the next meeting.

10. CONSENT AGENDA

Resolution No. 2024-237

Moved by Councillor Jaworski
Seconded by Councillor Bougie

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

CARRIED

- 10.1 Q2 Departmental Reports
- 10.2 MEETING SUMMARY - RRCA 2 July 2024
- 10.3 NEWSLETTER - Eastern Ontario Wardens' Caucus June 2024
- 10.4 NEWSLETTER - June SDG Library Board Meeting
- 10.5 PROCLAMATION REQUEST - Annual Child Care Worker and Early Childhood Educator Appreciation Day
- 10.6 REPORT - Homeless-Encampments-in-Ontario (AMO)
- 10.7 RESOLUTION - Asset Retirement Obligation (Harley Township)
- 10.8 RESOLUTION - Champlain Bridge Replacement (West Nipissing)
- 10.9 RESOLUTION - Green Roads Pilot Project (St. Catharines)
- 10.10 RESOLUTION - Healthcare Resolution in Support of Family Doctors (City of Belleville)
- 10.11 RESOLUTION - Joint Health Resolution Campaign (AMO_OMA)
- 10.12 RESOLUTION - No Paid Plasma Zone (City of Hamilton)
- 10.13 RESOLUTION - OPP Funding and sustainable funding for small rural municipalities (TWEED)
- 10.14 RESOLUTION - Regulations for Importation and Safe Use of Lithium-ion Batteries (Township of Otonabee-South Monaghan)
- 10.15 RESOLUTION - Regulatory changes under the Conservation Authorities Act (Casselman)
- 10.16 RESOLUTION - Request to Resume Assessment Cycle (Mattawan)
- 10.17 RESOLUTION - Ridesharing Services (Town of The Blue Mountains)
- 10.18 RESOLUTION - Support for the Decision of the Ontario Energy Board to End the Gas (Brantford)
- 10.19 THANK YOU - Grants and Donations (Lancaster Curling Club)

11. CLOSED SESSION

Resolution No. 2024-238

Moved by Councillor McDonell
Seconded by Councillor Bougie

BE IT RESOLVED THAT Council convene to Closed Session at 8:14 p.m. to discuss the following item(s) under Section 239 (2) of The Municipal Act S.O. 2001:

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

Specifically: Proposed or pending acquisition or disposition of land

CARRIED

Resolution No. 2024-239

Moved by Councillor Jaworski
Seconded by Councillor Bougie

BE IT RESOLVED THAT Council rise and reconvene at 8:57 p.m. into open session without reporting.

CARRIED

11.1 Proposed or pending disposition or acquisition of land

12. CONFIRMING BY-LAW

Resolution No. 2024-240

Moved by Deputy Mayor Lang
Seconded by Councillor Jaworski

BE IT RESOLVED THAT By-law 2024-46, 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 15th day of July, 2024.

CARRIED

13. ADJOURNMENT

Resolution No. 2024-41

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the Chair at 8:59pm

CARRIED

Mayor

Clerk

**TOWNSHIP OF SOUTH GLENGARRY
SPECIAL MEETING MINUTES**

**July 29, 2024, 4:30 p.m.
Electronic Meeting**

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

STAFF PRESENT: Fire Chief Dave Robertson
Deputy Clerk Kayce Dixon
GM Fiance/ Treasurer Kaylyn MacDonald

1. CALL TO ORDER

Resolution No. 2024-242

Moved by Deputy Mayor Lang
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the July 29th, 2024 Special Council Meeting of the Township of South Glengarry now be opened at _4:36_____ pm.

CARRIED

2. APPROVAL OF AGENDA

Resolution No. 2024-243

Moved by Councillor McDonell
Seconded by Councillor Bougie

BE IT RESOLVED THAT the Council of the Township of South Glengarry approve the agenda as • as presented or ○ as amended.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

4. APPROVAL OF MINUTES

5. PRESENTATIONS AND DELEGATIONS

6. ACTION REQUESTS

6.1 Insurance Renewal

Resolution No. 2024-244

Moved by Councillor Jaworski
Seconded by Councillor Bougie

BE IT RESOLVED THAT Staff Report 2024-084 be received and that the Council of The Township of South Glengarry directs administration to bind insurance with Intact Public Entities Inc through Halpenny Insurance

brokers, as per their submission of \$260,842 plus applicable taxes, and that the Mayor and Clerk be authorized to sign any relevant documents.

CARRIED

- 7. BY-LAWS
- 8. ITEMS FOR CONSIDERATION
- 9. CONSENT
- 10. CLOSED SESSION
- 11. CONFIRMING BY-LAW

Resolution No. 2024-245

Moved by Deputy Mayor Lang
Seconded by Councillor Bougie

BE IT RESOLVED THAT By-law 2024-48, 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 29th day of July, 2024.

CARRIED

- 12. ADJOURNMENT

Resolution No. 2024-246

Moved by Councillor McDonell
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at _4:43_ pm.

CARRIED

Mayor

Clerk



STAFF REPORT

S.R. No. 2024-085

PREPARED BY: Dillen Seguin, Director Water and Wastewater

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 6, 2024

SUBJECT: Award RFP 11-2024 – Sewer Rehabilitation

BACKGROUND:

1. The Township set out a Request for Procurement for services relating to underground sewer rehabilitation, to fix thirty-one (31) leaks below grade. The repairs consisted of ten (10) CCIP spot repairs and twenty-one (21) cracks/leaks requiring chemically injected grout to stop leakage (infiltration) into the sewer mains.
2. All locations were investigated and videoed as part of the 2023 Sewage Cleaning project, it was noted in the procurement document that any respondent looking to bid would need to request the footage to review each repair noted within the RFP.
3. In total four (4) bids were received and are listed as follows:

Contractor	Price (excluding HST)
GFL	\$104,500.00
Hydrocam	\$128,075.00
Clean Water Works	\$127,807.50
Aqua Tech Solutions Inc.	\$259,506.25

ANALYSIS:

4. Out of the four (4) respondents, only three (3) requested access to the necessary documents, which include video inspections and locations of the breaks within the municipality. These videos provide necessary context for the full scope of work and as they include, pipe materials, size, flow, and potential for additional equipment to perform the work.
5. The RFP document notes that the Corporation has the right to reject any submission that is deemed not to be in the best interest of the Corporation of The Township of South Glengarry. Administration suggests that it is not appropriate to

award the Contract to a respondent who did not request for review the video inspections and location documents. In this procurement, the low bid did not request these documents for review and, as a result, the bid was excluded from the scoring matrix.

6. In review of the four (4) proposals submitted, three (3) were reviewed for the scoring matrix and one (1) was selected as the successful proponent.
7. After a full review and completing the scoring matrix, it is recommended that Clean Water Works be awarded the procurement per their submission.

IMPACT ON 2024 BUDGET:

8. As this work is Part 1 of 2 of the sewer rehabilitation work planned through the 2024 budget, no additional funding is necessary.

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 2024-085 be received and that Council authorizes the Director of Water and Wastewater to award RFP 2024-11 to Clean Water Works in accordance with their submission in the amount of \$127,807.50 excluding HST.

**Recommended to Council for
Consideration by:
Acting CAO Dave Robertson**



STAFF REPORT

S.R. No. 2024-086

PREPARED BY: Dillen Seguin, Director Water and Wastewater

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 6, 2024

SUBJECT: Manhole Grouting and Chemical Injection

BACKGROUND:

1. The Township's 2024 budget included funding to complete both grouting and chemical injection inside of fifteen (15) manholes located within all three (3) wastewater collection systems.
2. It was estimated that pricing would be within Administration's delegated authority and an invitational quotation procurement was selected. Four (4) companies were contacted for invitation and two (2) provided quotes to complete the necessary work.
3. The quotations received are as follows:

Contractor	Price (excluding HST)
Clean Water Works	\$59,775.00
Hydrocam	\$57,375.00

ANALYSIS:

4. The budgeted underground work was separated into two (2) separate procurements anticipating savings; however, the manhole work was quoted at a substantially higher price than estimated. As observed in the results of RFP 2024-11 (Sewer Rehabilitation) both respondents submitted estimates in the same range for both quotations.
5. As the work quoted above exceeds both the remaining budget and delegated authority limits, it requires Council's acceptance and budget increase to award the work.
6. During the review, it was identified that both respondents can complete the work as described.

7. This is Part 2 of 2 for the planned 2024 sewer rehabilitation work. Once completed, all the major defects identified through the 2023 sewer CCTV inspections will be addressed.
8. Hydrocam has submitted the lowest price, and it is recommended that they are awarded the work.

IMPACT ON 2024 BUDGET:

9. To complete the work as quoted, the following increases to the 2024 Water Budget are required.

Sewer System	Percentage of Work	Increase to Budget
Lancaster	16%	\$20,000.00
Green Valley	10%	\$600.00
Glen Walter	13%	\$4,500.00

10. All three (3) system reserves (Glen Walter, Lancaster, and Green Valley) have the funds available and can accommodate the overages for each respective site.

ALIGNMENT WITH STRATEGIC PLAN:

N/A

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 2024-086 be received and that Council authorizes the Director of Water and Wastewater to Award the Work as specified within the RFQ for Manhole Grouting and Chemical Injection to Hydrocam in accordance with their submission in the amount of \$57,375.00 excluding HST.

**Recommended to Council for
Consideration by:
Acting CAO Dave Robertson**



STAFF REPORT

S.R. No. 2024-087

PREPARED BY: K. MacDonald, Treasurer/GM of Finance

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 6, 2024

SUBJECT: To Set 2025 Budget Meeting Dates

BACKGROUND:

1. Administration is seeking Council's availability for 2025 Capital and Operating budget discussions.
2. Recognizing the benefit of beginning capital procurement in the winter months, it is administration's preference to hold budget deliberations in December 2024 or January 2025.

ANALYSIS:

3. Administration has confirmed hall availability for all Fridays in both December and January. The preferred budget dates would be:
 1. December 6th (first meeting)
 2. December 20th or January 24th – (Hold for second meeting – if required)

IMPACT ON 2024 BUDGET:

None

ALIGNMENT WITH STRATEGIC PLAN:

Goal 3: Strengthen the effectiveness and efficiency of our organization

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 2024-087 be received and that the Council of the Township of South Glengarry will hold special meetings to consider the 2025 capital and operating budgets on December 6th and December 20th, 2024.

**Recommended to Council for
Consideration by:
Acting CAO Dave Robertson**



STAFF REPORT

S.R. No. 2024-088

PREPARED BY: Jennifer Treverton, Economic Development Officer

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 6, 2024

SUBJECT: Resolution in Support of Fernwood Estates Wine by the Glass Endorsement

BACKGROUND:

1. Fernwood Estates Vineyard and Winery is in Bainsville, Ontario in the Township of South Glengarry. The Vineyard is located along the South Service Road at the bottom of Third Line Road. The Winery, where the wine is manufactured and sold, is located at the back of Sangster's Sons store in the Settlement Area of Bainsville.
2. Fernwood Estates Vineyard and Winery was started by Robert and Katherine Humphries in 2012 with the planting of the first vines. It focuses on cold-climate vines that will survive the cold Canadian winters and has now produced various wines across several vintages. All wines made at Fernwood are produced 100% from the grapes grown at the Bainsville vineyard, except for its maple wine, which is produced using maple syrup from Wightmans Sugar Bush in Lancaster. It does not import grapes or juice from elsewhere.
3. Fernwood Estates Vineyard and Winery received its Winery Licence from the Alcohol and Gaming Commission (AGCO) in the Spring of 2023 and opened to the public for retail sales of its wine in December 2023. It has enjoyed great support from local customers and visitors to the area.
4. Fernwood Estates Vineyard and Winery is applying for a "Manufacturer's Limited Liquor Sales Licence - Sale by the Glass" endorsement from the AGCO. This

endorsement of their Winery Licence permits them to sell wine by the glass to customers who wish to have a typical winery experience and enjoy a glass of locally produced wine where manufactured. Fernwood's customers have requested this option which prompted the decision to apply.

5. The AGCO requires that applications for this endorsement include a resolution approved by the local municipal Council demonstrating community support for issuing such a Licence.

ANALYSIS:

6. On July 24, 2024, Fernwood Estates Vineyard and Winery issued an email to Administration requesting Council to pass a resolution in support of their "Manufacturer's Limited Liquor Sales Licence - Sale by the Glass" application to the AGCO. Securing this endorsement permits Fernwood to offer samples or sell a serving of wine manufactured on-site to their customers or visitors.
7. This Endorsement application is a natural progression for Fernwood Estates Vineyard and Winery and allows customers and visitors to sample their products and learn about their cultivation and manufacturing processes. Fernwood is open on Saturdays only from 10:00 a.m. to 2:00 p.m., but with the Endorsement it plans to extend its Saturday hours slightly and offer early Friday evening and Sunday afternoon hours as well, subject to the season.
8. Fernwood Estates Vineyard and Winery plans to offer the "Wine by the Glass" experience in the retail store and on the patio attached to the retail store. Fernwood Estates Vineyard and Winery currently collaborates with other local businesses to provide a true made-in-South-Glengarry experience. Eventually, as Fernwood Estates Vineyard and Winery grows, it would like to open a retail store on the site of the Vineyard and anticipates seeking municipal support as these plans develop.

IMPACT ON 2024 BUDGET:

This request has no financial impact on the Municipality.

ALIGNMENT WITH STRATEGIC PLAN:

Goal #1 – Enhance economic growth and prosperity

Goal #4 - Improve quality of life in our community

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report 2024-088 be received and that the Council of the Township of South Glengarry approve Fernwood Estates Vineyard and Winery request to endorse their application to obtain a “Manufacturer’s Limited Liquor Sales Licence – Sale By the Glass” to sell and serve their products to patrons for consumption at their manufacturing site located at 6080 3rd Line Rd, Bainsville, Ontario, legally described as Pt lot 17, Concession 1 in the geographic Township of Lancaster, now in the Township of South Glengarry.

**Recommended to Council for
Consideration by:
Acting CAO Dave Robertson**



STAFF REPORT

S.R. No. 2024-089

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

PREPARED FOR: Council of the Township of South Glengarry

COUNCIL DATE: August 6, 2024

SUBJECT: Lockout Policy – Refrigeration Plant

BACKGROUND:

1. The Lockout Policy was required as part of the Technical Standards and Safety Authority (TSSA) inspection that took place at the Char-Lan Recreation Centre on July 5, 2022.
2. In August 2022, Council approved the establishment of a Lockout Policy for the Refrigeration Plant. As per the policy, it is to be reviewed every 2 years.
3. Lockout/Tagout procedures establish uniform methods for disabling powered equipment, machinery, valves, and electrical circuits in the Refrigeration Plant Room prior to servicing, maintenance or repairs. Lockout procedures are regulated under the Occupational Health and Safety Act.

ANALYSIS:

4. This policy provides instruction on how to safely perform maintenance on the plant through ensuring that machinery, valves, electrical circuits, etc. are shut down properly before performing any work.
5. Facility Operators and Contractors are trained on this policy in order to implement the procedures when necessary.

IMPACT ON 2024 BUDGET:

N/A

ALIGNMENT WITH STRATEGIC PLAN:


Goal 3: Strengthen the effectiveness and efficiency of our organization

Goal 5: Improve the internal and external communication

RECOMMENDATION:

BE IT RESOLVED THAT Staff Report-089 be received and that By-Law 2024-50 being a by-law to adopt the Refrigeration Plant Lockout Policy be read a first, second, and third time, passed, signed and sealed in open council this 6th day of August 2024.

**Recommended to Council for
Consideration by:
Acting CAO Dave Robertson**

South Glengarry				POLICY	
Policy Number:	01-2024		Review Frequency:	2 years	
Approved By:	Council of the Township of South Glengarry	Date Approved:		August 2, 2022	
		Revision Date:		August 6, 2024	
Subject:	Lockout Policy – Refrigeration Plant				

1.0 PURPOSE:

The Lockout/Tagout procedures establish uniform methods for disabling powered equipment, machinery and electrical circuits in the Refrigeration Plant Room prior to servicing, maintenance or repairs.

Lockout/Tagout procedures are regulated under R.R.O. 1990, Reg. 851: INDUSTRIAL ESTABLISHMENTS under the *Occupational Health and Safety (OHS)*.

2.0 SCOPE:

Lockout/Tagout procedures are necessary when:

- Performing service or maintenance on any equipment where unexpected start-up or release of stored energy (electric, mechanical, thermal, potential, steam, pneumatic, hydraulic, chemical, kinetic, other) could cause injury.
- Removing a guard or other safety device, or placing your body where it could be caught, or trapped by moving machinery during normal operation.

Lockout/Tagout procedures apply to all operations. Individuals who have been designated by their supervisors and who have received training will follow these procedures. Supervisors will be responsible for the training and for implementing this procedure.

Training will be given whenever there is a change in job assignment, a change in machines, equipment or process that presents a new hazard, and will be followed up every year.

3.0 OBJECTIVES:

- To provide instruction in the safety significance of lockout to all employees and prevent inadvertent operation or energization of equipment.
- To provide direction and guidelines for the operation of an effective lockout program.

4.0 POLICY

The Township of South Glengarry requires employees and individuals that engage in maintaining, repairing, cleaning, servicing, or adjusting of machinery, or equipment in the Char-Lan Recreation Centre Refrigeration Plant to abide by all lockout procedures. These procedures are designed in accordance with applicable OHSA standards for safe work practices.

The Township of South Glengarry recognizes that lockout procedures are essential to protect employees from the risk of injury. If lockout is not performed, uncontrolled energies could cause fatalities such as electrocution, burns, fires, entanglement in belts and chemical exposure. The Township of South Glengarry will take the necessary steps to prevent contact with a hazard, occurrence of unintended release of hazardous energy (stored energy) and unintended start-up motion of machinery, equipment or processes.

5.0 LOCKOUT SEQUENCE FOR EQUIPMENT

5.1: Equipment Shutdown and Isolation

- Notify affected employees of equipment that is to be locked out before and after it is locked out, and the reason for the lockout.
- Identify all the sources of energy, the hazards of that energy and how the energy can be controlled.
- Identify all switches, controls, power sources to isolate the system
- Shut down the equipment by normal stopping procedures.
- Disconnect and isolate the equipment from all its sources of energy (including secondary supplies).

5.2: Equipment Specification

5.2.1: Locks

- Locks must be keyed differently.
- Standardized by colour, shape, or size.
- Capable of withstanding the environment to which they are exposed.
- Cannot be forcibly removed without bolt cutters.
- Only used for the purpose of lockout/tagout procedure.

5.2.2: Tags

- Standardized in print and format (i.e. size, colour, shape)
- Made with durable material.
- Capable of withstanding the environment to which they are exposed.
- Will indicate
 1. Warning of hazardous materials
 2. Name of person attaching the tag
 3. Name of the person authorizing to remove the tag
 4. Reason the tag is attached
 5. Department responsible for the tag

6. Time and Date the tag was attached

5.2.3: Other Equipment

- Test equipment (i.e. voltmeter)
- Lockout hasps for multiple users
- Valve lockout devices
- Light switch lockout devices
- Circuit breaker, fuse, and plug lockout devices
- Chains for valves

5.3: Lockout/Tagout Application

- Sign out all lockout/tagout equipment form.
- Inspect all equipment visually before every use.
- Insert lock and tag

5.4: Control Stored Energy

- Bleed-off residual pressure in steam, compressed air, hydraulic or other systems. Check that moving parts have stopped.
- Blank all pipe flanges.
- Install ground wired to discharge electrical capacitors as required.
- Secure or block elevated equipment that is susceptible to falling.

5.5: Equipment Isolation and Verification

- After ensuring that no one is exposed, manually press the start button to ensure the equipment will not operate and return the equipment to the off or neutral position.
- Test the equipment with a voltmeter to verify de-energization or identify other sources of energy.
- Remove guards or covers only as necessary to complete the work.
- Perform the work.
- Verify isolation periodically until maintenance, service, and repairs are completed.

5.6: Removal of Locks and Tags

- When work is completed, remove tools from work area and reinstall guards or covers.
- Ensure the system is fully assembled.
- Check area and do a head count to ensure no one is exposed. Warn employees to stay clear.
- Remove locks and tags.
- Restore power and run the equipment.
- Notify affected employees that work is completed and that equipment is returned to operation.
- Records of all work performed to be written in logbook.

5.7: Troubleshooting Equipment

- Ensure all machines are clear of tools.
- Remove all other employees from the machine or equipment area

- Remove the lockout/tagout devices.
- Energize and proceed with testing.
- De-energize all systems and reapply energy control measures to continue operation of equipment.

5.8: Restoring Equipment to Service

- When the job is complete and equipment is ready for testing or normal service, ensure that no person(s) is exposed to any danger.
- When equipment is clear, remove all locks. The energy isolating devices may be operated to restore energy to equipment.

6.0 LOCKOUT SEQUENCE FOR REFRIGERATION PLANT ROOM:

6.1: Refrigeration Plant Room Shutdown and Isolation

- Notify affected employees that the Refrigeration Plant Room is to be locked out before and after it is locked out, and the reason for the lockout.
- Shutdown the Refrigeration Plant Room by normal stopping procedures

6.2: Lockout/Tagout Application

- Sign out Lockout/Tagout equipment.
- Insert lock and tag on the components/equipment affected by the work.
- Double check your steps.

6.3: Refrigeration Plant Room Isolation and Verification

- Maintenance contractor will perform the service and repairs, and will confirm when the work is completed.
- Maintenance contractor will ensure the system is fully functional and will confirm release of lockout.

6.4: Removal of Locks and Tags

- Check area and make sure no other person(s) is around the equipment in the Refrigeration Plant.
- Release lock and tags upon written notification from the maintenance contractor.
- Notify affected employees that work is completed and that the Refrigeration Plant is returned to operation.
- Record all of the work that was completed in the logbook with proper dates, times, and signatures.

Procedure Involving More Than One Employee

In the preceding steps, if more than one employee is required to lock out equipment, each will place his/her own personal lock on the energy isolating

device(s). One designated employee of a work crew or a supervisor, with the knowledge of the crew, may lock out equipment for the whole crew. In such cases, it may be the responsibility of the employee to carry out all steps of the lockout procedure and inform the crew when it is safe to work on the equipment. Additionally, the designated employee shall not remove a crew lock until it has been verified that all employees or workers are clear.

7.0 RESPONSIBILITIES:

It is the responsibility of the General Manager to ensure all applicable employees and contractors have been trained on this policy. Once trained, the responsibility for seeing that this procedure is followed is binding upon all employees. All employees shall be instructed in the safety significance of the lockout procedure by (designated individual). Each new or transferred affected employee shall be instructed by (designated individuals) in the purpose and use of the lockout procedure. All service contractors shall review these guidelines and work with the employees to ensure that they are followed during the maintenance and repairs of equipment.

8.0 MONITORING AND COMPLIANCE

All parties are required to comply with the procedures outlined in this policy. In cases of policy violation, the Township may investigate and determine appropriate corrective action.

9.0 DEFINITIONS

Lockout - means disengaging all energy sources from equipment, safely releasing stored energy or materials, and securing the control device(s) in the "off" position with an approved lock, thereby rendering it incapable of operation, release or movement.

Tag - means an approved/durable label that is made of non-conductive material, which provides information about the purpose of locking the equipment out, and particulars such as whose lock it is and the date/time.

Authorized Employee - An employee that has been properly trained in the correct procedures for locking out equipment or machinery and has been authorized by the Township of South Glengarry to perform the lockouts.

Control Device - means a device that physically isolates equipment from its energy source, and can be secured, locked or isolated in the "off" or closed position (e.g. keyed locks, lockout bars, braces, line blanks, line caps, electrical disconnect switches, programmable logic controllers, blocks).

**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW 2024-50
FOR THE YEAR 2024**

***BEING A BY-LAW TO ADOPT A REFRIGERATION PLANT LOCKOUT
POLICY FOR THE CORPORATION OF THE TOWNSHIP OF SOUTH
GLENGARRY.***

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

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

AND WHEREAS R.R.O. 1990, Reg. 851: Industrial Establishments under the *Occupational Health and Safety Act* regulates lockout/tagout procedures.

AND WHEREAS the Council of the Township of South Glengarry deems it necessary to adopt a Refrigeration Plant Lockout Policy.

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

- 1. **THAT** Policy 01-2024, being a Lockout Policy – Refrigeration Plant, attached hereto as schedule “A” and forming part of this by-law be adopted.
- 2. **THAT** this by-law shall come into force and take effect on the date of its final passing.

***READ A FIRST, SECOND AND THIRD TIME, PASSED, SIGNED
AND SEALED IN OPEN COUNCIL THIS 6th DAY OF AUGUST 2024.***

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

CORRESPONDENCE TO COUNCIL

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: August 6, 2024

SUBJECT: 6425 Road Allowance usage and Purchase Inquiry

PREPARED BY: Sarah McDonald, GM Infrastructure Services

Administration received the following inquiry to purchase an unopened road allowance. A staff report will be brought forward at a later date in accordance with both the

- Sale and Purchase of Property [By-law 2021-21](#)
- Unopened Road Allowance [By-law 2014-33](#)

After a cursory review, Infrastructure Services does not support the request for purchase.

-----Original Message-----

From: noreply@southglengarry.com <noreply@southglengarry.com> On Behalf Of John Chaput
Sent: Tuesday, July 2, 2024 12:57 PM
To: Joanne Haley <jhaley@southglengarry.com>
Subject: 6425 Road Allowance usage and Purchase Inquiry

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Joanne,

It was a pleasure speaking with you last week regarding the road allowance abutting our property at 6425 Rae Rd. The purpose of this email is to follow up on our discussion and formally request the following permissions and inquiries noted below.

1)To seek permission to place a 16x10 garden shed on the road allowance, directly west of the house, and situated on Lot26, Con 2, part 4. See attachment. We understand that any permissions granted would be conditional and any requested for removal or relocation would be done expeditiously and at our expense.

2)To inquire about the possibility of purchasing the two parcels of land that comprise the road allowance. Which we believe to be the existing fifty-foot-wide section of road allowance (proper), as well as part 4 of Lot 26 Con 2.

Should you require any further information, please feel free to reach out by email or phone. We look forward to your response. Thank you.

Regards,
John

Resolution Number

Title: 24th Annual Child Care Worker and Early Childhood Educator Appreciation Day

Date: Tuesday, August 6, 2024

Moved by Councillor Bougie

Seconded by _____

Whereas years of research confirms the benefits of high-quality early learning and child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of families and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas trained and knowledgeable Registered Early Childhood Educators are the key to quality in early years and child care programs – in licensed child care, Early ON programs, child life programs, and full-day kindergarten;

Whereas Registered Early Childhood Educators and child care workers will be vital to the success of the Canada-Wide Early Learning and Child Care system;

Therefore, Be It Resolved that October 24, 2024 be designated the 24th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

CARRIED

TIED

DEFEATED

POSTPONED

Mayor Lachlan McDonald

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: August 6, 2024

SUBJECT: Disposal of Roads Fleet Assets Update

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

1. The South Glengarry Infrastructure Services - Roads Division has removed the following fleet vehicles from service:
 - a. 1994 Champion Grader
2. This piece of equipment was approved for replacement through the 2024 Fleet Budget.
3. This equipment is not required by any other Township services.
4. This equipment will be disposed of by the Bryan's Auction Services, with promotion on our website. The sale option will follow the provisions of By-law 36-07, Disposition of Assets.
5. Bryan's Action Services is a **Canadian** company with an auction location in Trenton, Ontario that offers full-service consignment.
6. Any funds from the sale and scrap of the vehicles will result in a revenue for the Roads Equipment Reserve.

INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry

MEETING DATE: August 6, 2024

SUBJECT: LED Streetlight Upgrade Summary

PREPARED BY: Belinda Dixon – Infrastructure Coordinator



On [August 2, 2022](#), Township Council authorized entering into an agreement with Cornwall Street Railway Light and Power Company Limited (Cornwall Electric) for the purchase of streetlight fixture, with the intent that the fixtures would be converted to LED following purchase.

REALTERM Energy was awarded the project for the conversion of approximately 376 HPS existing street light fixtures to LED lights in the Cornwall Electric Area (southwestern quadrant of the Township). Administration worked closely with REALTERM Energy throughout the installation phase of our LED Street Light Upgrade Project.

The purpose of this Information Report is to provide Council with a final project summary and a summary of the resident survey circulated to households near an upgraded streetlight

Project Summary

August / September 2023

The Streetlight Conversion project was originally tendered to replace 376 “regular” fixtures. However, upon completing the streetlight audit, we have 323 regular fixtures and 55 decorative fixtures. The revised cost to complete the project was \$227,000 instead of the anticipated \$162,000. At the revised estimate, the project payback period (energy savings) is ~5 years.

Council approved the revised scope on [September 5, 2023](#).

Energy and Cost Savings

Parameter (Annual):	Before Upgrade	Post Upgrade	Savings	Savings (%)
Energy Consumption (kWh)	240,728	54,350	186,378	77%
Utility Cost \$	44,996	10,362	34,633	77%
Maintenance Cost \$	11,921	2,384	9,537	80%
Total Street Lights Expenditures \$	56,917	12,746	44,170	78%

Payback and Net Project Savings

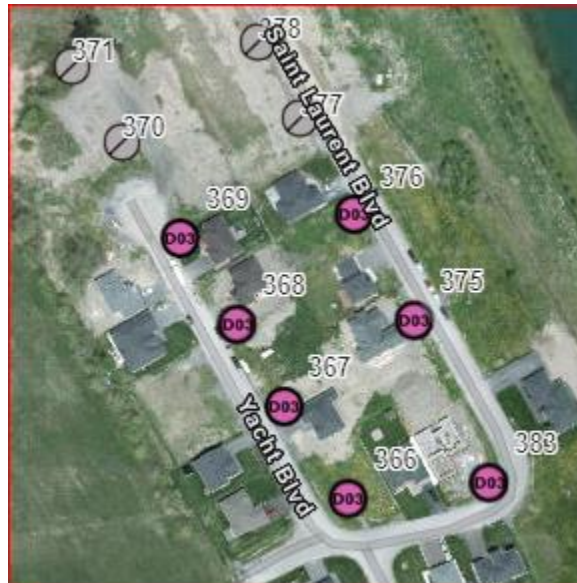
Project Payback: 4.8 years
20 Year Net Project Savings: \$ 1,061,129

November / December 2023

- Streetlight conversion project began with streetlights in the Glendale Subdivision.
- Spare materials for stock received at Municipal Garage.
- 227 Cobra LEDs have been installed or 66% complete.
- Decorative fixtures and arms were sourced and ordered.

January / February 2024

- Project is substantially completed at 98% completion.
- Outstanding installations are the seven (7) decorative fixtures shown below



April / May 2024

- Installation review meeting and summary report received
- During the LED streetlight upgrade the EC encountered fourteen (14) unique locations with an approximate maintenance cost of \$3,375. This work could not be avoided to meet ESA requirements.

Final Installation Summary for all the Fixtures installed for LED Streetlight Upgrade

Summary LEDs Installed		Summary Fixtures Removed	
Count of RTE ID		Count of RTE ID	
LED Designed	Total	Fixture Type	Technology
30W_245L P102 MVOLT 30K R3 AY GY SA PR7 NL1X1	37	☐ Cobrahead	☐ HPS
30W_GCJ1 30J MV 30K 2R GY 045 PCR7 WL	237		100 W
30W_GCJ1 30J MV 30K 4 GY 045 PCR7 WL	8		150 W
31W_PTE3 P10 30K MVOLT AL3 BK SR PR7E NL1X1	11		250 W
33W_HUDS4A NL T2 P20 30K MVOLT 10KV PTDR DIM BK TX	7		400 W
37W_GCJ2 30J MV 30K 2R GY 055 PCR7 WL	44		HPS Total
44W_GCJ2 30J MV 30K 2R GY 065 PCR7 WL	13		285
71W_GCM1 60J MV 30K 4 GY 110 PCR7 WL	2		☐ Induction
72W_GCM1 60J MV 30K 2R GY 110 PCR7 WL	15		100 W
Grand Total	374		Induction Total
			4
			☐ LED
			90 W
			LED Total
			2
			2
			291
			☐ Decorative - Lantern Post Top
			☐ HPS
			100 W
			HPS Total
			11
			Decorative - Lantern Post Top Total
			11
			☐ Decorative - Lantern Side Mount
			☐ HPS
			100 W
			HPS Total
			6
			☐ Other
			100 W
			Other Total
			1
			1
			7
			Decorative - Lantern Side Mount Total
			☐ Decorative - Top Hat
			☐ HPS
			100 W
			HPS Total
			37
			Decorative - Top Hat Total
			37
			☐ NEMA Head or Dusk to Dawn
			☐ HPS
			100 W
			150 W
			HPS Total
			27
			1
			28
			NEMA Head or Dusk to Dawn Total
			28
			Grand Total
			374

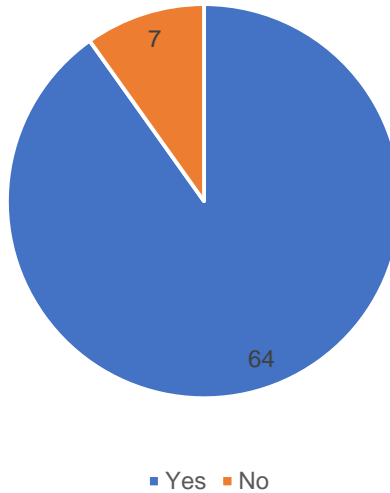
Final Locations of the Streetlights that were Upgraded in 2023/2024



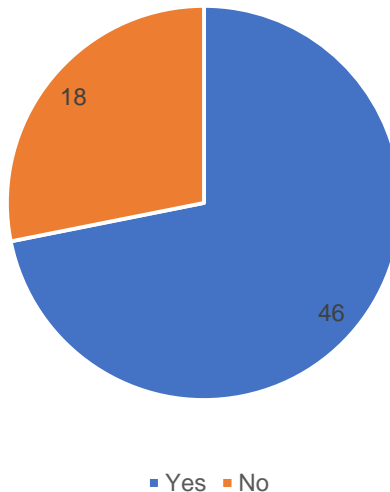
Results of LED Streetlight (Ph2) Resident Survey

During May 2024, Infrastructure Services direct mailed an online survey to 813 households that were part of the conversion area. Sixty four (64) responses were received and the summary of the survey results are provided below.

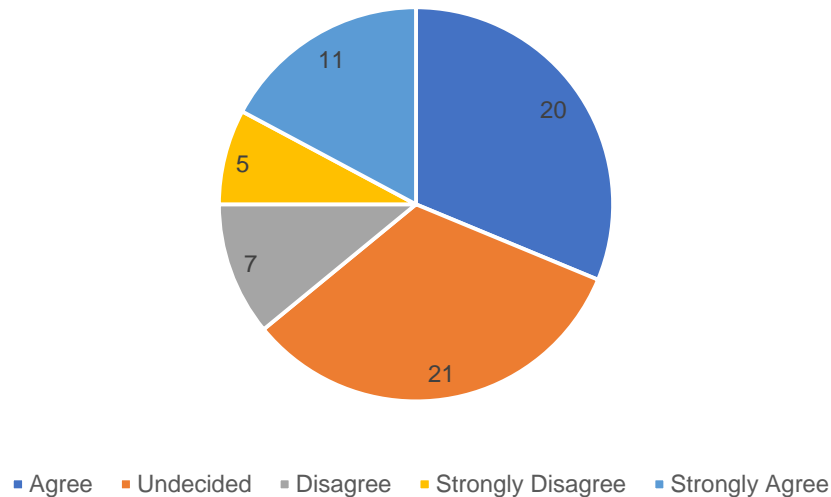
Question 1. Do you live near the area where LED Streetlights were recently installed?



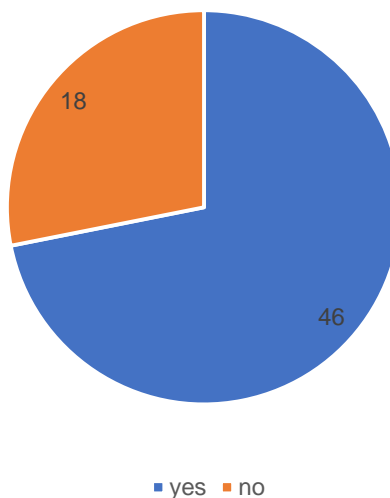
Question 2. Do you feel the lighting in your area has improved with the transition to LEDs?



Question 3. Has the new LED lighting improved your sense of safety when out at night?



Question 4. Are you satisfied with the conversion to LED?



Question 4, Follow-up: If Yes, Why?

- LED lights save energy, save money, last longer, better lighting, brighter white colour, and look nicer.
- Can see better when travelling the roads and the new LED streetlights have improved the level of lighting in the neighbourhood and property which provides a sense of safety.
- Old lights seemed to only work intermittently, were too dim, did not work at all or flickered often. So far LED are working great and are a big improvement.

Question 4, Follow-up: If No, Why?

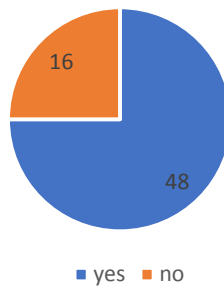
- Could be better light coverage in certain locations and some locations lights are too close to the house and makes it too bright.
- Does not provide better light than before.
- The lights randomly are on and off, constant buzzing sound.
- Some residents found that lights too bright, other residents found not bright enough or noticed no change.
- People have commented that they look unfinished without glass or something to break the intensity of the light.
- Wrong color should have been whiter
- Waste of tax dollars
- Not enough lighting. It just glows under light post not further

Administrative Note – Streetlight posts were not relocated, meaning light coverage was determined through the original design and installation process.

Question 5. Please provide an example of an improvement in your area due to the transition to an LED streetlight.

- Lighting on several streets and intersections has improved providing better visibility
- The street has better lighting making it feel much safer at night
- All the lights work and there are no blacked-out areas.
- The street has better lighting making it much safer at night
- Light is more direct to the street area.
- Before, I struggled to see my water well pipe and the septic tank, now I can see them at night.
- The light is at the end of the driveway, and it lights the front yard and even part of the back yard. Very happy with theses lights
- The light is more controlled and is less light pollution.
- Street is brighter and more inviting to walk when clocks are turned back in the fall

Question 6. Are you satisfied with the brightness the LED lights emit?



INFORMATION REPORT

REPORT TO: Council of the Township of South Glengarry



MEETING DATE: August 6, 2024

SUBJECT: Regional Waste Management Working Group – August 2024 Update

PREPARED BY: Sarah McDonald, GM Infrastructure Services

BACKGROUND:

Staff have participated in Regional Waste Management Working Group (RWMWG) in April and June 2023, at the County Administration Building. The City of Cornwall being an active participant in the group was also in attendance. Key points discussed during these meetings are outlined below:

Communication Strategy for Blue Box Transition

As previously established by the group, Todd Lihou communications coordinator for the Counties will be leading the communication strategy to provide a unified approach, to ensure the messaging would be the same across SDG. It is anticipated that we will be receiving more details regarding the transition from Circular Material mid summer. In advance to these announcements, Todd has been talking with the municipalities and informed the group that there is a desire for more input on the messaging from the local level. Although we are in a holding pattern, Todd is confident that the communication initiatives could be ramped up quickly.

Collection of Industrial, Commercial and Institutional (ICI) recycling is not part of the transition to the producer responsibility program. ICI will be responsible for arranging for the collection of their recycling. An in-depth conversation with the group regarding who should be responsible for ICI collection was had, with no clear direction. Consensus was that it would be too expensive for the municipalities to provide this service. It was clarified that there is no limit on the amount of recycling that can be put out, and if your residence is in front of your business, then what ever is put out, should be picked up.

Benchmark Level of Service

A survey of the current practice of each municipality was conducted and shared with the group. Overall, most of the municipality within the group, with some exceptions, were inline with the Level of Service established by the working group. A short discussion took place regarding the \$2.00 fee for additional bag tags. It was reviled that the current fees charged by local municipalities range from \$1.50 to \$3.00 per tag. The purpose of

the tag fee is to encourage waste diversion without negatively impacting large families. With the consensus that \$2.00 a bag was not enough of a deterrent, the group agreed to raise the Benchmark Level of Service for additional bag tags to \$3.00.

Regional Waste Disposal Contract

Since the formation of the working group, one of the key conversations has been around landfill capacity and diversion. To increase the longevity of landfills some municipalities have entered into contracts with GFL for waste disposal. As other municipalities landfills are reaching capacity, they too were looking to GFL for disposal options. It came to light through the group that the tipping fees were not equal across SDG with some municipalities being charged more for the same service. With support from Ross Gellately (retired Director from South Stormont), the working group was able to secure a disposal fee contract that was fair and equal for all municipalities within SDG.

Local Updates on Waste Management Activities

City of Cornwall are in preparation for a soft launch of their [clear bag initiative](#) in January 2025. The clear bag initiative is being launched to help enforce the diversion of recyclables and organics from the landfill. This initiative coincides with the launch of the provincial mandate that the City will now be required to collect food and organic waste.

South Glengarry Administration Note – The Clear Bag Initiative is a source of excitement and a regional opportunity following the City of Cornwall's upcoming success!

North Dundas was happy to report that they have been successful in obtaining the necessary approvals for the expansion of their landfill.

South Glengarry shared with the group some hurdles they experienced with the collection of bulk waste this spring. This is a service offered by South Glengarry that is above the benchmark level of service and is not provided by most municipalities. The City explained their model where residence requiring collection of bulk waste can contact the City and request collection of the bulk waste on a cost recovery basis. The group discussed various pros and cons to the collection of the bulk waste and decided not to make any changes to the current level of service being that of "allowing drop off at landfills for all residents." Point of interest, during the conversation, a major issue was brought up regarding the disposal (and bulk) of used mattress. The City commented that if they stacked the amount of mattress they received last year on top of each other, the pile would have been 1.5 times the height of the CN Tower!

North Glengarry entered into a new waste collection contract this year and advised the group that the rate for this service is increasing rapidly. Staff are also working with council on the direction for the future of their R.A.R.E facility.

South Dundas have entered into an agreement with GFL for the disposal of their solid waste and were grateful for the negotiations completed by the working group. Staff are also in the process of developing a local transfer station.

South Stormont reported they had success with their food cycler program and notice the reduction in tonnage as a result. They are also in the process of completing a capacity assessment on their landfill.

COMMENTS / OBSERVATIONS:

The Regional Waste Management Working Group has provided a very effective forum for the sharing of information and addressing common issues. This forum allows for the collective knowledge to turn ideas into actions that benefits the residents of the region.

Other initiatives the group are looking to develop in the upcoming months is the development of a staff training program and review the potential of reducing the cost of landfill monitoring.

Through funding provided by the Counties, the working group are looking to complete a landfill operator training program.

Although it was agreed that creating a joint tender for landfill monitoring would not be practicable due to the differing requirements, it was agreed that the investigation into tendering lab analysis might produce some savings.

These initiatives along with other updates from the members will be discussed during our next meeting in late August.

Enbridge Gas Inc. has applied to dispose of the balances of certain deferral and variance accounts.

If the application is approved as filed, then a typical residential customer and a typical general service customer of Enbridge Gas Inc. would see the following one-time billing adjustments, effective January 1, 2025:

EGD Rate Zone (former Enbridge Gas Distribution Inc. customers)

- **Residential Rate 1 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$5.12, effective January 1, 2025.

Union Rate Zone (former Union Gas Limited customers)

- **Union South Residential Rate M1 Sales Service** customers will see a one-time billing charge of \$9.51, effective January 1, 2025.
- **Union South Residential Rate M1 Direct Purchase** customers will see a one-time billing charge of \$1.60, effective January 1, 2025.
- **Union North-West Residential Rate 01 Sales Service and Direct Purchase** customers will receive a one-time billing charge of \$0.13, effective January 1, 2025.
- **Union North-East Residential Rate 01 Sales Service and Direct Purchase** customers will see a one-time billing charge of \$0.47, effective January 1, 2025.

Other customers, including businesses, may also be affected. It is important to review the application carefully to determine whether you may be affected by the proposed changes.

Under the OEB-approved Earnings Sharing Mechanism, Enbridge Gas Inc. is required to share with customers any earnings that are 150 basis points over the OEB-approved return on equity. Enbridge Gas Inc. says that its 2023 earnings were below the 150 basis point threshold and as a result it is not proposing to share any earnings with customers.

YOU SHOULD KNOW

There are three types of OEB hearings: oral, electronic and written. The applicant has applied for a written hearing. The OEB is considering this request. If you think a different hearing type is needed, you can write to us to explain why.

During this hearing, we will hear questions and arguments from participants about this case. We will also hear questions and arguments from participants that have registered as Intervenor. After the hearing, we will decide whether to approve the application.

HAVE YOUR SAY

You have the right to information about this application and to participate in the process. Visit www.oeb.ca/notice and use file number **EB-2024-0125** to:

- Review the application
- File a letter with your comments
- Apply to become an intervenor

IMPORTANT DATES

You must engage with the OEB on or before **July 15, 2024** to:

- Provide input on the hearing type (oral, electronic or written)
- Apply to be an intervenor

If you do not, the hearing will move forward without you, and you will not receive any further notice of the proceeding.

PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. If you are a business or if you apply to become an intervenor, all the information you file will be on the OEB website.

COST AWARDS

The OEB intends to consider cost awards in this proceeding that are in accordance with the Practice Direction on Cost Awards and only in relation to the following:

1) The review of the following deferral and variance accounts:

Enbridge Gas Inc. Accounts

- Tax Variance - Accelerated Capital Cost Allowance – Enbridge Gas Inc.
- Integrated Resource Planning Operating Costs Deferral Account
- Getting Ontario Connected Act Variance Account
- Accounting Policy Changes Deferral Account (2019-2023)

EGD Rate Zone (former Enbridge Gas Distribution Inc.) Accounts

- Storage and Transportation Deferral Account
- Transactional Services Deferral Account
- Unaccounted for Gas Variance Account
- Average Use True-Up Variance Account
- Deferred Rebate Account
- OEB Cost Assessment Variance Account
- Incremental Capital Module Deferral Account (2020-2023)
- RNG Injection Service Variance Account (2022-2023)

Union Rate Zones (former Union Gas Limited) Accounts

- Upstream Transportation Optimization Deferral Account
- Unabsorbed Demand Costs Variance Account
- Short-Term Storage and Other Balancing Services
- Normalized Average Consumption Deferral Account
- Deferral Clearing Variance Account
- OEB Cost Assessment Variance Account
- Parkway West Project Costs Deferral Account
- Lobo D/Bright C/Dawn H Compressor Project Costs Deferral Account
- Panhandle Reinforcement Project Costs Deferral Account
- Incremental Capital Module Deferral Account (2019-2023)
- Unaccounted for Gas Price Variance Account

- 2) The review of Enbridge Gas Inc.'s 2023 earnings, earnings sharing calculations and the 2023 Performance Scorecard.
- 3) The review of the methodology for disposing and allocating the deferral and variance account balances.

LEARN MORE


Ontario Energy Board

 1 877-632-2727 TTY: 1-877-632-2727

 Monday - Friday 8:30 AM - 5:00 PM

 oeb.ca/notice

Enbridge Gas Inc.

 1-866-763-5427

 Monday - Friday 8:30 AM - 6:00 PM

 enbridgegas.com



Ministry of Public and
Business Service Delivery
VIA EMAIL:
consumer@ontario.ca

Association of Municipal
Clerk and Treasurers of
Ontario (AMCTO)
VIA EMAIL:
amcto@amcto.com

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

July 4, 2024

RE: 6.13 Township of Alnwick Haldimand resolution regarding MFIPPA Modernization

Please be advised that Township of Puslinch Council, at its meeting held on June 12, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2024-210:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the Consent Agenda item 6.13 listed for June 12, 2024 Council meeting be received; and

That Council direct staff to send a support resolution accordingly.

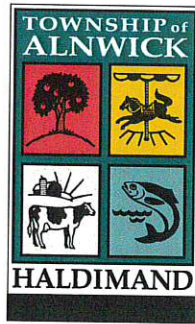
CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Justine Brotherston
Municipal Clerk

CC: All Ontario Municipalities



May 13, 2024

Association of Municipal Managers, Clerks and
Treasurers of Ontario (AMCTO)
AMCTO Advocacy Team
(advocacy@amcto.com)

Dear Sir/Madam:

RE: MFIPPA Modernization

This is to advise that the Council of the Corporation of the Township of Alnwick/Haldimand at their Special Council Meeting on January 25th, 2024, passed the following resolution:

RES:20240125-11

Moved by Deputy Mayor Joan Stover, seconded by Councillor Greg Booth;

"Whereas the Municipal Freedom of Information and Protection of Privacy Act, 1990 (MFIPPA) has not been comprehensively reviewed in over 30 years; and

Whereas municipalities consider transparency an important tool for building and maintaining public trust and recognize the importance of continuously improving; and

Whereas municipal administrators need legislation that supports effective local program delivery, is responsive to current technology and reflects its original intent of open and accountable government; and

Whereas MFFIPA presents a number of challenges for municipal staff which can hinder its effectiveness and efficiency when it comes to serving the public; and

Whereas municipalities should have updated legislation that ensures municipal resources are best allocated; increases trust in public institutions through strengthening

accountability, transparency and responsiveness; and addresses the needs of the digital era; and

Whereas the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) has comprehensively reviewed MFIPPA and put forward recommendations in their submission "Looking Ahead: A Proactive Submission to Modernize the Municipal Freedom of Information and Protection of Privacy Act";

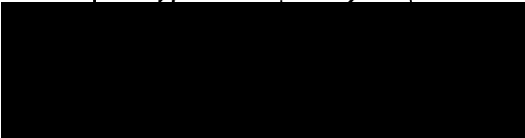
Be it resolved that the Ministry of Public Business and Service Delivery be requested to review MFIPPA and consider recommendations as outlined by AMCTO within their submission, "Looking Ahead: A Proactive Submission to Modernize the Municipal Freedom of Information and Protection of Privacy Act"; and

Further be it resolved that Council direct the Deputy Clerk to send a copy of this resolution to AMCTO's Advocacy Team, the Ministry of Public and Business Service Delivery and all Ontario municipalities."

CARRIED

We respectfully submit the resolution supporting the review and reform of MFIPPA.

Yours truly,



Yolanda Melburn, Deputy Clerk
Township of Alnwick/Haldimand
905-349-2822 ext. 32
ymelburn@ahwp.ca

Cc: Ministry of Public and Business Service Delivery
All Ontario Municipalities



The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: www.emo.ca
E-mail: township@emo.ca

Phone: 807-482-2378
Fax: 807-482-2741

July 5, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

DELIVERED VIA EMAIL

Re: Operational Budget Funding

The Council of the Township of Emo, at its regular meeting held May 15, 2024, passed the following resolution.

Resolution No.: 18, May 15, 2024

Moved by: Councillor Teeple

Seconded by: Councillor Whatley

WHEREAS all Ontario municipalities are prohibited from running budget deficits for operating purposes, and;

WHEREAS all Ontario municipalities have similar pressures with respect to aging infrastructure and operating costs for policing, and;

WHEREAS the City of Toronto has recently received Provincial funding to cover a \$1.2 billion-dollar operating shortfall and approximately \$12 million in Federal and Provincial funding for their Police operating budget, and;

WHEREAS the City of Toronto has the lowest tax rates in the Province.

BE IT RESOLVED THAT the Township of Emo call on the Province of Ontario to treat all municipalities fairly and provide equivalent representative operational budget funding amounts to all Ontario municipalities.

Yours sincerely,



Crystal Gray, Dipl. M.A.

CAO/Clerk-Treasurer

The Corporation of the Township of Emo

P: (807) 482-2378

E: cao@emo.ca

Sent via Email :

Honourable Doug Ford, Premier of Ontario, premier@ontario.ca

Honourable Paul Calandra, Minister of Municipal Affairs and Housing, paul.calandra@pc.ola.org

Honourable Peter Bethlenfalvy, Minister of Finance, peter.bethlenfalvy@pc.ola.org

Association of Municipalities of Ontario, amo@amo.on.ca

All Ontario Municipalities



The Corporation of the Township of Emo

P.O. Box 520, Emo, Ontario, P0W 1E0

Website: www.emo.ca
E-mail: township@emo.ca

Phone: 807-482-2378
Fax: 807-482-2741

July 8, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

DELIVERED VIA EMAIL

Re: Request to Province of Ontario for New Provincial-Municipal Fiscal Framework

The Council of the Township of Emo, at its regular meeting held May 15, 2024, passed the following resolution.

Resolution No.: 17, May 15, 2024

Moved by: Councillor Boven

Seconded by: Councillor Teeple

WHEREAS the current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

AND WHEREAS nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

AND WHEREAS municipal revenues, such as property taxes, do not grow with the economy or inflation;

AND WHEREAS unprecedented population and housing growth will require significant investments in municipal infrastructure;

AND WHEREAS municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

AND WHEREAS inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

AND WHEREAS property taxpayers – including people on fixed income and small business – can't afford to subsidize income re-distribution programs for those most in need;


AND WHEREAS the province can, and should, invest more in the prosperity of communities;

AND WHEREAS municipalities and the provincial government have a strong history of collaboration;

NOW THEREFORE, BE IT RESOLVED THAT the Township of Emo calls on the Province of Ontario commit to undertaking, with the Association of Municipalities of Ontario, a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Minister of Finance; the Local Member of Provincial Parliament; the Association of Municipalities of Ontario; the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO); and all other municipalities.

Yours sincerely,



Crystal Gray, Dipl. M.A.

CAO/Clerk-Treasurer

The Corporation of the Township of Emo

P: (807) 482-2378

E: cao@emo.ca

Sent via Email:

Honourable Doug Ford, Premier of Ontario, premier@ontario.ca

Honourable Paul Calandra, Minister of Municipal Affairs and Housing, paul.calandra@pc.ola.org

Honourable Peter Bethlenfalvy, Minister of Finance, peter.bethlenfalvy@pc.ola.org

Association of Municipalities of Ontario (AMO), amo@amo.on.ca

MPP-Greg Rickford, Kenora Rainy River District, greg.rickfordco@pc.ola.org

Association of Municipal Clerks and Treasurers of Ontario (AMCTO), advocacy@amcto.com

All Ontario Municipalities

June 20, 2024

SENT VIA EMAIL

Hon. Doug Ford MPP
Premier of Ontario
Premier's Office, Main Legislative Building
Queen's Park, Toronto, Ontario

Dear Premier,

As I know you will agree, Ontario's paramedics, police officers and firefighters are our frontline heroes, regularly putting themselves at risk to protect the rest of us.

In recent months, local resident, paramedic and former volunteer firefighter, Charles Shaw, has been advocating for paramedics and all police officers to receive the same long-service medal as exists today for firefighters and Ontario Provincial Police officers.

Our Town Council agrees with Mr Shaw, and passed the below resolution unanimously requesting the province create such medals. Here is the resolution:

Resolution 2024-206

Whereas paramedics, firefighters and police officers are our frontline heroes, regularly putting their own health and safety at risk to help others in need;

Whereas the Ontario Fire Services Long Service Medal was created in 1971 to honour firefighters who have served the public for twenty-five years or more and the Governor General's Fire Services Exemplary Service Medal was created in 1985 and 'honours members of a recognized Canadian fire service who have completed 20 years of service, ten years of which have been served in the performance of duties involving potential risks;

Whereas the Ontario Provincial Police Long Service and Good Conduct Medal honours OPP officers who have served for twenty years or more and the Governor General's Police Exemplary Service Medal, created in 1983, 'recognizes police officers who have served in an exemplary manner having completed 20 years of full-time service with one or more recognized Canadian police forces;

Whereas many non-OPP police services have similar local long-service medals within their forces, but there is not a province-wide long-service medal for non-OPP police officers;

Whereas the Governor General's Emergency Medical Services Exemplary Service Medal, created in 1994, recognizes 'professionals in the provision of pre-hospital emergency medical services to the public who completed 20 years of exemplary service, including at least 10 years in the performance of duties involving potential risk;

Whereas there is no province-wide long-service medal for paramedics in Ontario;

Therefore, The Corporation of the Town of Bradford West Gwillimbury Council:

- 1. Endorse the creation of a province-wide long-service medal for police and for paramedics, modelled after the existing such award for firefighters;*
- 2. In furtherance of this resolution, that the Mayor write to the Premier, Minister of Health, Solicitor General, Minister of Citizenship and our local MPP urging them to work collaboratively to create such awards; and*
- 3. That a copy of this resolution be sent to all Ontario municipalities.*

I believe this is a relatively simple but important measure your government could take to honour our paramedics and police officers, as we already honour our firefighters. I understand the creation of such an award would involve several different ministries, and I hope you might instruct your cabinet to work together to create this award.

Thank you very much for your consideration.

Sincerely yours,



James Leduc
Mayor
Town of Bradford West Gwillimbury

cc

Hon. Sylvia Jones, Minister of Health
Hon. Michael Krezner, Solicitor General
Hon. Michael Ford, Minister of Citizenship and Multiculturalism
Hon. Caroline Mulroney, MPP for York—Simcoe
Cllr Jonathan Scott, Town of Bradford West Gwillimbury
Mr. Charles Shaw
Ontario's Municipal Councils



Township of Lucan Biddulph

270 Main Street
P.O. Box 190, Lucan, Ontario N0M 2J0
Phone (519) 227-4491; Fax (519) 227-4998

July 30, 2024

Sent Via Email

Hon. Doug Ford (Premier of Ontario)
Hon. Sylvia Jones (Ontario Minister of Health)
Dr. Kieran Moore (Chief Medical Officer of Health)
Rob Flack, MPP (Elgin-Middlesex-London)
Steve Pinsonneault, MPP (Lambton-Kent-Middlesex)
Association of Municipalities of Ontario (AMO)
Ontario Medical Association (OMA)
Western Ontario Warden's Caucus (WOWC)
All Ontario Municipalities

RE: AMO/OMA Joint Health Resolution Campaign – Physician Shortage

Please be advised that at their last regular meeting on Tuesday July 16, 2024, the Council of the Township of Lucan Biddulph passed the following resolution:

Resolution No. 2024 - 187

Moved by D. Regan

Seconded by J. Hodgins

WHEREAS the state of health care in Ontario is in crisis, with 2.3 million Ontarians lacking access to a family doctor, emergency room closures across the province, patients being de-rostered and 40% of family doctors considering retirement over the next five years; and

WHEREAS it has becoming increasingly challenging to attract and retain an adequate healthcare workforce throughout the health sector across Ontario; and

WHEREAS the Northern Ontario School of Medicine University says communities in northern Ontario are short more than 350 physicians, including more than 200 family doctors; and half of the physicians working in northern Ontario expected to retire in the next five years; and (Northern Ontario only)

WHEREAS Ontario municipal governments play an integral role in the health care system through responsibilities in public health, long-term care, and paramedicine.

WHEREAS the percentage of family physicians practicing comprehensive family medicine has declined from 77 in 2008 to 65 percent in 2022; and

WHEREAS per capita health-care spending in Ontario is the lowest of all provinces in Canada, and

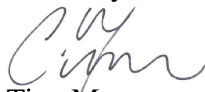
WHEREAS a robust workforce developed through a provincial, sector-wide health human resources strategy would significantly improve access to health services across the province;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Lucan Biddulph urge the Province of Ontario to recognize the physician shortage in the Township of Lucan Biddulph and Ontario, to fund health care appropriately and ensure every Ontarian has access to physician care.

CARRIED

Please contact our office should you require any further information on this matter.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Tina Merner', is written over the printed name.

Tina Merner
Deputy Clerk



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, July 23, 2024

Resolution # RC24168	Meeting Order: 11
Moved by: <i>M Hatfield</i>	Seconded by: <i>Cathy Cannon</i>

WHEREAS Council of the Municipality of Wawa received correspondence from the Ontario Forest Industries Association dated June 19, 2024 regarding Immediate Action Needed to Support Ontario's Forest Sector;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa does hereby receive and support the correspondence dated June 19, 2024 from the Ontario Forest Industries Association and urges the Ontario government support all measures targeting the immediate challenges the Ontario Forest sector faces.

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
<i>M. Pilon</i>	<i>Maury O'Neill</i>



June 19, 2024

The Hon. Graydon Smith
Minister of Natural Resources
Whitney Block
99 Wellesley Street West
Toronto, Ontario
M7A 1W3

The Hon. Nolan Quinn
Associate Minister of Forestry
Whitney Block
99 Wellesley Street West
Toronto, Ontario
M7A 1W3

Submitted via email.

Re: Immediate Action Needed To Support Ontario's Forest Sector

Minister Graydon Smith and Associate Minister Nolan Quinn,

Congratulations on your recent appointments within Premier Doug Ford's Cabinet. The Ontario Forest Industries Association (OFIA) looks forward to our productive and continued work together.

Over the last six months, three of Ontario's six pulp and paper mills have permanently closed or idled. Adding to the issue was the closure of a critical softwood pulp market in Quebec. As you know, these facilities served as important consumers of solid-wood byproducts from Ontario sawmills.

The OFIA appreciates the many opportunities we have had to speak with you and senior leadership within Ontario's Ministry of Natural Resources (MNR) and Premier's Office. This includes in-person meetings with members of OFIA's Board Executive Committee on January 19th, March 19th, and May 28th, 2024. During these meetings, the OFIA presented short and long-term actions Ontario could take to address the regional chip and pulpwood market crisis endorsed by the OFIA membership (incl.).

The industry eagerly anticipates government action on this matter, as operating conditions for many have continued to worsen over the past six months. Combined with weak markets for some finished products, many companies struggle to continue their operations. We are now facing an unprecedented challenge in the sector, which could have negative and long-lasting implications for northern and rural communities across Ontario.

Without immediate action in response to OFIA recommendations and, critically, the vetting of potential solutions through the industry to ensure programs truly meet the sector's needs, we fear Ontario could face further curtailments, job losses, and lost economic opportunity.

The OFIA is ready to work with the Ontario government to set the forest products sector on a long-term and stable path towards economic development and prosperity. This includes our

vision of a *Forest Energy Directive* to develop bioheat, district heating, liquid fuels, renewable gases, biocarbon, and electricity generation projects, supporting Ontario's massive forecasted growth in non-emitting energy demands.

We urge you and your colleagues to continue supporting all measures targeting the immediate challenges the Ontario forest sector faces and look forward to future discussions with you.

Sincerely,



Ian Dunn, R.P.F.
President & CEO
Ontario Forest Industries Association
Cell: 647-297-3827

Incl. March 19th, 2024 Slide Deck – Summary of Input from the Membership – OFIA Meeting with the Hon. Graydon Smith

May 28th, 2024 Slide Deck – Ontario Forest Energy Directive

CC The Hon. Caroline Mulroney, President of the Treasury Board
The Hon. Peter Bethlenfalvy, Minister of Finance
The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade
The Hon. Greg Rickford, Minister of Northern Development and Indigenous Affairs
The Hon. George Pirie, Minister of Mines
The Hon. Steven Lecce, Minister of Energy and Electrification
The Hon. Sam Oosterhoff, Associate Minister of Energy Intensive Industries
The Hon. Todd Smith, Minister of Education
The Hon. Paul Calandra, Minister of Municipal Affairs and Housing
MPP John Yakabuski, Parliamentary Assistant to the Minister of Energy
MPP Kevin Holland, Parliamentary Assistant to the Minister of Mines
Deputy Minister Drew Vanderduim, Ministry of Natural Resources
OFIA Membership



CORPORATION OF THE
TOWNSHIP OF SCHREIBER
CAO/CLERK

Hon. Patty Hajdu,
705 Red River Road, Suite 3
Thunder Bay, ON
P7B 1J3

July 18, 2024

Re: Schreiber's Wastewater Treatment Plant

Dear Hon. Patty Hajdu,

I am writing to you today to request a meeting in person regarding our Wastewater Treatment Plant along with Mayor Mullins and Cllr. Bourgeault. The Schreiber Wastewater Treatment Plant was initially built in 1974 with only one Clarifier. In 1989 a second Clarifier was built in addition to some plant components, such as a chlorine contact chamber. The plants served the community well until recently when regulations changed. The practice of chlorinating effluent at wastewater plants has been around since the early 1900's. However, around 1999, new regulations came into effect that require wastewater plants to dechlorinate before discharging wastewater back into the environment.

The Practice of dechlorinating was a financial burden most communities were not able to bear. It became acceptable to implement temporary measures to dechlorinate effluent discharge at a reasonable cost. Unfortunately, Wastewater plants in many communities have adopted this temporary fix as a normal practice. Recently communities have been made aware that this temporary fix will no longer be tolerated, and permanent treatment practices must be adopted by 2026. Inspections of wastewater plants will again become the focus for inspectors starting this year for the first time in a decade.

In 2022, the Schreiber Town Council of the day started the process of UV disinfection. The Township hired EXP Services Inc, to prepare a design brief for the installation of the UV disinfection and the projected annual cost of operating the system. With a deadline for a permanent solution fast approaching in 2026, the Township has turned their focus to a permanent solution using chemicals to dechlorinate. This "Chemical in a Box" can be designed and installed for approximately **one million dollars (\$1,000,000.00)** with an annual operating budget of **twenty-seven thousand dollars (\$27,000.00)**. The UV solution is approximately **five million dollars (\$5,000,000.00)** to install with an annual operating budget of **ten thousand dollars (\$10,000.00)**. This initial installation cost of both is beyond reach for the Township so the lessor of the two (2) options is our only choice despite a higher annual operating cost. The Township is still working on finding the money for this project.

CORPORATION OF THE
TOWNSHIP OF SCHREIBER
CAO/CLERK

In 2021, the plant underwent an electrical inspection and the classification of the plant changed to a class 4. This means that all the electrical components in the plant must be changed to explosion proof components. This change was necessary due to the moist environment and gases produced by the process. Since the cost was astronomical for the Township, a decision was made to do the Electrical Safety Authority (ESA) upgrade in 4 phases.

The first phase was completed in 2022 for **one hundred eighty-one thousand five hundred dollars (\$181,500.00)**. In 2023, the prices for all the parts were almost double because of COVID. As a result, phase 2 price tag exceeded what was budgeted in 2023, so nothing was done.

In 2024, the ESA inspector requested a meeting with the Township of Schreiber to discuss the outstanding issues with the Wastewater Treatment Plant. The ESA has been more than patient with the Township as the normal practice is **30 days** to comply. We are required to have the Wastewater plant brought up to a Class 4 standard by the end of 2024. This endeavor will cost the Township approximately **one million dollars (\$1,000,000.00)**. The Township is using the OTF money to cover this expense and borrowing the balance until the 2025 allocation is received.

As you can see in the attached spreadsheet, the electrical issue at the plant continues to present urgent situations from "dirty power" and corroded components. Electrical components continue to fail such as breakers, pumps, motors, receptacles, lights, heaters, the list is endless. These urgent repairs continue to put strains on the reserve funds.

Due to the age of the plant, the breakdowns are not only associated with the electrical issues. We have experienced breakdowns in the air distribution system, where confined entries are required to patch pipes under the plant. Currently we are experiencing a breakdown with clarifier 1. There seems to be a concrete failure on the wall separating the clarifier and the digester. This breakdown is preventing the sludge from being bagged properly. The clarifier will need to be pumped down and a concrete specialist brought in to examine the wall to see if repair is possible. We are unclear at this point about the cost of repair, but we anticipate somewhere around **one hundred thousand dollars (\$100,000.00)**. We are currently investigating this urgent matter.

With mechanical breakdowns, electrical issues, and structural failures, the process of treating wastewater cannot be maintained. Sludge cannot get bagged due to the excess water from the structural failure. The lack of air in the process while we wait for the new blower and VFD to be installed. The Non-Compliance incidents that we have had to report have put Schreiber on the short list to be among the first inspections. The repairs and regulations that we are aware of will most certainly put a financial strain on the Township that a small resident tax base will never be able to sustain. The Non-Compliance reports have totaled **thirteen (13)** just since **March of 2024**.

CORPORATION OF THE
TOWNSHIP OF SCHREIBER
CAO/CLERK

The bagging system at the wastewater plant is the original installed in 1974. The system has been obsoleting for many years now, so parts are no longer available. When breakdowns occur, custom parts are made by an out-of-town welding shop. This translates into long down times while parts are manufactured. The system does not work well anymore so it requires constant manpower to ensure it continues to bag. This puts an incredible strain on staffing already faced with shortages. The bagging system needs to be upgraded as soon as possible since this process contributes to the Non-Compliance issues. This new system is also going to cost the Township another **million dollars (\$1,000,000.00)** plus.

As you can see on page 5 of this correspondence the Township has endured **one point five million dollars (\$1,518,061.34)** in unexpected repairs over the last **five and a half (5.5) years**. Aging infrastructure and little assistance are hemorrhaging small Municipalities all over the Province. It is imperative that the Provincial and Federal Governments step up to financially relieve the heavy burdens on small Municipalities.

We are reaching out to you today to discuss such EMERGENT issues and how the Provincial and Federal Governments are going to step up to plate and provide much needed financial assistance to assist with their mandated Regulations. To cover these essential upgrades small Municipalities will need to tax their residents to death to cover such costs.

I look forward to hearing back from you with a time for a scheduled meeting to discuss options available to small Municipalities with such emergent issues as I have described above.

Kind Regards,



Rhonda Smith
CAO/Clerk for the Township of Schreiber

CC: Mayor Mullins
Cllr. Bourgeault
Cllr. McGrath
Cllr. Mauro
Cllr. Bryson
Hon. Doug Ford, Premier of Ontario
Hon. Justin Trudeau, Prime Minister
Hon. Kinga Surma, Minister of Infrastructure

CORPORATION OF THE
TOWNSHIP OF SCHREIBER
CAO/CLERK

Unexpected Costs at the Wastewater Treatment Plant Since 2019

Year	Description	Cost
2019	Compressor Repair	\$84.75
	Bagging System Repair	\$290.51
	Bagging Building Heater Repair	\$1,695.00
	Sludge Motor Repair	\$901.18
	Bagging System Repair	\$2,009.25
	Bagging System Clamps Repair	\$1,007.42
	Clarifier Building Heater Repair	\$3,983.25
	Trash Pump	\$2,280.80
	Clarifier Heater Repair	\$1,192.09
	Clarifier Parts	\$15,036.15
	DE chlorination Feasibility Study	\$24,663.82
	Light Repair in the Clarifier Building	\$6,780.00
	2019 Total	\$59,924.22
2020	Bagger Heater Repair	\$565.28
	Clarifier Building Electrical Repairs	\$1,062.12
	Bagging System Electrical Repairs	\$1,062.12
	Chlorinator Parts	\$4,844.53
	Plant Electrical Inspection	\$23,938.00
	2020 Total	\$31,472.05
2021	Sludge Trailer Axle Repair	\$1,063.33
	Sludge Trailer Parts	\$2,594.48
	Water Heater Replacement (electrical surge)	\$519.79
	Light Repairs	\$1,595.71
	DeChlor Metering Pump	\$942.92
	Digester Decant Pump	\$3,587.55
	Building Classification as per ESA	\$6,614.40
	Electrical Assessment as per ESA	\$23,330.00
	2021 Total	\$40,248.18

CORPORATION OF THE
TOWNSHIP OF SCHREIBER
CAO/CLERK

Unexpected Costs at the Wastewater Treatment Plant Since 2019

Year	Description	Cost
2022	DeChlor Project Study Final Invoice	\$33,249.43
	ESA Electrical Upgrade	\$18,189.09
	Clarifier Blower Line Repair	\$18,640.64
	ESA Upgrades Phase 1	\$181,440.33
	Receptacle Emergency Repair	\$2,017.92
	Sludge Pump Replacement	\$2,236.80
	VFD Failure - Dirty Power (troubleshooting)	\$1,414.88
	2022 Total	\$257,189.09
2023	Bagger Building Heater Repairs	\$395.50
	Bagger Building Heater Repairs	\$442.59
	Light Repair Garage Washrooms	\$1,209.91
	Emergency Blower Motor Install	\$6,130.21
	2023 Total	\$8,178.21
2024	ESA Upgrades - Mandatory	\$990,822.00
	VFD Cabinet Blower	\$114,560.00
	Emergency Repair Lights and Heater Clarifier 2	\$14,430.80
	Bagger Building Heater Repair	\$1,236.79
	2024 Total as of July 6th	\$1,121,049.59
	5.5 yr. Total	\$1,518,061.34

July 2024

Township of South Glengarry Bursaries

Dear Lachlan:

Thank you very much for your donation to the Char-Lan D.H.S. Bursary Fund. Our students benefit so much because of the generosity of individuals and organizations in this community.

Once again, sincere thanks for your support of our students and our school.

The Char-Lan Graduation Committee



**THE CORPORATION OF THE
TOWNSHIP OF SOUTH GLENGARRY
BY-LAW NUMBER 2024-49
FOR THE YEAR 2024**

***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 August 6th, 2024 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 6th DAY OF AUGUST 2024.***

MAYOR: _____ **CLERK:** _____