

## TOWNSHIP OF SOUTH GLENGARRY REGULAR MEETING OF COUNCIL AGENDA

Monday, February 3, 2025, 6:30 PM  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown

|     |   | <b>Pages</b> |
|-----|---|--------------|
| 1.  | CALL TO ORDER   |              |
| 2.  | O CANADA  |              |
| 3.  | DISCLOSURE OF PECUNIARY INTEREST  |              |
| 4.  | APPROVAL OF AGENDA<br>Additions, Deletions or Amendments<br>All matters listed under the Consent agenda, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time. |              |
| 5.  | APPROVAL OF MINUTES   |              |
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| 6.  | PUBLIC MEETING  |              |
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|     | 8.d Health and Safety Water Stream Funding Application (S. McDonald)  | 27           |
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| 13.h | Connectivity Committee (Councillor McDonnell and Councillor Bougie)                                   |     |
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**TOWNSHIP OF SOUTH GLENGARRY  
REGULAR MEETING MINUTES**

**January 13, 2025, 6:30 PM  
Tartan Hall - Char-Lan Recreation Centre  
19740 John Street, Williamstown**

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

STAFF PRESENT: CAO Jamie Fawthrop  
GM Corporate Services/Clerk Kelli Campeau  
GM Finance/Treasurer Kaylyn MacDonald  
GM Infrastructure Services Sarah McDonald  
GM Parks, Recreation & Culture Sherry-Lynn Harbers  
Fire Chief Dave Robertson  
Deputy Clerk Kayce Dixon

1. CALL TO ORDER

**Resolution No. 2025-001**

Moved by Deputy Mayor Lang  
Seconded by Councillor Jaworski

BE IT RESOLVED THAT the January 13th, 2025 Council Meeting of the Township of South Glengarry now be opened at 6:31 pm

CARRIED

2. O CANADA

3. DISCLOSURE OF PECUNIARY INTEREST

4. APPROVAL OF AGENDA

Addition to the agenda:

- 10.a. Verbal Update - Glen Walter Watermain Break and Boil Water Advisory

Pulled from Consent Agenda for discussion:

- 11.a. Letter - Ministry of Municipal Affairs and Housing - Municipal Accountability Act

**Resolution No. 2025-002**

Moved by Councillor McDonell  
Seconded by Councillor Bougie

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

CARRIED

5. APPROVAL OF MINUTES

**Resolution No. 2025-003**

Moved by Councillor Jaworski  
Seconded by Councillor Bougie

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

- Previous Meeting Minutes - December 16, 2024

CARRIED

6. PUBLIC MEETING

7. PRESENTATIONS AND DELEGATIONS

7.1 OPP Update (Staff Sgt. Normand Lamontagne)

Staff Sgt. Lamontagne provided Council with an overview of OPP Calls and Responses in South Glengarry for the time period January to December 2024.

8. ACTION REQUESTS

8.1 Environment Committee – Request for New Member (S. McDonald)

**Resolution No. 2025-004**

Moved by Councillor Jaworski  
Seconded by Councillor McDonell

THAT Staff Report 2025-001 be received and that the Council of the Township of South Glengarry direct Administration, on behalf of Council, to extend an invitation to the Raisin Region Conservation Authority (RRCA) to attend and participate as a non-voting member of the South Glengarry Environment Committee for the remainder of the 2022-2026 Council term.

CARRIED

8.2 iCity Online – Electronic Tax Bill Delivery and Customer Payment Portal (K. MacDonald)

**Resolution No. 2025-005**

Moved by Deputy Mayor Lang  
Seconded by Councillor Bougie

THAT Staff Report 2025-002 be received and that the Council of the Township of South Glengarry hereby authorizes the Treasurer to enter into an agreement with CentralSquare for the provision of electronic tax bill delivery and online payments at a cost of \$15,750 (plus applicable HST), to be funded from the Modernization reserve.

CARRIED

9. BY-LAWS

9.1 2025 Interim Taxation By-law (K. MacDonald)

**Resolution No. 2025-006**

Moved by Councillor Bougie  
Seconded by Deputy Mayor Lang

THAT Staff Report 2025-003 be received and that By-law 2025-01, being a by-law to provide for an interim tax levy and provide for the payment of interim taxes for the year 2025, be read a first, second and third time, passed, signed and sealed in open council this 13th day of January 2025.

CARRIED

9.2 2025 Temporary Borrowing By-law (K. MacDonald)

**Resolution No. 2025-007**

Moved by Councillor McDonell  
Seconded by Councillor Jaworski

THAT Staff Report 2025-004 be received and that By-law 2025-02, being a by-law to provide for temporary borrowing to meet the current expenditures until taxes are collected, to an upset limit of \$9,646,069 in 2025 be read a first, second and third time, passed, and sealed in open Council this 13<sup>th</sup> day of January 2025.

CARRIED

9.3 Ontario Transfer Payment Agreement – Fire Protection Grant (D. Robertson)

**Resolution No. 2025-008**

Moved by Deputy Mayor Lang  
Seconded by Councillor McDonell

THAT Staff Report 2025-005 be received and that By-law 2025-03, being a by-law to enter into an agreement with His Majesty the King in right of Ontario, as represented by the Solicitor General, be read a first, second and third time, passed signed a sealed this 13<sup>th</sup> day of January 2025 and furthermore, that the Mayor and Clerk be authorized to sign all applicable documents.

CARRIED

10. KEY INFORMATION REPORTS

10.1 Verbal Update - Glen Walter Watermain Break & Boil Water Advisory

GM McDonald provided Council with an overview of the watermain break and subsequent Boil Water Advisory that occurred in Glen Walter on December 25, 2024.

11. CONSENT AGENDA

**Resolution No. 2025-009**

Moved by Councillor McDonell  
Seconded by Deputy Mayor Lang

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

CARRIED

- 11.1 Letter - Ministry of Municipal Affairs and Housing - Municipal Accountability Act
- 11.2 Resolution - Changes to the Planning Act (Town of Kearney)
- 11.3 Resolution - Paid-Plasma-Free Zone (City of Toronto)
- 11.4 Resolution - Property Taxation Implications (Kincardine)
- 12. ITEMS FOR CONSIDERATION
- 12.1 Letter - Ministry of Municipal Affairs and Housing - Municipal Accountability Act
- 13. BOARD AND COMMITTEE UPDATES
- 13.1 Cornwall Regional Airport Commission Minutes - November 5, 2024
- 14. NOTICE OF MOTION
- 15. CLOSED SESSION

**Resolution No. 2025-010**

Moved by Councillor Bougie  
Seconded by Deputy Mayor Lang

BE IT RESOLVED THAT Council convene to Closed Session at 7:45 pm to discuss the following matter pursuant to Section 239(2) of the Municipal Act;

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

(k) negotiations

Specifically: instruction for ongoing negotiations

CARRIED

**Resolution No. 2025-011**

Moved by Councillor Jaworski  
Seconded by Councillor McDonell

BE IT RESOLVED THAT Council rise and reconvene at 8:02 pm into open session without reporting.

CARRIED

**Resolution No. 2025-012**

Moved by Councillor McDonell  
Seconded by Councillor Bougie

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

CARRIED

16. CONFIRMING BY-LAW

**Resolution No. 2025-013**

Moved by Councillor Bougie

Seconded by Councillor Jaworski

BE IT RESOLVED THAT By-law 2025-04, 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 13th day of January 2025.

CARRIED

17. ADJOURNMENT

**Resolution No. 2025-014**

Moved by Councillor Bougie

Seconded by Deputy Mayor Lang

BE IT RESOLVED THAT the Council of the Township of South Glengarry adjourn to the call of the chair at 8:03 pm.

CARRIED

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Mayor

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Clerk



## **ACTION REQUEST REPORT**

### **Infrastructure Services**

**Report Number: 2025-006**

**Date: January 27, 2025**

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**Prepared For:** Council of the Township of South Glengarry  
**Prepared By:** Sarah McDonald, P. Eng. – GM Infrastructure Services  
**Subject:** Direction to Proceed with Drain Alternative to Capital Bridge Project

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### **RECOMMENDATION:**

THAT Staff Report 2025-006 be received and that the Council of the Township of South Glengarry direct Administration to proceed with the project to realign the James McDougall Municipal Drain instead of the planned replacement of the First Line Road structural culvert carrying the James McDougall Municipal Drain (Structure Number 30036).

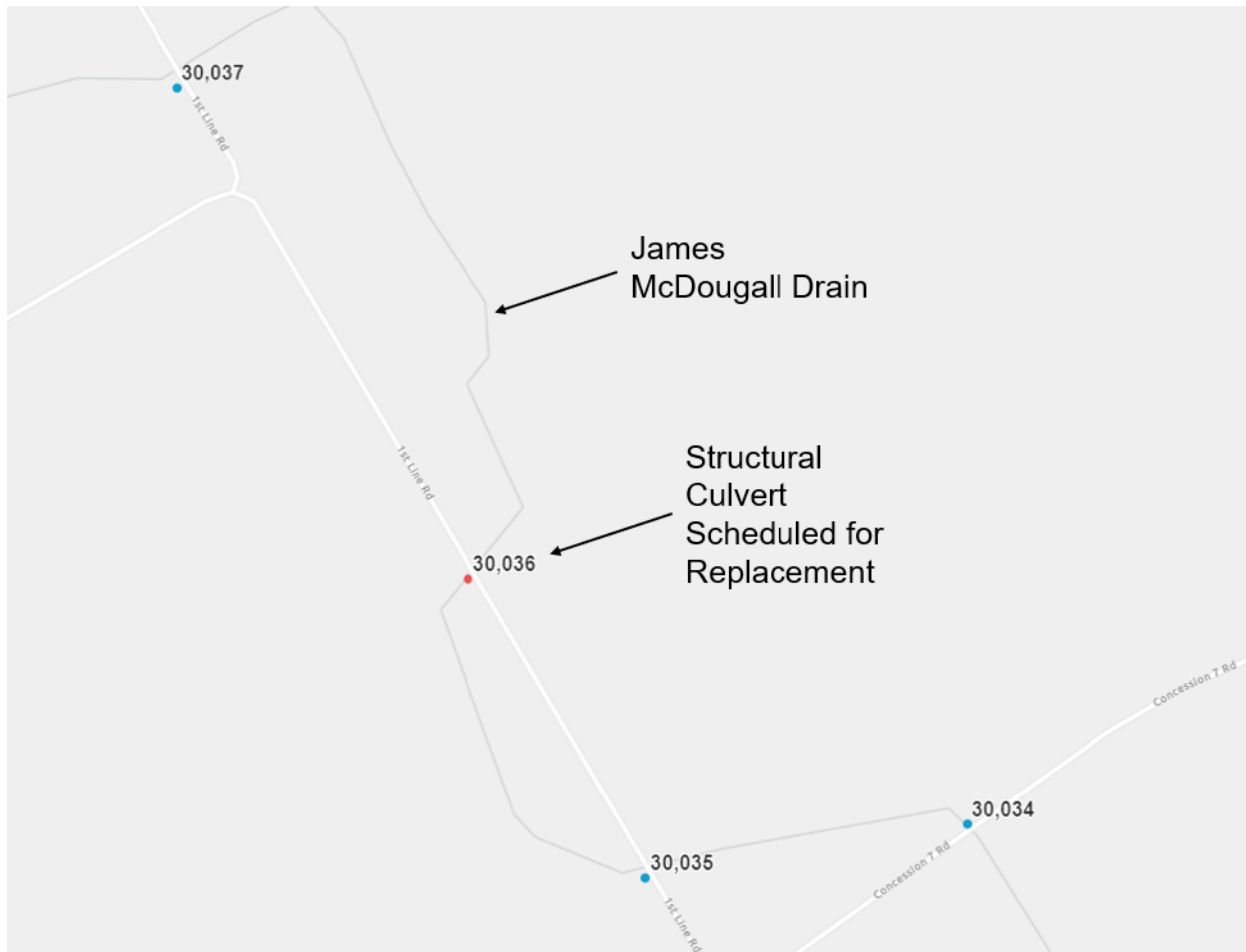
### **BACKGROUND:**

1. Council approved the replacement of the First Line Road culvert carrying the James McDougall Municipal Drain (Structure Number 30036) through the 2025 Budget.
2. The budget includes \$420,000 for the project, which was estimated to be the cost of replacement from the 2023 Ontario Structural Inspection Manual (OSIM) report.
3. Administration noted through budget that alternatives to replacement were being explored.
4. The preferred alternative is the realignment of the James McDougall Municipal Drain, to reduce the number of existing road crossing (structural culverts / bridges) in this area from four to two.
5. Following budget deliberations, Administration confirmed with the Drainage Superintendent, MacDonald Technical Services, that this project has their support.
6. Administration also circulated a pre-start letter to adjacent landowners (attached) and met in-person with each of them to confirm that there were no 'showstoppers'. The landowners had a few questions which would be answered



through the realignment process, but did not indicate that the project would be opposed.

7. The location of the James McDougall Drain and corresponding road structures are shown in the below figure.



### **ANALYSIS:**

8. Administration is requesting direction from Council to proceed with the realignment of the James McDougall Municipal Drain instead of the planned replacement of Structure 30036.
9. Administration acknowledges that there are many options for realignment, the municipal focus would be eliminating or reducing the required size of existing structures 30035 and 30036, while supporting the lands currently being serviced by the James McDougall Municipal Drain in this area.
10. The realignment of any Municipal Drain considered a major improvement will follow Section 78 of the [Drainage Act](#), R.S.O. 1990, C d.17.

11. The ultimate configuration of the realignment will be determined by the appointed Engineer, following the process prescribed by the Drainage Act.

12. The next steps that Administration will undertake are:

- a. Preparing a Request for Proposal for qualified Engineers to undertake this project.
- b. Send a notice of intent to undertake a major improvement project to the Raisin Region Conservation Authority and the prescribed persons of [O. Reg. 500/21](#).

13. It is anticipated that a report will be brought to Council to Appoint an Engineer in late March or early April 2024.

**BUDGET IMPLICATIONS:**

14. The \$420,000 budgeted for the culvert renewal will likely not be spent entirely during the 2025 fiscal year. However, the \$420,000 can be considered an upset limit for the Municipal Drain project

**OTHERS CONSULTED:**

- Supervisor Roads and Fleet
- Drainage Superintendent

**ALIGNMENT WITH STRATEGIC PLAN:**

Goal: Deliver our key services in a sustainable way.

**ATTACHMENTS:**

- December 16, 2024 letter sent to adjacent landowners

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**Recommended to Council for  
Consideration by:  
CAO Jamie Fawthrop**



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

December 16, 2024

**RE: James McDougall Drain**

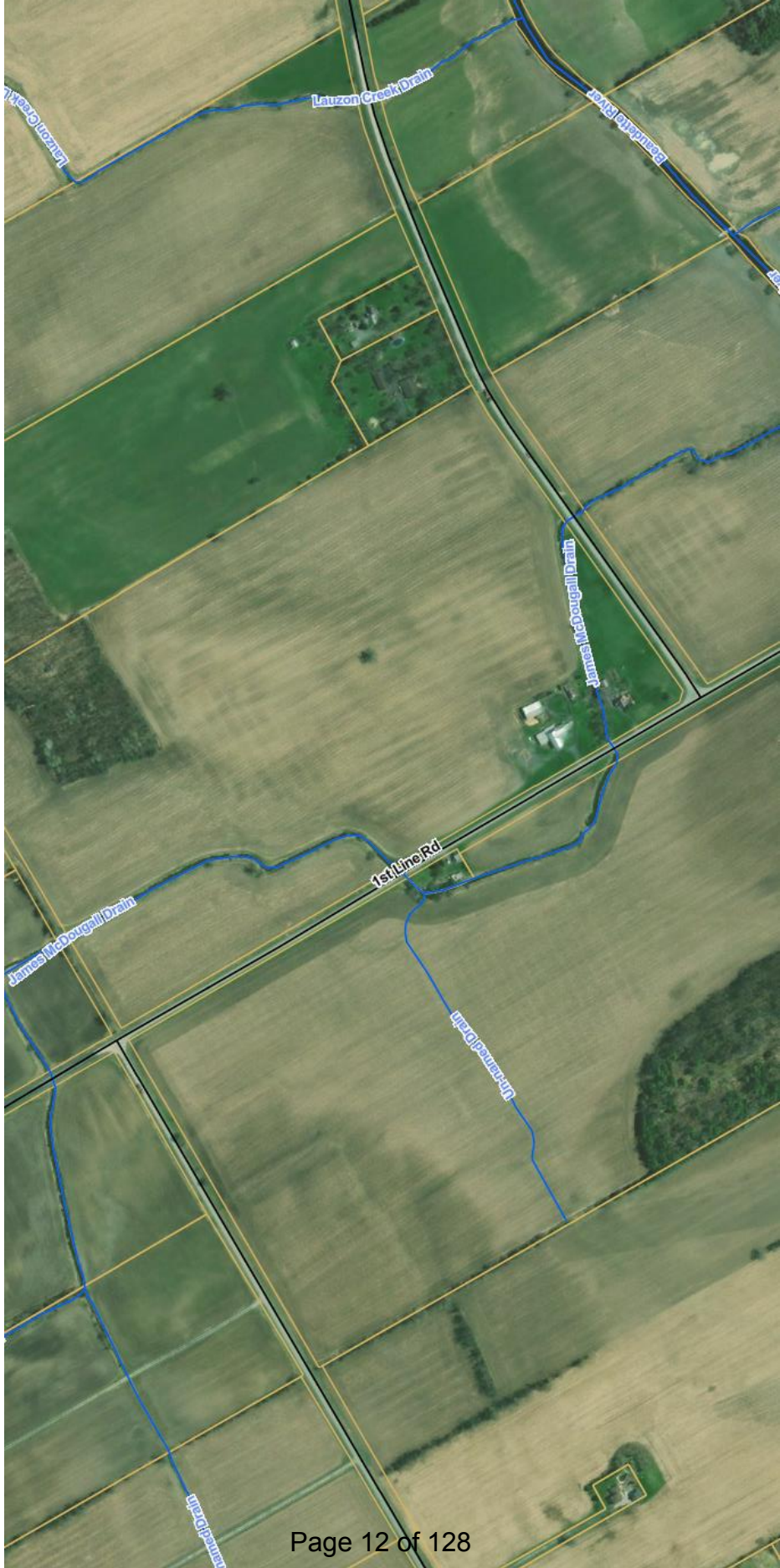
The Township of South Glengarry is considering initiating an improvement of the James McDougall Municipal Drain which would impact your property located at 4339 First Line Road. Prior to formally initiating the improvement under the Drainage Act, the Township would like an opportunity to meet with you during the beginning of January to discuss the potential impacts.

Please reach out to the Township to arrange for a meeting. Note that the Township main office is closed December 24 through January 2. The project contact is:

Kyle McIntosh  
Technical Supervisor  
613-347-1166, ex. 2501  
kmcintosh@southglengarry.com

Sincerely,

**Sarah McDonald, P. Eng.**  
General Manager of Infrastructure  
Township of South Glengarry





## ACTION REQUEST REPORT Infrastructure Services

Report Number: 2025-007

Date: January 27, 2025

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**Prepared For:** Council of the Township of South Glengarry  
**Prepared By:** Sarah McDonald, P. Eng, GM, Infrastructure Services  
Kyle McIntosh, Technical Supervisor  
**Subject:** Confirmation of Capital Project Limits - Heron Road

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### **RECOMMENDATION:**

THAT Staff Report 2025-007 be received and that the Council of the Township of South Glengarry, through the approved 2025 Capital Budget, direct Administration to pave Heron Road from the boundary of Rural Settlement Area west by approximately

\_\_\_\_\_ **Option A** 780m, where the paving would end at the western limit of the property identified as 19468 Heron Road.

\_\_\_\_\_ **Option B** 1,200m, where the paving would end 10-20m west of the farm entrance of the property identified as 19438 Heron Road.

### **BACKGROUND:**

1. On Friday December 6, 2024, Council deliberated the 2025 Operating and Capital Budget. The budget included the following work to Heron Road, west of Williamstown:
  - a. 400m asphalt resurfacing from the Peanut Line west to the end of the existing high-float surface / Rural Settlement Area boundary [recommended by Administration]
  - b. 1,200m of gravel base improvements west from the Rural Settlement Area [recommended by Administration]
  - c. 1,200m asphalt upgrade [provisional by Administration]
2. While preparing the tender quantities for 2025, Administration identified that the provisional item approved by Council had undergone robust discussion during the budget meeting with a few options for the paving limits proposed.

3. Administration had conflicting understandings of the limits approved and is seeking clarification from Council for the limits of the asphalt upgrade approval:
  - a. Option A – proceed with upgrading 780m from gravel to asphalt.
  - b. Option B – proceed with upgrading 1,200m from gravel to asphalt

### **ANALYSIS:**

4. **Option A** includes paving to the western limit of the property identified as 19468 Heron Road, which is a natural limit of paving when considering property / lot density. The upgrade would be tax supported and enjoyed by twelve existing residences that front onto the upgraded portion of Heron Road.
5. **Option B** includes paving to, approximately, 10-20m west of the farm entrance of the property identified as 19438 Heron Road. The additional metres of upgrade would be tax supported and enjoyed by an additional two existing residences that front onto the upgraded portion of Heron Road.
6. Operationally, the 1,200m gravel road base improvements, which will move forward independently of any surface upgrades, could improve the road issues that are being experienced.
7. When considering between Option A and Option B, the additional strength to support the heavy loads generated through Option B would have benefit. However, Administration notes that a thin lift of asphalt will not have the performance of a standard lift of asphalt, and future mitigations may (or may not) be required.
8. Future mitigation could include more product to support the loads, a reduction in level of service back to gravel, or measures that are considered resourceful at the time of decision.
9. Administration supports both options for the upgrade limits as they provide operational value to the Township.

### **BUDGET IMPLICATIONS:**

10. No substantial impact to 2025 budget – potential savings if Option A is selected, which could be redirected towards another small project following award of all 2025 road tenders.

**OTHERS CONSULTED:**

- Supervisor Roads and Fleet

**ALIGNMENT WITH STRATEGIC PLAN:**

Goal: Deliver our key services in a sustainable way.

**ATTACHMENTS:**

- N/A

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**Recommended to Council for  
Consideration by:  
CAO Jamie Fawthrop**

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**Prepared For:** Council of the Township of South Glengarry  
**Prepared By:** Dillen Seguin, Director of Water and Wastewater  
**Subject:** 2025 Capacity Allocation Water and Wastewater

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**RECOMMENDATION:**

THAT Staff Report 2025-008 be received and that the Council of the Township of South Glengarry accepts this 2025 Water Capacity and Wastewater Capacity Report, provided in accordance with Bylaw 24-11, which determines the 2025 capacity available for development allocation at the Redwood Estates, Lancaster and Glen Walter Water Treatment Plants and the Lancaster, Green Valley and Glen Walter Sewage Treatment Plants.

**BACKGROUND:**

1. Council adopted the Allocation of Water and Wastewater Capacity By-law 24-11 in April of 2011. As per the Water and Wastewater Capacity Allocation By-law, Infrastructure Services is required to present a report to Council annually prior to January 31<sup>st</sup> of each calendar year. The purpose of this report is to provide recommendations to Council as to the annual allocations to be available for the given year.
2. The by-law states that the municipality shall, at least annually, determine the available units of Water and Wastewater capacities. From the available capacities, Council shall determine the Annual Development Allocation.
3. The Development Allocation has been calculated using the historical flow data per service connection. The tables below show the details of the available capacity calculations. Water is based off the highest flow measured over the past 5 years; Wastewater is calculated off the average flow over the past 5 years.
4. The [2024 Capacity Allocation Report](#) (February 5, 2024) provided to Council noted that the Glen Walter systems were allocated over capacity for water and wastewater. Council acknowledged that no further water and wastewater allocations could be granted during 2024.
5. Furthermore, no new allocations have been granted for Glen Walter system since 2020.



6. The below table provides the available units of water/wastewater connections available for 2025, which is the 2025 Annual Development Allocation.

| <b>Water Allocation 2025</b> |             |             |        |
|------------------------------|-------------|-------------|--------|
| <b>System</b>                | Connections | Development | Infill |
| Glen Walter                  | 21          | 0           | 0      |
| Lancaster                    | 268         | 214         | 54     |
| Redwood                      | 15          | 12          | 3      |

| <b>Wastewater Allocation 2025</b> |             |             |        |
|-----------------------------------|-------------|-------------|--------|
| <b>System</b>                     | Connections | Development | Infill |
| Glen Walter                       | -20         | 0           | 0      |
| Lancaster                         | 439         | 351         | 88     |
| Green Valley                      | 61          | 49          | 12     |

**ANALYSIS:**

7. The Glen Walter wastewater system continues to be over allocated. In consideration of the above and the 5-year average of wastewater flows, the available wastewater capacity for Glen Walter is **-20** connections; this means that the system cannot provide new wastewater capacity allocations.
8. The Glen Walter water system has available capacity. The calculation is based on the maximum flow in the last 5-year period and the available water capacity is **21** connections; meaning the system has gained water capacity. However, due to the negative wastewater capacity for Glen Walter Administration does not recommend that Council provide allocation for Glen Walter water.
9. Lancaster, Redwood and Green Valley have allocations that can be granted based on the above tables for equivalent service connections.
10. Administration recommends that the capacity available, less the previously approved connections, be approved as the Annual Development Allocation for 2025.

**BUDGET IMPLICATIONS:**

N/A

**OTHERS CONSULTED:**

- General Manager, Infrastructure Services

**ALIGNMENT WITH STRATEGIC PLAN:**

Goal: Meet current demand and be ready for future growth.

**ATTACHMENTS:**

- By-law 24-11

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**Recommended to Council for  
Consideration by:  
CAO Jamie Fawthrop**

SG-I-11

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW 24-11  
FOR THE YEAR 2011**

**BEING A BY-LAW TO ESTABLISH A GROWTH MANAGEMENT AND  
DEVELOPMENT ALLOCATION SYSTEM FOR THE WATER AND WASTE  
WATERTREATMENT SYSTEMS OF THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY**

**WHEREAS** section 11 of the *Municipal Act, 2001*, S.O. 2001, c.25 (hereinafter referred to as the "Act") authorizes the Corporation of the Township of South Glengarry (hereinafter the "Municipality") to pass by-laws respecting the collection and treatment of waste water and the production, treatment, storage and distribution of water throughout the Municipality;

**AND WHEREAS** the Municipality desires to establish a Growth Management Development Allocation System in the Municipality to direct the allocation of water capacity and waste water capacity in accordance with the purpose and intent of the Official Plan of the United Counties of Stormont, Dundas and Glengarry;

**AND WHEREAS** the availability of water capacity and waste water capacity may vary from year to year, it is in the best interests of the residents of the Municipality that water capacity and waste water capacity be allocated in a manner which is consistent with the Municipality's development priorities as set out herein;

**AND WHEREAS** the Municipality deems it appropriate that the issuance of all building permits throughout the Municipality shall be subject to the provisions of this By-law;

**NOW THEREFORE**, the Council of the Municipality enacts as follows:

**1.0 Short Title**

- 1.1 That this By-law shall be known as the "Water and Waste Water Capacity Allocation By-law".

**2.0 Definitions**

For the purposes of this By-law, the following definitions shall apply:

- 2.1 **ACT** means the *Municipal Act, 2001*, S.O. 2001, c.25.
- 2.2 **ANNUAL DEVELOPMENT ALLOCATION** shall mean the total number of units of Water Capacity and Waste Water Capacity which may be allocated for development in a given year.
- 2.3 **APPLICANT** means the Owner of Land or the authorized agent of the Owner;
- 2.4 **CAPACITY ALLOCATION** means the granting of Water Capacity and Waste Water Capacity in a given year.
- 2.5 **COUNCIL** means the Municipal Council of the Corporation of the Township of South Glengarry;

- 2.6 **DEVELOPMENT APPLICATION** means an application for the development of land or building(s) which shall include but not be limited to:
- a) an application for a connection to the Waste Water Treatment System or Water Distribution System for an existing building or structure;
  - b) the approval of a condominium under Section 50 of the *Condominium Act* or draft approval of a plan of subdivision or a consent under Section 50 of the *Planning Act*;
  - c) any change in use that requires an occupancy permit under Section 34(6) of the *Planning Act* and which increases the demand for water capacity or waste water capacity;
  - d) approval of a Site Plan Agreement under Section 41(7) of the *Planning Act* which increases the demand for water capacity or waste water capacity;
  - e) any other development of a property which requires connection to the Waste Water Treatment System or Water Distribution System or an increase in the demand for water capacity or waste water capacity which has not already been provided for in this By-law.
- 2.7 **GENERAL DEVELOPMENT** means general purpose development (residential, including redevelopment of existing residential lots, commercial, industrial and institutional) which is not otherwise defined in this by-law.
- 2.8 **INFILL DEVELOPMENT** means development on vacant land (either existing or created by severance) where such vacant land is located in an established area. Infill Development shall not include land developed by approval of a condominium under Section 50 of the *Condominium Act* or a plan of subdivision under Section 50 of the *Planning Act*;
- 2.9 **LAND** shall mean any existing lot of record and any new lot of record created by Transfer/Deed of land, Plan of Subdivision or Condominium Plan;
- 2.10 **MUNICIPALITY** shall mean the Corporation of the Township of South Glengarry;
- 2.11 **OWNER OR OWNERS** means the person(s) who is/are the current registered owner(s) of Land;
- 2.12 **PROJECT** means a development project which requires water capacity and waste water capacity.
- 2.13 **WASTE WATER CAPACITY** means a unit of capacity within the Waste Water Treatment System as calculated in accordance with Provincial Guidelines; or from historical flow data.
- 2.14 **WASTE WATER TREATMENT SYSTEM** means the waste water collection and treatment system of the Municipality;

- 2.15 **WATER CAPACITY** means a unit of capacity within the Water Distribution System as calculated in accordance with Provincial Guidelines; or from historical flow data.
- 2.16 **WATER DISTRIBUTION SYSTEM** means the water treatment and distribution system of the Municipality;
- 2.17 **ZONING BY-LAW** means the comprehensive zoning by-law of the Municipality as amended from time to time;

### **3.0 Background Statements**

- 3.1 It is the intent of this by-law that the Municipality attains a rate of development and associated population growth in the Municipality which will not cause deterioration in the level and quality of public services and infrastructure.
- 3.2 All future development located in the Municipally Serviced Area shall be required to satisfy the requirements of this by-law
- 3.3 The Municipality shall encourage development that can provide the necessary infrastructure and services to accommodate new residential development and attract new non-residential development. The Municipality shall make use of available infrastructure and minimize the need for public funds to assist with new development whenever possible.

### **4.0 Water Distribution System and Waste Water Treatment System Capacity**

- 4.1 The Municipality shall, at least annually, determine the available units of Water Capacity and Waste Water Capacity. From the available Water Capacity and Waste Water Capacity, Council shall determine the Annual Development Allocation.
- 4.2 After the effective date of this By-law, no application for a building permit which requires Water Capacity or Waste Water Capacity shall be accepted by the Municipality until such Applicant receives a Capacity Allocation in accordance with the provisions of this By-law.
- 4.3 After the effective date of this By-law, no approval or draft approval (as applicable) for a Development Application which requires Water Capacity or Waste Water Capacity shall be granted by the Municipality until such Applicant receives a Capacity Allocation in accordance with the provisions of this By-law.

### **5.0 Determination of the Development Allocation**

- 5.1 The Infrastructure Services Division shall present a report to Council prior to January 31<sup>st</sup> of each calendar year which provides recommendations to Council as to the Annual Development Allocation to be available for the given year. Council's approval of the Annual Development Allocation shall be based upon a recommendation from the Infrastructure Services Division.
- 5.2 Council shall not, in any year, allocate Water Capacity and Waste Water Capacity which exceeds the available capacity set

out in the Annual Development Allocation,

## **6.0 Apportionment of the Development Allocation**

- 6.1 The Annual Development Allocation shall be approved by Council. The Infrastructure Services and the Community Services Divisions shall be jointly responsible for approving the water and wastewater allocations to all development applications received on a first come first serve basis. At no time will staff be permitted to allocate more capacity than has been approved by Council in any given year.
- 6.2 Eighty percent (80%) of the Annual Development Allocation shall be made available for General Development.
- 6.3 If the number of Capacity Allocations sought for General Development exceeds the portion of the Annual Development Allocation available for General Development, Council may receive a joint report from the Community Services and Infrastructure Services Divisions which recommends a percentage of allocation designated for Infill Development be transferred to General Development in order to accommodate the proposed development. Council's decision on the apportionment of Capacity Allocations for General Development shall be final.
- 6.4 Twenty percent (20%) of the Annual Development Allocation will be allocated for Infill Development.
- 6.5 If the number of Capacity Allocations sought for Infill Development exceeds the portion of the Annual Development Allocation available for Infill Development, Council may receive a joint report from the Community Services and Infrastructure Services Divisions which recommends a percentage of allocation designated for General Development be transferred to Infill Development in order to accommodate the proposed development. Council's decision on the apportionment of Capacity Allocations for Infill Development shall be final.
- 6.6 Administration shall not allocate to one development a Capacity Allocation which is in excess of forty percent (40%) of the capacity available for General Development for Water Capacity and Waste Water Capacity in any one year.

## **7.0 Application Procedures**

- 7.1 The request for Capacity Allocation shall be completed by the property owner in writing by providing a letter to the municipality. The letter of request must describe the proposed development, it must state the number of connections required and must include a conceptual drawing.
- 7.2 The Building Department shall review for completeness all requests for Capacity Allocation. Should the request be deemed incomplete, the Building Department shall indicate on the notice what additional information is required to properly evaluate the request. Failure to submit the requested additional information could disqualify the application.
- 7.3 If any question arises as to the nature of any ownership interest for any property, the Applicant shall provide all requested information to determine the nature of such ownership interest.

7.4 Each Capacity Allocation application shall be accompanied by a processing fee of Five Hundred Dollars (\$500.00) or Two Hundred and Fifty Dollars (\$250.00) if only unit of water and waste water capacity is requested. Infill Developments applications are exempt from this processing fee. Fifty Per Cent (50%) of the processing fee for non-successful applications shall be refunded. The application fee shall be in addition to all other municipal development processing and permit fees.

7.4.1 The General Manager – Community Services and General Manager – Corporate Services shall jointly be authorized to raise these amounts by the rate of inflation on January 1 of each year and may round the amounts to the nearest dollar.

#### 7.5 **Capacity Allocations Recommendations and Decision**

7.5.1 The Community Services and Infrastructure Services Divisions shall jointly approve/refuse the apportionment of the Annual Development Allocation.

7.5.2 All Applicants for a Capacity Allocation shall be sent a copy of the decision in writing from the Infrastructure Services Division.

7.5.3 If the Community Services and Infrastructure Services Division refuse a development allocation request, the applicant can appeal the decision to Council. Such appeal must be filed with the Clerk's office within 30 days of the decision being sent to the applicant. The applicant will be entitled to make a public delegation to Council to request Council to consider the appeal, as per the Municipality's procedural by-law.

7.5.4 Council may, by resolution, allocate water and wastewater capacity to the applicant. Any such decision by Council is final and cannot be appealed. If Council chooses not to act then the decision by the Community Services and Infrastructure Services Division is final.

7.5.5 All Applicants for a Capacity Allocation shall be sent a copy of the decision of Council.

7.6 An Applicant may elect to withdraw an application for Capacity Allocation at any time prior to a decision on the Capacity Allocation and 50% of the application fee paid by the Applicant shall be refunded. Where an application is withdrawn after the Capacity Allocation has been made, such allocation will also be withdrawn and the application fee shall not be refunded.

7.7 As of the date of adoption of this By-law, a Capacity Allocation can only be allocated to the Land and the specific Project which is the subject of the application and not to an Applicant or to another Project on the same Land. A Capacity Allocation is not allocated to the Owner of Land and as such is not transferable.

#### 8.0 **Evaluation of Applications for Capacity Allocations**

8.1 When evaluating the Projects which should receive Capacity Allocation, the Community Services and Infrastructure Services

Divisions shall evaluate the applications for Capacity Allocation taking into consideration the following factors which are set out in no particular order:

- a) priorities as set out in the Official Plan of the United Counties of Stormont, Dundas and Glengarry;
- b) the availability of existing infrastructure;
- c) the availability of services (schools, churches, emergency services etc...);
- d) the availability of existing commercial development;
- e) projects which do not require any financial contribution from the Municipality;
- f) the reduction of the Municipality's financial obligations in Projects;
- g) the Municipality's economic priorities;
- h) any other factor which is deemed relevant by Council.

## **9.0 Expiration of Capacity Allocation**

9.1 All Capacity Allocations granted pursuant to this By-law shall expire two (2) years after the date it is awarded and Capacity Allocations granted prior to this By-law shall expire at the end of the day January 31, 2013 (two years after the passing of By-law 03-11), unless:

- a) a building permit has been issued in relation to such Capacity Allocation; or,
- b) an agreement has been entered into with the Township with respect to the particular Development Application that grants an extension to the expiration of the allocation.
- c) the owner(s) have prepaid the Impose Fee in accordance with the Township's by-laws. Prepayment of the connections for the proposed development will allow capacity to be secured; however, Council reserves the right to reallocate the capacity if part of or all of the proposed development has not commenced. The owner will be provided 90 days written notice of Council's intentions and will be refunded the impose fees in full in the equal amount it was paid without interest, if Council chooses to reallocate the capacity. The refund will be provided to the owner of the land at the time of the refund, which may not necessarily be the owner of the land at the time the Impose Fee was paid.

The expiration of the Capacity Allocation shall apply to all Water Capacity and Wastewater Capacity allocated to a Project.

9.2 Where a building permit has been issued, the Capacity Allocation shall expire in conjunction with the expiration of the building permit.

9.3 Council may, in its sole discretion, grant a temporary exemption to the provisions of sections 9.1 and 9.2 of this By-law where a Development Application has been appealed to the Ontario Municipal Board or to a court of competent jurisdiction.

## **10.0 Review and monitoring**

11.1 This By-law will be reviewed one year after its approval or as required by any major changes in the availability of services.



## **11.0 Exemptions**

11.1 This By-law shall not apply to:

11.1.1 The construction of accessory buildings which may include but not be limited to detached garages, barns, garden sheds and similar buildings provided that there is no increase in the demand for water or waste water capacity from the amount existing at the time of the application for a building permit.

11.1.2 Any change in use or renovation, alteration, addition, intensification or enlargement of a building where there is no increase in the demand for water or waste water capacity from the amount existing at the time of the application for a building permit.

11.1.3 An Owner or Applicant who has secured the necessary approvals and demolishes and replaces an existing building or restores, reconstructs or replaces an established structure in accordance with applicable by-laws and resolutions, provided that upon redevelopment of the said building there shall be no increase in the demand for water or waste water capacity; the exemption shall only be available for a period not exceeding two (2) years from the date of issuance of a demolition permit failing which it shall be deemed to be a new construction and a new Capacity Allocation shall be required in order for such redevelopment to proceed.

11.2 Where a redevelopment or change in use results in unused capacity from that which was used prior to the redevelopment or change in use, the unused capacity shall remain available to the Land for a period of two (2) years only.

11.3 Any dispute as to whether a use or building is entitled to an exemption or part-exemption shall be determined by Council in its sole discretion.

## **12.0 Other By-laws and Regulations**

12.1 Nothing in the By-law shall exempt any person from complying with the requirements of any other applicable By-law, agreement or legislation.

## **13.0 Application**

13.1 This By-law shall be applicable to all serviced areas or communities within the Township of South Glengarry.

13.2 The Chief Administrative Officer may approve procedures and processes to implement this By-law or may delegate such authority.

13.3 By-Law 03-11 of the Corporation of the Township of South Glengarry is hereby repealed.

13.4 Where any section of this By-law is determined to be invalid by a court of competent jurisdiction, the balance of the By-law shall remain in effect.

**14.0 Effective Date**

14.1 This By-law shall come into force and effect on the 25th day of April, 2011.

**READ A FIRST AND SECOND TIME AND PASSED IN OPEN COUNCIL  
THIS 25<sup>th</sup> DAY OF APRIL, 2011.**



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**MAYOR**



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**CLERK**



## ACTION REQUEST REPORT Infrastructure Services

Report Number: 2025-009

Date: January 27, 2025

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**Prepared For:** Council of the Township of South Glengarry  
**Prepared By:** Sarah McDonald, P. Eng., GM Infrastructure Services  
**Subject:** Health and Safety Water Stream Funding Application

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### **RECOMMENDATION:**

THAT Staff Report 2025-009 be received and that the Council of the Township of South Glengarry direct Administration to apply to the Provincial Health and Safety Water funding stream to support the rehabilitation and expansion of the aging water and wastewater infrastructure in Glen Walter.

### **BACKGROUND:**

1. The province recently announced \$175 million in funding through the [Health and Safety Water Stream](#) under the Municipal Housing Infrastructure Program.
2. The Health and Safety Water funding stream will help municipalities and First Nations build, rehabilitate and expand aging water, wastewater, stormwater, flood and erosion infrastructure. These projects will help preserve the current housing supply and protect communities during extreme weather events.
3. Administration suggests that an application be submitted to support the [rehabilitation and expansion](#) of the aging water and wastewater infrastructure in Glen Walter. This could include the Water Tower, linear infrastructure, pump upgrades, or other plant rehabilitation to be identified by the Township's Asset Management Plan.

### **ANALYSIS:**

4. Additional funding would benefit all planned projects within the Glen Walter water and wastewater systems.

### **BUDGET IMPLICATIONS:**

5. A successful application would reduce the amount of potential debt incurred by the Glen Walter water and wastewater system.

**OTHERS CONSULTED:**

- GM Finance/Treasurer
- GM Corporate Services/Clerk
- Director, Water and Wastewater

**ALIGNMENT WITH STRATEGIC PLAN:**

Goal: Meet current demand and be ready for future growth.

**ATTACHMENTS:**

- None

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**Recommended to Council for  
Consideration by:  
CAO Jamie Fawthrop**



## ACTION REQUEST REPORT Infrastructure Services

Report Number: 2025-010

Date: January 27, 2025

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**Prepared For:** Council of the Township of South Glengarry  
**Prepared By:** Sarah McDonald, P. Eng., GM Infrastructure Services  
**Subject:** Award of RFP 2024-14 - Construction of Water Tower – Glen Walter

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### **RECOMMENDATION:**

THAT Staff Report 2025-010 be received and that the Council of the Township of South Glengarry award RFP 2024-14 for the Glen Walter Elevated Water Storage Tank to Landmark in accordance with their submission of \$7,793,000.00 excluding HST; and furthermore, that the General Manager of Infrastructure Services be authorized to sign all appropriate tender documents. Finally, the Council of the Township of South Glengarry acknowledges that the majority of the project funding will be debt financed and directs Administration to prepare for Council in February 2025, a by-law to finance the project and a by-law to allow for recovery of the debt payment.

### **BACKGROUND:**

1. In 2021, Council [directed Administration](#) to apply for a grant opportunity to rehabilitate Glen Walter's Water Treatment Plant (WTP) water assets including:
  - a. rehabilitation of the existing reservoir with a new and elevated water storage tank with new pumps
  - b. replacement of existing watermains
2. Request for Proposal 2024-14 for the Construction of the Glen Water Elevated Water Storage Tank closed on December 18, 2024.
3. The Scope of Work for the project included the construction of the new and elevated water storage tank (water tower) with minor improvements to the watermains in the direct vicinity of the [tower's location](#).
4. The Scope of Work for RFP 2024-14 did not include replacement of existing watermains or new pumps for the existing Glen Walter WTP.
5. One (1) submission was received as follows:
  - a. Landmark Structures Co., \$7,793,000.00 excluding HST.

**ANALYSIS:**

- 6. The Tender from the low bidder, Landmark Structures Co., has been reviewed by the Consultant (Ainley Group) and is compliant and complete with the Tender requirements. The review is attached.
- 7. The submission is within 5% of the Engineer’s Estimate provided at the time of the tender issue. However, the submission is substantially higher than the estimates available at the time of the original project authorization (2021).
- 8. The Consultant and Administration are recommending that the project be awarded to Landmark Structures Co. per their submission.

**BUDGET IMPLICATIONS:**

- 9. Council committed \$589,000 from the Glen Walter Water Reserve towards the project at the time of the funding application.
- 10. The Township was successful in obtaining \$3,645,967.60 of funding. The funding contributions were:
  - c. Federal Contribution: \$1,988,800.00
  - d. Provincial Contribution: \$1,657,167.60
- 11. Council received a [presentation](#) from DFA Infrastructure International Inc. describing a Financing and Cost Recovery strategy for the Glen Walter Water Tower Project.
- 12. The total estimated cost of this project is summarized in the below table.

| <b>Items</b>                          | <b>Water Tower</b> | <b>Complete Project</b> |
|---------------------------------------|--------------------|-------------------------|
| A. Water Tower Construction           | \$7,793,000        | \$7,793,000             |
| B. Watermain Replacement Construction | -                  | \$1,750,000             |
| C. High Lift Pumps Replacement        | -                  | \$200,000               |
| D. Contract Administration            | \$300,000          | \$300,000               |
| <b>Cost of Entire Project</b>         | <b>\$8,093,000</b> | <b>\$10,043,000</b>     |
| less Grant Funding                    | (\$3,645,967)      | (\$3,645,967)           |
| <b>Township Contribution</b>          | <b>\$4,447,033</b> | <b>\$6,397,032</b>      |

- 13. **By awarding RFP 2024-14, Council is committing to financing between \$4.5M and \$6.4M**, pending the 2024 closing balance of the Glen Walter Reserves and future funding opportunities which Administration will continue to pursue.

14. Two financial by-laws will be required to support this project:
- a. By-law to finance the project
  - b. By-law to allow for recovery of the debt
15. Debt recovery strategies include a fixed annual charge per connection for existing connections and a connection fee for all new connections. New connections will not be available until the existing capacity constraints at both the WTP and Water Pollution Control Plant (WPCP) are resolved. Consideration to an annual fee from Fire Services for fire protection availability and ongoing maintenance of the hydrants.
16. Regardless of the debt recovery strategy selected, the debt cost per connection applied to each bill would likely be viewed as significant relative to the current [water and sewer rates](#).
17. The municipality's 2025 [Annual Repayment Limit](#) (ARL) has yet to be confirmed, however in 2024 the ARL was determined to be \$3,366,866.
18. The ARL is the maximum amount of a municipality's annual budget which may be used to pay principal and interest on long-term debt, barring special approval from the Ontario Land Tribunal.
19. The Township did not enter into any debt during 2024, and it is assumed that the ARL will not decrease for 2025.

**OTHERS CONSULTED:**

- CAO
- Treasurer
- Director, Water and Wastewater

**ALIGNMENT WITH STRATEGIC PLAN:**

Goal: Meet current demand and be ready for future growth.

**ATTACHMENTS:**

- Consultant Tender Analysis and Recommendation

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**Recommended to Council for  
Consideration by:  
CAO Jamie Fawthrop**

January 13, 2025

Township of South Glengarry  
6 Oak Street, Bos 220  
Lancaster, ON  
K0C 1N0

**Attn:** Sarah M<sup>c</sup>Donald, P. Eng.  
General Manager, Infrastructure Services

**Re:** Glen Walter  
Proposed Elevated Water Storage Tank  
Tender Analysis and Recommendation

Dear Ms. M<sup>c</sup>Donald,

We are pleased to submit herein our analysis and recommendation on the Tender received for the above-noted Contract.

## 1. Introduction

Tender documents and drawings were issued for the following scope of work:

- Work of this Contract comprises the design and construction associated with an elevated composite water storage tank with a capacity of 1,600m<sup>3</sup> in community of Glen Walter in the Township of South Glengarry,
- All testing and commissioning of new equipment,
- All required training and
- All close out documents, including Record Drawings and Operations and Maintenance Manuals.

Refer to the Tender documents, specifications and drawings for further details about the scope of work.

## 2. Tendering Process

Tender documents were made available to General Contractors on November 22, 2024, with a closing date of December 18, 2024.

A non-mandatory site visit was available by appointment only.



Three (3) addenda were issued as follows:

1. Addendum No. 1 issued on December 03, 2024
2. Addendum No. 2 issued on December 09, 2024
3. Addendum No. 3 issued on December 12, 2024

The questions received during the tendering period were answered in the addenda either as modifications to the Tender Drawings and Specifications, in the form of “Question and Answer” or Clarifications to the Tender Documents.

### **3. Summary of Tender Submissions**

#### **3.1 Tenderers**

One (1) tender was submitted by Landmark Structures Co. to the Township before Tender close on December 13, 2024 at 11:00 AM.

The submitted Bid was checked for compliance to the tender requirements. The Bid was found to be compliant to the tender documents.

#### **3.2 Tender Prices**

The submitted tender price submitted by Landmark Structures Co. is summarized in Table 1 below. The Engineer’s Opinion of Capital Cost Estimate is also included.

**Table 1: Summary of Tender Prices Submitted on Summary Table of the Form of Tender**

| <b>Tender</b>           | <b>Division 1 – 16<br/>Tender Price</b> | <b>Provisional<br/>Items</b> | <b>Contingency<br/>Allowance</b> | <b>Total Tender<br/>Price (plus<br/>H.S.T.)</b> |
|-------------------------|---|------------------------------|----------------------------------|---|
| Engineer's Estimate     | \$6,938,000.00                          | \$90,275.00                  | \$500,000.00                     | \$7,528,275.00                                  |
| Landmark Structures Co. | \$7,203,000.00                          | \$90,000.00                  | \$500,000.00                     | \$7,793,000.00                                  |

With respect to the Engineer's Estimate for this project:

- The Engineer's Estimate for the Division 1 – 16 items was \$6,938,000.00 (plus HST), which is 96.3% of the received
- The overall Engineer's Estimate, including the Provisional Items and Contingency Allowance, was \$7,528,275.00 (plus HST), which is 96.6% of the received bid.

**3.3 The Engineer's Estimate for this project, was \$7,528,275.00 (plus HST), which is 96.6% of the received bid.**

## **4 Recommendation and Overall Budget**

On the basis of our review, past experience with and tender analysis, we recommend that the Glen Walter Elevated Tank tender be awarded to Landmark Structures Co. for the Total Tender Price of **\$7,793,000.00 (plus H.S.T.)**.

## **5 Next Steps**

We recommend awarding the contract to Landmark Structures Co. based on the evaluation of its tender, which meets the required technical and financial criteria. However, before finalizing the award, we advise the Township of South Glengarry undertakes its due diligence process, including but not limited to verifying the contractor's credentials and financial stability. The Township should also perform all necessary legal reviews and procedures to ensure compliance with applicable by-laws, laws, and regulations.

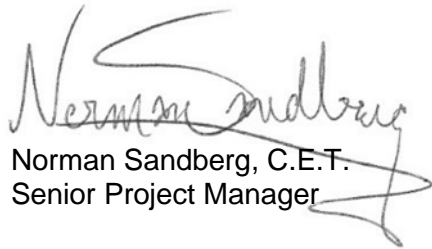
With the approval of this review of the Tender submissions for the Township of South Glengarry – Glen Walter Elevated Water Storage Tank, the following action is recommended:

- Award General Contract
- Execute Tender Documents
- Schedule a Project Initiation Meeting to review and discuss the Contractor’s proposed schedule for this project
  - The submitted bid document states, “And have the works “Substantially Performed” within a time, to be know as “Time for Completion” of eighteen months from issuance of order to commence work/Notice to Proceed notification.”
- Provide the Contractor with a Notice to Proceed

Please contact the undersigned if you have any questions.

Regards,

**AINLEY & ASSOCIATES LIMITED**



Norman Sandberg, C.E.T.  
Senior Project Manager

cc. Guy Ste-Croix, LEL, C.E.T., PMP, Ainley Group

**Glen Walter Elevated tank  
Tender Analysis  
Ainley Group 122083  
January 10, 2025**

**TO BE COMPLETED AND SUBMITTED WITH THE TENDER**

- 1 All items shall be in accordance with the Specifications and/or Drawings.
- 2 The Tenderer shall tender a total tender price for the works.
- 3 Provisional Items No. 2 is not to be spent unless approved by the Consultant and the Municipality.
- 4 All Items in the Summary of Tender Prices must be completed with a dollar value and submitted at the time of tender closing. Failure to comply will result in an incomplete bid.
- 5 The Contractor shall complete the divisional pricing table below in its entirety. Where no value is inserted on any given line, the Contractor shall be deemed to have included the amount for the applicable division in the total lump sum price. Failure to complete the table in its entirety may result in the disqualification of your submission by the Municipality.

**PRICING SUMMARY TABLE:**

| <b>BID FORM</b>  |  |                            |                                   |
|--|--|----------------------------|-----------------------------------|
| <b>ITEM NO.</b>  | <b>DESCRIPTION</b>                               | <b>Engineer's Estimate</b> | <b>Landmark Tender Submission</b> |
| 1  | DIVISIONS 1 - 16                                 |                            |                                   |
|  | Division 1 - General Requirements                | \$ 702,000.00              | \$ 819,000.00                     |
|  | Division 2 - Site Works                          | \$ 363,000.00              | \$ 448,500.00                     |
|  | Division 3 - Concrete                            | \$ 375,000.00              | \$ 62,200.00                      |
|  | Division 4 - Masonry                             | \$ 101,000.00              | \$ 126,200.00                     |
|  | Division 5- Metals                               | \$ 50,000.00               | \$ 177,000.00                     |
|  | Division 6- Wood and Plastics                    | \$ 50,000.00               | \$ 93,400.00                      |
|  | Division 7- Thermal and Moisture Protection      | \$ 31,000.00               | \$ 30,000.00                      |
|  | Division 8- Doors and Windows                    | \$ 41,000.00               | \$ 36,600.00                      |
|  | Division 9 - Finishes                            | \$ 1,010,000.00            | \$ 770,300.00                     |
|  | Division 10 - Specialties                        | \$ 1,000.00                | \$ 3,000.00                       |
|  | Division 11 - Equipment                          | \$ 3,541,000.00            | \$ 3,542,000.00                   |
|  | Division 13 – Control and Instrumentation System | \$ 84,000.00               | \$ 352,200.00                     |
|  | Division 15- Mechanical                          | \$ 176,000.00              | \$ 243,700.00                     |
| Division 16 – Electrical   | \$ 413,000.00                                    | \$ 498,900.00              |                                   |
| 2  | Provisional Items                                | \$ 90,275.00               | \$ 90,000.00                      |
| 3  | Contingency Allowance                            | \$ 500,000.00              | \$ 500,000.00                     |
| <b>TOTAL LUMP SUM TENDER PRICE (ITEM 1+2+3) excluding H.S.T.</b> |  | <b>\$ 7,528,275.00</b>     | <b>\$7,793,000.00</b>             |

The above stated Price includes fully for all increases, for whatever cause, in cost or price of labour, materials, products, equipment or consumables. Escalation shall not apply for the duration of the Contract. Tenderers acknowledge that the above Pricing Summary Table is for the purpose of Tender validity evaluation and that any discrepancies between the Pricing Summary Table and Lump Sum Tender Price shall not affect the Lump Sum Tender Price. The Municipality reserves the right to adjust the Pricing Summary Table to match the Lump Sum Tender Price or to eliminate any unbalanced prices. No allowances or extra consideration on behalf of the Contractor will be allowed by the Owner by reason of additional costs, damages or other difficulties incurred by the Contractor for failure to have fully investigated and determined conditions affecting the Work.

**(FOR ITEMS INCLUDED IN ITEM NO. 2 OF THE SUMMARY OF LUMP SUM TENDER PRICE)**

All line items in the Summary of Tender Prices must be completed with a dollar value and submitted at the time of tender closing. Failure to comply will result in an incomplete bid.

| Item No. and Description   | Engineer's Estimate |                          | Landmark Tender Submission |              |
|--|---------------------|--------------------------|----------------------------|--------------|
|  | Unit Price          | Total                    | Unit Price                 | Total        |
| Excavation in all kinds of materials including shoring removal and disposal of all |                     |                          |                            |              |
| (i) Up to 2.0m deep,   | 100 m3              | \$ 40.00 \$ 4,000.00     | \$ 24.00                   | \$ 2,400.00  |
| (ii) Up to 4.0m deep,  | 100 m3              | \$ 80.00 \$ 8,000.00     | \$ 49.00                   | \$ 4,900.00  |
| (iii) Up to 6.0m deep,   | 50 m3               | \$ 100.00 \$ 5,000.00    |                            | \$ -         |
| Supply and compact to 100% SPMD in Any excavation or as fill                       |                     |                          |                            | \$ -         |
| (i) Granular A,  | 100 m3              | \$ 90.00 \$ 9,000.00     | \$ 105.00                  | \$ 10,500.00 |
| (ii) Granular B,   | 100 m3              | \$ 80.00 \$ 8,000.00     | \$ 88.00                   | \$ 8,800.00  |
| Rock excavation,   | 5 m3                | \$ 120.00 \$ 600.00      | \$ 500.00                  | \$ 2,500.00  |
| Sodding  | 10 m2               | \$ 25.00 \$ 250.00       | \$ 25.00                   | \$ 250.00    |
| Watermain Insulation   | 50 m3               | \$ 60.00 \$ 3,000.00     | \$ 60.00                   | \$ 3,000.00  |
| Ho-Mix Asphalt including supply, place and compacting                              |                     |                          |                            |              |
| (1) HL8  | 5 t                 | \$ 390.00 \$ 1,950.00    | \$ 375.00                  | \$ 1,875.00  |
| (ii) HL3   | 5 t                 | \$ 309.00 \$ 1,545.00    | \$ 375.00                  | \$ 1,875.00  |
| Concrete in place as specified including formwork and finishing but excluding      |                     |                          |                            | \$ -         |
| 30 mPa Concrete,   | 5 m3                | \$ 1,000.00 \$ 5,000.00  | \$ 2,000.00                | \$ 10,000.00 |
| 15 mPa unshrinkable fill,  | 5 m3                | \$ 750.00 \$ 3,750.00    | \$ 400.00                  | \$ 2,000.00  |
| Supply and placement of reinforcing steel,   | 5 T                 | \$ 4,000.00 \$ 20,000.00 | \$ 5,000.00                | \$ 25,000.00 |
| Removal and disposal of unsuitable fill material from the Work site                | 200 m3              | \$ 50.00 \$ 10,000.00    | \$ 30.00                   | \$ 6,000.00  |

| Item No. and Description  | Unit Price | Total                 | Unit Price | Total        |
|---|------------|-----------------------|------------|--------------|
| Additional labour requirements (labour rates to include payroll, burden, overhead and |            |                       |            |              |
| Foreman,  | 10 Hrs     | \$ 90.00 \$ 900.00    | \$ 120.00  | \$ 1,200.00  |
| Skilled Labourer,   | 10 Hrs     | \$ 90.00 \$ 900.00    | \$ 90.00   | \$ 900.00    |
| Common Labourer,  | 10 Hrs     | \$ 75.00 \$ 750.00    | \$ 80.00   | \$ 800.00    |
| Heavy Equipment Operator,   | 10 Hrs     | \$ 100.00 \$ 1,000.00 | \$ 100.00  | \$ 1,000.00  |
| Carpenter,  | 10 Hrs     | \$ 90.00 \$ 900.00    | \$ 100.00  | \$ 1,000.00  |
| Electrical Foreman,   | 10 Hrs     | \$ 103.00 \$ 1,030.00 | \$ 120.00  | \$ 1,200.00  |
| Electrical Journeyman,  | 10 Hrs     | \$ 50.00 \$ 500.00    | \$ 100.00  | \$ 1,000.00  |
| Plumber,  | 10 Hrs     | \$ 125.00 \$ 1,250.00 | \$ 120.00  | \$ 1,200.00  |
| Pipe Fitter,  | 10 Hrs     | \$ 125.00 \$ 1,250.00 | \$ 100.00  | \$ 1,000.00  |
| Painter,  | 10 Hrs     | \$ 120.00 \$ 1,200.00 | \$ 120.00  | \$ 1,200.00  |
| Site Security Personnel   | 10 Hrs     | \$ 50.00 \$ 500.00    | \$ 40.00   | \$ 400.00    |
| <b>SUB TOTAL NO. 2</b>  |            | \$ 90,275.00          |            | \$ 90,000.00 |

The Contractor agrees that they are not entitled to payment of Provisional Items except for additional work carried out

**FORM OF TENDER**

**BREAKDOWN OF TOTAL LUMP SUM TENDER PRICE**

**(FOR ITEMS INCLUDED IN ITEM NO. 1 OF THE SUMMARY OF LUMP SUM TENDER PRICE)**

**THIS SCHEDULE SHALL BE COMPLETED AND SUBMITTED BY THE TWO LOWEST TENDERERS WITHIN 48**

1. If, in the opinion of the Engineer, the breakdown contains prices which are unbalanced, the Contractor will be required to

**SCHEDULE OF ITEMS AND PRICES**

| <b>SECTION</b>  | <b>DESCRIPTION</b>  | <b>Engineer's Estimate</b> | <b>Landmark Tender Submission</b> |
|---|---|----------------------------|-----------------------------------|
| <b>Division 1 – General Requirements</b>                          |   |                            |                                   |
| 01000   | 100% Performance Bond and 100% Labour and Material Bond and Insurance | \$ 200,000.00              | \$65,000.00                       |
| 01000   | Mobilization and demobilization                                       | \$ 225,000.00              | \$390,000.00                      |
| 01000   | General Requirements – all Permits                                    | \$ 1,000.00                | \$1,000.00                        |
| 01110   | Summary of Work   | \$ 1,000.00                | \$1,000.00                        |
| 01200   | Alternatives  | \$ 1,000.00                | \$1,000.00                        |
| 01310   | Project Management and Coordination                                   | \$ 90,000.00               | \$180,000.00                      |
| 01320   | Construction Progress and Documentation                               | \$ 12,000.00               | \$36,000.00                       |
| 01330   | Submittal Procedures  | \$ 1,000.00                | \$1,000.00                        |
| 01351   | Health and Safety   | \$ 40,000.00               | \$18,000.00                       |
| 01353   | Special Procedures - Traffic Control                                  | \$ 1,000.00                | \$1,000.00                        |
| 01420   | References  |                            | \$1,000.00                        |
| 01450   | Quality Control   | \$ 20,000.00               | \$36,000.00                       |
| 01510   | Temporary Utilities   | \$ 10,000.00               | \$1,000.00                        |
| 01520   | Construction Facilities   | \$ 40,000.00               | \$42,300.00                       |
| 01561   | Environmental Protection  | \$ 18,000.00               | \$12,200.00                       |
| 01610   | Basic Product Requirement   |                            | \$1,000.00                        |
| 01720   | Preparation   | \$ 5,000.00                | \$1,000.00                        |
| 01740   | Cleaning  | \$ 1,000.00                | \$1,000.00                        |
| 01750   | Disinfection of Water Retaining Structures, and Process Piping        | \$ 4,000.00                | \$6,500.00                        |
| 01760   | Warranty Work   | \$ 1,000.00                | \$1,000.00                        |
| 01770   | Closeout Procedures   | \$ 5,000.00                | \$1,000.00                        |
| 01780   | Closeout Submittals   | \$ 5,000.00                | \$1,000.00                        |
| 01810   | Testing and Commissioning   | \$ 15,000.00               | \$10,000.00                       |
| 01820   | Demonstration and Training  | \$ 6,000.00                | \$10,000.00                       |
| <b>Total Tendered Price for Division 1 (Transfer to Page 3-1)</b> |   | <b>\$ 702,000.00</b>       | <b>\$ 819,000.00</b>              |
| <b>Division 2 – Site Work</b>                                     |   |                            |                                   |
| 02140   | Dewatering  | \$ 5,000.00                | \$1,600.00                        |
| 02150   | Bracing and Shoring   | \$ 5,000.00                | \$3,000.00                        |
| 02231   | Clearing and Grubbing   | \$ 10,000.00               | \$27,700.00                       |
| 02232   | Tree Pruning  |                            | \$1,000.00                        |
| 02233   | Preservation of Topsoil   | \$ 2,000.00                | \$5,800.00                        |
| 02300   | Earthwork and Related Work  | \$ 20,000.00               | \$73,200.00                       |
| 02311   | Site Grading  | \$ 20,000.00               | \$48,000.00                       |
| 02315   | Excavating, Trenching and Backfilling                                 | \$ 20,000.00               | \$44,300.00                       |
| 02316   | Rock Removal  |                            |                                   |
| 02317   | Roadway Excavation, Embankment and Compaction                         | \$ 10,000.00               | \$18,900.00                       |
| 02362   | Dust Control  | \$ 1,000.00                | \$1,000.00                        |
| 02379   | Preservation of Water Courses   |                            | \$7,000.00                        |
| 02511   | Watermains  | \$ 80,000.00               | \$94,000.00                       |
| 02555   | Telethermic – Cathodic Protection                                     | \$ 40,000.00               | \$5,000.00                        |
| 02610   | Hydrostatic Testing Water Retaining Structures                        | \$ 4,000.00                | \$1,000.00                        |
| 02701   | Aggregates – General  | \$ 25,000.00               | \$2,400.00                        |
| 02721   | Granular Base   | \$ 25,000.00               | \$7,400.00                        |
| 02723   | Granular Sub-Base   | \$ 1,000.00                | \$11,000.00                       |
| 02725   | Hot Mix Asphalt   | \$ 80,000.00               |                                   |
| 02821   | Chain Link Fence and Gates  | \$ 10,000.00               | \$38,800.00                       |
| Addendum 2  | Temporary Construction Fence  |                            | \$18,000.00                       |
| 02911   | Topsoil and Finish Grading  | \$ 5,000.00                | \$20,800.00                       |
| 02933   | Sodding   |                            | \$18,600.00                       |
| 02940   | Planting  |                            |                                   |
| <b>Total Tendered Price for Division 2 (Transfer to Page 3-1)</b> |   | <b>\$ 363,000.00</b>       | <b>\$ 448,500.00</b>              |
| <b>Division 3 – Concrete</b>                                      |   |                            |                                   |
| 03100   | Concrete Formwork and Accessories                                     | \$ 20,000.00               | \$6,500.00                        |
| 03200   | Concrete Reinforcement  | \$ 10,000.00               | \$13,000.00                       |
| 03300   | Cast-in-Place Concrete  | \$ 340,000.00              | \$40,100.00                       |
| 03345   | Concrete Curing and Finishing   | \$ 5,000.00                | \$2,600.00                        |
| <b>Total Tendered Price for Division 3 (Transfer to Page 3-1)</b> |   | <b>\$ 375,000.00</b>       | <b>\$ 62,200.00</b>               |
| <b>Division 4 – Masonry</b>                                       |   |                            |                                   |
| 04051   | Masonry Procedures  | \$ 8,000.00                | \$6,400.00                        |
| 04060   | Masonry and Masonry Grout   | \$ 10,000.00               | \$12,600.00                       |

|   |                                      |           |                   |                      |
|---|--------------------------------------|-----------|-------------------|----------------------|
| 04080   | Masonry Reinforcement and Connectors | \$        | 5,000.00          | \$18,900.00          |
| 04090   | Masonry Accessories                  | \$        | 18,000.00         | \$6,400.00           |
| 04220   | Concrete Masonry Units               | \$        | 60,000.00         | \$81,900.00          |
| <b>Total Tendered Price for Division 4 (Transfer to Page 3-1)</b> |                                      | <b>\$</b> | <b>101,000.00</b> | <b>\$ 126,200.00</b> |

|   |                                 |           |                  |                      |
|---|---------------------------------|-----------|------------------|----------------------|
| <b>Division 5 – Metals</b>  |                                 |           |                  |                      |
| 05120   | Structural Steel                | \$        | 10,000.00        | \$25,900.00          |
| 05500   | Metal Fabrications - General    | \$        | 10,000.00        | \$26,000.00          |
| 05502   | Metal Fabrications - Structural | \$        | 15,000.00        | \$65,000.00          |
| 05510   | Metal Stairs                    |           |                  | \$100.00             |
| 05512   | Metal Handrails                 | \$        | 15,000.00        | \$60,000.00          |
| <b>Total Tendered Price for Division 5 (Transfer to Page 3-1)</b> |                                 | <b>\$</b> | <b>50,000.00</b> | <b>\$ 177,000.00</b> |

|  |                  |           |                  |                     |
|--|------------------|-----------|------------------|---------------------|
| <b>Division 6 – Wood, Plastics and Composites</b>                |                  |           |                  |                     |
| 06610  | FRP Fabrications | \$        | 50,000.00        | \$93,400.00         |
| <b>Total Tendered Price for Division 6(Transfer to Page 3-1)</b> |                  | <b>\$</b> | <b>50,000.00</b> | <b>\$ 93,400.00</b> |

|   |                     |           |                  |                     |
|---|---------------------|-----------|------------------|---------------------|
| <b>Division 7 – Thermal and Moisture Protection</b>               |                     |           |                  |                     |
| 07210   | Thermal Insulation  | \$        | 10,000.00        | \$12,600.00         |
| 07260   | Air-Vapour Membrane | \$        | 1,000.00         | \$2,000.00          |
| 07570   | Traffic Coatings    | \$        | 18,000.00        | \$10,400.00         |
| 07840   | Firestopping        | \$        | 1,000.00         | \$4,000.00          |
| 07920   | Joint Sealant       | \$        | 1,000.00         | \$1,000.00          |
| <b>Total Tendered Price for Division 7 (Transfer to Page 3-1)</b> |                     | <b>\$</b> | <b>31,000.00</b> | <b>\$ 30,000.00</b> |

|   |                        |           |                  |                     |
|---|------------------------|-----------|------------------|---------------------|
| <b>Division 8 – Doors and Windows</b>                             |                        |           |                  |                     |
| 08110   | Steel Doors and Frames | \$        | 20,000.00        | \$21,400.00         |
| 08710   | Door Hardware          | \$        | 20,000.00        | \$14,200.00         |
| 08800   | Glazing                | \$        | 1,000.00         | \$1,000.00          |
| <b>Total Tendered Price for Division 8 (Transfer to Page 3-1)</b> |                        | <b>\$</b> | <b>41,000.00</b> | <b>\$ 36,600.00</b> |

|   |  |           |                     |                      |
|---|--|-----------|---------------------|----------------------|
| <b>Division 9 – Finishes</b>                                      |  |           |                     |                      |
| 09600   | Resinous Epoxy Floor Coating                                 | \$        | 10,000.00           | \$13,400.00          |
| 09900   | Painting and Protective Coatings                             | \$        | 25,000.00           | \$64,200.00          |
| 09960   | Painting of Steel Tanks and Appurtenances * (See Note Below) | \$        | 975,000.00          | \$692,700.00         |
| <b>Total Tendered Price for Division 9 (Transfer to Page 3-1)</b> |  | <b>\$</b> | <b>1,010,000.00</b> | <b>\$ 770,300.00</b> |

| <b>Division 10 - Specialties</b>                                   |         |                    |                    |
|--|---------|--------------------|--------------------|
| 10440  | Signage | \$ 1,000.00        | \$3,000.00         |
| <b>Total Tendered Price for Division 10 (Transfer to Page 3-1)</b> |         | <b>\$ 1,000.00</b> | <b>\$ 3,000.00</b> |

| <b>Division 11 - Equipment</b>                                     |  |                        |                        |
|--|--|------------------------|------------------------|
| 11010  | Equipment General Requirements                               | \$ 1,000.00            | \$10,000.00            |
| 11090  | Identification and Labelling of Equipment, Piping and Valves | \$ 4,000.00            | \$8,000.00             |
| 11100  | Process Piping, Valves and Fittings                          | \$ 250,000.00          | \$495,000.00           |
| 11120  | Process Piping Bases, Hangers and Supports                   | \$ 16,000.00           | \$20,000.00            |
| 11268  | Hydrodynamic Mixing System                                   | \$ 50,000.00           | \$76,000.00            |
| 11431  | Dechlorinating Overflow Security Assembly                    | \$ 20,000.00           | \$33,700.00            |
| 11700  | Elevated Water Storage Tank                                  | \$ 3,200,000.00        | \$2,899,300.00         |
| <b>Total Tendered Price for Division 11 (Transfer to Page 3-1)</b> |  | <b>\$ 3,541,000.00</b> | <b>\$ 3,542,000.00</b> |

| <b>Division 13 – Instrumentation</b>                               |   |                     |                      |
|--|---|---------------------|----------------------|
| 13105  | General Instrumentation Requirements          | \$ 1,000.00         | \$11,100.00          |
| 13111  | Cathodic Protection Steel Water Storage Tanks | \$ 35,000.00        | \$42,900.00          |
| 13120  | Instruments                                   | \$ 45,000.00        | \$66,800.00          |
| 13910  | PLC Control Panel                             | \$ 1,000.00         | \$159,100.00         |
| 13930  | Testing and Commissioning                     | \$ 2,000.00         | \$72,300.00          |
| <b>Total Tendered Price for Division 13 (Transfer to Page 3-1)</b> |   | <b>\$ 84,000.00</b> | <b>\$ 352,200.00</b> |

| <b>Division 15 – Mechanical</b>                                    |   |                      |                      |
|--|---|----------------------|----------------------|
| 15050  | Basic Mechanical Requirements             | \$ 22,000.00         | \$5,000.00           |
| 15060  | Piping Support Systems                    | \$ 1,000.00          | \$8,200.00           |
| 15075  | Equipment Piping and Valve Identification | \$ 1,500.00          | \$1,000.00           |
| 15080  | Mechanical Insulation                     | \$ 20,000.00         | \$32,700.00          |
| 15305  | Fire Extinguishers                        | \$ 1,000.00          | \$500.00             |
| 15410  | Plumbing Systems                          | \$ 50,000.00         | \$36,400.00          |
| 15730  | Unitary Air-Conditioning Equipment        | \$ 1,500.00          | \$45,500.00          |
| 15810  | Ductwork and Accessories                  | \$ 12,000.00         | \$32,500.00          |
| 15820  | Unit Heaters                              | \$ 20,000.00         | \$13,000.00          |
| 15830  | Fans and Accessories                      | \$ 40,000.00         | \$49,400.00          |
| 15900  | HVAC Controls                             | \$ 1,000.00          | \$13,000.00          |
| 15990  | Testing, Adjusting and Balancing          | \$ 6,000.00          | \$6,500.00           |
| <b>Total Tendered Price for Division 15 (Transfer to Page 3-1)</b> |   | <b>\$ 176,000.00</b> | <b>\$ 243,700.00</b> |

| <b>Division 16 – Electrical</b>                                    |   |                      |                      |
|--|---|----------------------|----------------------|
| 16010  | Electrical General Requirements                   | \$ 6,000.00          | \$30,600.00          |
| 16051  | Installation of Cables in Trenches and Ducts      | \$ 20,000.00         | \$39,900.00          |
| 16062  | Grounding   | \$ 5,000.00          | \$1,100.00           |
| 16065  | Lighting Protection System                        | \$ 25,000.00         | \$17,400.00          |
| 16070  | Heat Tracing Systems                              | \$ 35,000.00         | \$25,500.00          |
| 16122  | Wires and Cables (0-1000V)                        | \$ 43,000.00         | \$46,200.00          |
| 16132  | Electrical Boxes and Fittings                     | \$ 15,000.00         | \$8,500.00           |
| 16133  | Conduits, Conduit Fastenings and Conduit Fittings | \$ 50,000.00         | \$27,100.00          |
| 16141  | Wiring Devices                                    | \$ 13,000.00         | \$17,200.00          |
| 16441  | Panel Boards                                      | \$ 16,000.00         | \$34,300.00          |
| 16500  | Diesel Engine Generator Set                       | \$ 120,000.00        | \$177,300.00         |
| 16505  | Lighting  | \$ 40,000.00         | \$30,900.00          |
| 16600  | Automatic Transfer Switch – Open Transition       | \$ 16,000.00         | \$35,200.00          |
| 16612  | Surge Protection Equipment                        | \$ 7,000.00          | \$6,700.00           |
| 16913  | Fire Alarm Detectors                              | \$ 2,000.00          | \$1,000.00           |
| <b>Total Tendered Price for Division 16 (Transfer to Page 3-1)</b> |   | <b>\$ 413,000.00</b> | <b>\$ 498,900.00</b> |

Note – Section 09960

Contractor is to price both Tank lettering options and include the lowest price in Tender Item 09960.

|            |              |             |
|------------|--------------|-------------|
| Option 1 · | \$ 10,000.00 | \$24,000.00 |
| Option 2 · | \$ 30,000.00 | \$19,000.00 |





## ACTION REQUEST REPORT

Corporate Services

Report Number: 2025-011  
Date: January 27, 2025

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**Prepared For:** Council of the Township of South Glengarry  
**Prepared By:** Kelli Campeau, GM Corporate Services/Clerk  
**Subject:** Approval of 2025 Grants and Donations

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### **RECOMMENDATION:**

THAT Staff Report 2025-011 be received and that the Council of the Township of South Glengarry approves the 2025 Grants and Donations as per Schedule A, attached to the report.

### **BACKGROUND:**

1. The Township of South Glengarry is committed to the betterment of the community and its residents and regularly supports organizations that foster community volunteerism and engagement.
2. On November 4, 2024, Council adopted [Policy No. 2024-02](#), being a Community Grants and Donations Policy.
3. The application period for 2025 Grants and Donation requests closed on November 29, 2024. Council received and reviewed the requests at the [December 16, 2024 Regular Council Meeting](#).

### **ANALYSIS:**

4. Grant requests for 2025 totaled \$128,717.10. The draft 2025 budget includes \$62,500.00 for the Grants and Donations program.
5. Administration has amended the Grant and Donation allocations pursuant to the direction provided by Council on December 16<sup>th</sup>. The revised list of approved Grants and Donations is attached to this report for final review and approval.

### **BUDGET IMPLICATIONS:**

6. If approved as is, the total amount of Grants that will be allocated totals \$56,544.00.
7. This will result in a balance of \$5,956 of the 2025 Grants and Donations budget that will be available for the remainder of 2025, at Council's discretion.

8. Additionally, the value of the in-kind donations (waivers) requested is \$10,480.

**OTHERS CONSULTED:**

- GM Finance/Treasurer

**ALIGNMENT WITH STRATEGIC PLAN:**

N/A

**ATTACHMENTS:**

- Schedule A – 2025 Grants and Donations

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**Recommended to Council for  
Consideration by:  
CAO Jamie Fawthrop**

| 2025 Grants & Donations Requests                          |  |                         |                      |  |                    |
|---|--|-------------------------|----------------------|--|--------------------|
|   |  |                         |                      |  |                    |
| <b>2025 Budget</b>  |  | <b>\$ 62,500.00</b>     |                      |  |                    |
|   |  |                         |                      |  |                    |
| <b>Group</b>  | <b>Purpose of Application</b>  | <b>Requested Amount</b> | <b>Project Total</b> | <b>In Kind Services Requested</b>  | <b>Approved \$</b> |
| Beyond 21   | Funds will support the cost of the annual Raisin River Footrace to cover expenses such as safety measures, timing equipment, refreshments and logistical support   | \$ 5,500.00             | \$ 8,500.00          |  | \$ 2,500.00        |
| Friends of the Summerstown Trails                         | Financial support for our organization allowing us to offer services to the community. More specifically, we are requesting funds to pay for ATV insurance, part of rental staff expense and development costs for online membership registration program. | \$ 9,700.60             | \$ 6,152.00          | In past years the Township has provided a porta-potty, looked after clearing snow in the parking lot and did garbage collection (not related to this request). Staff resources | \$ 1,500.00        |
| Glengarry Highland Games                                  | Funds will assist with the cost of the VIP Luncheon, recognizing key dignitaries at the Glengarry Highland Games   | \$ 4,000.00             | \$ 8,000.00          |  | \$ 4,000.00        |
| Glengarry Mental Health Initiative                        | Funds will primarily support mental health funding program and smaller projects that may arise throughout the year.  | \$ 2,500.00             | \$ 20,000.00         |  | \$ 2,500.00        |
| Glengarry Sports Hall of Fame                             | Cost to maintain building.   | \$ 4,000.00             | \$ 18,548.00         |  | \$ 2,000.00        |
| Jounee de la femme/Woman's Day Alexandria HGMH Fundraiser | To help pay expenses and achieve goal, buying equipment for patient care.  | \$ 1,000.00             | \$ 3,000.00          |  | \$ -               |
| Martintown Canada Day                                     | To help purchase fireworks as well as refreshments for spectators  | \$ 3,000.00             | \$ 3,500.00          | To use grounds and washroom at Martintown Community Centre. Extra picnic tables and garbage cans would be appreciated Staff Resources  | \$ 2,000.00        |
| Martintown Christmas Parade Group                         | To purchase candy bags for the children.   | \$ 500.00               | \$ 700.00            |  | \$ 500.00          |
| Martintown and District Goodtimers                        | To purchase new tables and chairs for programming such as bridge, euchre and hook rug work, as well as chairs.   | \$ 3,672.50             | \$ 3,672.50          |  | \$ -               |
| Optimist Club of Lancaster                                | To assist with the cost of Canada Day fireworks and annual Canada Day Celebration at Smithfield Park   | \$ 4,050.00             | \$ 19,204.00         | Use of Township property, garbage disposal, garbage cans, picnic tables, tables, assistance with fencing set up, bleacher set up Staff Resources                               | \$ 2,000.00        |
| Salem United Church Community Drop In                     | To allow the program to continue at its current level of operation, which was made possible through last year's grant from the Township  | \$ 2,000.00             | \$ 2,650.00          |  | \$ 2,000.00        |
| Williamstown Santa Parade Committee                       | Insurance, permits, treats for kids, advertising and other misc. expenses  | \$ 1,000.00             | Unknown              |  | \$ 500.00          |
| Glen Cairn Lodge  | To offset capital costs of generator purchase  | \$ 4,000.00             | Unknown              |  | \$ 4,000.00        |
| Canadian Mental Health Association                        | To secure funding to better assist clients maintain stable housing and mitigate risks for individuals identified as being at risk of homelessness or harm due to hoarding activities.  | \$ 5,000.00             | \$ 20,000.00         |  | \$ -               |
| Maxville Manor  | Renovations to retirement home   | \$ 20,000.00            | Unknown              |  | \$ 20,000.00       |
| Char-Lan Minor Hockey Association                         | Purchase a rink divider for U7/U9 hockey teams.  | \$ 10,000.00            | \$ 10,000.00         |  | \$ -               |
| Char-Lan Skating Club                                     | Offset hosting costs of seminars with Olympians.   | \$ 3,000.00             | \$ 7,500.00          |  | \$ 1,500.00        |

|   |   |                      |               |   |                     |
|---|---|----------------------|---------------|---|---------------------|
| Ecole Elementaire Catholic l'Ange Gardien | Strengthen the bond between students and the broader community through meaningful activities such as hosting an annual Christmas concert and organizing educational trips to local landmarks and organizations. | \$ 3,000.00          | \$ 6,000.00   |   | \$ -                |
| Glengarry Celtic Music Hall of Fame       | Securing a curator to allow the Hall of Fame to be open during the summer months or to update the Hall of Fame pamphlet.  | \$ 3,000.00          | \$ 5,000.00   |   | \$ 2,000.00         |
| Glengarry Fencibles Trust                 | Provide accessible entrance to the historic building.   | \$ 4,000.00          | \$ 288,000.00 |   | \$ 4,000.00         |
| Lancaster District Curling Club           | Offset costs of maintenance/upgrade to facility   | \$ 4,000.00          | \$ 10,000.00  |   | \$ 1,500.00         |
| Martintown Horticultural Society          | Purchase 4 benches for Ken Barton Park to be donated back to the Township.  | \$ 4,000.00          | \$ 3,728.95   | Placement of benches and chaining them into place.<br>Staff Resources | \$ -                |
| Sir John Johnson Manor House Committee    | Promote preservation and enhancement of Sir John Johnson Manor House. Purchase of canopy, vacuum, new stage   | \$ 1,544.00          | \$ 1,544.00   |   | \$ 1,544.00         |
| South Glengarry Pipe and Drum             | Purchase and maintain equipment and uniforms  | \$ 4,000.00          | \$ 5,000.00   |   | \$ 2,000.00         |
| St Lawrence Valley Agricultural Society   | Upgrade horse rings and proposed Ontario Rodeo  | \$ 10,000.00         | \$ 92,000.00  | Waiving landfill fees approved  | \$ -                |
| Habitat for Humanity                      | Funds for renovation program to maintain affordable housing (Critical Repairs Program)  | \$ 10,000.00         |               |   | \$ -                |
| RRCA                                      | Canoe race shore based rescue   | \$ 2,250.00          |               |   |                     |
| Lancaster Parade                          |   |                      |               |   | \$ 500.00           |
|   |   |                      |               |   |                     |
| <b>Total</b>                              |   | <b>\$ 128,717.10</b> |               |   | <b>\$ 56,544.00</b> |
| <b>(Over)/Under 2025 Budget</b>           |   | <b>-\$ 66,217.10</b> |               |   |                     |
|   |   |                      |               |   |                     |

## 2025 Donation (Waiver) Requests

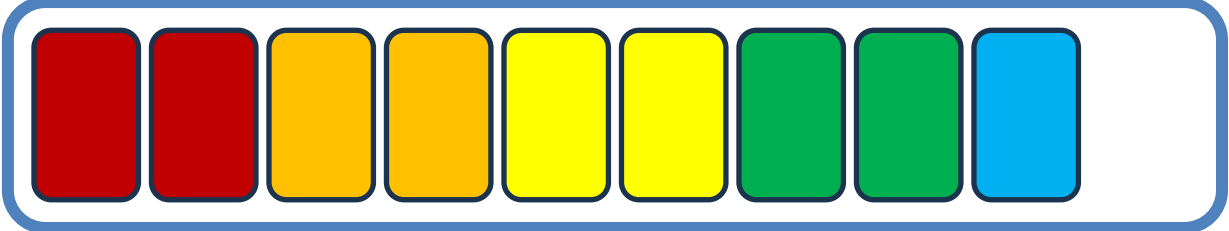
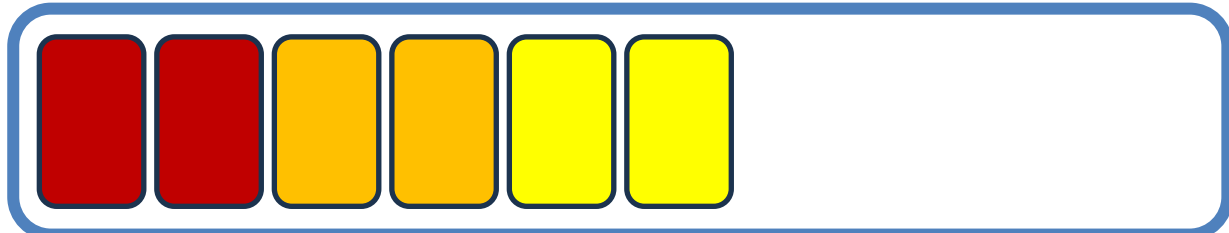
| Group   | Purpose of Application  | Eligible Organization? | Eligible Use? | Raised funds on their own? | Budget Included? | Requested Amount    | Amount donated 2024           |
|---|---|------------------------|---------------|----------------------------|------------------|---------------------|-------------------------------|
| Carefor Health and Community Support Services | Seeking hall rental waiver for use of Martintown Community Centre once per month for congregate dining program for seniors and 2 Green Valley diner programs. | Y                      | Y             | Y                          | N                | \$ 1,470.00         | Fees waived in previous years |
| Early ON Child and Family Centre - GIAG       | Requesting waiver of rental fees.   | Y                      | Y             | N                          | N                | \$ 3,405.00         | \$ -                          |
| Martintown Canada Day                         | To use grounds and washroom at Martintown Community Centre. Extra picnic tables and garbage cans would be appreciated   | Y                      | Y             | Y                          | N                | \$ 75.00            | Fees waived in previous years |
| Optimist Club of Lancaster                    | Use of Township property, garbage disposal, garbage cans, picnic tables, tables, assistance with fencing set up, bleacher set up                              | Y                      | Y             | Y                          | N                | \$ 100.00           | Fees waived in previous years |
| Raisin Region Conservation Authority          | Waive Tartan Hall rental fee for Canoe Race dinner/awards + use of showers at CLRC  | Y                      | Y             | Y                          | N                | \$ 680.00           | \$ 308.00                     |
| Seaway Valley Community Health Centre         | in-kind space for Balance for Life program.   | Y                      | Y             | N                          | Y                | \$ 4,750.00         | Fees waived in previous years |
| <b>TOTAL</b>                                  |   |                        |               |                            |                  | <b>\$ 10,480.00</b> |                               |

# Departmental Reports 2024 – Q4



Presented on: January 27, 2025

# Corporate Services

Jamie Fawthrop - CAO  
Kelli Campeau - GM Corporate  
Services/Clerk

| Project                                      | Progress   | Notes  |
|--|--|--|
| Strategic Plan                               |  | <ul style="list-style-type: none"> <li>Plan approved by Council on December 2, 2024.</li> </ul>  |
| Electronic Records Management Implementation |  | <ul style="list-style-type: none"> <li>Restructuring of Infrastructure files to occur Q1.</li> <li>Training Videos/Tutorials to be launched February 2025.</li> <li>Departments remaining for onboarding: Finance, Parks &amp; Recreation</li> </ul> |
| Coordinated Policy Review                    | Ongoing Project  | <ul style="list-style-type: none"> <li>Policies reviewed and updated in Q4 include the Procedural By-law, Comprehensive Fee By-law and Grants and Donations Policy.</li> </ul>   |



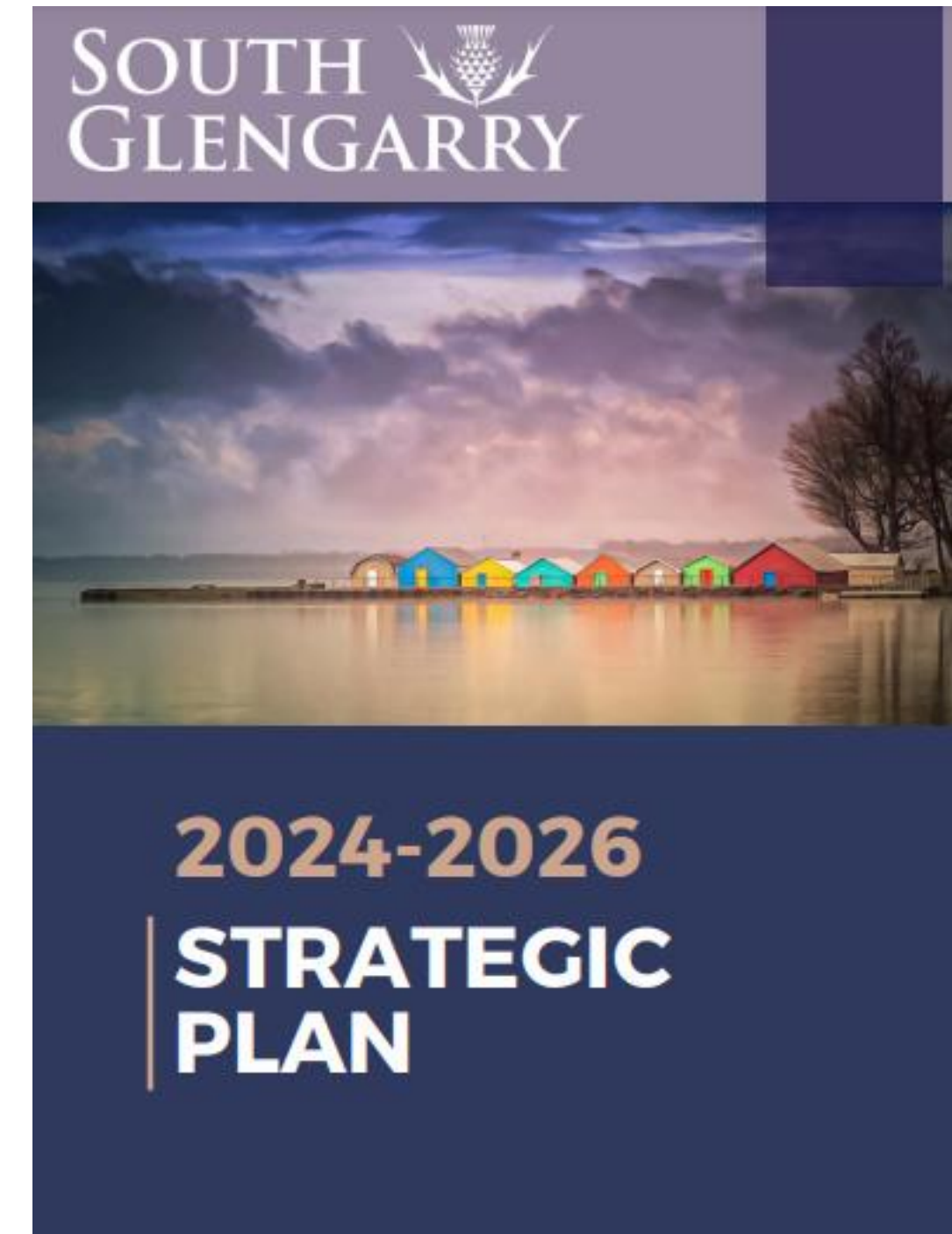
| Project                    | Progress   | Notes  |
|----------------------------|--|--|
| Permanent Council Chambers |  | <ul style="list-style-type: none"> <li>Initial site visit with engineer complete.</li> <li>Administration examining possible layouts and feasibility.</li> </ul> |
| Website Migration / Revamp |  | <ul style="list-style-type: none"> <li>Project kick-off meeting held January 2025.</li> </ul>  |

# STRATEGIC PLAN UPDATE:

- Council adopted the 2024-2026 Strategic Plan on December 2, 2024.
- Progress and achievements related to strategic priorities will be reported to Council quarterly. The first update will be provided with the 2025 First Quarter reports (April 2025).

## OUR STRATEGIC PRIORITIES:

- Land Use Planning
- Infrastructure Sustainability
- Cornwall Regional Airport
- Water and Wastewater Services
- Organizational Effectiveness



# CAO: Admin & Operations

- Attended MMAH CAO/Clerks Forum.
- Onboarding activities, including:
  - Introductory departmental meetings with General Managers.
  - Site visits / familiarization tours for various Township projects.
  - One on one meetings with members of Council.
- Completion of Corporate Strategic Plan.
- Introductory meetings with local CAOs.
- Attended Lancaster Legion Community Luncheon.
- Attended departmental budget meetings and oversight of budget presentations.
- Attended Cunningham Swan Municipal Law Seminar.
- Attended annual Emergency Management training and exercise.
- Management and oversight of various HR matters.
- Meetings with local stakeholders including the Raisin Region Conservation Authority, OSPCA, Cornwall Regional Airport, and Enbridge
- Attended local Remembrance Day ceremonies.
- Completed TypeCoach training with management team.
- Attended Township Volunteer Appreciation Event.
- Attended City of Cornwall Year in Review event.
- Attended SDG Counties Warden Inauguration

# Clerk's Office: Admin & Operations

- Onboarding of Chief Administrative Officer.
- Attended MMAH CAO/Clerks Forum.
- Attended Court / Appeal Hearing for legal file.
- Departmental SharePoint meetings with Counties IT.
- Policy and by-law review and development
  - Comprehensive Fee By-law
  - Procedural By-law
  - Grants and Donations Policy
- Prepared and reviewed General Government budgets.
- Attended Cunningham Swan Municipal Law Seminar
- Attended annual Emergency Management training and exercise.
- Site meeting with CAO and EVB engineering to assess potential location for permanent Council chambers.
- Completed annual HR training.
- Presented annual accessibility update to the SDG Accessibility Committee and completed legislated Accessibility Plan Status Update.
- Completed and submitted annual MFIPPA reporting.
- Participated in TypeCoach training with management team.
- Completed and distributed Fall/Winter Community Guide.

## Ongoing Recruitment:

- Water Treatment Operator (12-month contract)

## Vacancies Filled:

- Finance Clerk
- Recreation Coordinator (temporary)
- Plow Operator (seasonal)
- Student Rink Assistant



## PUBLIC SERVICES RENDERED

|                                | Q4 Total | 2024 Total |
|--------------------------------|----------|------------|
| Commissioner of Oath Services  | 14       | 85         |
| Lottery Licenses Issued        | 4        | 25         |
| Marriage Licences Issued       | 3        | 54         |
| Marriage Ceremonies Officiated | 5        | 39         |

## LICENSING/SERVICE REVENUES

|                            | Q4 Total | 2024 Total |
|----------------------------|----------|------------|
| Lottery Licence Revenues   | \$819.75 | \$3,977.88 |
| Marriage Licence Revenues  | \$300    | \$5,400    |
| Marriage Ceremony Revenues | \$600    | \$5,850    |






## REVENUE COMPARISON

|                                | 2023 Total  | 2024 Total  |                  |
|--------------------------------|-------------|-------------|------------------|
| Licensing and Ceremony Revenue | \$14,739.24 | \$15,227.88 | ^ 3.31% Increase |

# YouTube Stats

Period: October 1 – December 31, 2024

## Your top content in this period

| Content  | Average view duration | Views |
|--|-----------------------|-------|
| 1  Opening of Tender 16-2024<br>Aug 30, 2024                          | 0:19 (23.1%)          | 215   |
| 2  October 7, 2024 - Regular Council Meeting<br>Oct 8, 2024           | 12:29 (6.8%)          | 147   |
| 3  November 4th, 2024 - Regular Council Meeting<br>Nov 5, 2024      | 13:15 (7.8%)          | 144   |
| 4  October 21, 2024 - Regular Council Meeting<br>Oct 22, 2024       | 18:37 (13.8%)         | 123   |
| 5  October 7, 2024 - Committee of Adjustment Meeting<br>Oct 8, 2024 | 8:47 (15.8%)          | 111   |

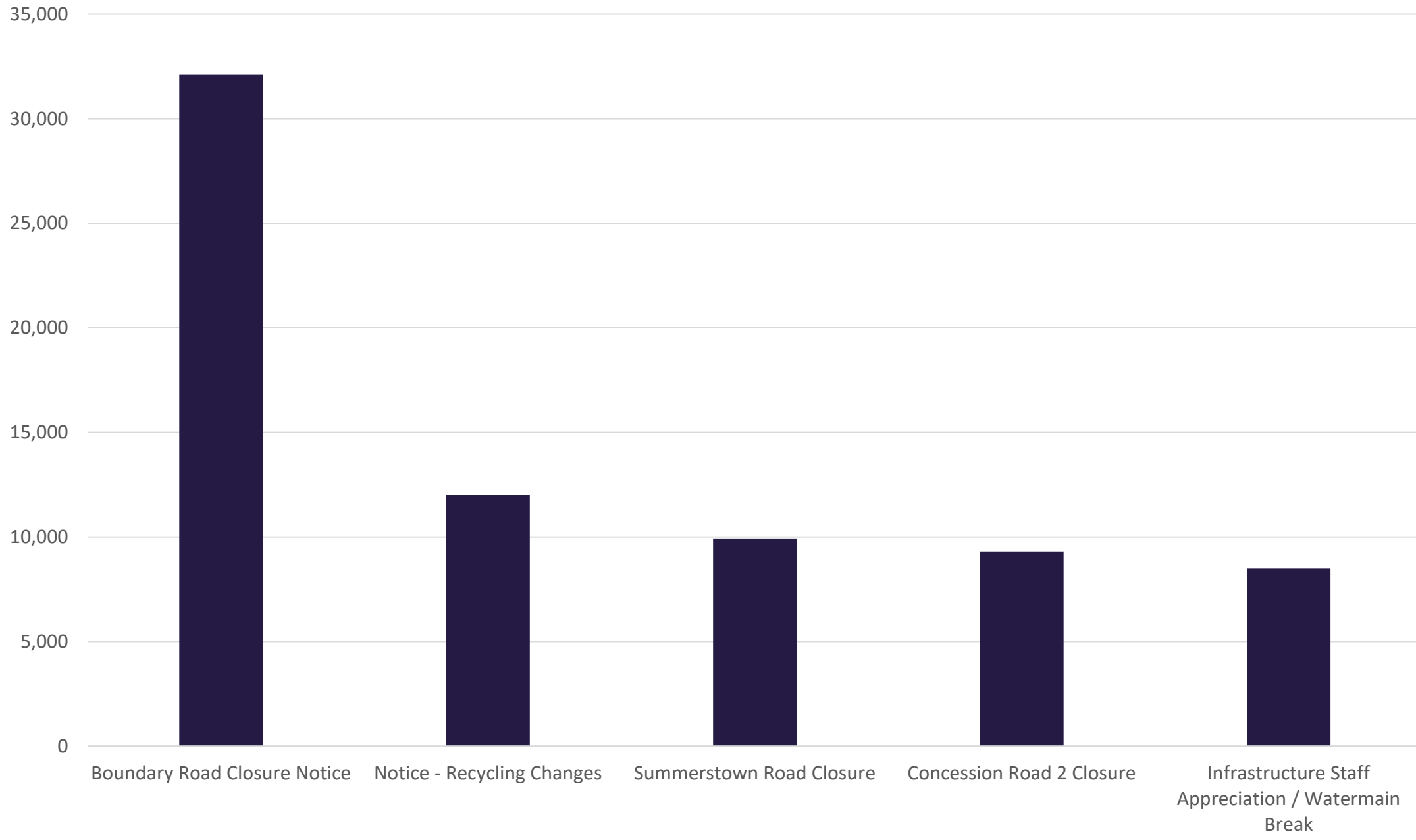
1,736  
Video Views

+16  
Subscribers

# Facebook Stats

## Period: October 1 – December 31, 2024

Posts with Highest Reach



|   | Q4     | vs. Q3 |
|---|--------|--------|
| Total Reach                               | 62,980 | ▼ 15%  |
| Content Interaction                       | 4,139  | ▼ 31%  |
| Net Follows (new follows minus unfollows) | 155    | ▲ 24%  |
| Link Clicks                               | 529    | ▼ 48%  |

# Notable Social Media Campaigns:

- December 25<sup>th</sup> Boil Water Advisory
- Changes to the Ontario Building Code
- Great Glengarry Food Drive
- 12-Day of Giveaways Support Local Business
- Circular Materials / Recycling Changes – Regional Campaign
- Fire Services Recruitment

## The Great Glengarry Food Drive

Collection of non-perishable food donations for the Saint-Vincent de Paul Society Food Bank

**DONATION BOXES WILL BE OUT BETWEEN DECEMBER 2 - 16 AT THE FOLLOWING LOCATIONS:**

|  |  |
|--|--|
| <b>North Glengarry</b><br>Main Office<br>Glengarry Sports Palace<br>Tim Horton's Dome<br>Maxville Sports Complex | <b>South Glengarry</b><br>Main Office<br>Char-Lan Arena<br>Henderson's Grocery |
|--|--|

*Last year over 3300 food items and over \$2600 was collected; let's see if we can beat that!*

SUPPORT LOCAL STORES & RESTAURANTS

### 12-DAYS OF CHRISTMAS Giveaways

*Snap & Share to Win*

December 1 to 12

Enter daily draws for a \$50 gift certificate for a local store or restaurant

Take a selfie with your purchase outside a store or while dining at a restaurant and tag us on social media using #SUPPORTLOCALSG

Winners announced next weekday by 10 a.m.

## BOIL WATER ADVISORY GLEN WALTER SYSTEM

theCounties SDG

## THINK OUTSIDE THE BOX

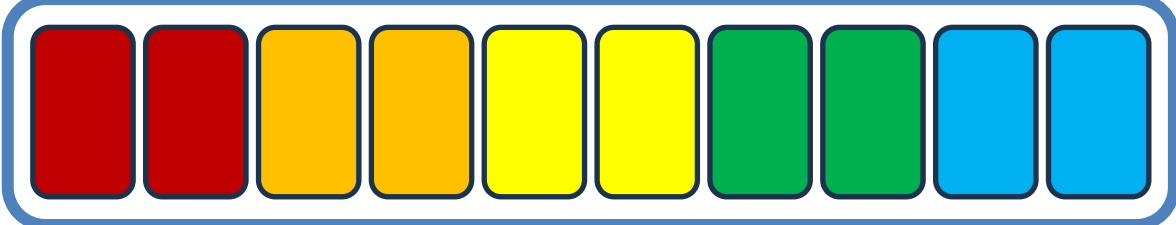
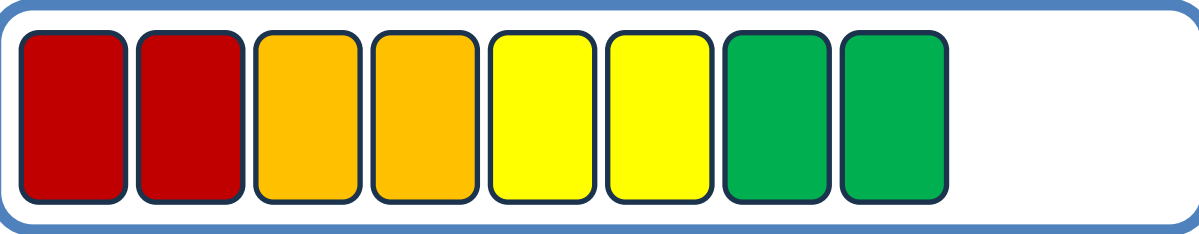
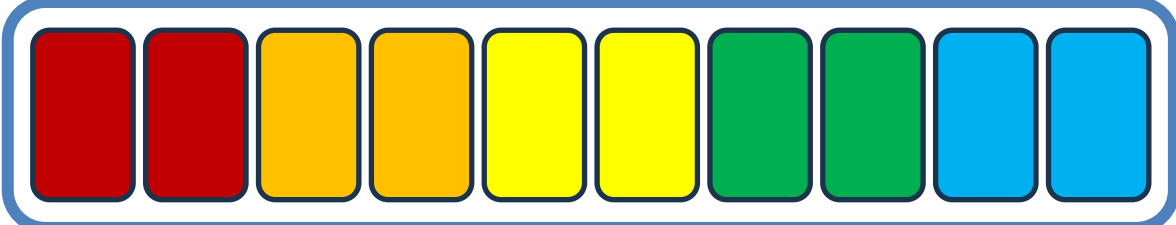
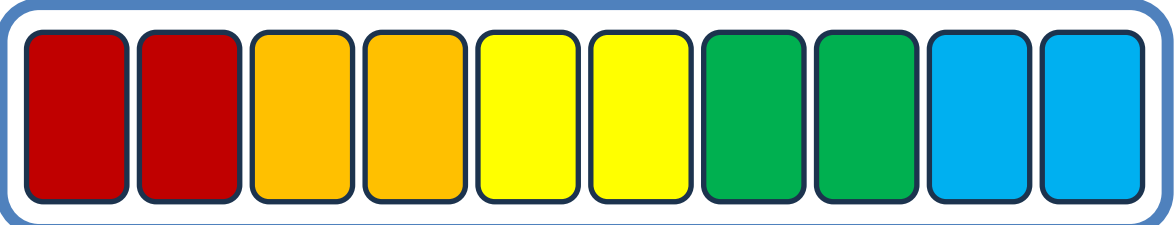
Recycling pick-up changes are coming Jan. 1. Find out how this impacts you.

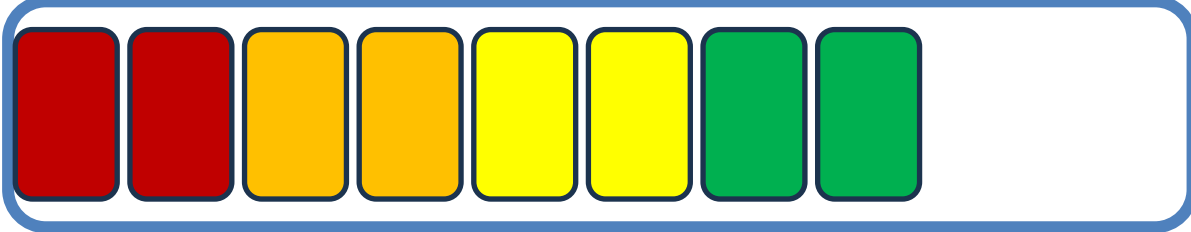
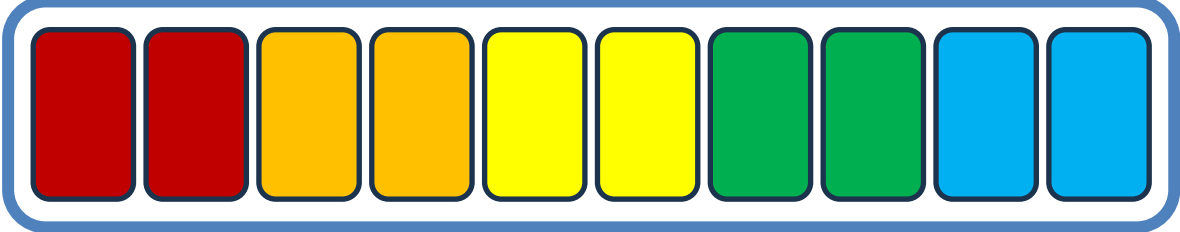
[SDGCOUNTIES.CA/BLUE-BOX-TRANSITION](http://SDGCOUNTIES.CA/BLUE-BOX-TRANSITION)



# Finance

Kaylyn MacDonald  
GM Finance/Treasurer

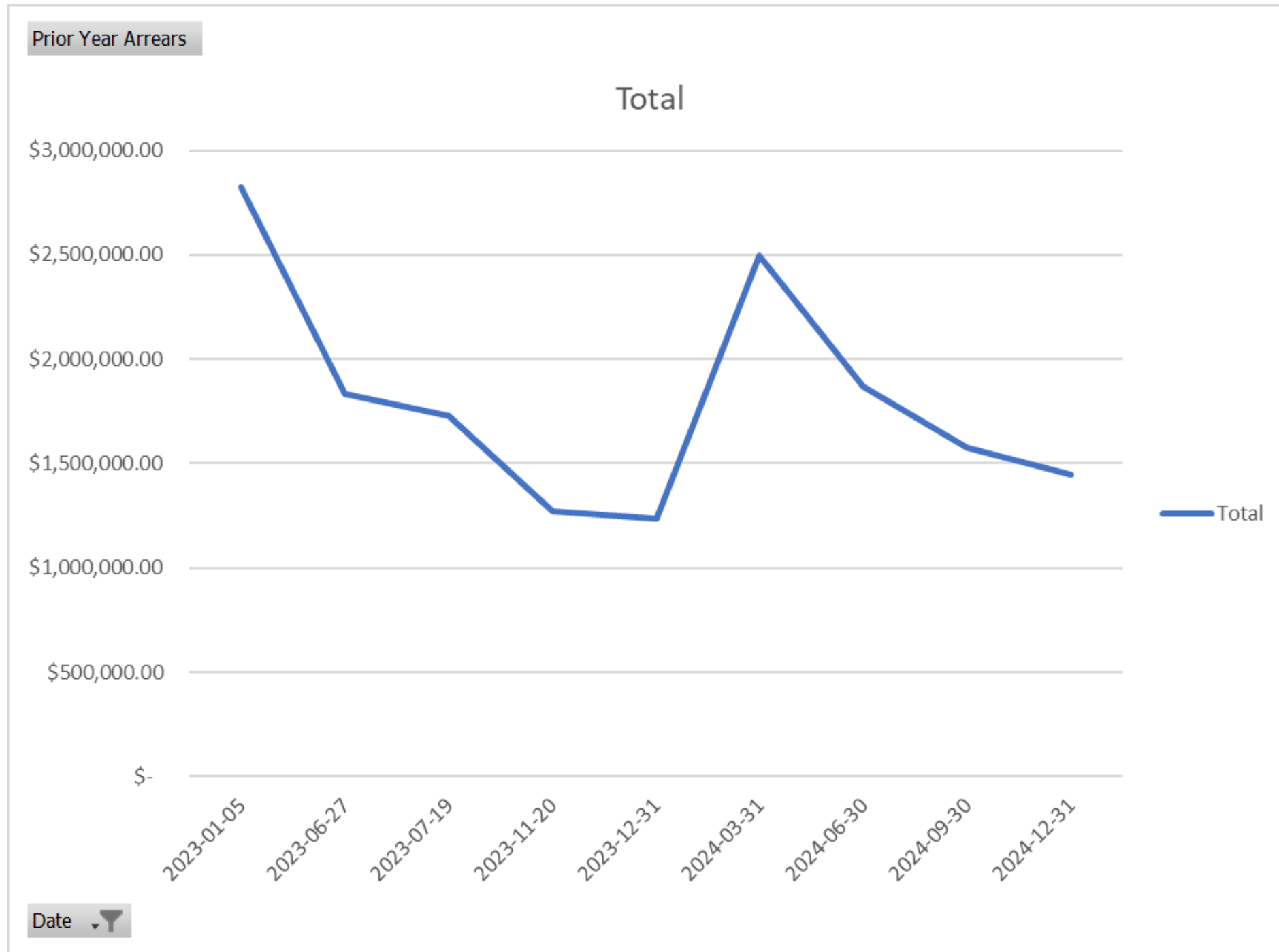
| Project   | Progress   | Notes   |
|---|--|---|
| 2025 Budget   |    | <ul style="list-style-type: none"> <li>Approved in principle December 6, 2024.</li> </ul>                               |
| HST Recovery  |    | <ul style="list-style-type: none"> <li>Worked with consultant to complete HST recovery for previous 3 years.</li> </ul> |
| 2023 Township and Cornwall Regional Airport Commission Year End |  | <ul style="list-style-type: none"> <li>Underway</li> </ul>  |
| 2022 Financial Statements                                       |  | <ul style="list-style-type: none"> <li>Approved by Council October 2, 2024.</li> </ul>                                  |

| Project  | Progress   | Notes  |
|--|--|--|
| Tax Sales  |  | <ul style="list-style-type: none"> <li>• Nine properties were sent final notices, 7 tax sales scheduled for the files remaining unpaid.</li> </ul> |
| 2024 Cornwall Regional Airport Commission Budget |  | <ul style="list-style-type: none"> <li>• Approved</li> </ul>   |
|  |  |  |

# ADMINISTRATIVE HIGHLIGHTS

- Departmental meetings with General Managers and CAO to prepare 2025 budget and budget presentations.
- Budget approved in principle at December 6, 2024 Special Council Meeting.
- Ongoing HST review.
- Recruitment, hiring and training of new Finance staff.
- Preparation and oversight of finances for the Cornwall Regional Airport Commission.



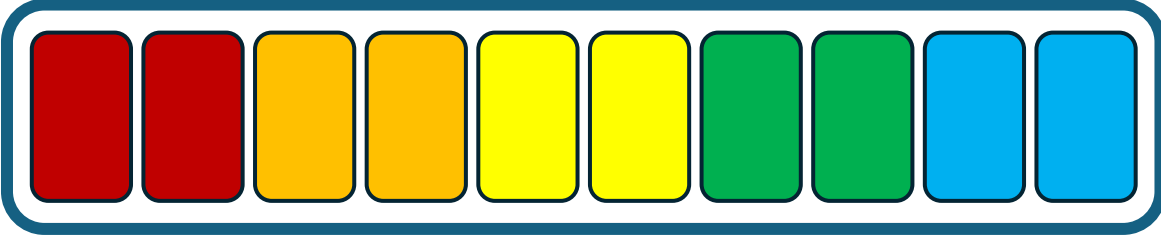

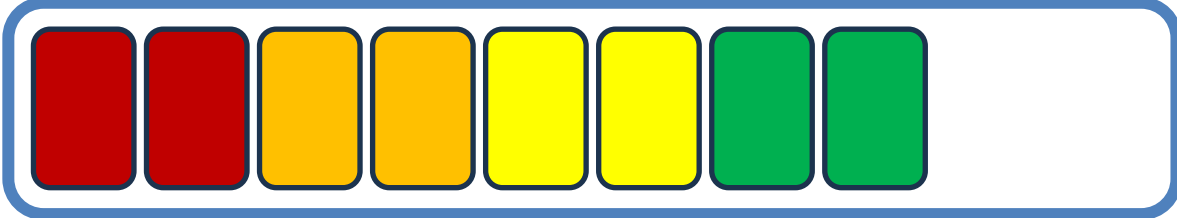



| Row Labels | Prior Year Arrears |
|------------|--------------------|
| 2023-01-05 | \$ 2,822,328.65    |
| 2023-06-27 | \$ 1,833,072.06    |
| 2023-07-19 | \$ 1,727,506.49    |
| 2023-11-20 | \$ 1,274,019.52    |
| 2023-12-31 | \$ 1,235,928.41    |
| 2024-03-31 | \$ 2,494,435.91    |
| 2024-06-30 | \$ 1,870,842.52    |
| 2024-09-30 | \$ 1,574,256.60    |
| 2024-12-31 | \$ 1,445,454.21    |

Prior year arrears (2 and 3 years) are lower at YE2024 than YE2023. Arrears for prior and current are trending higher. Reminder notices were mailed to residents owing a balance greater than \$500 at the beginning of 2025.

# Fire Services

Dave Robertson  
Fire Chief

| Project                                   | Progress   | Notes  |
|---|--|--|
| Roof Replacement<br>Williamstown Station  |    | <ul style="list-style-type: none"> <li>Final trim work completed.</li> </ul>   |
| Rehab Trailer<br>Conversion               |    |  |
| Records<br>Management                     |  | <ul style="list-style-type: none"> <li>Final onboarding and implementation with admin.</li> </ul>  |
| Fire Protection Grant<br>Washing Machines |  | <ul style="list-style-type: none"> <li>Funding agreement approved at January 13<sup>th</sup> Council meeting – has been signed and submitted to the Ministry.</li> </ul> |

## ADMINISTRATION

- Radio network – design consultations.
- Consultations with the Ministry of Labour and Senior Management team for restructuring of Health and Safety Committee.
- Probationary Firefighter recruitment
  - Stage 1: Recruit testing event
  - Stage 2: Ten (10) new members interviewed and will move forward to orientation and training.
- Coordination of Enbridge funding – Safe Community Project Zero.

## OPERATIONS

- School visits and events.
- Property inspections.
- Purchase of Rescue 5 replacement.
  - 2018 GMC Sierra, light, siren and reflective striping package.

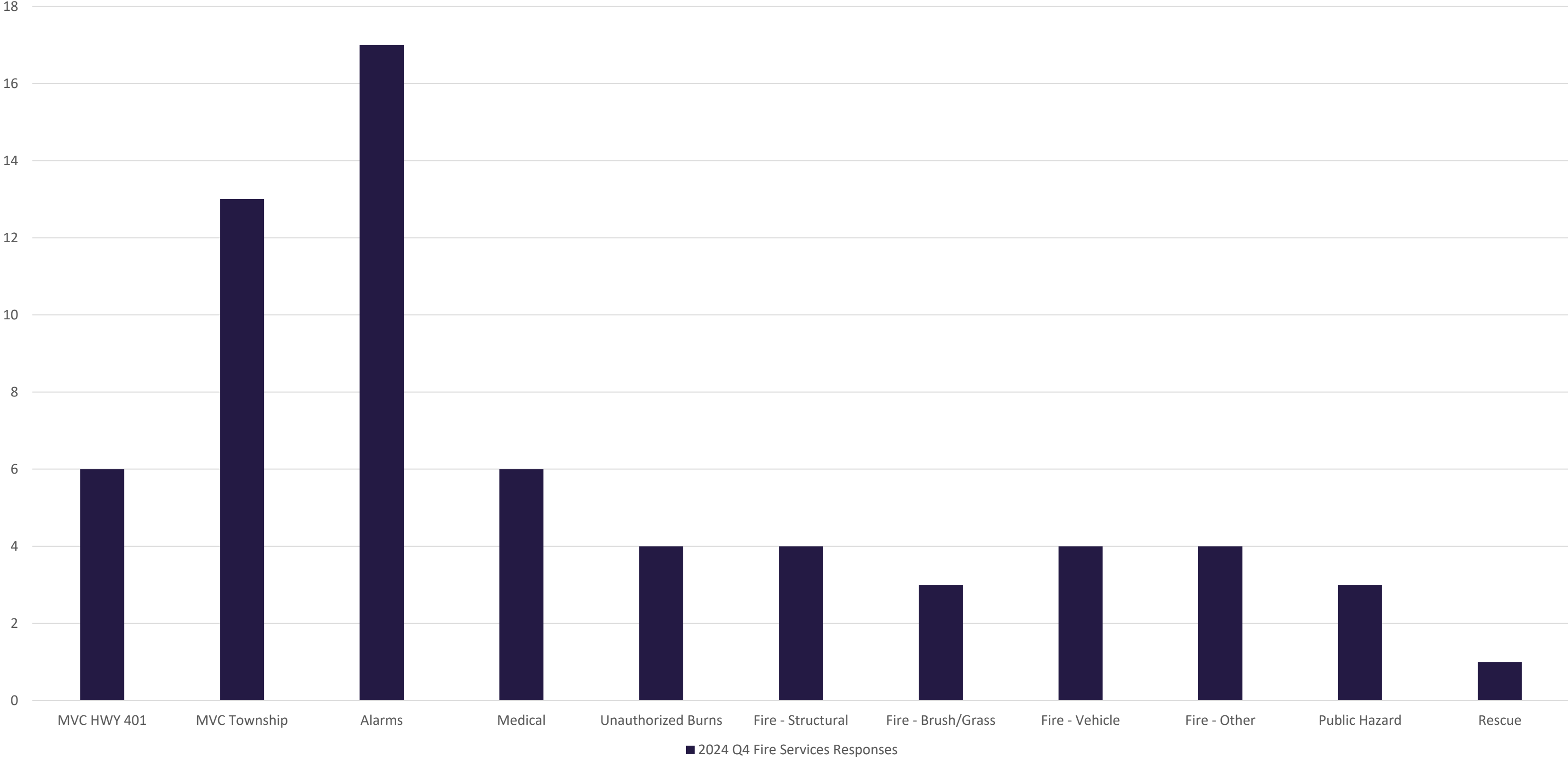




# CERTIFICATION & TRAINING

- Certification courses completed:
  - NFPA 1002 – Pump Operations
  - NFPA 1072 – Hazardous Materials Operations
  - NFPA 1006 – Water Rescue Awareness
- Deputy Chief / Training officer completed:
  - Medical Instructor Certifications
  - Emergency Management EM200 and EM300
- Class training for student DZ licencing.
- In station training included:
  - Farm Equipment Rescue
  - Pump Operations

# 2024 Q4 Fire Services Responses



# Infrastructure Services

2024 Q4 Report  
October, November, December

# Highlights

## Staffing Updates!

- Ken Goodfellow, Roads Lead Hand
- Tom Steppings, Seasonal Driver
- Andrew Treagus, Seasonal Driver

## Training

- Snow Plow Training (on-site & in-seat)
- Landfill Operations Basics (hosted by RWMWG)
- AORS Public Works Leadership and Development
- Municipal Engineers Association Conference

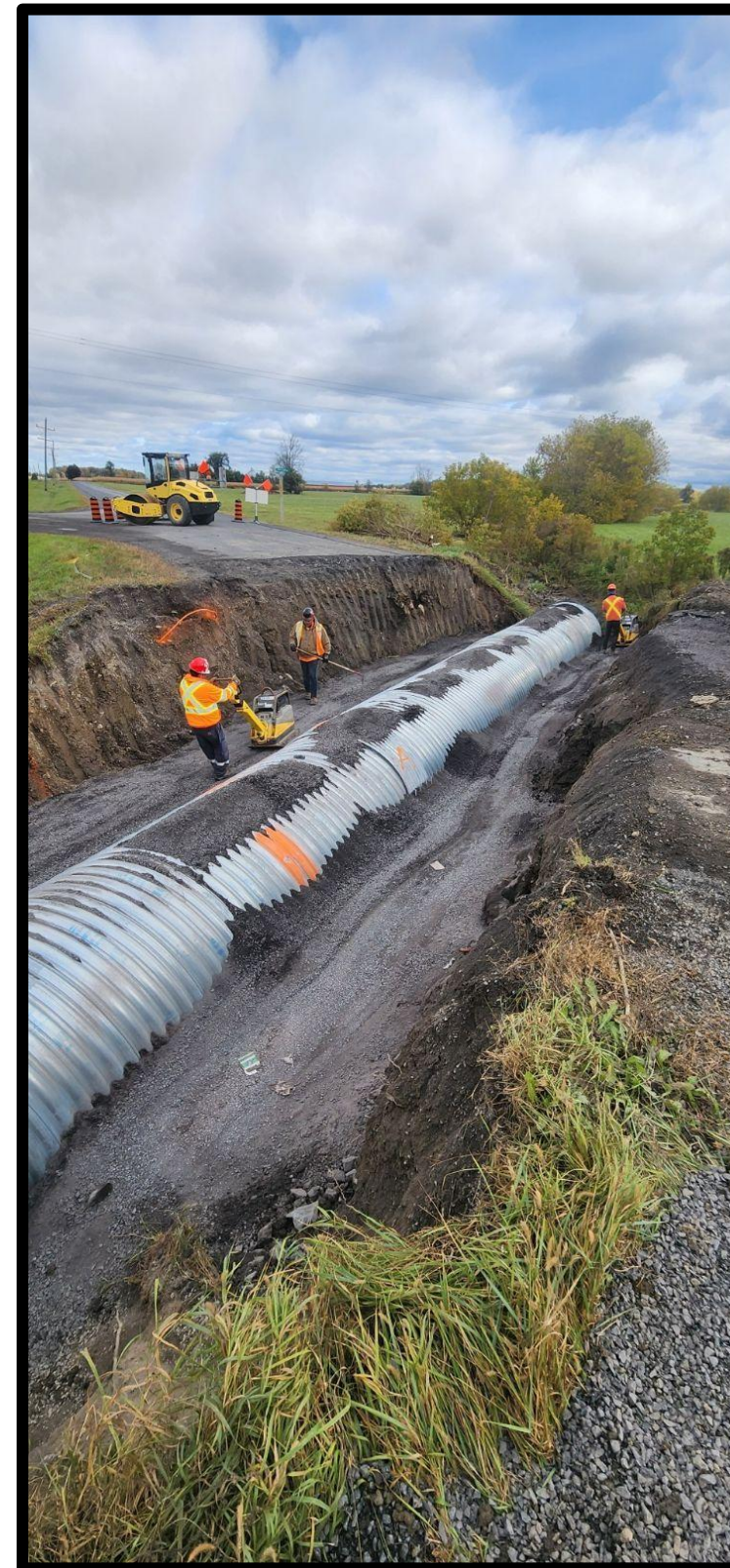




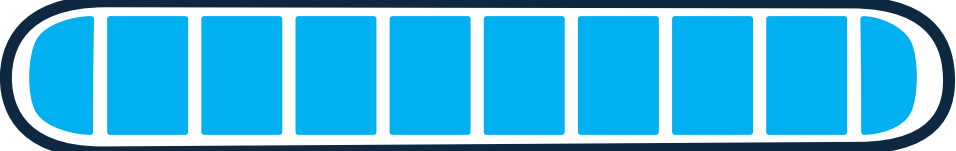
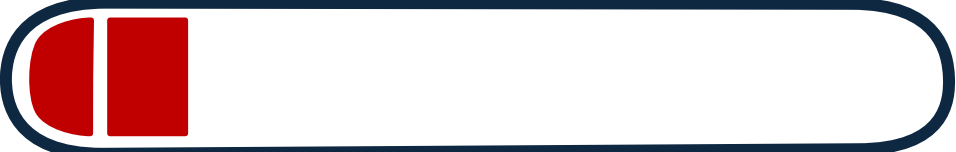



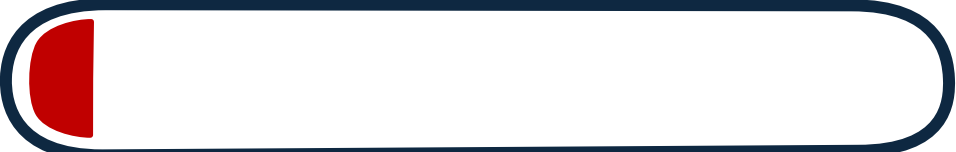
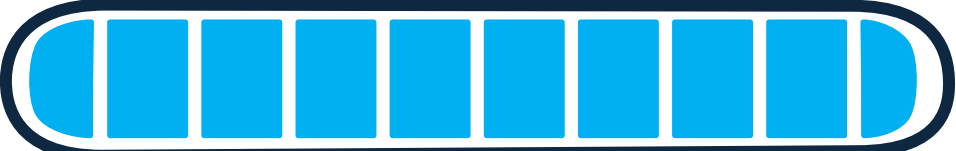
## Committees of Council


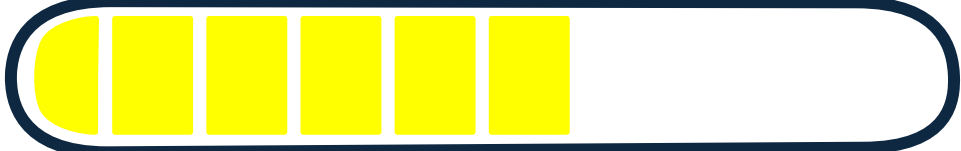
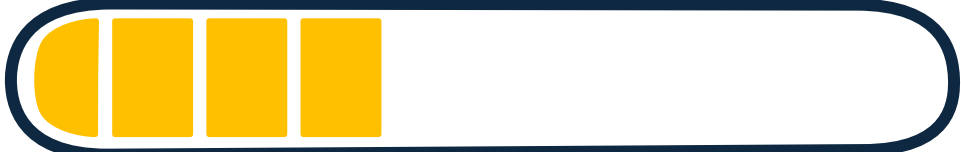
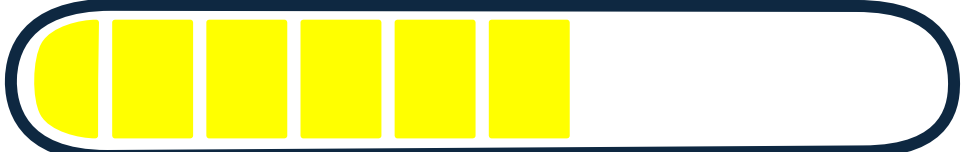


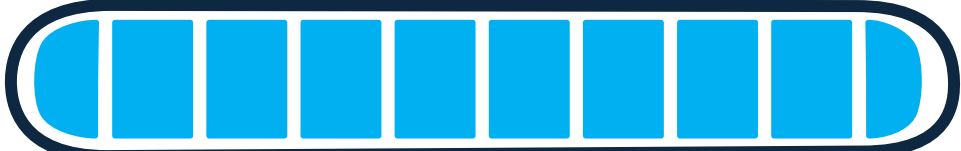
- Environment Committee Meeting (November)




## Regional Events

- SDG Public Works Directors Meeting x 1
- North Dundas BDT GREENROADS Project
- Regional Waste Management Working Group x 1



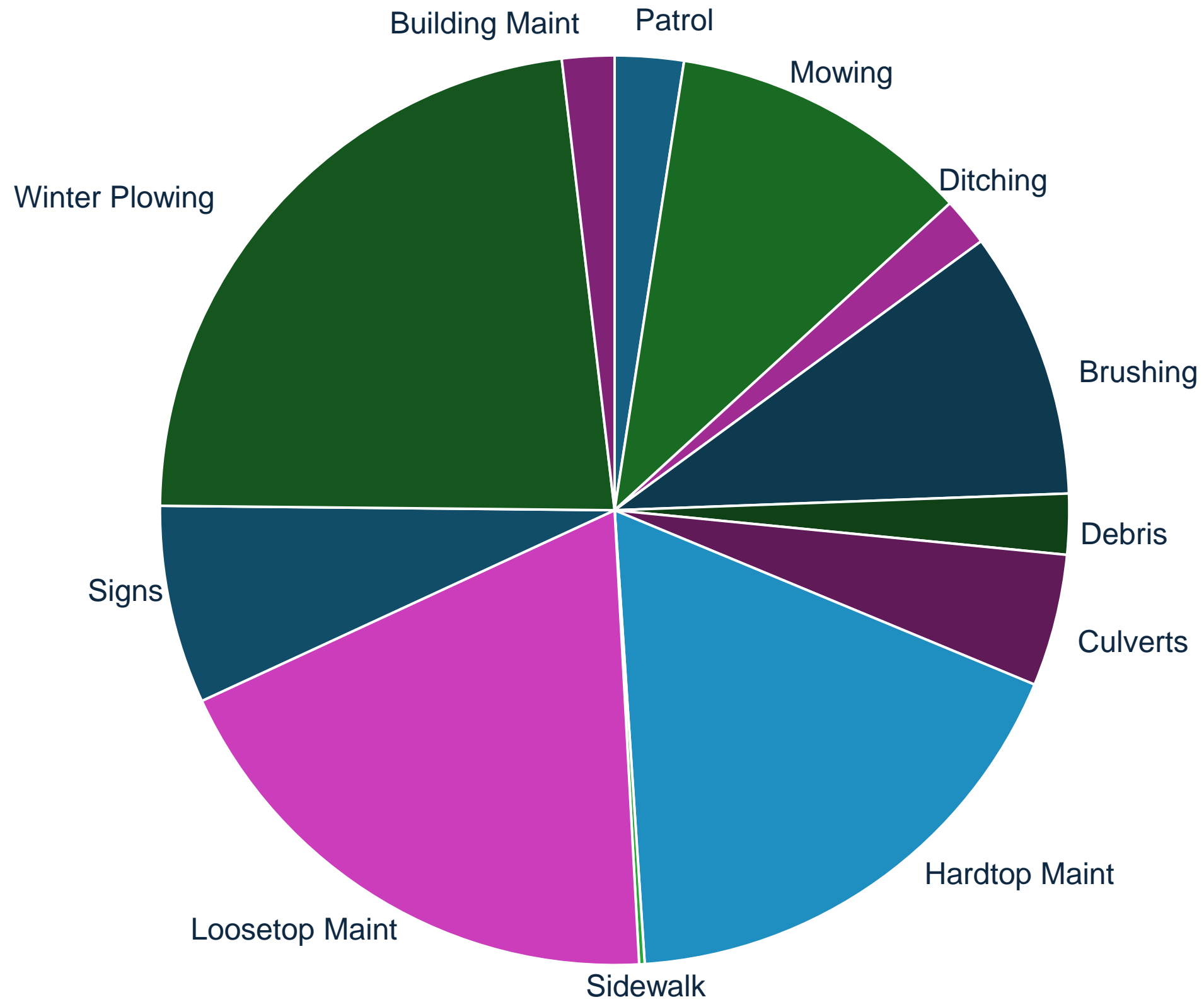
| Project   | Progress  | Notes            |
|---|---|------------------|
| 2023 Carry Fwd<br>Sabourin / Anderson Resurfacing |    | Complete         |
| Second Line Road Resurfacing                      |    | Complete         |
| Glen Road Resurfacing                             |    | Complete         |
| Tyotown Wall Removal                              |    | Underway         |
| North Branch Road Resurfacing                     |    | Complete         |
| 30018, Concrete Repairs                           |   | Complete         |
| 30044, Expansion Joint Replacement                |  | Complete         |
| 30054, Structure Evaluation                       |  | Deferred to 2025 |
| 30003, Closure                                    |  | Complete         |

| Project   | Progress  | Notes                                    |
|---|---|--|
| 2023 Carry Fwd<br>Streetlight Conversion – Ph 2 |    | Complete                                 |
| 2024 Road Needs Study                           |    | In-Progress                              |
| Active Transportation and Trails Plan           |    | In-Progress                              |
| GW Expansion EA                                 |    | Project Steering Cmte Mtg Scheduled 2025 |
| GW Water Tower Design and Construction          |   | Tender Closed December 2024              |
| GW / L / GV<br>Collection System Rehabilitation |  | Complete                                 |
| GV Portable Generator                           |  | Complete                                 |

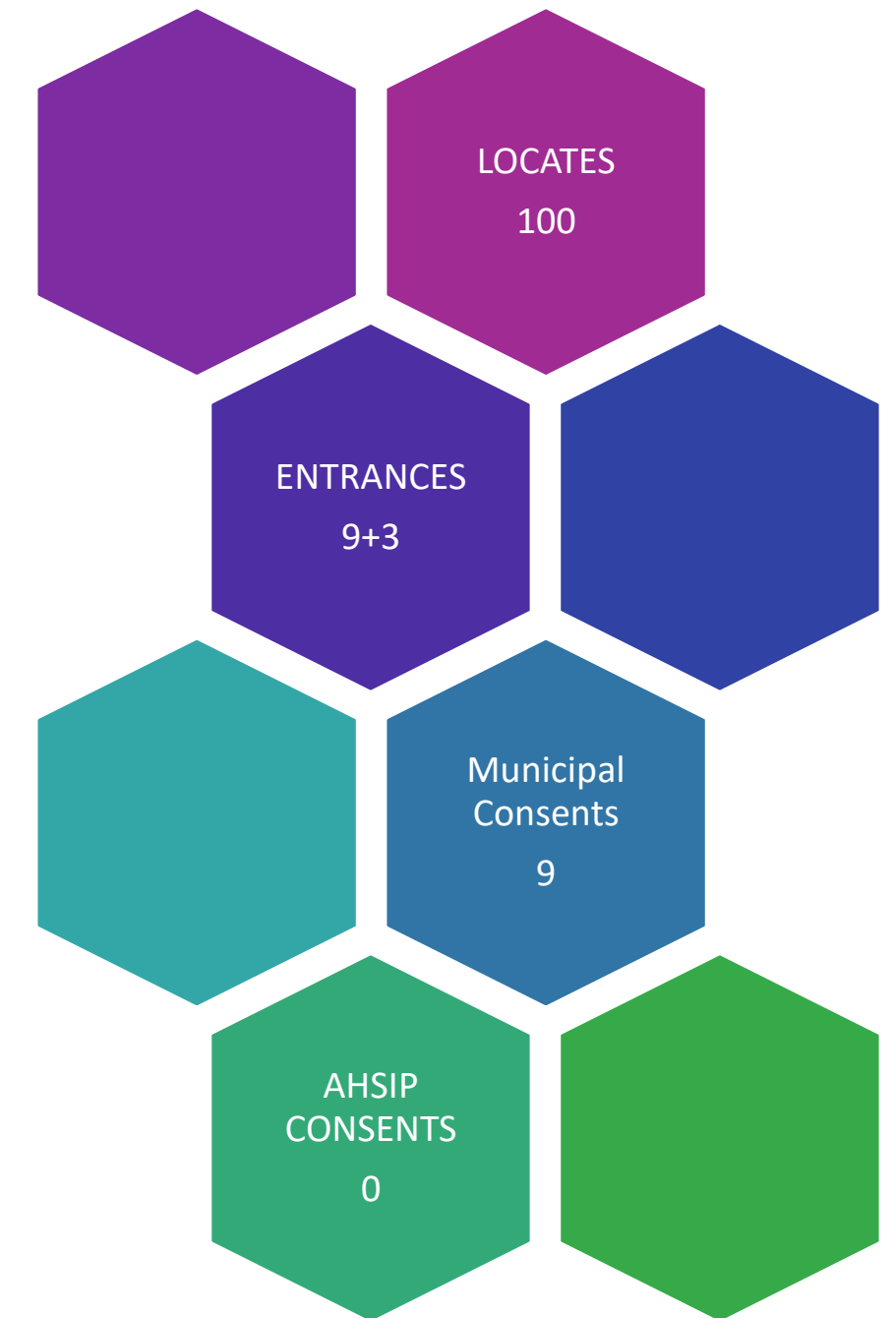
| Project             | Progress  | Notes    |
|---------------------|---|----------|
| Grader              |  | Complete |
| Tandem w/ Equipment |  | Complete |
| One-Tonne Pick-up   |  | Complete |



# Roads 2024 (Q1-Q4) Staffing Allocation



# Permitting Q4





# Winter Response Summary

Operational resources were deployed for:

| Event                                | Oct      | Nov      | Dec       |
|--------------------------------------|----------|----------|-----------|
| Snow                                 | 0        | 0        | 11        |
| Freezing Rain                        | 0        | 1        | 1         |
| <b>Total Events</b>                  | <b>0</b> | <b>1</b> | <b>12</b> |
| <i>Requiring Multi-Day Clean-ups</i> | 0        | 0        | 1         |

# Stolen Signs Recovered from Woods

The Township struggles with street sign theft throughout the year, which impacts the operations budget (reordering, replacing, and repairing). Staff recovered a stash of stolen street signs in the woods. These signs were stolen from across South Glengarry and neighbouring municipalities.



## Lancaster

- **Service break** on Molan Street – Repaired November 2024

## Redwood

- MECP Non-Compliance Submittal

## Green Valley

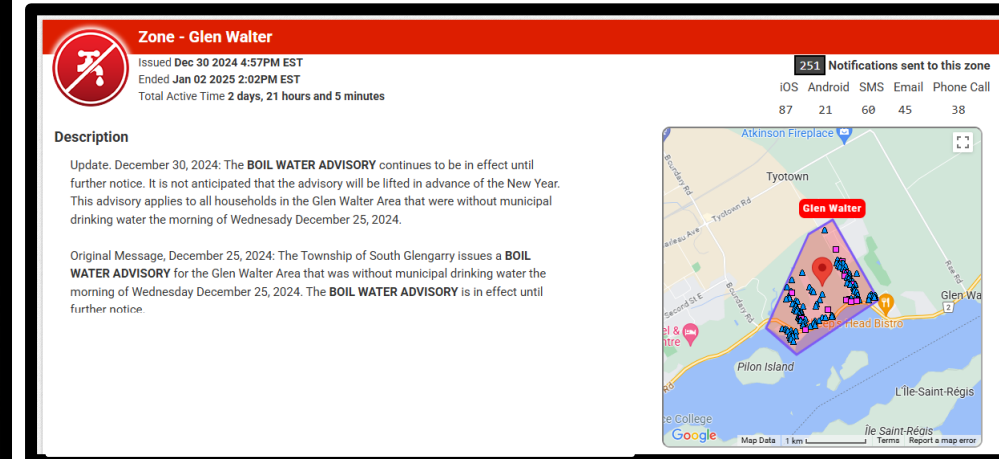
- Lagoon spill identified, reported, and repaired (potential for 172 days of spillage due to an improperly shut / seated valve)

## Glen Walter

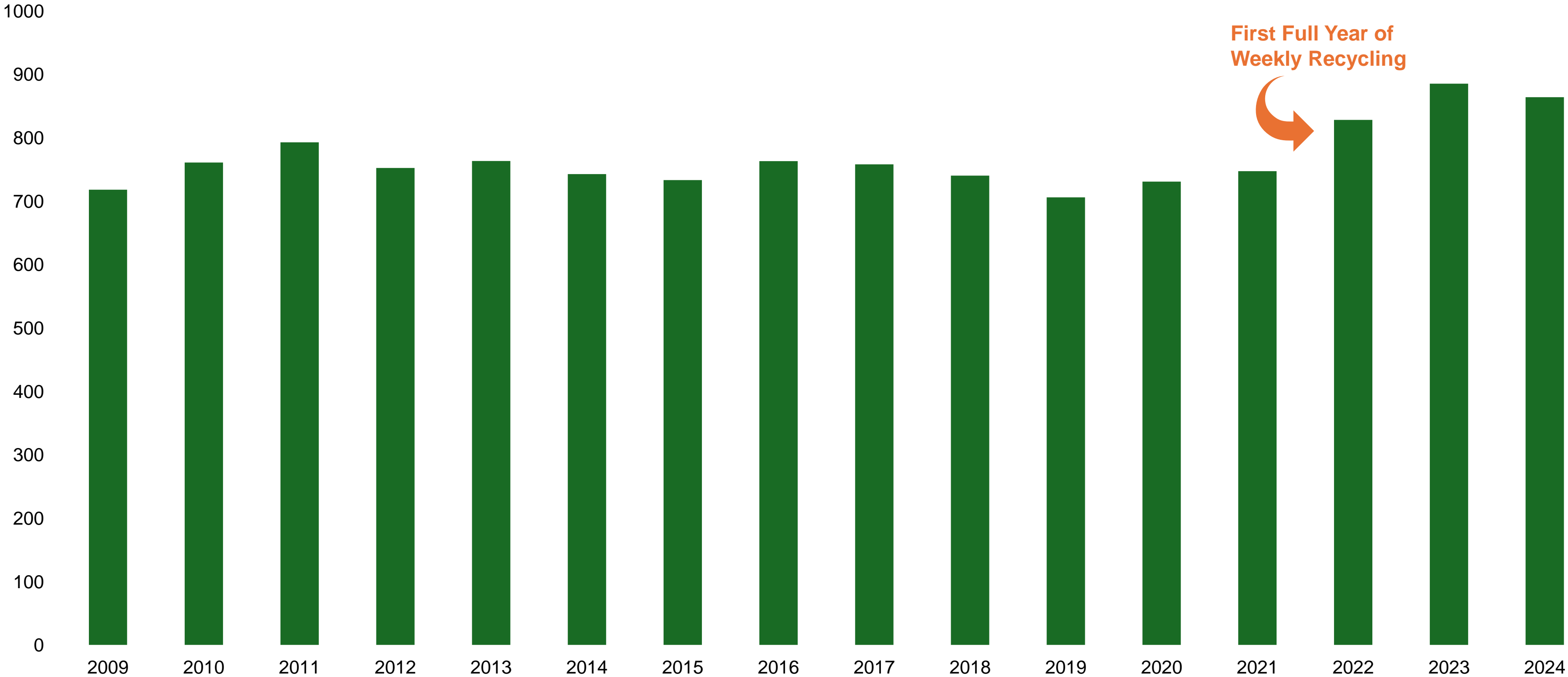
- **Distribution break** on Kilkenny – Repaired October 2024
- Bray Street Pump Station generator faulting – temporary generator installed

## Glen Walter Holiday Break and Boil Water



- **Distribution break** on Glen Walter Park Road – Repaired December 2024
- Boil Water Advisory in effect December 25, 2024 through January 2, 2025



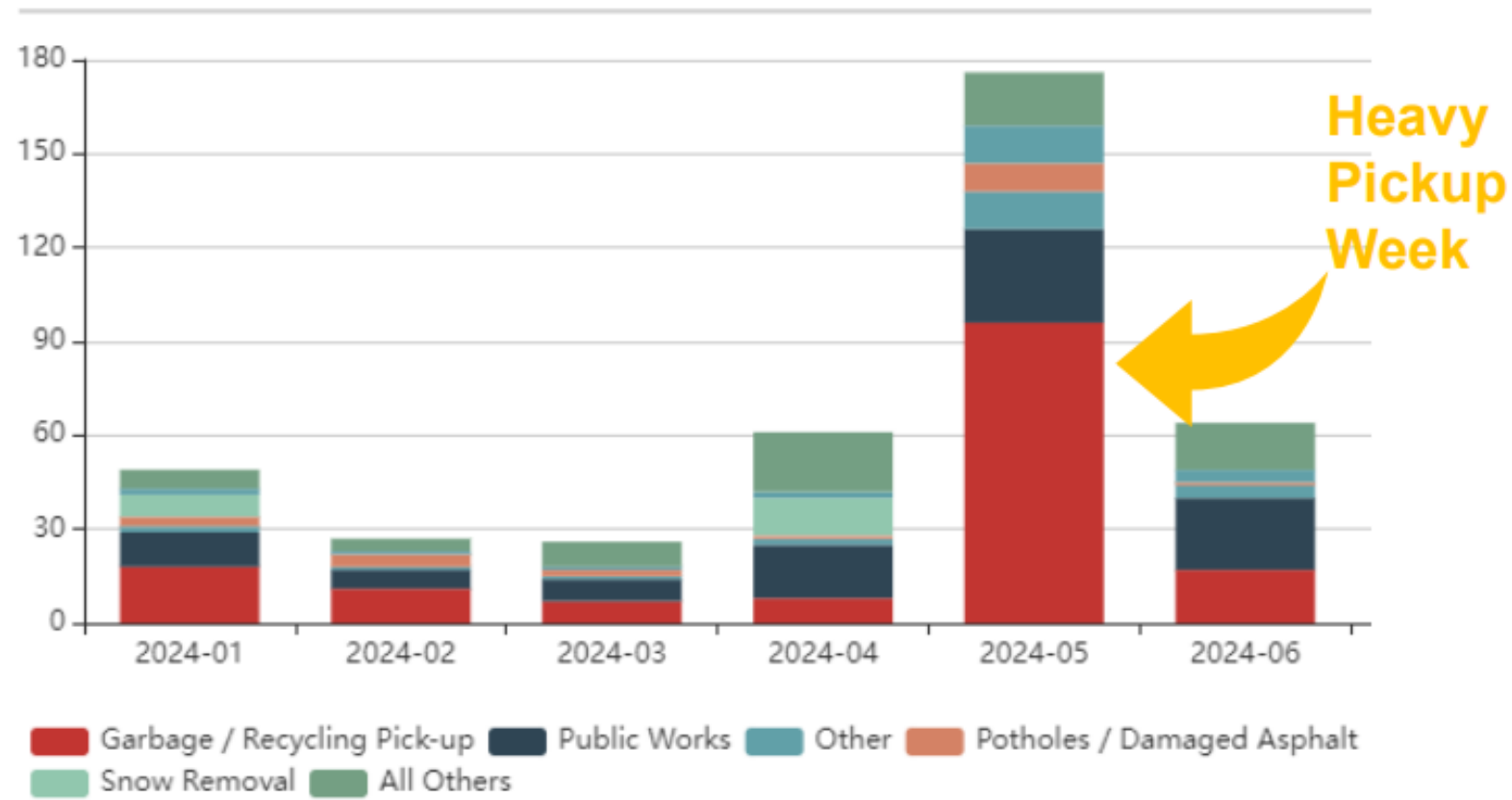
# Annual Recycling Tonnages



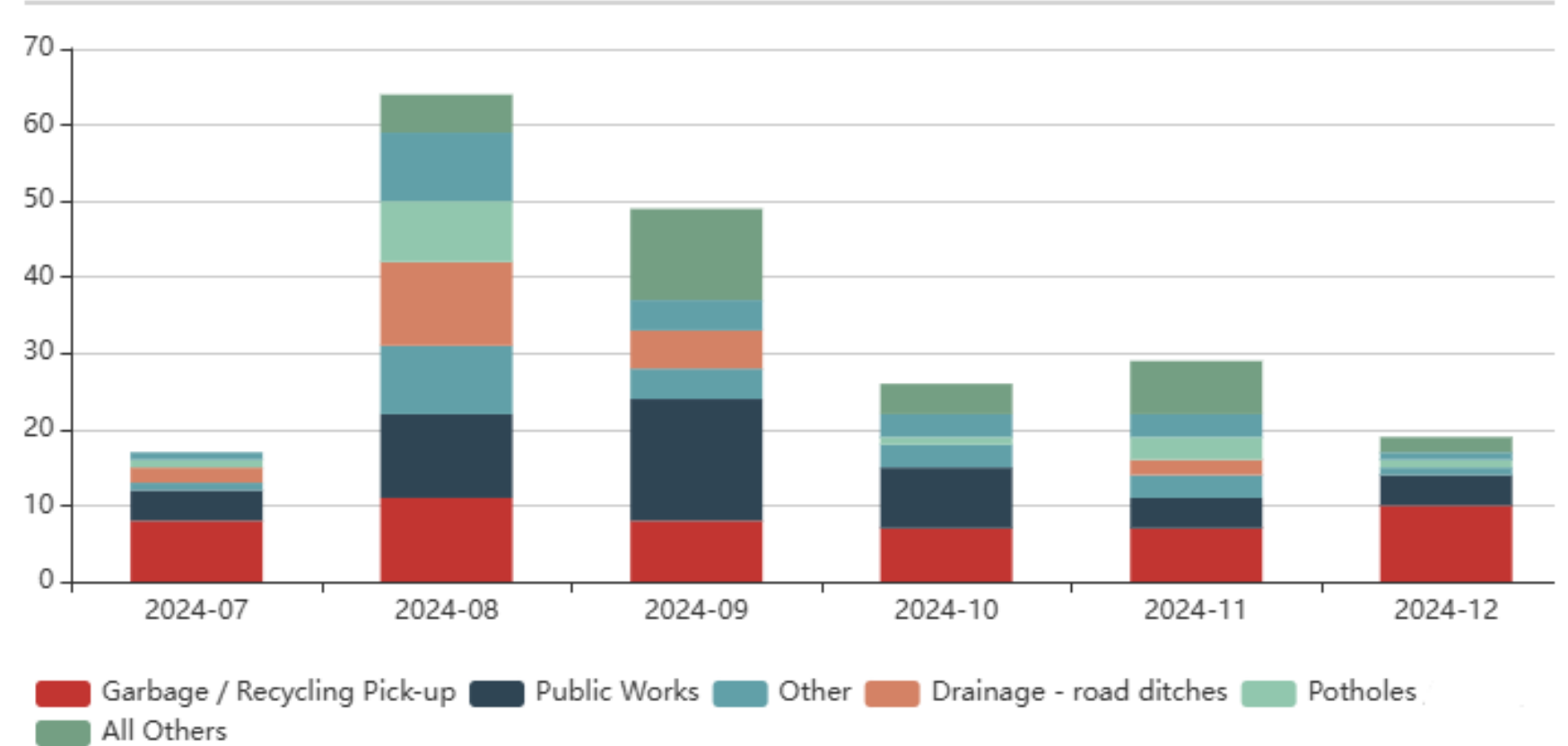
# Customer Service (E11): January – December 2024


Over 620 concerns / requests received and logged during 2024!


Case Volume by Category (Open/Closed)



Case Volume by Category (Open/Closed)



# Q4 Special Projects and Events

## Glen Walter Boil Water

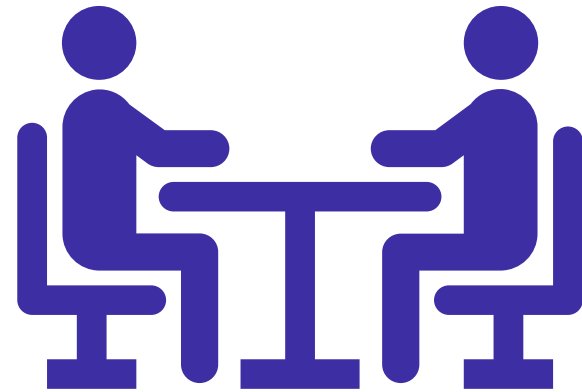


**December 25, 2024**

Verbal summary report provided to Council on Monday January 13, 2025.

Written summary report with cost accounting to follow at a future Council meeting.

## DW QMS Audits



Annual third-party verification process to objectively evaluate municipal documents and processes to determine if the **Drinking Water Quality Management System** meets the requirements of the Provincial DWQMS Standard.

Reviews Required: Operators, Top Management, Internal, and External

## Blue Box Transition



**December 31, 2024**

South Glengarry is **no longer responsible for the curbside blue box program** with the Provincially mandated transition to extended producer responsibility. There is still work and coordination to be undertaken through the transition year.

## 2025 Budget



Preparation of 2025 Operating and Capital Budgets for Roads, Water, Waste Management, and Infrastructure Administration.

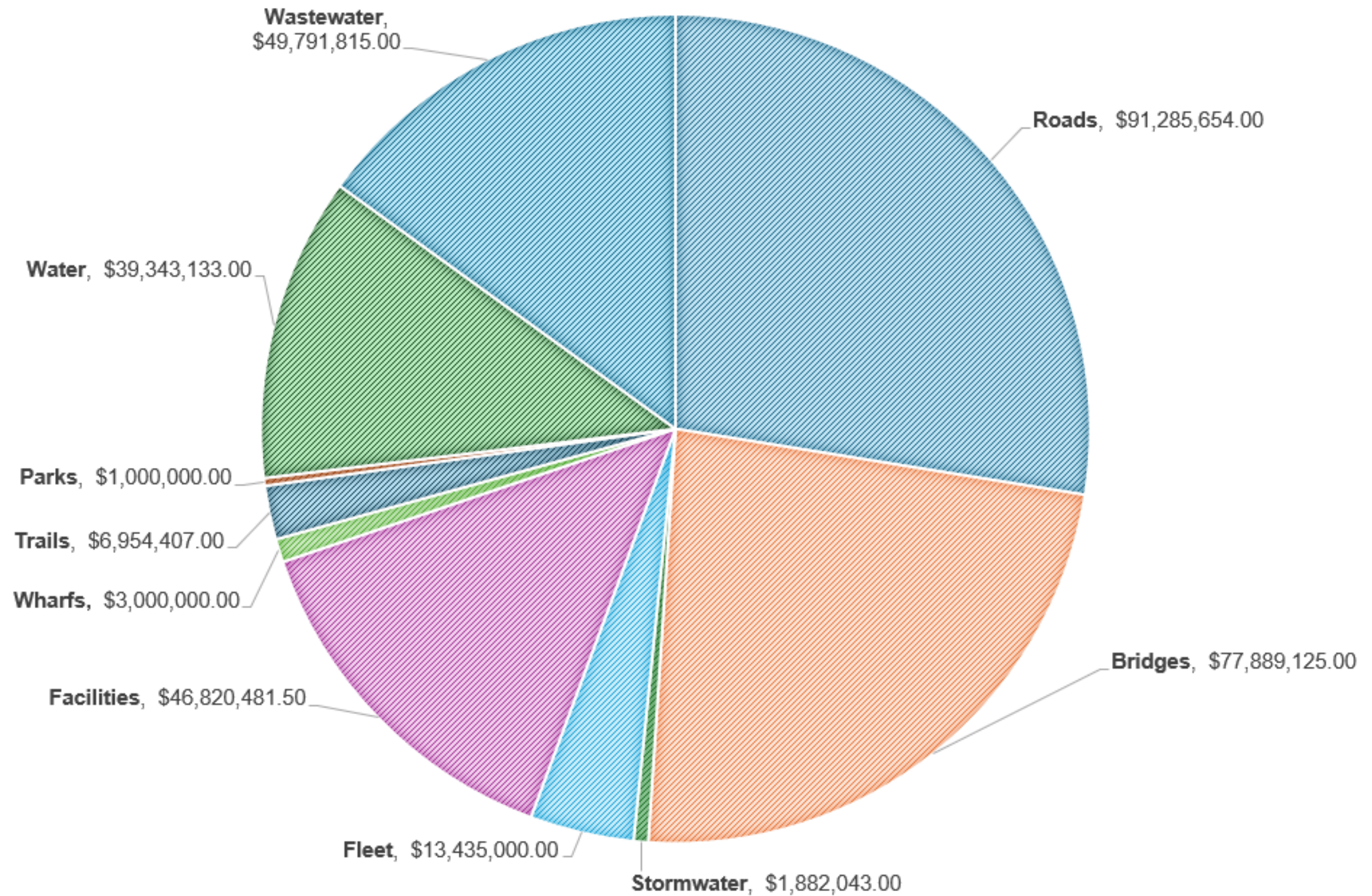
# Asset Management

## Council Actions

- No actions required during Q4

## Administrative Actions

- Inventory
  - Road Needs Study – in-progress
  - Peanut Line Inventory – in-progress
- Desired Level of Services (next steps)
  - Prepare and present ‘schedule’ for Council’s consideration




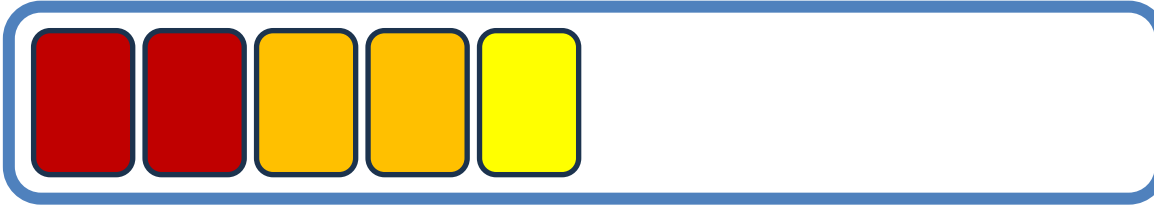

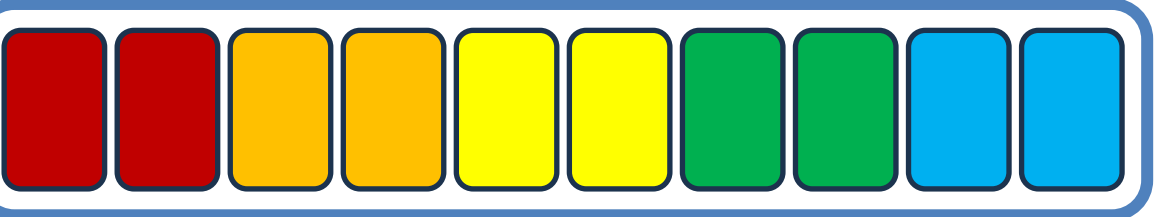
# Council Requests





| ID      | Reference                   | Item  | Status            |
|---------|-----------------------------|---|-------------------|
| 2021-01 | Council Mtg<br>Oct 4, 2021  | Traffic Calming Policy  | On Hold           |
| 2022-02 | Council Mtg<br>Jun 6, 2022  | Berish Purcell Agreement Drain  | On Hold           |
| 2022-02 | Council Mtg<br>Dec 5, 2022  | Wharf Assets<br>10-year maintenance and rehabilitation plan (SR 193-2022)           | Underway<br>(AMP) |
| 2023-01 | Council Mtg<br>June 5, 2023 | Public Equipment on Private Road  | On Hold           |
| 2024-01 | Council Mtg<br>Feb 5, 2024  | Undertake Asset Rationalization for Municipal Roads and Bridge Assets (SR 2024-13)  | Ongoing           |
| 2024-02 | Council Mtg<br>Feb 20, 2024 | Vessel Restriction Regulation<br>Notify Transport Canada (SR 2024-24)               | Complete          |
| 2024-03 | Council Mtg<br>Sept 3, 2024 | 2025 Solid Waste Management LOS<br>HHW Event Review & Large Item Pickup Week Review | Complete          |
| 2024-04 | Budget Mtg<br>Dec 6, 2024   | Fleet Inventory and Usage Report  | Underway<br>(AMP) |





# Parks, Recreation and Culture






Sherry-Lynn Harbers  
General Manager of Parks,  
Recreation, and Culture



| Project                           | Progress   | Notes   |
|-----------------------------------|--|---|
| CLRC Drainage Project             |    | <ul style="list-style-type: none"> <li>Easement Agreement in progress</li> </ul>  |
| Cairn Interpretation Site Project |    | <ul style="list-style-type: none"> <li>RFP awarded to Avaanz Ltd. at December 2, 2024 Council Meeting</li> <li>Consultation sessions to begin in February 2025</li> <li>Project is in coordination with Mohawk Council of Akwesasne and Parks Canada</li> </ul> |
| CLRC Elevator Capital Work        |  | <ul style="list-style-type: none"> <li>Work to be completed in Q2/Q3</li> </ul>   |
| Jack Danaher Park Well            |  | <ul style="list-style-type: none"> <li>Completed in December 2024, landscaping work to be completed in Q2</li> </ul>  |

| Project                                       | Progress   | Notes   |
|---|--|---|
| Sponsorship Agreements 2025 / 2026 ice season |    | <ul style="list-style-type: none"> <li>Administration obtaining information from user groups</li> <li>To be brought to Council in Q1 for finalizing</li> </ul>  |
| Soccer and bleacher equipment replacement     |    | <ul style="list-style-type: none"> <li>UCDSB to issue procurement in February for soccer goals</li> </ul>   |
| Summerstown Estates Parkland                  |  | <ul style="list-style-type: none"> <li>Landscaping to level property was completed in Q4, more to be completed in 2025</li> <li>Administration to work with community in 2025 regarding fundraising for park development</li> </ul> |
| Smithfield Park Playground                    |  | <ul style="list-style-type: none"> <li>RFP issued January 7, 2025</li> <li>Project to be completed in Q4</li> </ul>   |

| Project                   | Progress   | Notes   |
|---------------------------|--|---|
| Paul Rozon Swing Sets     |    | <ul style="list-style-type: none"> <li>To be completed in 2025</li> </ul>   |
| CLRC Beam Painting        |    | <ul style="list-style-type: none"> <li>Pending funding announcement and timeline of project to be reviewed</li> </ul> |
| Glen Walter Park Pathway  |   | <ul style="list-style-type: none"> <li>Procurement to be issued in Q1</li> </ul>                                      |
| Park Signage Replacements |  | <ul style="list-style-type: none"> <li>To be purchased in 2025</li> <li>To be installed in 2025/2026</li> </ul>       |

| Project                                    | Progress  | Notes  |
|--|---|--|
| Lease Agreement<br>15 Pine                 |    | <ul style="list-style-type: none"> <li>To be completed in Q1</li> </ul>              |
| Ice Allocation Policy                      |    | <ul style="list-style-type: none"> <li>To be reviewed in Q2</li> </ul>               |
| Glendaler Winter Sports<br>Club Agreement  |   | <ul style="list-style-type: none"> <li>To be reviewed, expires March 2025</li> </ul> |
| Martintown Goodtimers<br>Agreement         |  | <ul style="list-style-type: none"> <li>To be created in 2025</li> </ul>              |
| Canteen Contractor for<br>2025/2026 season |  | <ul style="list-style-type: none"> <li>Procurement to be issued in Q2</li> </ul>     |

# Administration Highlights

## Administration:

- Updated recreation fees as part of the established comprehensive fees by-law
- 2025 budget planning and research
- Application submitted for Community Sport Recreation Infrastructure Fund (CSRIF)
- Grants and Donations – coordinating with user groups
- Cairn Island Interpretation Site Working Group
- Maintenance tracking/asset management platform implementation
- Save on Energy funding reporting
- Glengarry Snowmobile Club Agreement completed
- Celtic Music Hall of Fame – review of space
- Planning for recycling transition for facilities

# Recruitment

- Facility Operator Students

# Training

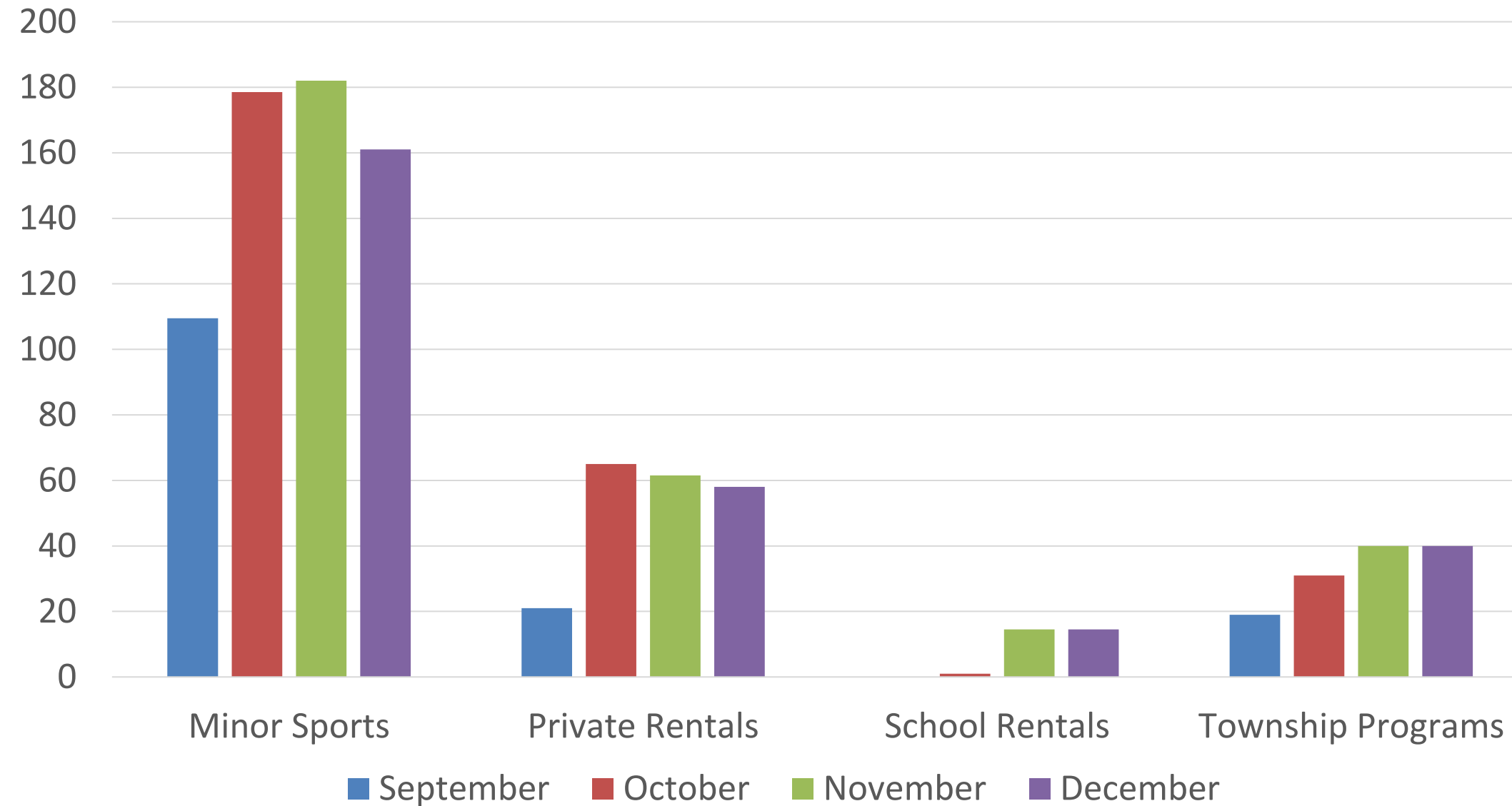
## Training:

- Management – TypeCoach Training
- Annual Emergency Preparedness Training and Exercise

# Operations

- Winterize all outdoor park facilities, equipment and dock removals
- Outdoor Rinks – maintenance and preparation for upcoming season
- Tree management – Glen Walter & Lancaster Dentist
- Memorial Tree planted at Kenneth Barton Sr. Memorial Park - through Martintown Horticultural Society
- Repair of netting/glass at CLRC
- Glen Walter Park men's washroom partition replacement
- Masonry repairs at Nor'Westers Museum
- Cenotaph maintenance in preparation for Remembrance Day services
- Celtic Music Hall of Fame – floor refinishing
- Coordination of Halloween, PD Day, and Holiday Skates
- Volunteer Wine and Cheese Appreciation Event
- Managing ongoing vandalism issues at Paul Rozon and Char-Lan Recreation Centre
- Installation of winter hamlet lights (snowflakes)
- Paul Rozon – heat and lighting installed in outdoor rink shack
- Flower boxes removed from Martintown bridge

## Ice Rentals - Char-Lan Recreation Centre – In Hours



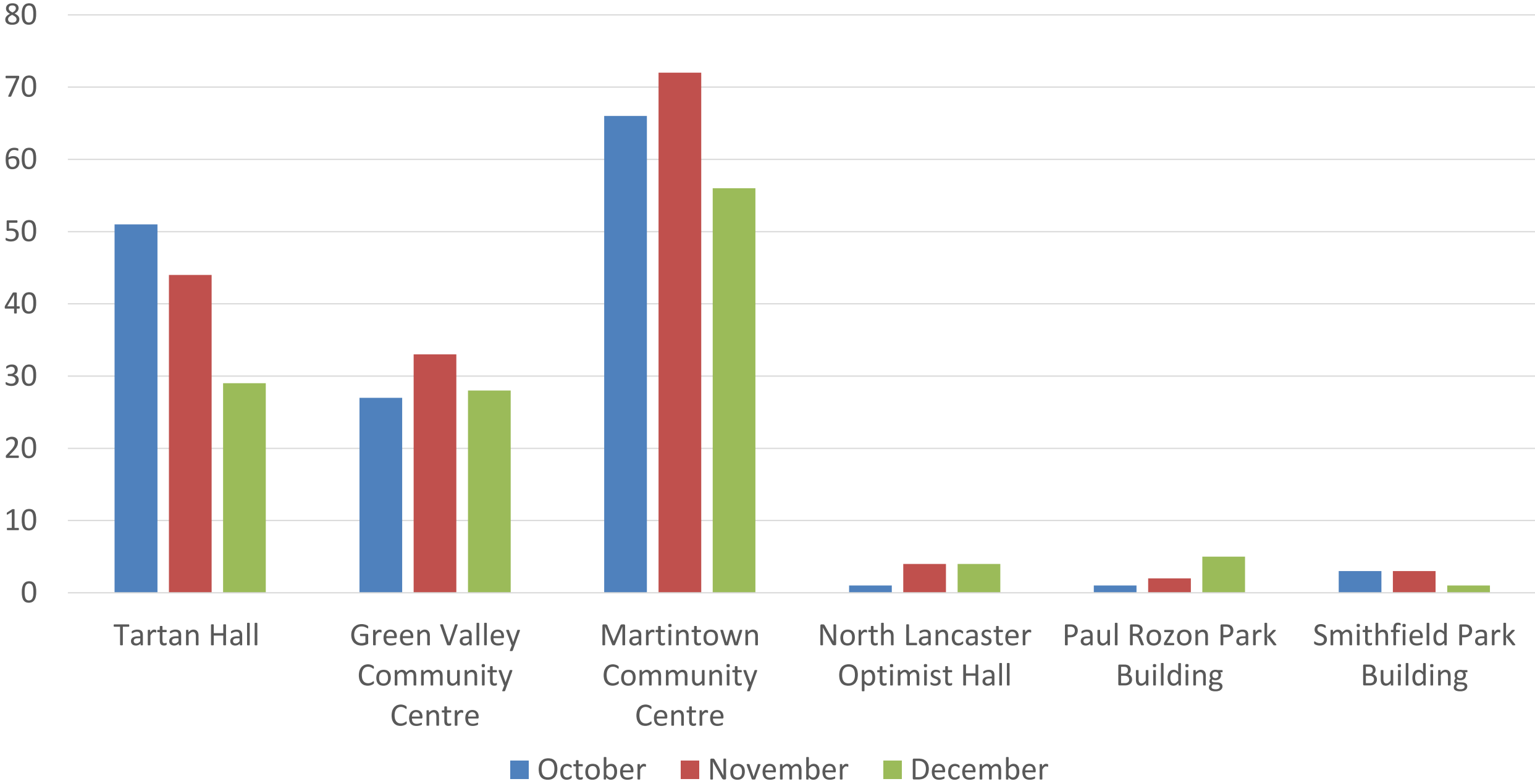
### Minor Sports include

- CLMHA
- CLSC
- Optimist Hockey Camp

### Private Rentals include

- Adult and family private rentals
- Junior B

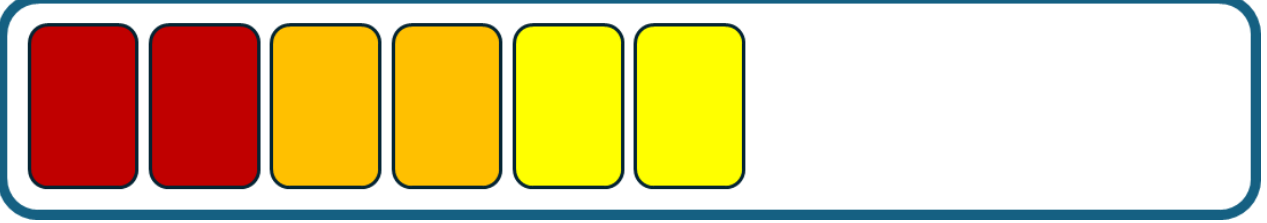

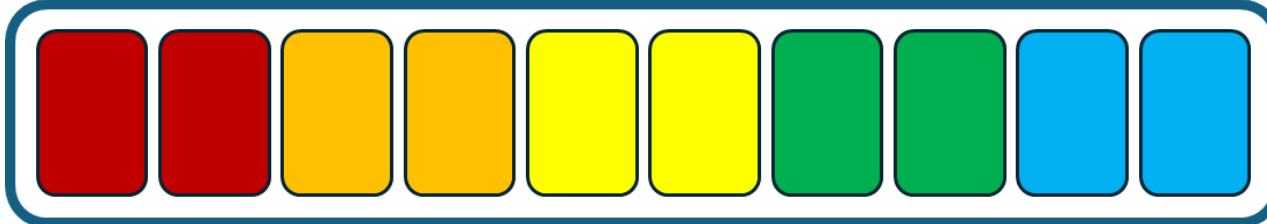
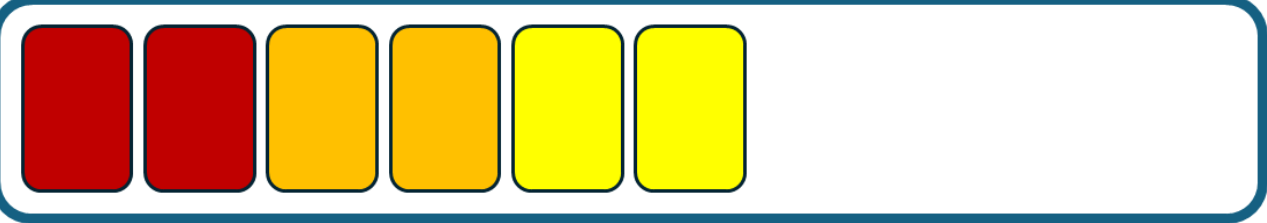
### Community Centre Rentals



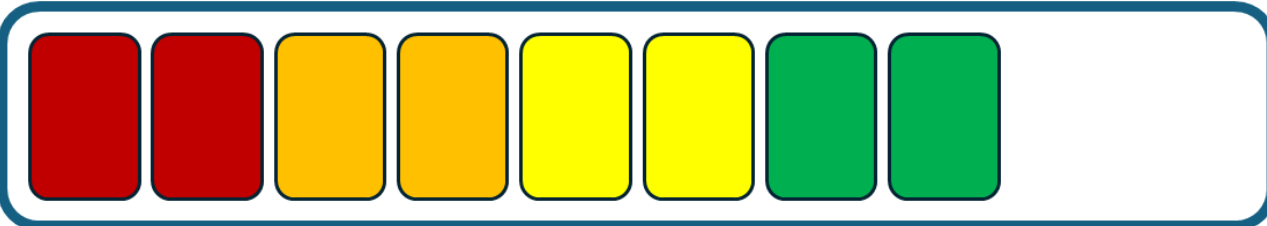


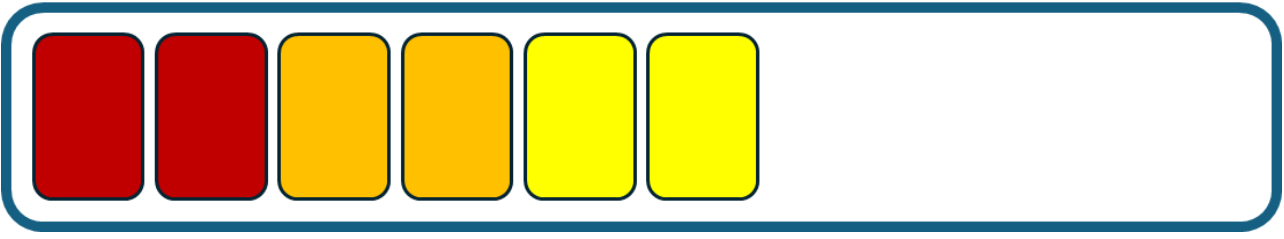
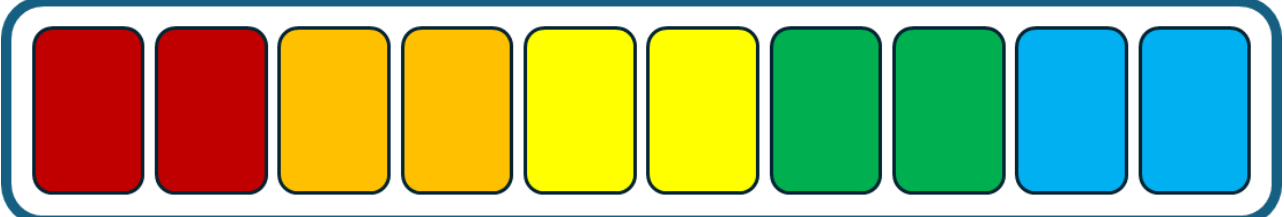
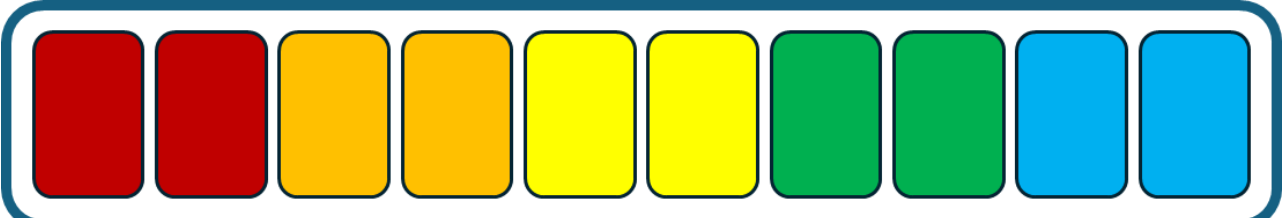


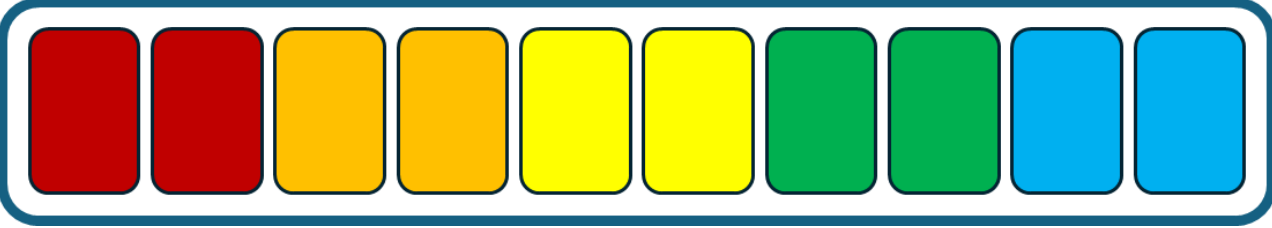

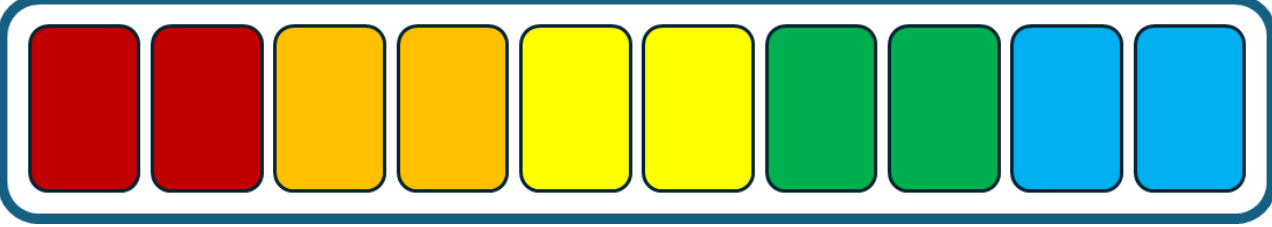
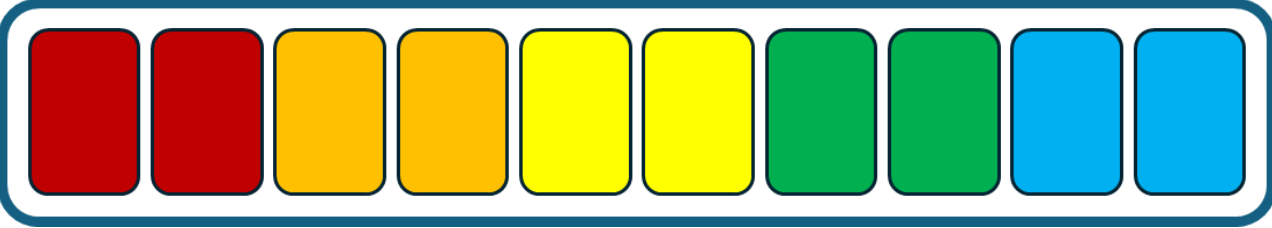
# Planning, Building & Enforcement

Joanne Haley  
GM Planning, Building and Enforcement

| Project                         | Progress   | Notes  |
|---------------------------------|--|--|
| New Comprehensive Zoning By-law |    | Commenced- to be completed in 2024/2025                                  |
| Heritage Master Plan            |    | Not Commenced- to be completed internally 2024/2025                      |
| Township Industrial Park        |   | Completed  |
| Subdivision Manual              |  | Commenced, working with Infrastructure Services- to be completed in 2025 |

| Project                            | Progress   | Notes   |
|------------------------------------|--|---|
| Update Site Plan Control By-law    |    | Commenced- to be updated following the completion of the Subdivision Manual     |
| Update Grading and Drainage By-law |    | Not commenced- to be updated following the completion of the Subdivision Manual |
| GIS- Various mapping projects      | Ongoing Project  | Various mapping projects completed in 2024                                      |
| Update Planning SOP's              |  | Commenced- to be completed in 1st quarter 2025                                  |

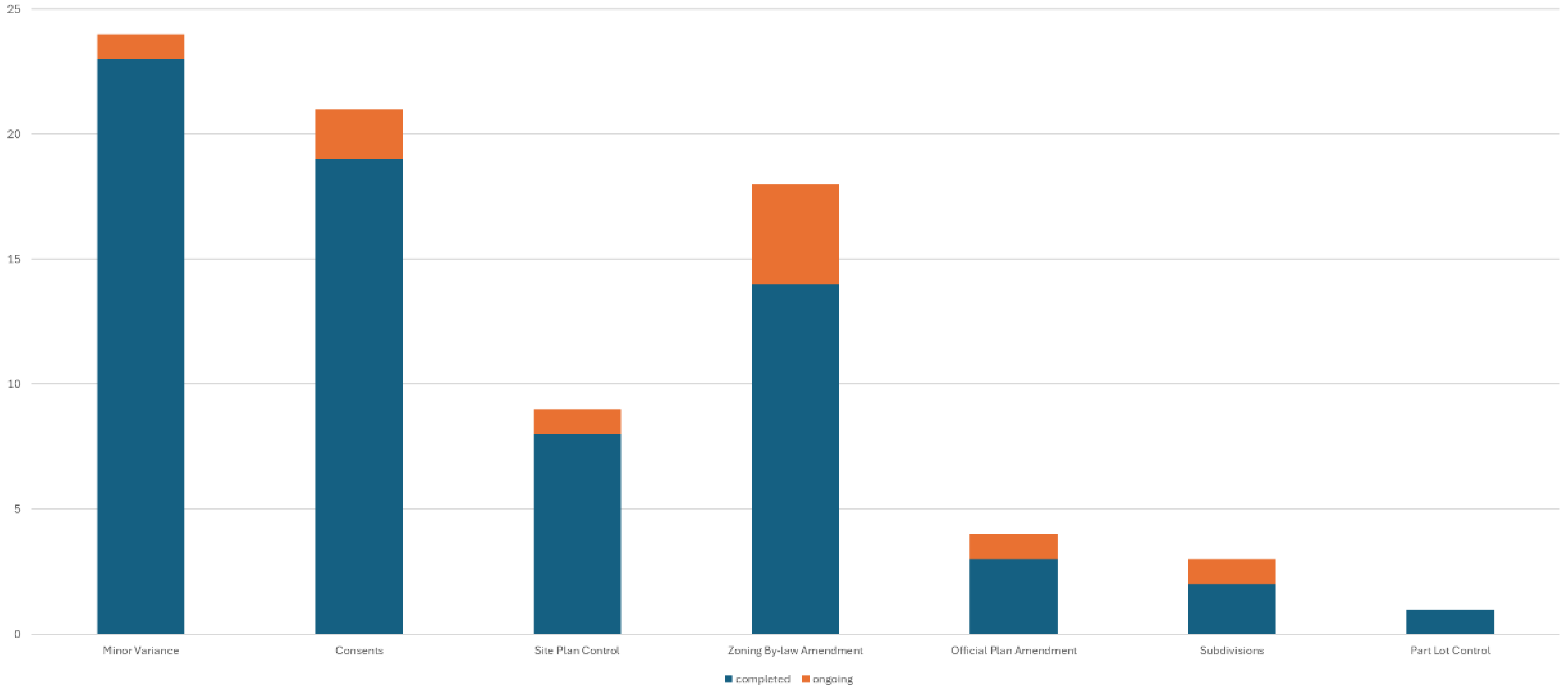
| Project   | Progress  | Notes                              |
|---|---|------------------------------------|
| Township Owned Land- Disposition of Land in Lancaster Heights |   | Commenced- to be completed in 2025 |
| Update Severance Policies                                     |   | Completed                          |
| New Property Standards By-Law                                 |  | Completed                          |

| Project                                 | Progress   | Notes  |
|---|--|--|
| Red Grant                               |    | Completed  |
| Economic Development Strategic Plan     |    | Not commenced- to be completed in house following the completion of the Corporate Strategic Plan |
| 2024 Business and Community Awards Gala |   | Completed  |
| Lancaster Historical Mural Project      |  | Murals completed, final report submitted   |

## Processed Planning Applications:

| Application Type         | Number | Status                               |
|--------------------------|--------|--------------------------------------|
| Minor Variances          | 24     | 1 Ongoing, 23 Completed (Approved)   |
| Consents                 | 21     | 1 Ongoing, 20 Provisionally Approved |
| Site Plan Control        | 9      | 1 Ongoing, 8 Completed               |
| Zoning By-law Amendments | 18     | 4 Ongoing, 14 Completed (Approved)   |
| Official Plan Amendments | 4      | 1 Ongoing, 3 Completed               |
| Subdivisions             | 3      | 1 Ongoing, 2 Completed               |
| Part Lot Control         | 1      | 1 Completed (Approved)               |

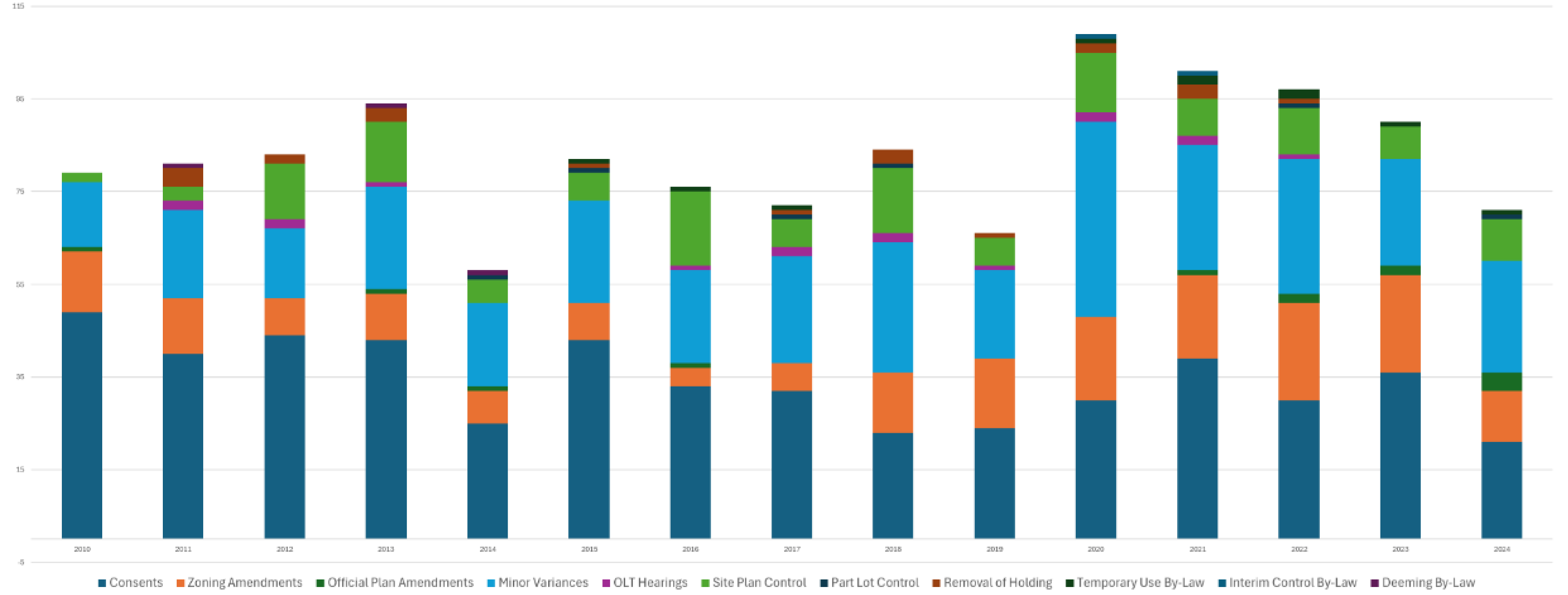
# Planning Activity 2024



| Planning Processes       | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
|--------------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Consents                 | 49   | 40   | 44   | 43   | 25   | 43   | 33   | 32   | 23   | 24   | 30   | 39   | 30   | 36   | 21   |
| Zoning Amendments        | 13   | 12   | 8    | 10   | 7    | 8    | 4    | 6    | 13   | 15   | 18   | 18   | 21   | 21   | 17   |
| Official Plan Amendments | 1    | 0    | 0    | 1    | 1    | 0    | 1    | 0    | 0    | 0    | 0    | 1    | 2    | 2    | 4    |
| Minor Variances          | 14   | 19   | 15   | 22   | 18   | 22   | 20   | 23   | 28   | 19   | 42   | 27   | 29   | 23   | 24   |
| OLT Hearings             | 0    | 2    | 2    | 1    | 0    | 0    | 1    | 2    | 2    | 1    | 2    | 2    | 1    | 0    | 0    |
| Site Plan Control        | 2    | 3    | 12   | 13   | 5    | 6    | 16   | 6    | 14   | 6    | 13   | 8    | 10   | 7    | 9    |
| Part Lot Control         | 0    | 0    | 0    | 0    | 1    | 1    | 0    | 1    | 1    | 0    | 0    | 0    | 1    | 0    | 1    |
| Removal of Holding       | 0    | 4    | 2    | 3    | 0    | 1    | 0    | 1    | 3    | 1    | 2    | 3    | 1    | 0    | 0    |
| Temporary Use By-Law     | 0    | 0    | 0    | 0    | 0    | 1    | 1    | 1    | 0    | 0    | 1    | 2    | 2    | 1    | 1    |
| Interim Control By-Law   | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 1    | 1    | 0    | 0    | 0    |
| Deeming By-Law           | 0    | 1    | 0    | 1    | 1    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    | 0    |
| Totals                   | 79   | 81   | 83   | 94   | 58   | 82   | 76   | 72   | 84   | 66   | 109  | 101  | 97   | 90   | 77   |

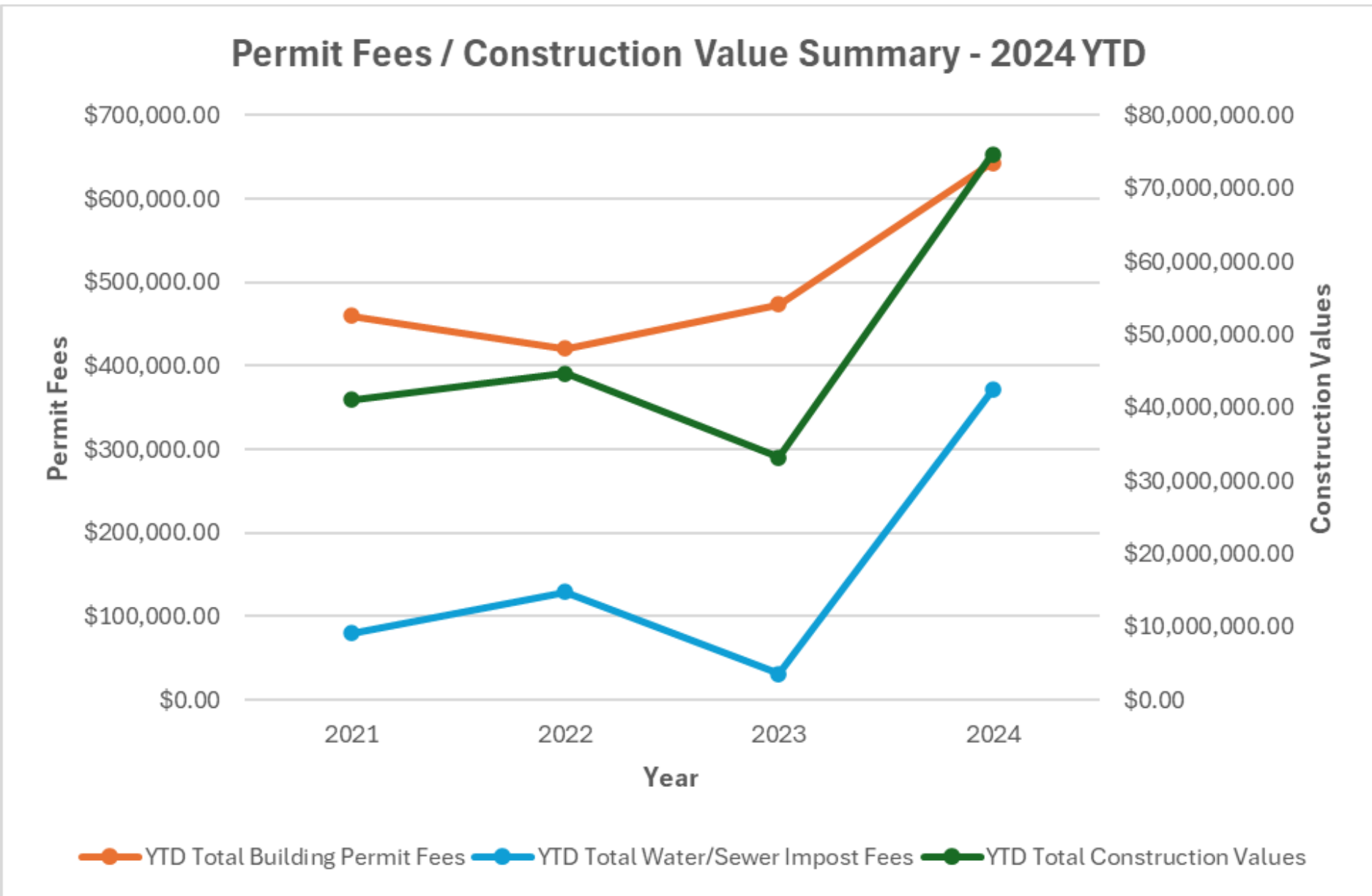


# Planning Activity 2010-2024



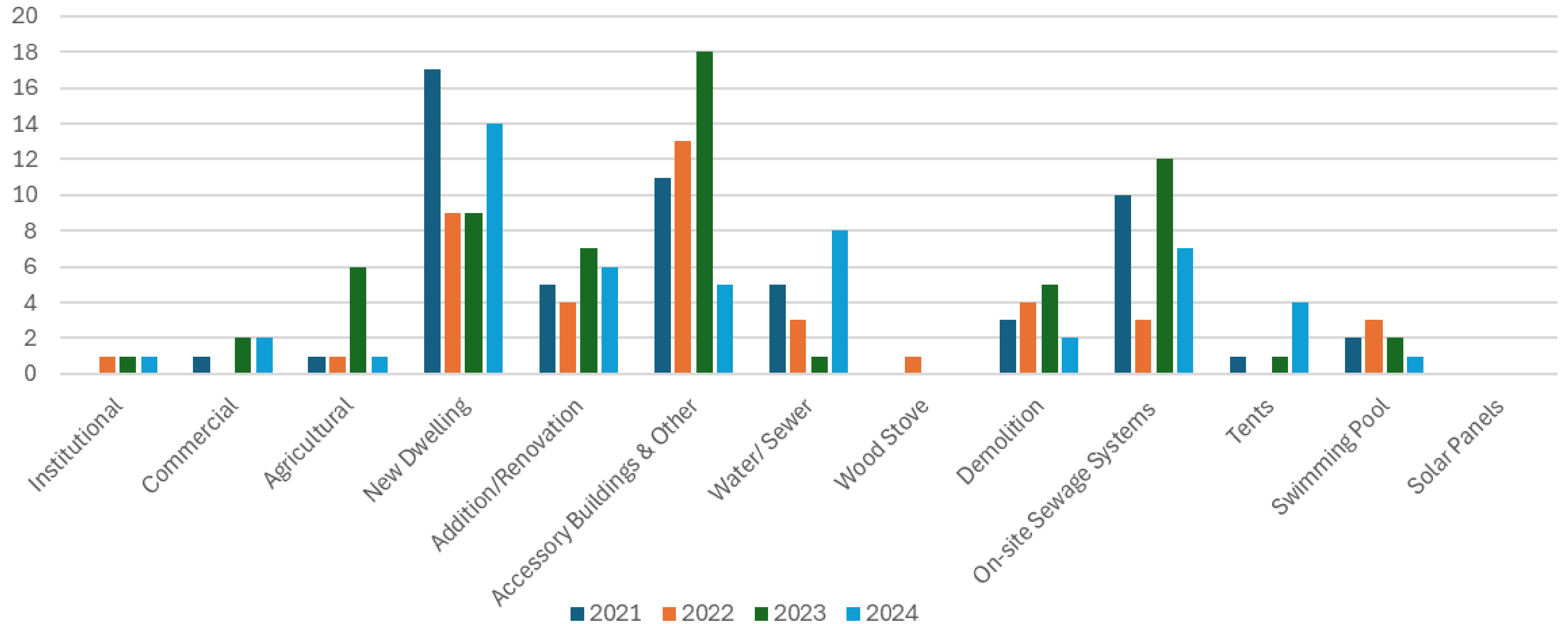
| Construction Class                                | Issued Permits  |                 |                 |                 |
|---|-----------------|-----------------|-----------------|-----------------|
|   | 2021            | 2022            | 2023            | 2024            |
| Institutional                                     | 0               | 4               | 1               | 4               |
| Commercial  | 5               | 9               | 7               | 9               |
| Agricultural                                      | 11              | 11              | 15              | 16              |
| Residential                                       |                 |                 |                 |                 |
| New Dwelling                                      | 59              | 47              | 32              | 49              |
| Addition/Renovation                               | 41              | 27              | 36              | 33              |
| Accessory Buildings & Other                       | 50              | 61              | 63              | 43              |
| Water/ Sewer (Infrastructure Services Department) | 13              | 15              | 6               | 18              |
| Wood Stove  | 0               | 2               | 0               | 0               |
| Demolition  | 12              | 13              | 18              | 20              |
| On-site Sewage Systems                            | 76              | 48              | 38              | 63              |
| Tents   | 10              | 10              | 14              | 7               |
| Swimming Pool                                     | 25              | 32              | 28              | 21              |
| Solar Panels                                      |                 |                 |                 | 4               |
| <b>TOTAL</b>                                      | 303             | 279             | 259             | 287             |
| <b>Total Construction Value</b>                   | \$41,106,783.37 | \$44,702,239.96 | \$33,174,795.88 | \$74,638,991.71 |
| <b>Total Water &amp; Sewer Fees</b>               | \$79,758        | \$129,679       | \$31,019        | \$371,667.00    |
| <b>Total Building Permit Fees</b>                 | \$459,608.64    | \$420,401.57    | \$473,532.02    | \$643,426.20    |

\*Total permit fees include the refundable administrative performance deposit



\*Large increase in Construction value/ Permit fees due to large institutional/industrial projects.

## Q4 Building Permits: For Period October 1st - December 30th



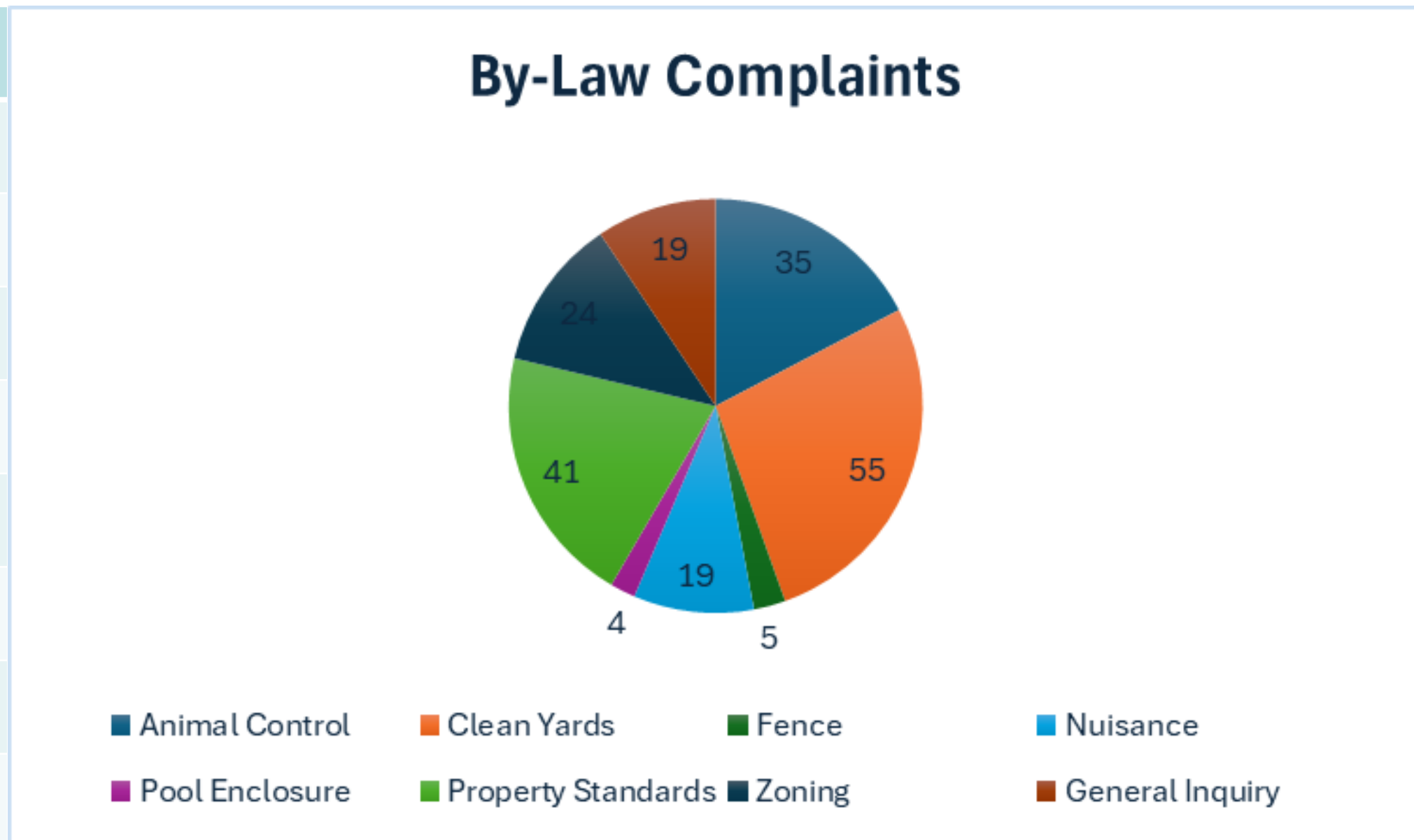
## RSM Building Consultants Training:

- Small Buildings- 2024 OBC Code changes
- Firestopping in Part 9 Buildings
- Septic Filter Bed size requirements

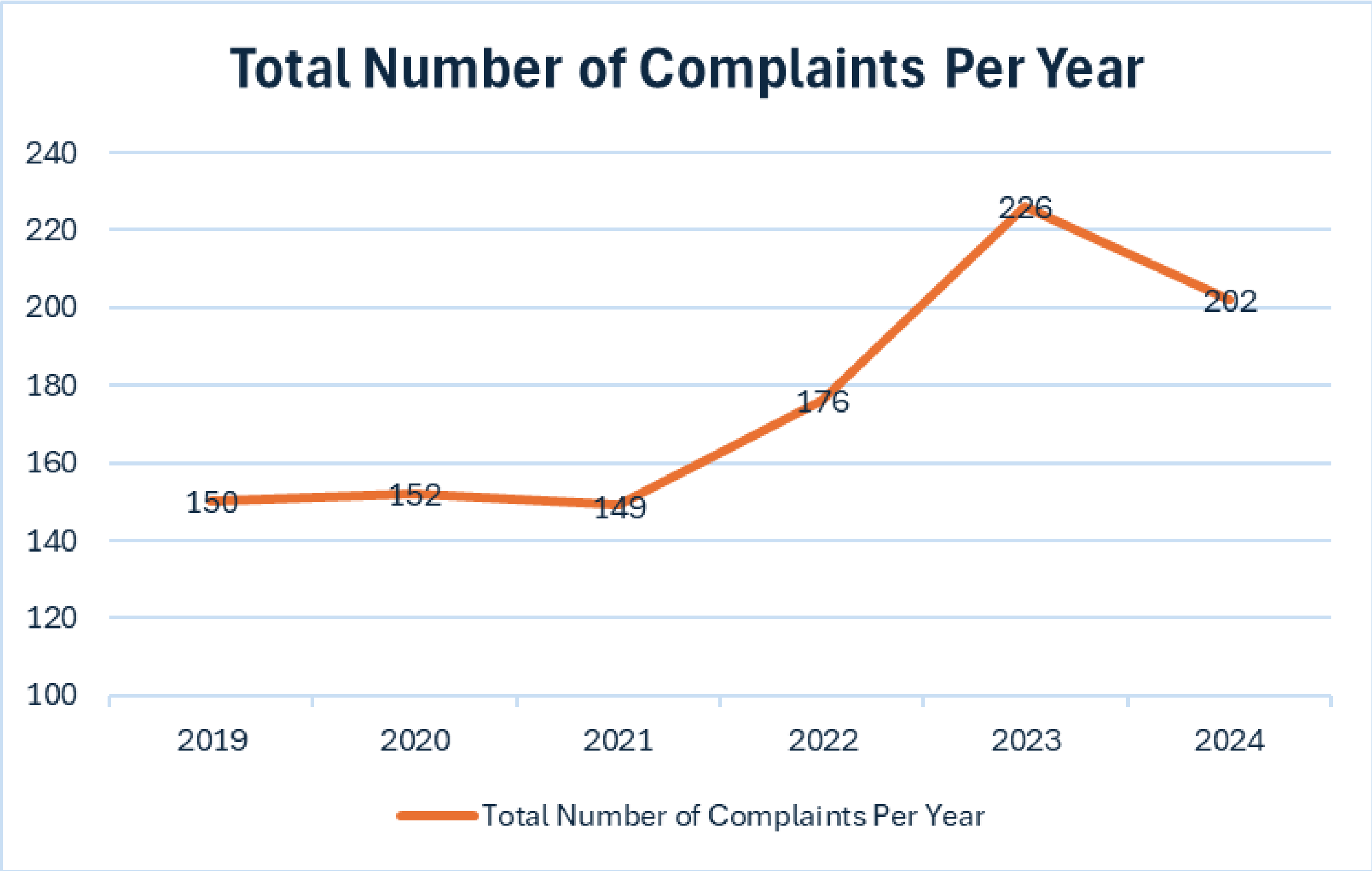
## OACA/AMCTO Training

- Primer on Planning completed

| Type of Complaint  | #  |
|--------------------|----|
| Animal Control     | 35 |
| Clean Yards        | 55 |
| Fence              | 5  |
| Nuisance           | 19 |
| Pool Enclosure     | 4  |
| Property Standards | 41 |
| Zoning             | 24 |
| General Inquiry    | 19 |



| Total Number of complaints per year |     |
|-------------------------------------|-----|
| 2019                                | 150 |
| 2020                                | 152 |
| 2021                                | 149 |
| 2022                                | 176 |
| 2023                                | 226 |
| 2024 (YTD)                          | 202 |



# Animal Control Activities Year End Report 2024

The Township of South Glengarry has an independent contract with Kevin Casselman for Animal Control, specifically Dog's at Large. Mr. Casselman is available 24/7, 365 days a year. He operates a pound located in South Dundas Township where any dog obtained while on patrol is brought to and assessed. When he receives a report regarding a dog roaming at large he responds to the location and when possible, obtains the dog.

Mr. Casselman has received 58 calls in 2024 for dogs at large.

| Project                                   | Status   |
|---|--|
| RED Grant                                 | Complete. Final report submitted July 18th. Funds received   |
| Shop Local Christmas Campaign             | Design a social media and advertising campaign to promote local shopping and dining during the holiday season offering \$50 daily from Dec. 1-12.<br>Design and publish Christmas Gift Guide |
| Community Activator Project-Public Murals | Post mural festival community survey complete. Completed My Main Street community grant final report and budget submission proof of payment. Submitted December 12th.                        |



## Other Activities

- Draft 1 Media Release
- Draft & Design Content for 3 Business Newsletters

- Design Small Business Week newspaper and social media ads
- Design full page ad for Wintertide Magazine
- Design full page ad for Cornwall & SDG Tourism Guide

- Attend 3 EDO Working Group Meetings
- Attend Cornwall/SDG Tourism Strategic Vision Session
- Attend ACC Catalyst Symposium
- Attend Enbridge-Natural Gas Demand Meeting
- Attend Enbridge's Integrated Resource Planning Meeting

- 17 Business visits or meetings
- 1 Applicant for Community Improvement Plan Grant
- 3 Regional Incentives Program Applicants
- Presented 45th Anniversary Certificate to Rob and Barb McIntosh (with Mayor McDonald)
- Quotation Banner Replacement Project

## Year in Review

- |          |   |
|----------|---|
| Projects | <ul style="list-style-type: none"><li>•Completed RED project implementing a CRM &amp; creating new Planning &amp; Ec.Dev web pages</li><li>•Completed My Main Street Mural Project with \$41,120.00 grant. Final Cost: \$37,498.59</li><li>•Coordinated 2024 Business &amp; Community Awards Gala: Revenue (\$10,117.74) Expenses: \$15,280.03</li><li>•Developed Support Local Campaign: South Glengarry's Christmas Gift Guide + the 12 Days of Christmas Giveaways incentivizing shopping and eating locally</li></ul>   |
| Other    | <ul style="list-style-type: none"><li>•12 Business Newsletters</li><li>•9 RIP leads. Ferme Butte &amp; Bine Farm awarded a \$33,250.00 grant in 2024 – Working with 3 businesses applying in February 2025</li><li>•8 CIP leads. Working with 2 CIP applicants planning to apply in January 2025.</li><li>•Promoted/organized 2 business grand openings (Globocam &amp; Haveli Route Restaurant)</li><li>•Co-hosted Breakfast Connections with Cornwall and Area Business Enterprise Centre</li><li>•BR&amp;E: Work with 6 expanding businesses (Retail and Service Sector)</li><li>•Working with 4 businesses ready to relocate or establish their new business in South Glengarry</li><li>•Development: Attended multiple meetings with 4 developers interested in future development</li></ul> |

# Site Plan Control Agreement Data Input



| GIS 2024 Mapping Projects                                | January | February | March | April | May | June | July | August | September | October | November | December |
|--|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|
| Snow Plow Routes   | ✓       |          |       |       |     |      |      |        |           |         |          |          |
| Food Cycler Survey                                       | ✓       |          |       |       |     |      |      |        |           |         |          |          |
| Roadside Spraying Map                                    | ✓       |          |       |       |     |      |      |        |           |         |          |          |
| Surplus Lands Map  | ✓       |          |       |       |     |      |      |        |           |         |          |          |
| Change of Use (OBC)                                      |         |          | ✓     | ✓     |     |      | ✓    |        |           |         |          |          |
| Street Lights Survey                                     |         |          |       | ✓     |     | ✓    |      |        |           |         |          |          |
| Peanutline (Glengarry Snowmobile Club Agreement Mapping) |         | ✓        |       |       |     |      |      | ✓      |           | ✓       |          |          |
| Zoning Schedules (new mapping review)                    |         |          |       | ✓     | ✓   | ✓    | ✓    |        | ✓         |         |          |          |
| NG 911 - preparation                                     |         | ✓        |       | ✓     |     |      |      | ✓      | ✓         |         |          |          |
| Septic (Enbridge) map                                    |         |          |       |       | ✓   |      | ✓    |        | ✓         | ✓       |          |          |
| Road Widening Location                                   |         |          |       |       |     |      | ✓    | ✓      |           |         | ✓        | ✓        |
| Site Plan Control Map                                    |         |          |       |       |     |      |      |        |           |         | ✓        | ✓        |
| Municipal Drains (assist)                                | ✓       | ✓        |       | ✓     | ✓   | ✓    |      |        |           |         |          | ✓        |
| Communication Towers Map                                 |         |          |       | ✓     |     |      |      |        | ✓         | ✓       |          |          |
| Minor Variance Map                                       | ✓       | ✓        | ✓     | ✓     | ✓   |      | ✓    | ✓      | ✓         | ✓       |          | ✓        |
| Zoning Amendment Map                                     |         | ✓        | ✓     |       |     |      |      | ✓      | ✓         | ✓       | ✓        | ✓        |

- Monitored daily reports from the PEOC
- Completed annual training and exercise
- Completed and submitted annual Emergency Planning Program compliance.



# SOUTH GLENGARRY



# 2025 Waste Collection Calendar

## SPECIAL COLLECTIONS



### Christmas Tree Collection

Week of January 6-10 and 13-17 on your regular scheduled collection day. Remove all decorations and tree bags.



### Leaf & Yard Waste Collection

Weekly from May 5 to November 7 on your regular scheduled collection day.



### Large Item Pick Up

Week of May 26 on your regular scheduled collection day.



Landfill Closed



Landfill Open



Township Office Closed



Holiday

Collection is a day later this week.



Hazardous Waste Day Event

September 20, 2025 - Fairview Rd.



## WEEKLY GARBAGE LIMIT - 2 Bags



50 LBS PER BAG

**NOTE:** Any garbage bag over the 2 bag limit will require a Bag Tag. Thank you for respecting our bag limit.

**BAG TAGS Available to Purchase**  
Price increase to \$3 per Bag Tag

**Municipal Office**  
6 Oak Street,  
Lancaster, ON K0C 1N0  
Monday to Friday:  
8:30 am - 4:00 pm  
OR Online



SCAN ME

**REPORT a Missed Collection**  
[www.southglengarry.com](http://www.southglengarry.com)



SCAN ME

For more detailed information on waste collection, please visit our website under **Living Here/ Garbage**.

| January 2025 |     |     |     |     |     |     |
|--------------|-----|-----|-----|-----|-----|-----|
| SUN          | MON | TUE | WED | THU | FRI | SAT |
|              |     |     | 1   | 2   | 3   | 4   |
| 5            | 6   | 7   | 8   | 9   | 10  | 11  |
| 12           | 13  | 14  | 15  | 16  | 17  | 18  |
| 19           | 20  | 21  | 22  | 23  | 24  | 25  |
| 26           | 27  | 28  | 29  | 30  | 31  |     |

| February 2025 |     |     |     |     |     |     |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN           | MON | TUE | WED | THU | FRI | SAT |
|               |     |     |     |     |     | 1   |
| 2             | 3   | 4   | 5   | 6   | 7   | 8   |
| 9             | 10  | 11  | 12  | 13  | 14  | 15  |
| 16            | 17  | 18  | 19  | 20  | 21  | 22  |
| 23            | 24  | 25  | 26  | 27  | 28  |     |

| March 2025 |     |     |     |     |     |     |
|------------|-----|-----|-----|-----|-----|-----|
| SUN        | MON | TUE | WED | THU | FRI | SAT |
|            |     |     |     |     |     | 1   |
| 2          | 3   | 4   | 5   | 6   | 7   | 8   |
| 9          | 10  | 11  | 12  | 13  | 14  | 15  |
| 16         | 17  | 18  | 19  | 20  | 21  | 22  |
| 23         | 24  | 25  | 26  | 27  | 28  | 29  |
| 30         | 31  |     |     |     |     |     |

| April 2025 |     |     |     |     |     |     |
|------------|-----|-----|-----|-----|-----|-----|
| SUN        | MON | TUE | WED | THU | FRI | SAT |
|            |     | 1   | 2   | 3   | 4   | 5   |
| 6          | 7   | 8   | 9   | 10  | 11  | 12  |
| 13         | 14  | 15  | 16  | 17  | 18  | 19  |
| 20         | 21  | 22  | 23  | 24  | 25  | 26  |
| 27         | 28  | 29  | 30  |     |     |     |

The Township of South Glengarry's recycling program will be managed by **Circular Materials** as of January 1, 2025.

Circular Materials is the administrator of the common collection system and a not-for-profit organization that is committed to building an efficient and effective recycling system in Ontario. During the transition, there will be no change to the materials you currently recycle.

Learn more: [circularmaterials.ca/ON](http://circularmaterials.ca/ON)

| May 2025 |     |     |     |     |     |     |
|----------|-----|-----|-----|-----|-----|-----|
| SUN      | MON | TUE | WED | THU | FRI | SAT |
|          |     |     |     | 1   | 2   | 3   |
| 4        | 5   | 6   | 7   | 8   | 9   | 10  |
| 11       | 12  | 13  | 14  | 15  | 16  | 17  |
| 18       | 19  | 20  | 21  | 22  | 23  | 24  |
| 25       | 26  | 27  | 28  | 29  | 30  | 31  |

| June 2025 |     |     |     |     |     |     |
|-----------|-----|-----|-----|-----|-----|-----|
| SUN       | MON | TUE | WED | THU | FRI | SAT |
| 1         | 2   | 3   | 4   | 5   | 6   | 7   |
| 8         | 9   | 10  | 11  | 12  | 13  | 14  |
| 15        | 16  | 17  | 18  | 19  | 20  | 21  |
| 22        | 23  | 24  | 25  | 26  | 27  | 28  |
| 29        | 30  |     |     |     |     |     |

## LEAF & YARD WASTE



- Place at the curb with regular waste by 7 am.
- Unlimited weekly between May 5 to November 7, 2025.
- Must be contained in paper bags or reusable containers.
- Leaf and yard waste is not composted, the material goes directly into the landfill. Mulch or mow your leaves on-site if possible. If you wish to compost, contact the Township office to purchase a composter. (80 gallon / 300 litres - limited quantities available).
- Sticks and branches up to 4ft are accepted, as long as they are bundled and under 50 lbs.
- Leaf and yard waste can be brought to the landfill for FREE.

### Landfill Details

- Vehicles must have a valid registration.
- Registration cards can be purchased at Township office and on site.
- HAZARDOUS WASTE NOT ACCEPTED.**
- All South Glengarry residents will receive 2 free visits to the landfill during the 2025 season. Please visit our website for information on limitations and requirements.
- The North Lancaster Landfill site (4580 2nd Line Road) accepts waste materials from June 1 to September 30 on Thursdays and Saturdays from 9 am to 5 pm.
- The Beaver Brook Road Landfill site located at 19281 Beaver Brook Road, (east of Chapel Road) accepts waste materials from October 1 to May 31 on Thursdays and Saturdays from 9am to 5pm.

### LARGE ITEM COLLECTION



Special curbside collection of large items **ONLY**, week of May 26 on your regular scheduled collection day.

- Not all items are accepted**, visit the Township website for details. If you are uncertain if an item is acceptable, contact the Infrastructure Department at the Township before placing curbside.
- All refrigeration units must be decommissioned and tagged properly.

Large items can also be disposed of at the landfill sites – tipping fees will be incurred.

### E-WASTE AND HOUSEHOLD HAZARDOUS WASTE



- Hazardous waste material is not accepted at the landfills in South Glengarry, but the City of Cornwall offers our residents a free way to dispose of hazardous material free of charge from April to November. Bring hazardous waste to 2590 Cornwall Centre Road. For days the depot is open, visit [www.cornwall.ca](http://www.cornwall.ca) for a list. Accepted materials, requirements, restrictions, and depot hours go to Garbage, Recycling, Landfill on the Cornwall site.
- Drive Thru Drop Off of Hazardous Waste and E-Waste will take place Sept. 20 from 8 am to 12 pm on Fairview Rd. Please visit our website for a list of accepted and not accepted items.
- E-Waste is accepted for free at the Township Landfills during operational hours. Residents also have the option to bring E-Waste to the Cornwall Depot at no charge, Monday to Saturday 7:30 am to 4:30 pm.

### Batteries

- Accepted for recycling at 6 Oak Street.



| July 2025 |     |     |     |     |     |     |
|-----------|-----|-----|-----|-----|-----|-----|
| SUN       | MON | TUE | WED | THU | FRI | SAT |
|           |     | 1   | 2   | 3   | 4   | 5   |
| 6         | 7   | 8   | 9   | 10  | 11  | 12  |
| 13        | 14  | 15  | 16  | 17  | 18  | 19  |
| 20        | 21  | 22  | 23  | 24  | 25  | 26  |
| 27        | 28  | 29  | 30  | 31  |     |     |

| August 2025 |     |     |     |     |     |     |
|-------------|-----|-----|-----|-----|-----|-----|
| SUN         | MON | TUE | WED | THU | FRI | SAT |
|             |     |     |     |     | 1   | 2   |
| 3           | 4   | 5   | 6   | 7   | 8   | 9   |
| 10          | 11  | 12  | 13  | 14  | 15  | 16  |
| 17          | 18  | 19  | 20  | 21  | 22  | 23  |
| 24          | 25  | 26  | 27  | 28  | 29  | 30  |
| 31          |     |     |     |     |     |     |

| September 2025 |     |     |     |     |     |     |
|----------------|-----|-----|-----|-----|-----|-----|
| SUN            | MON | TUE | WED | THU | FRI | SAT |
|                | 1   | 2   | 3   | 4   | 5   | 6   |
| 7              | 8   | 9   | 10  | 11  | 12  | 13  |
| 14             | 15  | 16  | 17  | 18  | 19  | 20  |
| 21             | 22  | 23  | 24  | 25  | 26  | 27  |
| 28             | 29  | 30  |     |     |     |     |

| October 2025 |     |     |     |     |     |     |
|--------------|-----|-----|-----|-----|-----|-----|
| SUN          | MON | TUE | WED | THU | FRI | SAT |
|              |     |     | 1   | 2   | 3   | 4   |
| 5            | 6   | 7   | 8   | 9   | 10  | 11  |
| 12           | 13  | 14  | 15  | 16  | 17  | 18  |
| 19           | 20  | 21  | 22  | 23  | 24  | 25  |
| 26           | 27  | 28  | 29  | 30  | 31  |     |

| November 2025 |     |     |     |     |     |     |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN           | MON | TUE | WED | THU | FRI | SAT |
|               |     |     |     |     |     | 1   |
| 2             | 3   | 4   | 5   | 6   | 7   | 8   |
| 9             | 10  | 11  | 12  | 13  | 14  | 15  |
| 16            | 17  | 18  | 19  | 20  | 21  | 22  |
| 23            | 24  | 25  | 26  | 27  | 28  | 29  |
| 30            |     |     |     |     |     |     |

| December 2025 |     |     |     |     |     |     |
|---------------|-----|-----|-----|-----|-----|-----|
| SUN           | MON | TUE | WED | THU | FRI | SAT |
|               | 1   | 2   | 3   | 4   | 5   | 6   |
| 7             | 8   | 9   | 10  | 11  | 12  | 13  |
| 14            | 15  | 16  | 17  | 18  | 19  | 20  |
| 21            | 22  | 23  | 24  | 25  | 26  | 27  |
| 28            | 29  | 30  | 31  |     |     |     |

## Sarah McDonald

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**From:** Municipal Housing Infrastructure Program (MOI) <MHIP@ontario.ca>  
**Sent:** January 17, 2025 3:06 PM  
**To:** Sarah McDonald  
**Subject:** A Message from the Ministry of Infrastructure

**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.

***Cette communication est disponible en français sur demande.***

**DATE: January 17<sup>th</sup>, 2025**

Sarah Mcdonald  
GM Infrastructure Services  
THE CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY  
smcdonald@southglengarry.com

Dear Sarah Mcdonald,

**Project Title:** North-East Lancaster Renewal  
**Case Number:** 2024-10-1-3005179619

I am writing to provide you with an update to the above noted project, submitted under the Housing-Enabling Core Servicing (HECS) stream of the Municipal Housing Infrastructure Program (MHIP).

Following an evidence-based provincial review process, your project was not approved for funding. The MHIP-HECS intake was highly competitive, and demand for funding exceeded available resources.

Projects that were approved were those that most closely aligned with provincial assessment criteria and requirements. The provincial assessment criteria included reviewing projects based on housing outcomes, project readiness, the technical merit of the proposed project, financial capacity, and efficiencies through joint projects.

The remaining funding under MHIP will help municipalities target other key infrastructure priorities, including maintaining the health and safety of local water and wastewater systems. More information about this funding, including eligibility and application intake details, will be announced shortly.

If you have any questions about your project's assessment, ministry staff are available to provide additional details and can be reached via email at [MHIP@ontario.ca](mailto:MHIP@ontario.ca).

Sincerely,

[original signed by]

Trevor Fleck  
Director, Program, Policy and Development



**ONTARIO GOVERNMENT NOTICE  
NOTICE OF STUDY COMMENCEMENT**

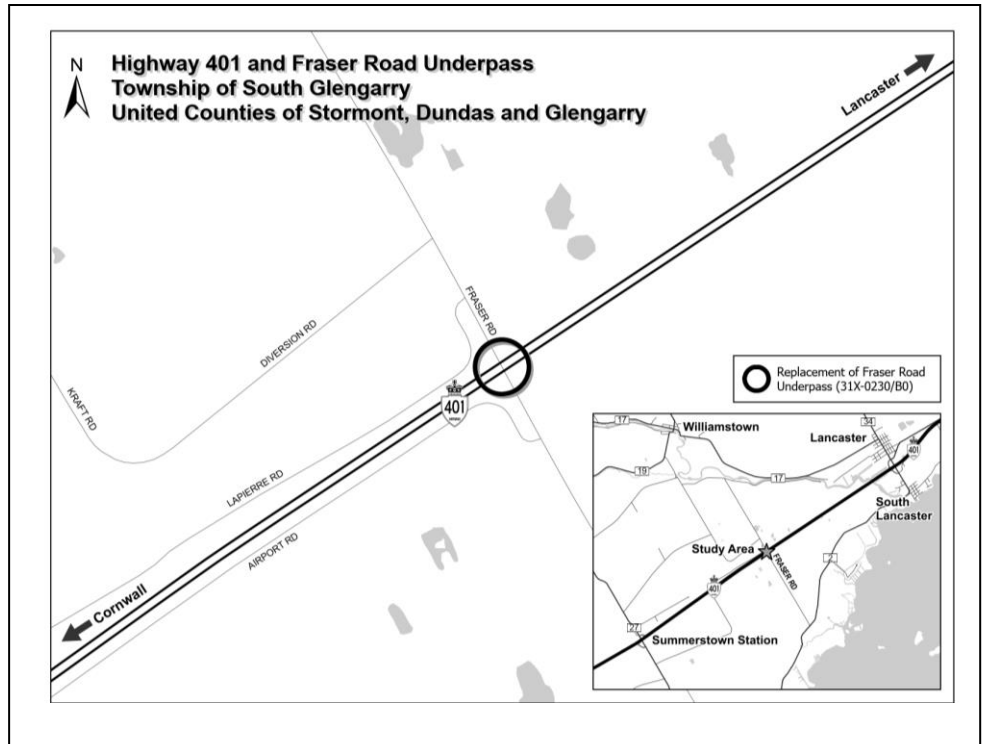
**HIGHWAY 401 AND FRASER ROAD UNDERPASS REPLACEMENT (GWP 4248-15-00)  
DETAIL DESIGN AND CLASS ENVIRONMENTAL ASSESSMENT STUDY**

**THE STUDY**

The **Ontario Ministry of Transportation (MTO)** has retained **WSP Canada Inc. (WSP)** to conduct the Detail Design and Class Environmental Assessment Study (Class EA) for the replacement of the Fraser Road Underpass, located 4.5 km west of Lancaster on Highway 401 in the Township of South Glengarry, United Counties of Stormont, Dundas and Glengarry (the Project). A Preliminary Design Study and Transportation Environmental Study Report were completed in 2020 which evaluated alternatives and recommended replacement of the underpass structure as the technically preferred alternative. The structure requires replacement due to its existing condition and deficient vertical clearance over Highway 401. The replacement bridge is to be built to accommodate the future Highway 401 footprint (six (6) lanes) consisting of one (1) additional outside lane in each direction. The Project location is shown in the key map below.

The Project includes:

- Replacement of the existing underpass along the existing horizontal alignment;
- Profile grading of the approach embankment to accommodate the new structure depth and increased vertical clearance on Highway 401;
- Embankment widening;
- Pavement reconstruction;
- Drainage improvements;
- Replacement of curb and gutter; and,
- Installation of guide rails as required for the new structure and vertical alignment improvements.



**THE PROCESS**

This project is being carried out in accordance with the approved environmental planning process for Group 'B' projects under the MTO *Class Environmental Assessment (Class EA) for Provincial Transportation Facilities (2000)*. As part of the Class EA process, interested parties are notified of the proposed works and have an opportunity to provide comments or request additional information. A Design and Construction Report will be prepared and made available for a 30-day comment period at the conclusion of the Detail Design phase.

**CONSULTATION AND COMMENTS**

You are encouraged to participate in the Study and to provide comments to the Project Team. For up-to-date information about the Project, please visit the Project website at: [www.Hwy401FraserRdUnderpass.com](http://www.Hwy401FraserRdUnderpass.com). If you wish to have your name added to the project mailing list or have any comments or questions about the study, please contact one of the following Project Team members:

**Lee Collins, P.Eng.**  
MTO Project Manager  
Ministry of Transportation – Project Delivery East  
Phone: (613) 583-6752  
E-mail: Lee.Collins@ontario.ca

**Carmen Lapointe, P.Eng., PMP**  
Consultant Project Manager  
WSP Canada Inc.  
Phone: (613) 690-1092  
E-mail: Carmen.Lapointe@wsp.com

If you have any accessibility requirements to participate in this project, please contact one of the Project Team members listed above. Comments and information are being collected to assist the MTO in meeting the requirements of the Ontario *Environmental Assessment Act*. Information will be collected in accordance with the *Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments will become part of the public record.

Des renseignements sont disponibles en français en composant (613) 690-1092 (Carmen Lapointe).

January 9, 2025

The Honorable Doug Ford  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Re: Motion regarding Opposition to Provincial Legislation on Cycling Lanes and Support for Municipal Authority in Transportation Planning

At their Regular Meeting of Council on January 8, 2025, the Council of the Town of Aylmer endorsed the following resolution:

WHEREAS the Government of Ontario has announced legislation requiring provincial approval for new cycling lanes;

AND WHEREAS this legislation would compel municipalities to demonstrate that proposed cycling lanes will not negatively impact vehicle traffic;

AND WHEREAS cycling infrastructure is crucial for environmental transportation, road safety, and public health, and provincial oversight in this matter represents an unwarranted intrusion into municipal authority;

AND WHEREAS the Town of Aylmer is evolving an active transportation plan to enhance walking and cycling infrastructure;

AND WHEREAS the Association of Municipalities of Ontario (AMO) has strongly criticized this proposed legislation as a "significant overreach" into municipal jurisdiction;

AND WHEREAS AMO has stated that none of its 444 member municipalities were consulted or shown evidence justifying the province's proposed veto power over new bike lanes;

THEREFORE, BE IT RESOLVED:

1. That the Town of Aylmer strongly opposes the proposed provincial legislation governing bicycle lanes and affirms its support for maintaining municipal jurisdiction over cycling infrastructure decisions.

2. That the Town of Aylmer endorses the AMO's position that municipalities are better positioned than the Ministry of Transportation to make decisions about local transportation matters based on local knowledge and community input.

3. That the Town of Aylmer calls on the Government of Ontario to withdraw the proposed legislation and respect the established authority of municipalities to make informed decisions about local transportation needs, including the implementation of cycling lanes.

4. That the Town of Aylmer reaffirms its commitment to its transportation plan and the continued development of safe, environmentally friendly, efficient cycling infrastructure for the benefit of all residents.

5. That the Town Clerk be directed to forward a copy of this resolution to the Premier of Ontario, the Minister of Transportation, the Member of Provincial Parliament representing constituencies within the Elgin-Middlesex-London region, to the Association of Municipalities of Ontario ([amo@amo.on.ca](mailto:amo@amo.on.ca)) and all Municipalities in Ontario.

6. That the Town of Aylmer calls upon municipalities across Ontario to adopt similar resolutions in defense of local decision-making authority and sustainable, efficient and environmentally friendly transportation planning.

Thank you,

**Owen Jaggard**

**Director of Legislative Services/Clerk | Town of Aylmer**

46 Talbot Street West, Aylmer, ON N5H 1J7

519-773-3164 Ext. 4913 | Fax 519-765-1446

[ojaggard@town.aylmer.on.ca](mailto:ojaggard@town.aylmer.on.ca) | [www.aylmer.ca](http://www.aylmer.ca)

CC:

Hon. Prabmeet Singh Sarkaria [prabmeet.sarkaria@pc.ola.org](mailto:prabmeet.sarkaria@pc.ola.org)

Hon. Rob Flack [rob.flack@pc.ola.org](mailto:rob.flack@pc.ola.org)

Association of Municipalities of Ontario [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)

All municipalities



**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**

322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

[www.southhuron.ca](http://www.southhuron.ca)

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October 15, 2024

Via email: [doug.fordco@pc.org](mailto:doug.fordco@pc.org)

Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

Dear Honourable Doug Ford

**Re: Heritage Advisory Committee**

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Please be advised that South Huron Council passed the following resolution at their October 7, 2024, Regular Council Meeting:

Motion: 355-2024

Moved By: Aaron Neeb

Seconded by: Marissa Vaughan

**Whereas the South Huron Heritage Advisory Committee has presented a letter to South Huron Council outlining concerns regarding heritage preservation in South Huron; and**

**Whereas prior to Royal Assent of the More Homes Built Faster Act, 2022 Subsection 29(1.2) of the Ontario Heritage Act provided Council of a Municipality the opportunity to give a notice of intention to designate a property within 90 days of a prescribed event; and**

**Whereas the More Homes Built Faster Act, 2022 amended Subsection 29(1.2) of the Ontario Heritage Act to provide that Council may give notice of intention to designate a property only if the property is listed in the register under subsection 27 (3), or a predecessor of that subsection, as of the date of the prescribed event; and**

**Whereas the Heritage Advisory Committee has noted concerns regarding this amendment limiting the authority of municipal councils to designate properties with the potential to undermine the effectiveness of heritage preservation efforts across the province; and**

**Whereas the Heritage Advisory Committee has provided correspondence, attached hereto, to South Huron Council in relation to the concerns requesting Council support and to communicate these concerns to the Province and forward a copy of this motion to the Association of Municipalities of Ontario, Municipal Councils across the province, and Provincial MPP.**

**Now therefore be it resolved that the Corporation for the Municipality of South Huron request the Province reconsider the amendment to Subsection 29(1.2) of the Ontario Heritage Act; and that this motion and attached correspondence be forwarded to the Premier of Ontario, Minister of Municipal Affairs and Housing, Minister of Citizenship and Multiculturalism, Association of Municipalities of Ontario, Municipal Councils across the province and MPP Thompson**

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator  
Municipality of South Huron  
[kwebster@southuron.ca](mailto:kwebster@southuron.ca)  
519-235-0310 x. 232

Encl.

cc: Minister of Municipal Affairs and Housing, Hon. Paul Calandra, [Paul.Calandra@pc.ola.org](mailto:Paul.Calandra@pc.ola.org); Minister of Citizenship and Multiculturalism, Hon. Michael Ford, [Michael.Ford@pc.ola.org](mailto:Michael.Ford@pc.ola.org); MPP Huron-Bruce, Hon. Lisa Thompson, [Lisa.Thompson@pc.ola.org](mailto:Lisa.Thompson@pc.ola.org); AMO, [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca), Township of Ashfield-Colborne-Wawanosh, [info@acwtownship.ca](mailto:info@acwtownship.ca), Municipality of Bluewater, [info@municipalityofbluewater.ca](mailto:info@municipalityofbluewater.ca), Municipality of Central Huron, [info@centralhuron.com](mailto:info@centralhuron.com), Town of Goderich, [townhall@goderich.ca](mailto:townhall@goderich.ca), Township of Howick, [clerk@howick.ca](mailto:clerk@howick.ca), Municipality of Huron East, [clerk@huroneast.com](mailto:clerk@huroneast.com), Municipality of Morris-Turnberry, [mail@morristurnberry.ca](mailto:mail@morristurnberry.ca), Township of North Huron, [clamb@northhuron.ca](mailto:clamb@northhuron.ca), Municipality of North Perth, [info@northperth.ca](mailto:info@northperth.ca), Township of Perth South, [lscott@perthsouth.ca](mailto:lscott@perthsouth.ca), Township of Perth East, [acarater@pertheast.ca](mailto:acarater@pertheast.ca), Municipality of West Perth, [clerk@westperth.com](mailto:clerk@westperth.com), Town of St. Marys, [clerksoffice@town.stmarys.on.ca](mailto:clerksoffice@town.stmarys.on.ca), City of Stratford, [clerks@stratford.ca](mailto:clerks@stratford.ca), Municipality of Brook-Alvinston, [idenkers@brookealvinston.com](mailto:idenkers@brookealvinston.com), Township of Dawn-Euphemia, [clerk@dawneuphemia.on.ca](mailto:clerk@dawneuphemia.on.ca), Township of Enniskillen, [dmctavish@enniskillen.ca](mailto:dmctavish@enniskillen.ca), Municipality of Lambton Shores, [clerks@lambtonshores.ca](mailto:clerks@lambtonshores.ca), Village of Oil Springs, [clerk@oilsprings.ca](mailto:clerk@oilsprings.ca), Town of Petrolia, [petrolia@petrolia.ca](mailto:petrolia@petrolia.ca), Town of



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322 Main Street South P.O. Box 759

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

[www.southhuron.ca](http://www.southhuron.ca)

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Plympton-Wyoming, [ekwarciak@plympton-wyoming.ca](mailto:ekwarciak@plympton-wyoming.ca), Village of Point Edward, [jburns@villageofpointedward.com](mailto:jburns@villageofpointedward.com), City of Sarnia, [clerks@sarnia.ca](mailto:clerks@sarnia.ca), Township of St. Clair, [webmaster@twp.stclair.on.ca](mailto:webmaster@twp.stclair.on.ca), Township of Warwick, [info@warwicktownship.ca](mailto:info@warwicktownship.ca), Municipality of Adelaide-Metcalf, [info@adelaidemetcalf.on.ca](mailto:info@adelaidemetcalf.on.ca), Municipality of Lucan-Biddulph, [clerk@lucanbiddulph.on.ca](mailto:clerk@lucanbiddulph.on.ca), Municipality of Middlesex Centre, [hutson@middlesexcentre.ca](mailto:hutson@middlesexcentre.ca), Municipality of North Middlesex, [ashleyk@northmiddlesex.on.ca](mailto:ashleyk@northmiddlesex.on.ca), Municipality of Southwest Middlesex, [abushell@southwestmiddlesex.ca](mailto:abushell@southwestmiddlesex.ca), Municipality of Strathroy-Caradoc, [bdakin@strathroy-caradoc.ca](mailto:bdakin@strathroy-caradoc.ca), Municipality of Thames Centre, [tmichiels@thamescentre.on.ca](mailto:tmichiels@thamescentre.on.ca), Village of Newbury, [case@newbury.ca](mailto:case@newbury.ca).



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N0M 1S6

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January 15, 2025

Via email: [Peter.Bethlenfalvy@pc.ola.org](mailto:Peter.Bethlenfalvy@pc.ola.org)

Ministry of Finance  
Frost Building South  
7<sup>th</sup> Floor  
7 Queen's Park Crescent  
Toronto, ON M7A 1Y7

Dear Peter Bethlengalvy,

**Re: TAPMO Letter Regarding Pre-Budget Announcement**

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Please be advised that South Huron Council passed the following resolution at their January 13, 2025 Regular Council Meeting:

**Motion:** 15-2025

**Moved:** M. Vaughan

**Seconded:** T. Oke

**Whereas the Ministry of Finance has introduced a one-time \$7 million reduction in education taxes in 2024, a subsidy that will be absorbed by the province through a 95% reduction in education taxes—marking the first such subsidy provided by the province to any industry;**

**Whereas the Ministry of Finance's plans to introduce a new aggregate property sub-class in 2025, which is set to provide a \$6 million subsidy to the aggregate industry, with \$3 million of that subsidy being transferred back to the municipal (primarily residential) tax base, raises serious concerns about the fairness and equity of the system;**

**Whereas the claims that the new sub-class will provide tax stability and predictability seem hollow and do not address the**

**systemic inequities in the taxation framework, which continues to shift an undue burden onto municipal taxpayers, particularly those in rural areas who host these aggregate operations;**

**Whereas there is significant concern that the government's actions prioritize the interests of the aggregate industry over the financial realities faced by municipalities and their residents, and that this shift in burden undermines public trust in the fairness and integrity of Ontario's legal and tax frameworks;**

**Whereas TAPMO has presented evidence demonstrating that the aggregate industry is financially capable of meeting its tax obligations, including substantial profits and royalty payments made by industry leaders, further undermining the need for these subsidies;**

**Whereas the municipal taxpayer should not bear the cost of correcting a past error in assessment methodology that unfairly benefited the aggregate industry, and the new property tax class ratio risks further undermining the principle of revenue neutrality and eroding confidence in Ontario's legal and tax systems;**

**Therefore be it resolved that the Council of the Municipality of South Huron strongly objects to the undue burden being placed on municipal taxpayers to subsidize the aggregate industry, and calls on the provincial government to:**

**Reevaluate and correct the misguided subsidies being provided to the aggregate sector, and ensure that future tax policies are fair, equitable, and consistent for all taxpayers.**

**1. Uphold the principles of revenue neutrality in the aggregate tax framework and ensure that any new tax classifications or methodologies do not result in a net loss of revenue for municipalities, especially those that are already facing significant financial challenges.**





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**2. Commit to meaningful reform that ensures fairness and consistency across all sectors of the economy and actively engages municipalities and taxpayers in a transparent and inclusive process, rather than catering to the demands of the aggregate industry.**

**3. Take immediate action to correct the existing inequities in the tax framework, ensuring that the burden of this correction is not unjustly shifted to municipal taxpayers, particularly those in rural communities who host these operations.**

**4. Respect and uphold the integrity of the legal process by honouring the decisions of the Divisional Court and ensuring that all assessment methodologies are transparent, accountable, and based on a fair and balanced approach.**

**5. Further, be it resolved that the Council of the Municipality of South Huron supports TAPMO's call for the provincial government to adopt reforms that prioritize the needs and fairness of municipal taxpayers and to ensure that the aggregate sector contributes its fair share to the province's tax base; and**

**Further be it resolved that this resolution be forwarded to the Minister of Finance, the Minister of Municipal Affairs and Housing, local school boards, AMO, ROMA, Local MPP, all Ontario Municipalities and the Municipal Property Assessment Corporation.**

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator

Municipality of South Huron  
[kwebster@southhuron.ca](mailto:kwebster@southhuron.ca)  
519-235-0310 x. 232

Encl.

cc: Minister of Municipal Affairs and Housing, Hon. Paul Calandra, [Paul.Calandra@pc.ola.org](mailto:Paul.Calandra@pc.ola.org); Avon Maitland District School Board, [info@amdsb.ca](mailto:info@amdsb.ca); Huron-Perth Catholic District School Board, [info@huronperthcatholic.ca](mailto:info@huronperthcatholic.ca); MPP Huron-Bruce, Hon. Lisa Thompson, [Lisa.Thompson@pc.ola.org](mailto:Lisa.Thompson@pc.ola.org); AMO, [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca); ROMA, [roma@on.ca](mailto:roma@on.ca); MPAC, [John.Young@mpac.ca](mailto:John.Young@mpac.ca); TAPMO, [info@tapmo.ca](mailto:info@tapmo.ca), All Ontario Municipalities



**Jerry Acchione**  
Mayor  
City of Woodstock  
500 Dundas St.  
Woodstock, ON N4S 0A7  
519-539-2382 x2100  
[mayor@cityofwoodstock.ca](mailto:mayor@cityofwoodstock.ca)

The Honorable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
Via email [premier@ontario.ca](mailto:premier@ontario.ca)

The Honorable Michael Parsa  
Minister of Children, Community and Social Services  
438 University Ave.  
Toronto, ON M5G 2K8  
Via email [MinisterMCCSS@ontario.ca](mailto:MinisterMCCSS@ontario.ca)

Dear The Honorable Doug Ford and The Honorable Michael Parsa,

I am writing on behalf of Woodstock City Council to express the urgent and pressing need for adequate and sustainable funding for the Children's Aid Society of Oxford County and other child welfare agencies throughout Ontario. These organizations play a vital role in safeguarding and enhancing the health, well-being, and safety of our children, youth, and families and deserves appropriate support and attention from our elected officials.

Our community, like many across the province, relies on the Children's Aid Society and other child welfare agencies to not only protect children and youth from abuse or neglect, but provide critical crisis intervention, early intervention, and preventative services. Their work ensures children receive necessary care at the most crucial times, close to their own homes, allowing families to remain intact and thrive together.

The lack of access to healthcare, mental health supports, poverty reduction initiatives and affordable housing is taking a toll on families and caregivers. These systemic shortfalls propel child welfare agencies into roles they were never intended to assume, filling gaps in services to ensure the well-being of children, youth, and families.

Without sufficient financial backing, these agencies are strained to a breaking point. They operate without the ability to deny families the services they desperately need. They cannot turn clients away, manage waitlists, or declare services unavailable. Yet, even with remarkable community partnerships, these agencies lack the means to expedite or ensure access to necessary treatments for those in their care.

The repercussions of this funding deficit extends well beyond individual families, affecting the community at large. Our local Children's Aid Society is supporting an ever-increasing number of youth exhibiting complex behaviors. These challenges translate into higher intervention costs, increases costs for and pressure on police and emergency service providers.

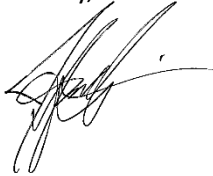
The lack of access to critical early intervention services is correlating to a distressing rise in youth homelessness. The financial sustainability and stability of the child welfare sector can no longer be deferred

for debate. It is imperative the funding formula is updated to prioritize trauma-informed, culturally relevant and proactive care.

On behalf of Woodstock City Council, I urge the province to prioritize and support the financial needs of these vital agencies. All levels of government must work together to improve upstream intervention and support to prevent the tragic outcomes we are seeing as a result of inadequate funding.

Thank you for considering this urgent matter that affects our community and its future generations.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jerry Acchione', with a long horizontal flourish extending to the right.

Mayor Jerry Acchione  
City of Woodstock

Cc:

The Honourable Ernie Hardeman, Oxford MPP - [ernie.hardemanco@pc.ola.org](mailto:ernie.hardemanco@pc.ola.org)

Safe and Well Oxford - [safewelloxford@gmail.com](mailto:safewelloxford@gmail.com)

Children's Aid Society Oxford County - [info@casoxford.on.ca](mailto:info@casoxford.on.ca)

E-mail

January 20<sup>th</sup>, 2025

Hon. Paul Calandra  
Minister of Municipal Affairs and Housing  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto, Ontario  
M7A 2J3

**SUBJECT:** Municipal Accountability Act, 2024 - Municipal Code of Conduct

Hon. Paul Calandra:

Members of the Council of the Corporation of the Town of Hawkesbury received your correspondence at its Regular meeting held on January 13, 2025.

After discussion, we concluded that we do not agree with a unanimous vote by members of Council but rather a majority vote in a situation to remove and disqualify members of council and certain local boards for a period of four years for the most serious code of conduct violations, following a recommendation from the local integrity and a concurring report from the Integrity Commissioner of Ontario.

Sincerely,



Robert Lefebvre  
Mayor

c.c. All municipalities of Ontario



**MEMORANDUM**

**To:** Township of South Glengarry Council, CAO, and Clerk  
**From:** Lisa Van De Ligt, Team Lead, Communications and Stewardship  
**Date:** January 10, 2025  
**Subject:** RRCA Board of Directors meeting highlights (January 9, 2025)

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

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

**January 9, 2025 RRCA Board of Directors Meeting Highlights:**

- Approved minutes from the November 28, 2024 meeting can be found at <http://www.rrca.on.ca/Governance>.
- Annual Chair and Vice-Chair elections took place:
  - RRCA Chair: Bryan McGillis, Mayor for the Township of South Stormont, was acclaimed and re-elected as the Chair.
  - RRCA Vice-Chair: Jacques Massie, Councillor at Large for the Township of North Glengarry, was acclaimed and re-elected as the Vice-Chair.
- Board adopted the 2025 RRCA Operating and Capital Budgets, which can be found on the RRCA website at <http://www.rrca.on.ca/Governance>.
- Board directed staff to begin the RRCA Strategic Plan update process to take place throughout 2025. Municipalities, partners, and the public will be consulted and engaged.
- Board received an update on the province's direction to conservation authorities regarding planning, development, and permitting fees. The RRCA's fee schedules were updated accordingly and circulated to member municipalities in December 2024.
- Board received an update on the RRCA's tree planting services.
- Board approved the submission of seven funding applications for summer youth employment, Conservation Area enhancements and management, riparian plantings, annual tree giveaways, and outreach.
- Board received an update on the annual World Wetlands Day celebration taking place on February 1, 2025 from 10 a.m. to 2 p.m. at Cooper Marsh Conservation Area. Everyone is welcome. This event is co-hosted by the RRCA and Mohawk Council of Akwesasne. Additional information can be found at: <https://rrca.on.ca/events>.

**Next RRCA Board meeting date: February 6, 2025 at 9:00 a.m.**



**MEMORANDUM**

**To:** Township of South Glengarry Council, CAO and Clerk  
**From:** Lisa Van De Ligt, Team Lead, Communications and Stewardship  
**Date:** January 17, 2025  
**Subject:** Forestry Initiatives Update

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The Raisin Region Conservation Authority (RRCA) is looking forward to planting 65,000 trees on private and public properties in 2025, adding to the 1.3 million trees planted through the RRCA since 1994 within its watershed jurisdiction in the City of Cornwall and Townships of South Glengarry, North Glengarry, South Stormont, and North Stormont. Below is an update on the RRCA’s various forestry programs and services:

**Full-Service Tree Planting**

The RRCA offers tree planting services to property owners, including municipalities, with land that can accommodate over 500 trees. Property owners may be eligible for considerable subsidies thanks to RRCA’s partnerships with Forests Canada, ALUS Ontario East, and others. The program includes consultation, site preparation, seedling purchase and planting, and follow-up assessments. More information can be found at [rrca.on.ca/stewardship](http://rrca.on.ca/stewardship).

**Over-the-Counter Tree Sales**

For smaller projects, the RRCA offers native tree and shrub sales to the community. An online order form at [rrca.on.ca/trees](http://rrca.on.ca/trees) allows property owners to choose from select species before picking up their seedlings in the spring at Gray’s Creek Conservation Area. Orders are currently being accepted until March 31, 2025.

**Annual Tree Giveaways**

This spring, the RRCA will provide up to 5,000 free trees to residents in its jurisdiction during the RRCA’s 26<sup>th</sup> annual Tree Giveaway. Thanks to fundraising efforts and additional contribution by the Township, 1,000 seedlings are secured for distribution to South Glengarry residents in 2025.

**Should you have any questions on the RRCA’s various forestry programs and services, please contact Lisa Van De Ligt at [Lisa.VanDeLigt@rrca.on.ca](mailto:Lisa.VanDeLigt@rrca.on.ca) or (613) 938-3611 ext. 223.**

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTH GLENGARRY  
BY-LAW NUMBER 2025-05**

***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 January 27, 2025 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 27<sup>TH</sup> DAY OF JANUARY 2025.***

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