



## AGENDA

### FORTY-SECOND MEETING OF THE SEVENTH COUNCIL OF THE MUNICIPALITY OF SOUTH DUNDAS

Monday, March 2, 2020, 6:00 PM  
34 Ottawa Street in Morrisburg, ON

Pages

**1. CALL TO ORDER**

**2. CONFIRMATION OF AGENDA**

**a. Additions, Deletions or Amendments**

All matters listed under 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.

**3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

**4. ADOPTION OF MINUTES**

**a. Regular Council Meeting - February 18, 2020**

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**5. DELEGATIONS/PETITIONS**

**a. Swank Construction Re: Iroquois Outdoor Rink**  
Ron Swank

**6. ACTION REQUEST**

**a. TR2020-02 - Charity Tax Rebate - Tax Write Off**

12

**b. CAO2020-03 - Farm Credit Canada AgriSpirit Fund**

14

**c. CAO2020-04 - Ontario Street**

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## **7. BY-LAWS**

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| a. | 2020-13 - Ontario Trillium Foundation Grant Agreement | 25 |
| b. | 2020-14 - Emily 911 Farm Entrance Program By-law      | 39 |

## **8. CONSENT AGENDA**

- |    |   |    |
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| a. | South Nation Conservation Re: Municipal Information Day<br>That Council receive and file.   | 47 |
| b. | Eastern Ontario Health Unit Re: 2020 Municipal Cost Share of<br>Public Health Funding<br>That Council receive and refer to staff.                 | 48 |
| c. | Ministry of Natural Resources and Forestry Re: Proposed<br>Regulatory Changes Under the Aggregate Resources Act<br>That Council receive and file. | 50 |
| d. | Overnight Rolling Closures on Highway 401 at County Road 31 -<br>March 4 & 5<br>That Council receive and file.                                    | 52 |
| e. | Dundas County Archives Report<br>That Council receive and file.   | 53 |
| f. | South Branch Community Fund Minutes - February 20, 2020<br>That Council receive and file.   | 58 |
| g. | Morrisburg Waterfront Committee Minutes - February 19, 2020<br>That Council receive and refer to staff.   | 61 |
| h. | South Dundas Economic Development Advisory Committee<br>Minutes - January 15, 2020<br>That Council receive and file.                              | 65 |
| i. | South Dundas Regional Drinking Water System - 2019 Annual<br>Report<br>That Council receive and file.   | 69 |

j.	Capital Summary	81
	That Council receive and file.	
k.	KIR - March Break Programming	82
	That Council receive and file.	
l.	KIR - Canadian Dermatology Association Shade Structure Grant Program	83
	That Council receive and file.	
m.	Monthly Activity Reports	
	That Council receive and file for information.	
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**9. BOARDS AND COMMITTEES/DISCUSSION ITEMS**

**a. Council Representatives**

County Council – Mayor or Deputy Mayor  
Cemetery Board – Councillor Wells  
Iroquois & District Business Group – Mayor Byvelds  
Morrisburg B.I.A. – Councillor Lewis  
South Nation Conservation Authority – Councillor Mellan  
Morrisburg Waterfront Committee – Councillor Wells  
Iroquois Waterfront Committee - Mayor Byvelds  
South Branch Committee Fund - Councillor Mellan  
Carman House Museum Committee - Councillor Lewis  
Dundas County Archives Committee - Mayor Byvelds  
Tourism Advisory Committee - Deputy Mayor Gardner  
Economic Development Committee - Deputy Mayor Gardner  
Doctor Advisory Committee – Deputy Mayor Gardner

**b. Correspondence from Hugh Gordier Re: Speed Bump Request 99**

**c. Water Tower Funding**

**10. NOTICES OF MOTIONS**

**11. CLOSED SESSION**

**12. RATIFICATION BY-LAW**

**a. 2020-15 - Ratification 100**

**13. ADJOURNMENT**



## **MINUTES**

### **FORTY-FIRST MEETING OF THE SEVENTH COUNCIL OF THE MUNICIPALITY OF SOUTH DUNDAS**

Tuesday, February 18, 2020, 6:00 PM

Present: Mayor Byvelds  
Deputy Mayor Gardner  
Councillor Wells  
Councillor Lewis  
Councillor Mellan

Staff Present: CAO Geraghty  
Clerk Brunt

Also Present: Treasurer, Deputy Treasurer, Deputy Clerk, Director of  
Transportation, Director of Environmental Services,  
Supervisor of Water/Wastewater, Fire Chief, Community  
Program Coordinator

#### **1. CALL TO ORDER**

#### **2. CONFIRMATION OF AGENDA**

- a. Additions, Deletions or Amendments

Additions: 9.i Matilda Memorial Recreation Committee re:  
Brinston Building

#### **3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

Nil.

#### **4. ADOPTION OF MINUTES**

- a. Regular Council Meeting - February 3, 2020

Resolution No. 18-22-458  
Moved By Deputy Mayor Gardner  
Seconded By Councillor Lewis

THAT the minutes of the Fortieth Regular and In Camera  
meetings of the Municipality of South Dundas be adopted as  
circulated.

**CARRIED**

## **5. DELEGATIONS/PETITIONS**

- a. Fire Chief Morehouse Re: Presentation of Fire Department Medals and Donation

Deputy Chief Van Allen provided a presentation regarding the South Dundas Firefighters Association donation of a windshield cutter and donation to the Municipality of South Dundas Fire and Emergency Services Department. Chief Morehouse presented awards to Donald Van Hoof and David Nicolaassen recognizing twenty years of service, and John Cooke for his thirty years of service to the community.,

- b. Habitat for Humanity Cornwall and the Counties

Breckyn Caers, Resource Development Coordinator for Habitat for Humanity provided an overview of the organizations mandate and goals for the community. Ms. Caers highlighted the impact of development projects for the community and families that qualify for the program. She requested that Council consider supporting the organization through a donation of land for a potential project in South Dundas.

## **6. ACTION REQUEST**

- a. WW2020-01 - Water & Wastewater Half Ton Truck - Pre-Budget Approval

Resolution No. 18-22-459  
Moved By Councillor Lewis  
Seconded By Deputy Mayor Gardner

THAT the Council of the Municipality of South Dundas accept Report WW2020-01 to approve the addition of a third half ton to Tender TS20-08 prior to the Water & Wastewater Budget discussions.

**DEFERRED**

- b. ES2020-01 - Purchase of Plow Truck With Roll Off Body For Cross Departmental Operations

Resolution No. 18-22-460  
Moved By Deputy Mayor Gardner  
Seconded By Councillor Lewis

THAT the Council of the Municipality of South Dundas accept Report ES2020-01 to approve the purchase of a Plow Truck with a Roll-off Body for cross departmental use between the Transportation Department and Environmental Services.

**CARRIED**

- c. TR2020-01 - Section 357 Tax Write-Offs

Resolution No. 18-22-461

Moved By Councillor Lewis

Seconded By Deputy Mayor Gardner

THAT the Council of the Municipality of South Dundas accept report TR2020-01 to approve the Municipal Tax Write-offs in the amount of \$9,072.74 according to the property classes as per Schedule A.

**CARRIED**

- d. CAO2020-02 - Ontario Trillium Foundation Seed Grant 2020 – Recreation Master Plan

Resolution No. 18-22-462

Moved By Deputy Mayor Gardner

Seconded By Councillor Lewis

THAT the Council of the Municipality of South Dundas accept Report CAO2020-02 to approve an application under the Ontario Trillium Foundation 2020 Seed Grant for the development of a Recreation Master Plan.

**CARRIED**

## **7. BY-LAWS**

- a. 2020-11 - Interim Tax Levy By-law

Resolution No. 18-22-463

Moved By Councillor Lewis

Seconded By Deputy Mayor Gardner

THAT By-law No. 2020-11, being a By-law to provide an interim tax levy for 2020, be passed in open Council, signed and sealed.

**CARRIED**

## **8. CONSENT AGENDA**

Resolution No. 18-22-464

Moved By Councillor Mellan

Seconded By Councillor Lewis

THAT all items listed under General Consent section of the Agenda be adopted as presented.

**CARRIED**

- a. Ministry of Children, Community and Social Services Re: Poverty Reduction Strategy Survey  
That Council receive and file.
- b. Prince Edward County Re: Single-Use Wipes  
That Council receive and file.
- c. South Nation Conservation Re: Meeting to Enlarge Jurisdiction  
That Council receive and file.
- d. Township of South Glengarry Re: Bill 156  
That Council receive and file.
- e. Village of Merrickville-Wolford Re: Provincially Significant Wetlands Designation  
That Council receive and file.
- f. Morrisburg Waterfront Advisory Committee Meeting Minutes
  - 1. October 3, 2019  
That Council receive and file.
  - 2. November 19, 2019  
That Council receive and file.
- g. KIR - Iroquois Beach Update  
That Council receive and file.
- h. KIR - Project Schedule for Carman House  
That Council receive and file.
- i. KIR - 2020 Capital - Air Fittings and Nuts & Bolts Supply  
That Council receive and file.

**9. BOARDS AND COMMITTEES/DISCUSSION ITEMS**

- a. Council Representatives  
Updates were provided by the Committee members.



b. KIR - Lifeguards for Summer

Community Program Coordinator Scott provided an update regarding lifeguard positions, noting that few applications have been received to this point. He noted in the event the lifeguard positions cannot be fully staffed, the beaches will be unsupervised this summer. Members of Council inquired if it was feasible to maintain the swim lesson program at the Iroquois beachfront.

c. KIR - Roundabout Concepts

CAO Geraghty provided an overview of the four options regarding the proposed Morrisburg Roundabout concepts. Members of Council discussed associated costs and potential for improving the Iroquois Roundabout. Members of Council provided direction to Staff to consult the public on their preferred choice between the flagpole or Morrisburg sign options.

d. KIR - Carman House Sewer Lateral

The Supervisor of Waste & Wastewater provided information to Council regarding potential connection from the Carman House to the existing sewer network at the Iroquois Campsite. Due to the cost and lack of funds Council decided not to proceed with this project.

e. KIR - Review of Landfill Compactor Usage and Operations

The Director of Environmental Services provided an overview of the proposed compactor, noting its use and function at the landfill.

f. KIR - Emily 911 Farm Entrance Program Discussion

The Deputy Clerk provided an overview of the Emily 911 Farm Entrance Program. Council were satisfied with the draft documents and requested the final documents be brought forward at the next meeting.

g. Council Remuneration

Clerk Brunt provided an overview of the current remuneration policy for members of Council. Members of Council requested better definitions within the policy. A revised policy will be presented at a future meeting.

- h. Ryan Devries, Vice President, Dundas Federation of Agriculture  
Re: Bill 156

Correspondence was received from the Dundas Federation of Agriculture requesting Council's support with Bill 156. Mayor Byvelds provided an overview of Bill 156 and its significance for the farming community within the Municipality of South Dundas.

Resolution No. 18-22-465  
Moved By Councillor Mellan  
Seconded By Deputy Mayor Gardner

THAT the Council of the Municipality of South Dundas supports the correspondence from the Dundas Federation of Agriculture and the passing of Bill 156, Security from Trespass and Protecting Food Safety Act, 2019; and

THAT a copy of the resolution and supporting materials be forwarded to the Honorable Ernie Hardman, Minister of Agriculture, Food and Rural Affairs.

**CARRIED**

- i. Matilda Memorial Recreation Committee

Tracy Yalden and Chad De Jong of the Matilda Memorial Recreation Committee provided information regarding the committee's proposed plan and use of the former Brinston Archive Building, including needed building upgrades and proposed funding. Council provided support regarding the proposed application for funding from the Community Improvement Plan through the United Counties of Stormont, Dundas and Glengarry.

## **10. NOTICES OF MOTIONS**

## **11. CLOSED SESSION**

- a. Personal matters about an identifiable individual, including municipal or local board employees Re: Landfill, Committee Members, Staff

Resolution No. 18-22-466  
Moved By Councillor Mellan  
Seconded By Councillor Lewis

THAT Council proceed In Camera in order address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employee.

**CARRIED**

Resolution No. 18-22-467  
Moved By Deputy Mayor Gardner  
Seconded By Councillor Mellan

THAT the Council of the Municipality of South Dundas rise and reconvene and authorizes Staff to proceed as directed.

**CARRIED**

Resolution No. 18-22-468  
Moved By Councillor Lewis  
Seconded By Deputy Mayor Gardner

THAT the Council of the Municipality of South Dundas accept the volunteer application from Pierrette Racine for the Iroquois Waterfront Committee.

**CARRIED**

## **12. RATIFICATION BY-LAW**

### **a. 2020-12 - Ratification**

Resolution No. 18-22-469  
Moved By Councillor Mellan  
Seconded By Deputy Mayor Gardner

THAT By-law 2020-12, being a By-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in open Council, signed and sealed.

**CARRIED**

## **13. ADJOURNMENT**

Resolution No. 18-22-470  
Moved By Deputy Mayor Gardner  
Seconded By Councillor Mellan

THAT Council now adjourn to meet again at the call of the Chair.

**CARRIED**

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MAYOR

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CLERK



## MUNICIPALITY OF SOUTH DUNDAS

### Treasury Department Report TR2020-02

**To:** Mayor & Council  
**From:** Sarah McMillan, Treasurer  
**Date:** March 2, 2020  
**Subject:** Charity Tax Rebate- Tax Write Off

#### **Recommendation:**

THAT the Council of the Municipality of South Dundas accept report TR2020-02 to approve the Municipal tax write-off in the amount of \$409.50 pursuant to United Counties By-law No. 4734- Charity Tax Rebate Program

#### **Background:**

The Corporation of the United Counties of Stormont, Dundas and Glengarry By-Law No. 4734 is a by-law to provide a tax rebate program for eligible charities within the United Counties of Stormont, Dundas, and Glengarry. The by-law states every municipality shall have a tax rebate program from eligible charities for the purpose of giving them relief from taxes or amounts paid on account of taxes on eligible property they occupy. The amount of the rebate is 40 per cent of the taxes or amounts on account of taxes paid by the eligible charity on the property it occupies.

The Municipality has received one application for the 2019 tax year from CMHA-Champlain East. The total rebate under the program is outlined below:

Charity Tax Rebate		Municipal	County	Education	Total
2019 Tax Rates	CT	0.00814039	0.00946000	0.01290000	0.03050039
CMHA- Champlain East	50,305	\$ 409.50	\$ 475.89	\$ 648.94	\$ 1,534.33
<b>Charity Rebate (Write-Off)</b>		<b>\$ 409.50</b>	<b>\$ 475.89</b>	<b>\$ 648.94</b>	<b>\$ 1,534.33</b>

**Current & Future Budget Implication:**

There is \$35,000 included in the 2020 budget for write-offs. The County and Education portion of the write-off will be collected back from those parties.



## MUNICIPALITY OF SOUTH DUNDAS

### Administration Department Report CAO2020-03

**To:** Mayor & Council

**From:** Shannon Geraghty, Chief Administrative Officer  
Kalynn Sawyer Helmer, Communications Coordinator

**Date:** March 2, 2020

**Subject:** 2020 FCC AgriSpirit Fund

#### **Recommendation:**

THAT Council of the Municipality of South Dundas accept Report CAO2020-03 to approve Option: from the list provided to submit for an application to the 2020 FCC AgriSpirit Fund.

#### **Background:**

The FCC AgriSpirit Fund is open for 2020 until March 31, 2020 with funding decisions made by August. The Fund aims to enhance lives or contribute to sustainability in rural communities.

The Fund provides between \$5,000 and \$25,000 to two streams of projects: capital projects and sustainability projects. Project examples include the following:

**Capital Projects:** construction or upgrades to a hospital, medical centre, childcare facility, rink, sports plex or the purchase of fire and rescue equipment.

**Sustainability Projects:** upgrades to heating and cooling systems in a community building, installing new windows in a recreation centre or purchasing capital items for a recycling facility.

Project funding covers the complete cost of the project, but projects are not eligible if they contribute to operating budgets.

An organization may apply for multiple projects however they will be competing against one another. In the past, the Municipality has applied unsuccessfully for an Accessible Swing (2017), Matilda Hall window replacements (2018), and Carman House front porch swing (2019). In light of the competitive nature of the grant, staff recommend choosing one of the options in this discussion to create a stronger application.

### **Discussion:**

Staff have developed four options that are suited to the Fund based on Municipal/department needs, a review of previously awarded projects, eligibility and project requirements.

#### **Option 1: Fire Station Industrial Washing Machine (\$20,000)**

The Fire & Emergency Services department is requesting in-house industrial washing machines to be located at the Morrisburg Station. The machine would reduce the amount of exposure the firefighters have to toxic chemicals that are collected on the gear, improving health and safety. It would also reduce the amount of time firefighters are without their gear while it is shipped for cleaning, also saving on shipping and cleaning costs. For proper healthy and safety, gear should be washed after every call that results in contamination. (E.g. 1 year may produce approximately 30 calls that result in contamination for an average of 10 units at each of these calls. At this approximation, 300 units would need cleaning per year.)

#### **Option 2: Matilda Hall Accessibility Upgrades (\$25,000)**

Funding would be used to make Matilda Hall fully accessible. These upgrades would focus on renovating the space to create accessible washrooms.

#### **Option 3: Side-by-Side Utility Terrain Vehicle and Trailer (\$25,000)**

In 2019, the South Dundas Fire & Emergency Services responded to eight brush/field fire calls. At each of these calls, it was necessary to use 4x4 pickups and personal 4x4 vehicles to access the fire emergency. With significant agricultural-use land in South Dundas a UTV and trailer would provide the fire department with a valuable tool for responding to these emergencies and reduce the loss experienced by landowners.

#### **Option 4: Community Kitchen (\$20,000)**

The Community Kitchen project will perform updates to the kitchen at Matilda Hall to provide the community with a communal kitchen space. This space can be used by aspiring caterers, community groups, non-profits and more. Upgrades include a fridge/freezer combo, stove as well as the purchase of kitchen supplies and the implementation of programming such as cooking classes and food educational programs.

### **Budget Implications:**

The FCC AgriSpirit Fund covers the total cost of the project and will therefore have no budget implications for the projects themselves. Budget implications will only apply to annual maintenance of the project/equipment.

**Option 1:** Based on information from a Toronto washer and dryer provider, the machine would have a 3-year all parts warranty and 3-month labour warranty. Maintenance costs would then only be applicable after year 3.

With proper care the washing machine has an average lifespan of 20 or more years and the dryer 15 to 18 years. However, due to our lower volume of use, technicians estimated 30 or more years for both machines.

The only other cost would then be the chemical soap products.

- 20-litre (676.28 oz) pail = \$100.00-\$250.00
- 30 lb washer (3-unit capacity) = 3-4 oz soap per load
- 1 pail = 169 loads

Soap costs would average at about 1 pail per year for our department's needs.

**Option 2:** There would be no extra budget implications for maintenance of the building with the accessible renovations.

**Option 3:** To ensure the UTV is maintained in good condition, annual servicing costs may be up to \$500.00. With proper maintenance a Side-by-Side/UTV can last for tens of thousands of miles.

**Options 4:** Annual upkeep costs would be relatively low. The appliances have a lifespan of 15 to 20 years, with proper care. The project would also provide an opportunity to offer educational programming to the community. Annual supplies for programming would be budgeted at approximately \$2,500.00 (this includes current Kids in the Kitchen budget).





## MUNICIPALITY OF SOUTH DUNDAS

### Administration Department Report CAO2020-04

**To:** Mayor & Council

**From:** Shannon Geraghty, Chief Administrative Officer

**Date:** March 2, 2020

**Subject:** Ontario Street Reconstruction WW20-05

#### **Recommendation:**

THAT the Council of the Municipality of South Dundas accept Report No. CAO2020-04 to approve the reconstruction of Ontario Street by Cornwall Gravel in the amount of \$2,389,988.50 plus HST.

#### **Background:**

In 2019 the Municipality of South Dundas identified Ontario Street as a candidate for a full reconstruction, due to the state and age of the underground infrastructure. The Municipality retained the services of EVB Engineering to provide the engineering relating to the reconstruction of Ontario Street including the preliminary design, tendering, and construction administration & inspection.

The Ontario Street Reconstruction consists of the removal of existing infrastructure, supply and installation of new sanitary and storm sewers, maintenance holes, catch basins, laterals, watermains, hydrants, services, curbs, and road reconstruction.

A tender was issued back in July 2019 which saw 9 contractors present for the mandatory showing and only 2 bidders (\$2,687,197.90 and 3,089,276). EVB Engineering indicated that the lack of interest was due to the timing and level the level of availability of the contractor in our region. It also was noted that these factors also impacted the costing of the project, as following their review of the tenders, a general increase of approximately 30% was seen across the contractor's unit prices.

It was recommended that the submissions be rejected and Council and EVB Engineering look other alternatives moving forward.

### **Discussion/Options:**

During our discussion back at a Committee of the Whole on June 19, 2019, several options were provided such as phasing the construction based on budget, increasing the funding, and install new storm sewer along Ontario Street while connection into established outlets (not recommended).

It was the direction of Council to reissue the tender early in 2020 in hope of obtaining more competitive bids. In addition, it was recommended that we cap the reconstruction based on the current budget (start from southern end and construct only up to Maud Street intersection based on EVB estimate) with a provisional to complete more depending on the prices that are submitted.

The tender was issued on February 5, 2020 in our local newspaper and had 8 companies request the tender and drawings, which closed on February 26, 2020 at 12:00pm. EVB Engineering was present for the tender opening and have reviewed the submissions to make a recommendation as per the attached document.

### **Current & Future Budget Implication:**

There is currently \$2,340,293 allocated in the 2020 budget through OCIF and Gas Tax Funding (\$1,565,242) and water (\$445,781) and wastewater (\$329,270) which was derived from the June 2019 Class "A" estimate provided by EVB Engineering.

In addition, staff were able to secure an extension under CWWF beyond the March 31, 2020 of \$270,000 (Federal \$180,000 and Provincial \$90,000) in which an amended agreement will be brought forward to Council in the coming weeks when received.

The engineering costs from EVB Engineering are not factored into the submitted bid by Cornwall Gravel and are additional to the overall amount.



Municipality of South Dundas  
34 Ottawa Street, P.O. Box 740  
Morrisburg, ON K0C 1X0

February 26, 2020

Attn: Shannon Geraghty, MPA  
Chief Administrative Officer

Re: Ontario Street Reconstruction  
Tender Evaluation

Dear Sir,

We have reviewed the tenders submitted for the above noted project. The official tender results are as follows (excluding HST), and a tender evaluation spreadsheet is attached for your information:

Tenderer	Total Tendered Amount (excl. HST)
1. Cornwall Gravel Co. Ltd.	\$2,389,988.50
2. Malyon Excavation Ltd.	\$2,503,740.80
3. Clarence McDonald Excavation Ltd.	\$2,812,399.50

The tender submitted by Cornwall Gravel Co. Ltd. was the low tender, and after review of the tender submission, we find their tender submission to be complete.

As per previous discussions and at council's direction, the tender package was setup with a number of provisional items such that the scope of the project can be adjusted to suit the Municipality's budget. Using the pricing provided by Cornwall Gravel Co. Ltd, the following are the project estimates based on the project scope options previously discussed with Council:

1. Completion of Phase 1 - Cruickshank Way Storm Sewer and Ontario St. from Cruickshank Way Dr. to Maud St. (including \$60k contingency allowance)	\$1,268,935.00
2. Completion of Phase 1 and 2 - Entirety of the Project (including \$100k contingency allowance)	\$2,386,088.50
3. Completion of Phase 1 and 2 Work and delete top lift of asphalt (Entirety of the Project – without top lift of asphalt)	\$2,315,268.50

Please do not hesitate to contact the undersigned should you have any questions regarding the above documents. Please let us know if you would like us to notify Cornwall Gravel Co. Ltd. on your behalf.

Yours Truly,

A handwritten signature in blue ink, appearing to read 'Rebecca Luck', is written over a light blue circular stamp.

Rebecca Luck, E.I.T.  
Municipal Designee

ITEM #	DESCRIPTION	UNIT	QTY	Cornwall Gravel		Malyon		Clarence McDonald	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	Asphalt Milling	m <sup>2</sup>	310	\$12.30	\$3,813.00	\$26.00	\$8,060.00	\$15.00	\$4,650.00
2	Removal and Reinstatement of Traffic Signs	ea	12	\$139.00	\$1,668.00	\$470.00	\$5,640.00	\$300.00	\$3,600.00
3	Removal of Existing Asphalt Roadway and Driveways	m <sup>2</sup>	2,800	\$5.00	\$14,000.00	\$1.85	\$5,180.00	\$5.00	\$14,000.00
4	Removal of Existing Granular Driveways	m <sup>2</sup>	300	\$9.50	\$2,850.00	\$8.10	\$2,430.00	\$15.00	\$4,500.00
5	Removal of Existing Concrete Sidewalks and Walkways	m <sup>2</sup>	230	\$14.50	\$3,335.00	\$11.30	\$2,599.00	\$15.00	\$3,450.00
6	Removal of Interlocking Brick Walkways	m <sup>2</sup>	17	\$40.00	\$680.00	\$43.00	\$731.00	\$15.00	\$255.00
7	Removal of Existing Catchbasins and Maintenance Holes	ea	18	\$720.00	\$12,960.00	\$790.00	\$14,220.00	\$500.00	\$9,000.00
8	Removal of Existing Storm Sewers of Various Sizes	m	430	\$40.00	\$17,200.00	\$6.00	\$2,580.00	\$25.00	\$10,750.00
9	Removal of Existing Sanitary Sewer	m	238	\$40.00	\$9,520.00	\$6.00	\$1,428.00	\$25.00	\$5,950.00
10	Removal of Existing Sanitary Laterals	m	76	\$40.00	\$3,040.00	\$6.00	\$456.00	\$25.00	\$1,900.00
11	Removal of Existing Watermain	m	260	\$40.00	\$10,400.00	\$6.00	\$1,560.00	\$25.00	\$6,500.00
12	Removal of Existing Watermain Services	m	25	\$40.00	\$1,000.00	\$6.00	\$150.00	\$25.00	\$625.00
13	Removal of Asbestos-Cement Water Services	m	20	\$220.00	\$4,400.00	\$67.00	\$1,340.00	\$500.00	\$10,000.00
14	Removal of Existing Fire Hydrants and Lead	ea	1	\$860.00	\$860.00	\$1,750.00	\$1,750.00	\$1,000.00	\$1,000.00
15	Common Excavation and Grading	m <sup>3</sup>	1,860	\$14.50	\$26,970.00	\$14.20	\$26,412.00	\$20.00	\$37,200.00
16	200mmØ Storm Sewer	m	91	\$320.00	\$29,120.00	\$386.00	\$35,126.00	\$235.00	\$21,385.00
17	375mmØ Storm Sewer	m	14	\$415.00	\$5,810.00	\$425.00	\$5,950.00	\$267.00	\$3,738.00
18	750mmØ Storm Sewer	m	100	\$400.00	\$40,000.00	\$789.00	\$78,900.00	\$740.00	\$74,000.00
19	825mmØ Storm Sewer	m	354	\$520.00	\$184,080.00	\$833.00	\$294,882.00	\$780.00	\$276,120.00
20	Connection to EXMH1	ls	1	\$21,000.00	\$21,000.00	\$8,710.00	\$8,710.00	\$68,250.00	\$68,250.00
21	125mmØ Storm Lateral	m	76	\$295.00	\$22,420.00	\$148.00	\$11,248.00	\$204.00	\$15,504.00
22	600mm x 600mm Precast Catchbasins	ea	10	\$2,300.00	\$23,000.00	\$2,400.00	\$24,000.00	\$2,550.00	\$25,500.00
23	600mm x 600mm Ditch Inlet	ea	2	\$3,000.00	\$6,000.00	\$3,144.00	\$6,288.00	\$2,995.00	\$5,990.00
24	Polyethylene Catchbasins	ea	3	\$1,390.00	\$4,170.00	\$1,640.00	\$4,920.00	\$1,150.00	\$3,450.00
25	1500mm dia. Storm Manhole	vm	4.2	\$3,000.00	\$12,600.00	\$3,695.00	\$15,519.00	\$3,650.00	\$15,330.00
26	1800mm dia. Storm Manhole	vm	6.9	\$3,700.00	\$25,530.00	\$4,042.00	\$27,889.80	\$5,200.00	\$35,880.00
27	200mmØ Sanitary Sewer	m	33	\$399.00	\$13,167.00	\$395.00	\$13,035.00	\$385.00	\$12,705.00
28	300mmØ Sanitary Sewer	m	178	\$245.00	\$43,610.00	\$415.00	\$73,870.00	\$406.00	\$72,268.00
29	450mmØ Sanitary Sewer	m	12	\$335.00	\$4,020.00	\$456.00	\$5,472.00	\$495.00	\$5,940.00
30	125mmØ Sanitary Lateral	m	67	\$350.00	\$23,450.00	\$147.00	\$9,849.00	\$195.00	\$13,065.00
31	1200mm dia. Sanitary Manhole	vm	11.5	\$2,300.00	\$26,450.00	\$2,517.00	\$28,945.50	\$2,400.00	\$27,600.00
32	Temporary Potable Water Supply	ls	1	\$27,000.00	\$27,000.00	\$20,500.00	\$20,500.00	\$9,000.00	\$9,000.00
33	150mmØ Watermain	m	257	\$210.00	\$53,970.00	\$301.00	\$77,357.00	\$387.00	\$99,459.00
34	New 150mmØ Valves	ea	8	\$1,715.00	\$13,720.00	\$1,470.00	\$11,760.00	\$1,350.00	\$10,800.00
35	200mmØ Watermain	m	19	\$378.00	\$7,182.00	\$318.00	\$6,042.00	\$510.00	\$9,690.00
36	New 200mmØ Valves	ea	2	\$2,100.00	\$4,200.00	\$1,900.00	\$3,800.00	\$1,890.00	\$3,780.00
37	19mmØ Water Service c/w Curb Stop	m	50	\$450.00	\$22,500.00	\$243.00	\$12,150.00	\$225.00	\$11,250.00

ITEM #	DESCRIPTION	UNIT	QTY	Cornwall Gravel		Malyon		Clarence McDonald	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
38	Watermain Connections to Existing	ea	5	\$3,600.00	\$18,000.00	\$4,820.00	\$24,100.00	\$2,000.00	\$10,000.00
39	Fire Hydrants c/w Lead and Valve	ea	2	\$6,000.00	\$12,000.00	\$6,970.00	\$13,940.00	\$6,200.00	\$12,400.00
40	Pipe Insulation	m <sup>2</sup>	1755	\$41.00	\$71,955.00	\$19.70	\$34,573.50	\$75.00	\$131,625.00
41	Granular 'B'	T	2,470	\$16.00	\$39,520.00	\$16.25	\$40,137.50	\$18.00	\$44,460.00
42	Granular 'A'	T	1,235	\$19.00	\$23,465.00	\$16.35	\$20,192.25	\$18.00	\$22,230.00
43	Hot Mix Asphalt (50mm HL-8)	T	390	\$124.00	\$48,360.00	\$118.00	\$46,020.00	\$150.00	\$58,500.00
44	Hot Mix Asphalt (40mm HL-3) (PROVISIONAL)	T	315	\$119.00	\$37,485.00	\$118.00	\$37,170.00	\$155.00	\$48,825.00
44a	Asphalt Ramping (PROVISIONAL)	T	10	\$250.00	\$2,500.00	\$134.00	\$1,340.00	\$250.00	\$2,500.00
45	Adjustment of Existing Manholes	ea	2	\$500.00	\$1,000.00	\$1,540.00	\$3,080.00	\$750.00	\$1,500.00
46	Concrete Barrier Curb and Gutter	m	410	\$92.00	\$37,720.00	\$62.00	\$25,420.00	\$76.00	\$31,160.00
47	Concrete Sidewalk and Walkway	m <sup>2</sup>	320	\$93.00	\$29,760.00	\$77.00	\$24,640.00	\$84.00	\$26,880.00
48	Tactile Walking Surface Indicator Plates	ea	16	\$300.00	\$4,800.00	\$185.00	\$2,960.00	\$525.00	\$8,400.00
49	Perforated Subdrain Pipe	m	525	\$26.00	\$13,650.00	\$13.00	\$6,825.00	\$21.00	\$11,025.00
50	Asphalt Driveway Reinstatement	m <sup>2</sup>	260	\$55.00	\$14,300.00	\$49.00	\$12,740.00	\$47.00	\$12,220.00
51	Granular Driveway Reinstatement	m <sup>2</sup>	300	\$16.00	\$4,800.00	\$21.00	\$6,300.00	\$26.00	\$7,800.00
52	Reinstatement of Interlocking Brick Walkway	m <sup>2</sup>	17	\$155.00	\$2,635.00	\$112.00	\$1,904.00	\$140.00	\$2,380.00
53	Topsoil and Sod	m <sup>2</sup>	2,300	\$22.00	\$50,600.00	\$11.60	\$26,680.00	\$18.00	\$41,400.00
54	Preconstruction Survey	ls	1	\$9,750.00	\$9,750.00	\$8,700.00	\$8,700.00	\$5,000.00	\$5,000.00
55	Traffic Control	ls	1	\$9,900.00	\$9,900.00	\$25,625.00	\$25,625.00	\$7,500.00	\$7,500.00
56	Pavement Markings	ls	1	\$1,175.00	\$1,175.00	\$3,600.00	\$3,600.00	\$5,500.00	\$5,500.00
57	Dust Control	kg	1,800	\$3.30	\$5,940.00	\$3.00	\$5,400.00	\$4.00	\$7,200.00
58	Landscaping (ALLOWANCE)	ls	1	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
59	Temporary Support of Utility Poles (ALLOWANCE)	ls	1	\$3,125.00	\$3,125.00	\$3,125.00	\$3,125.00	\$3,125.00	\$3,125.00
60	Light Standard Relocation (ALLOWANCE)	ls	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
61	Temporary Connection (PROVISIONAL)	ls	1	\$3,900.00	\$3,900.00	\$23,575.00	\$23,575.00	\$10,000.00	\$10,000.00
62	Lump Sum for Other Requirements	ls	1	\$28,400.00	\$28,400.00	\$77,000.00	\$77,000.00	\$90,000.00	\$90,000.00
63	Contingency	ls	1	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00
Sub-total, Construction Work					\$1,268,935.00		\$1,394,296.55		\$1,604,214.00

ITEM #	DESCRIPTION	UNIT	QTY	Cornwall Gravel		Malyon		Clarence McDonald	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
63	PROVISIONAL - Asphalt Milling	m <sup>2</sup>	55	\$12.30	\$676.50	\$26.00	\$1,430.00	\$15.00	\$825.00
64	PROVISIONAL - Removal and Reinstatement of Traffic Signs	ea	4	\$139.00	\$556.00	\$470.00	\$1,880.00	\$300.00	\$1,200.00
65	PROVISIONAL - Removal of Existing Asphalt Roadway and Driveways	m <sup>2</sup>	3980	\$5.00	\$19,900.00	\$1.85	\$7,363.00	\$5.00	\$19,900.00
66	PROVISIONAL - Removal of Existing Granular Driveways	m <sup>2</sup>	180	\$9.50	\$1,710.00	\$8.10	\$1,458.00	\$15.00	\$2,700.00
67	PROVISIONAL - Removal of Existing Concrete Sidewalks and Walkways	m <sup>2</sup>	90	\$14.50	\$1,305.00	\$11.30	\$1,017.00	\$15.00	\$1,350.00
68	PROVISIONAL - Removal of Existing Catchbasins and Maintenance Holes	ea	20	\$720.00	\$14,400.00	\$790.00	\$15,800.00	\$15.00	\$300.00
69	PROVISIONAL - Removal of Existing Storm Sewers of Various Sizes	m	94	\$40.00	\$3,760.00	\$6.00	\$564.00	\$25.00	\$2,350.00
70	PROVISIONAL - Abandon (Cap) Existing Storm Sewer	ea	1	\$2,500.00	\$2,500.00	\$1,740.00	\$1,740.00	\$1,000.00	\$1,000.00
71	PROVISIONAL - Removal of Existing Sanitary Sewer	m	272	\$40.00	\$10,880.00	\$6.00	\$1,632.00	\$25.00	\$6,800.00
72	PROVISIONAL - Removal of Existing Sanitary Laterals	m	164	\$40.00	\$6,560.00	\$6.00	\$984.00	\$25.00	\$4,100.00
73	PROVISIONAL - Removal of Existing Watermain	m	347	\$40.00	\$13,880.00	\$6.00	\$2,082.00	\$25.00	\$8,675.00
74	PROVISIONAL - Removal of Existing Watermain Services	m	75	\$40.00	\$3,000.00	\$6.00	\$450.00	\$25.00	\$1,875.00
75	PROVISIONAL - Removal of Asbestos-Cement Water Services	m	55	\$160.00	\$8,800.00	\$67.00	\$3,685.00	\$500.00	\$27,500.00
76	PROVISIONAL - Removal of Existing Fire Hydrants and Lead	ea	2	\$860.00	\$1,720.00	\$1,750.00	\$3,500.00	\$1,000.00	\$2,000.00
77	PROVISIONAL - Common Excavation and Grading	m <sup>3</sup>	1790	\$14.50	\$25,955.00	\$14.20	\$25,418.00	\$20.00	\$35,800.00
78	PROVISIONAL - 200mmØ Storm Sewer	m	17	\$310.00	\$5,270.00	\$386.00	\$6,562.00	\$235.00	\$3,995.00
79	PROVISIONAL - 300mmØ Storm Sewer	m	26	\$620.00	\$16,120.00	\$410.00	\$10,660.00	\$267.00	\$6,942.00
80	PROVISIONAL - 525mmØ Storm Sewer	m	3	\$1,700.00	\$5,100.00	\$527.00	\$1,581.00	\$1,000.00	\$3,000.00
81	PROVISIONAL - 675mmØ Storm Sewer	m	94.5	\$340.00	\$32,130.00	\$717.00	\$67,756.50	\$700.00	\$66,150.00
82	PROVISIONAL - 750mmØ Storm Sewer	m	148	\$400.00	\$59,200.00	\$789.00	\$116,772.00	\$740.00	\$109,520.00
83	PROVISIONAL - 125mmØ Storm Lateral	m	120	\$298.00	\$35,760.00	\$148.00	\$17,760.00	\$204.00	\$24,480.00
84	PROVISIONAL - 600mm x 600mm Precast Catchbasins	ea	6	\$2,300.00	\$13,800.00	\$2,400.00	\$14,400.00	\$2,550.00	\$15,300.00
85	PROVISIONAL - 1500mm dia. Storm Manhole	vm	12.5	\$2,400.00	\$30,000.00	\$2,750.00	\$34,375.00	\$3,645.00	\$45,562.50
86	PROVISIONAL - 200mmØ Sanitary Sewer	m	272	\$279.00	\$75,888.00	\$395.00	\$107,440.00	\$385.00	\$104,720.00
87	PROVISIONAL - 300mmØ Sanitary Sewer	m	10	\$410.00	\$4,100.00	\$415.00	\$4,150.00	\$406.00	\$4,060.00
88	PROVISIONAL - 125mmØ Sanitary Lateral	m	183	\$380.00	\$69,540.00	\$147.00	\$26,901.00	\$195.00	\$35,685.00
89	PROVISIONAL - 1200mm dia. Sanitary Manhole	vm	14.5	\$2,300.00	\$33,350.00	\$2,476.00	\$35,902.00	\$2,400.00	\$34,800.00
90	PROVISIONAL - Temporary Potable Water Supply	ls	1	\$53,500.00	\$53,500.00	\$12,850.00	\$12,850.00	\$10,000.00	\$10,000.00
91	PROVISIONAL - 150mmØ Watermain	m	343	\$208.00	\$71,344.00	\$301.00	\$103,243.00	\$387.00	\$132,741.00
92	PROVISIONAL - New 150mmØ Valves	ea	6	\$1,715.00	\$10,290.00	\$1,490.00	\$8,940.00	\$1,350.00	\$8,100.00
93	PROVISIONAL - 19mmØ Water Service c/w Curb Stop	m	142	\$437.00	\$62,054.00	\$243.00	\$34,506.00	\$225.00	\$31,950.00
94	PROVISIONAL - Watermain Connections to Existing	ea	4	\$2,965.00	\$11,860.00	\$5,945.00	\$23,780.00	\$2,000.00	\$8,000.00
95	PROVISIONAL - Fire Hydrants c/w Lead and Valve	ea	2	\$6,000.00	\$12,000.00	\$7,000.00	\$14,000.00	\$6,200.00	\$12,400.00
96	PROVISIONAL - Granular 'B'	T	2930	\$16.00	\$46,880.00	\$16.25	\$47,612.50	\$18.00	\$52,740.00
97	PROVISIONAL - Granular 'A'	T	1215	\$19.00	\$23,085.00	\$16.35	\$19,865.25	\$18.00	\$21,870.00
98	PROVISIONAL - Hot Mix Asphalt (50mm HL-8)	T	360	\$114.00	\$41,040.00	\$118.00	\$42,480.00	\$150.00	\$54,000.00
99	PROVISIONAL - Hot Mix Asphalt (40mm HL-3)	T	295	\$113.00	\$33,335.00	\$118.00	\$34,810.00	\$155.00	\$45,725.00



ITEM #	DESCRIPTION	UNIT	QTY	Cornwall Gravel		Malyon		Clarence McDonald	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
100a	PROVISIONAL - Hot Mix Asphalt (Lay-By HL-3)	T	80	\$150.00	\$12,000.00	\$140.00	\$11,200.00	\$240.00	\$19,200.00
100b	PROVISIONAL - Asphalt Ramping	T	15	\$250.00	\$3,750.00	\$134.00	\$2,010.00	\$250.00	\$3,750.00
100	PROVISIONAL - Concrete Mountable Curb	m	320	\$86.50	\$27,680.00	\$67.00	\$21,440.00	\$76.00	\$24,320.00
101	PROVISIONAL - Concrete Sidewalk and Walkway	m <sup>2</sup>	50	\$96.00	\$4,800.00	\$77.00	\$3,850.00	\$76.00	\$3,800.00
102	PROVISIONAL - Concrete Monolithic Sidewalk	m <sup>2</sup>	350	\$105.00	\$36,750.00	\$85.00	\$29,750.00	\$84.00	\$29,400.00
103	PROVISIONAL - Concrete Steps	ea	9	\$800.00	\$7,200.00	\$975.00	\$8,775.00	\$1,000.00	\$9,000.00
104	PROVISIONAL - Tactile Walking Surface Indicator Plates	ea	16	\$300.00	\$4,800.00	\$185.00	\$2,960.00	\$525.00	\$8,400.00
105	PROVISIONAL - Perforated Subdrain Pipe	m	555	\$26.00	\$14,430.00	\$13.00	\$7,215.00	\$21.00	\$11,655.00
106	PROVISIONAL - Asphalt Driveway Reinstatement	m <sup>2</sup>	370	\$55.00	\$20,350.00	\$49.00	\$18,130.00	\$47.00	\$17,390.00
107	PROVISIONAL - Granular Driveway Reinstatement	m <sup>2</sup>	180	\$16.00	\$2,880.00	\$21.00	\$3,780.00	\$26.00	\$4,680.00
108	PROVISIONAL - Topsoil and Sod	m <sup>2</sup>	1200	\$22.00	\$26,400.00	\$11.60	\$13,920.00	\$18.00	\$21,600.00
109	PROVISIONAL - Preconstruction Survey	ls	1	\$9,750.00	\$9,750.00	\$550.00	\$550.00	\$5,000.00	\$5,000.00
110	PROVISIONAL - Traffic Control	ls	1	\$3,100.00	\$3,100.00	\$7,700.00	\$7,700.00	\$5,000.00	\$5,000.00
111	PROVISIONAL - Pavement Markings	ls	1	\$720.00	\$720.00	\$500.00	\$500.00	\$5,000.00	\$5,000.00
112	PROVISIONAL - New Traffic Signs	ea	4	\$590.00	\$2,360.00	\$460.00	\$1,840.00	\$300.00	\$1,200.00
113	PROVISIONAL - Dust Control	kg	1200	\$3.30	\$3,960.00	\$3.00	\$3,600.00	\$4.00	\$4,800.00
114	PROVISIONAL - Landscaping (ALLOWANCE)	ls	1	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
115	PROVISIONAL - Temporary Support of Utility Poles (ALLOWANCE)	ls	1	\$4,375.00	\$4,375.00	\$4,375.00	\$4,375.00	\$4,375.00	\$4,375.00
116	PROVISIONAL - Light Standard Relocation (ALLOWANCE)	ls	1	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
117	PROVISIONAL - Lump Sum for Other Requirements	ls	1	\$23,000.00	\$23,000.00	\$61,000.00	\$61,000.00	\$30,000.00	\$30,000.00
118	PROVISIONAL - Contingency	ls	1	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00
	<b>Sub-total, Provisional Work</b>				<b>\$1,121,053.50</b>		<b>\$1,109,444.25</b>		<b>\$1,208,185.50</b>
	<b>TOTAL TENDERED AMOUNT</b>				<b>\$2,389,988.50</b>		<b>\$2,503,740.80</b>		<b>\$2,812,399.50</b>

**WW2020-05 Ontario St  
Cornwall Gravel**

**Phase 1 (Cruickhank Way to Maud St)**

	<b>Road/Storm</b>	<b>Water</b>	<b>Wastewater</b>	<b>Total</b>
2020 Budget	\$ 1,565,242.00	\$ -	\$ 48,386.91	\$ 1,613,628.91
CWWF Funding		192,960.50	77,039.50	270,000.00
	<u>\$ 1,565,242.00</u>	<u>\$ 192,960.50</u>	<u>\$ 125,426.41</u>	<u>\$ 1,883,628.91</u>
Construction Work	\$ 956,055.00	\$ 189,623.00	\$ 123,257.00	\$ 1,268,935.00
HST	124,287.15	24,650.99	16,023.41	164,961.55
Total	<u>\$ 1,080,342.15</u>	<u>\$ 214,273.99</u>	<u>\$ 139,280.41</u>	<u>\$ 1,433,896.55</u>
HST Rebate	107,459.91	21,313.49	13,854.00	142,627.41
Net	<u>972,882.24</u>	<u>192,960.50</u>	<u>125,426.41</u>	<u>1,291,269.14</u>
Over/(Under) Budget	<u>\$ (592,359.76)</u>	<u>\$ (0.00)</u>	<u>\$ (0.00)</u>	<u>\$ (592,359.77)</u>

**Phase 1 + Phase 2 (Entirety of the Project)**

	<b>Road/Storm</b>	<b>Water</b>	<b>Wastewater</b>	<b>Total</b>
2020 Budget	\$ 1,565,242.00	\$ 175,781.36	\$ 329,270.15	\$ 2,070,293.51
CWWF Funding		270,000.00		270,000.00
	<u>\$ 1,565,242.00</u>	<u>\$ 445,781.36</u>	<u>\$ 329,270.15</u>	<u>\$ 2,340,293.51</u>
Construction Work	\$ 956,055.00	\$ 189,623.00	\$ 123,257.00	\$ 1,268,935.00
Provisional	\$ 672,287.50	\$ 248,448.00	\$ 200,318.00	\$ 1,121,053.50
HST	211,684.53	56,949.23	42,064.75	310,698.51
Total	<u>\$ 1,840,027.03</u>	<u>\$ 495,020.23</u>	<u>\$ 365,639.75</u>	<u>\$ 2,700,687.01</u>
HST Rebate	183,024.56	49,238.87	36,369.60	268,633.03
Net	<u>1,657,002.47</u>	<u>445,781.36</u>	<u>329,270.15</u>	<u>2,432,053.97</u>
Over/(Under) Budget	<u>\$ 91,760.47</u>	<u>\$ -</u>	<u>\$ (0.00)</u>	<u>\$ 91,760.47</u>





## MUNICIPALITY OF SOUTH DUNDAS

### Administration Department Explanatory Note

**To:** Mayor & Council

**From:** Shannon Geraghty, Chief Administrative Officer

**Date:** March 2, 2020

**Subject:** Ontario Trillium Foundation – Grant for Iroquois Pathway

#### **Recommendation:**

THAT By-Law No. 2020-13, being a By-law to execute a Grant Contract with the Ontario Trillium Foundation be read and passed, in open Council, signed and sealed.

#### **Background:**

OTF provides capital funding to improve the infrastructure required for communities to thrive. Funding is delivered through a process that allows OTF to respond flexibly and effectively to the broad and deep need for community-oriented capital funding across Ontario.

The purpose of OTF capital funding is to:

- Enhance access to community spaces, programs, activities and services, and facilitate community members' full participation in the life of the community
- Enhance and build community spaces
- Enhance the efficiency and effectiveness of programs
- Make better use of technological resources

The Capital Investment Stream is for capital-specific projects that align with one of the OTF Priority Outcomes and its related Grant Result. There are nine Grant Results for capital focused projects:

- Active People: Infrastructure for unstructured and structured physical activities
- Active People: Infrastructure is accessible and available for physical activity
- Connected People: Diverse groups work together to improve community life
- Connected People: People who are isolated have connections in their community
- Green People: Conservation and restoration efforts are better planned and more sustainable
- Inspired People: Arts, culture and heritage have appropriate spaces
- Promising Young People: Children and youth who are facing barriers develop strong emotional and social skills
- Promising Young People: Youth are involved in creating solutions for challenges facing their communities
- Prosperous People: People who are economically vulnerable are able to meet their basic needs

OTF provides capital funding for:

- Construction/Renovation: Repairs, renovations or construction costs, as well as permanent equipment costs.
- Equipment: Capital purchases that are not part of a building and are directly related to the project.
- Land/Property Purchase: The direct purchase cost of land or property.
- Developmental Costs: Costs associated with construction, such as the development of plans, legal fees or survey costs.

These costs can be up to a maximum of 20% of the total grant request.

All costs funded by OTF must be eligible and directly attributable to the project. OTF limits capital funding to \$150,000 for any single eligible project to effectively respond to the broad need for capital funding in Ontario's voluntary sector.

The Municipality of South Dundas received communication back in November 2019 that we were successful in our submission and awarded \$150,000 towards the Iroquois Waterfront Pathway.

In December the agreement was executed through the OTF portal and banking information provided for allocating the funds to our account. The Municipality will receive 90% funding or \$135,000 up front, with the remainder to be provided on February 20, 2021 when the final report is due.

The design of a tender has currently begun and scheduled to be issued in March 2020 with an anticipated start date of May/June. In the 2020 budget, \$270,000 was approved for this project with financing being drawn from OTF, Parkland Reserve Fund and taxation.

**THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS**

**BY-LAW NO. 2020-13**

**A By-law to enter into a Grant Contract with the Ontario Trillium Foundation (The Foundation) to repair the Iroquois Waterfront Pathway.**

**WHEREAS** the *Municipal Act, 2001*, as amended, provides that a Municipal powers shall be exercised by By-law unless the Municipality is specifically authorized to do otherwise;

**AND WHEREAS** the Council of the Municipality of South Dundas desires to execute a Grant Contract with the Ontario Trillium Foundation for repairs to the Iroquois Waterfront Pathway for unstructured and structured physical activity;

**NOW THEREFORE** the Council of the Corporation of the Municipality of South Dundas enacts as follows:

1. That a Grant Contract be executed with the Ontario Trillium Foundation in accordance with Schedule "A" attached to this By-law.
2. That the Mayor and Clerk are hereby authorized to execute all documents as may be required to effectively carry out this Grant Contract.

**READ** and passed in open Council, signed and sealed this 2nd day of March 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

2019-12-10, Municipality of South Dundas (CP105824)

## **GRANT CONTRACT**

**("the CONTRACT")**

**BETWEEN**

**Ontario Trillium Foundation  
("The Foundation")**

**AND**

**Corporation of the Municipality of South Dundas  
("The Grantee")**

**34 Ottawa Street, P.O. Box 740  
Morrisburg, Ontario K0C 1X0**

**\$150,000 over 12 months**

**Delivering improved infrastructure with a \$150,000 grant over 12 months to repair the Iroquois Waterfront Pathway for unstructured and structured physical activity. Fostering more active lifestyles, this initiative is helping infrastructure for unstructured and structured physical activities, and has an impact on the lives of 10,500 people in the community.**

**Application ID No.: CP105824**

**Approval Date:  
2019-09-19**

## Terms and Conditions

### 1. Use of Grant Funds

- Grant funds may only be used for the exclusive purpose of the project as it is described in Schedule A ("The Grant"). Grant funds may only be spent for the items and activities described in Schedule A.
- Grant funds are not to be used for the purchase of alcohol or Cannabis.
- Grant funds are not to be used by or for any organization or individual other than those specified in Schedule A.
- The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Reallocation of Grant Funds Policy" published on the Foundation's website at [www.otf.ca](http://www.otf.ca) (the "OTF Website"), including that Policy as it may be amended from time to time.
- The Grantee acknowledges that the amount of Grant funds available to it is based on the actual costs to the Grantee, less any costs (including HST and other taxes) for which the Grantee has received, will receive, or is eligible to receive a rebate, credit or refund.
- Any unspent Grant funds must be returned to the Foundation, unless the Foundation has given prior written approval for such funds to be spent on other items or activities that are consistent with the Grant's purpose.
- The Grantee fully understands that all payments of Grant funds to the Grantee are funded by the Ontario Government and are wholly conditional upon the Foundation receiving sufficient funding from the Ontario Government. The Grantee understands that if funding is not provided to the Foundation, or is provided in an insufficient amount by the Ontario Government, the Foundation is not obligated to make any payments of Grant funds to the Grantee and the Foundation may reduce the amount of Grant funds, otherwise modify the Grant, or terminate the Grant.
- The Grantee acknowledges that it is obliged to take reasonable care in screening volunteers and staff participating in the project described in Schedule A.

### 2. Maintaining Eligibility Status

- By signing this Grant Contract, the Grantee represents, warrants, acknowledges, and confirms that the eligibility status of the Grantee set out in the Grantee's application to the Foundation for Grant funds is current and in good standing.
- The Grantee represents and warrants that the Grantee has read, is in compliance with and agrees to comply in the future with the Foundation's "Eligibility Policy" and "Advocacy Activities for Grantees Policy" published on the OTF Website, including those Policies as they may be amended from time to time.
- The Grantee represents and warrants that the Grantee has and will, for the duration of the Grant, maintain its current status as cited in the Grantee's Organization Registration with OTF, and will immediately inform the Foundation of any change in or challenge to the Grantee's eligibility status as set out in the Grantee's registration with the Foundation.

### 3. Payment of Grant Funds

- The Foundation will pay Grant funds according to the terms stated in Schedule A.
- The Grantee must have - or must establish - a bank account in its own name at a Canadian financial institution. Until used in accordance with this Grant Contract, the Grant funds will be kept in this account.
- The Foundation must receive an electronically-signed copy of this Grant Contract before sending the first Grant payment to the Grantee.
- The Foundation may withhold Grant payments or terminate the Grant if, in the Foundation's opinion, the Foundation:
  - is not satisfied with the Grantee's progress;

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- determines that the Grantee is unable to complete the Grant in a satisfactory manner or within the approved timelines;
  - determines that the Grantee is not complying with this Grant Contract, as defined in Section 16 below; or
  - determines that continuing the Grant is not in the general public's interest.
  - If the Grantee has received more than one Grant from the Foundation and OTF terminates one or more of those Grants, OTF may withhold payments under or terminate any or all of the other Grants of the Grantee.
  - The Foundation may withhold Grant payments or terminate the Grant if the Grantee ceases to operate, is insolvent or otherwise unable to pay its debts, makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or proceedings are commenced to adjudge bankrupt, place in receivership, wind up, dissolve or liquidate the Grantee.
- 4. Mandatory Orientation Session**  
The Grantee will attend the Foundation's Orientation Webinar in order to understand its role and responsibilities as an OTF Grantee.
- 5. Grant Results and Metrics**
- The Grantee, as specified in Schedule A, will track and report on Grant Results and Metrics, as required, for this Grant.
  - For applicable Grantees with a Grow grant, the Grantee will comply with the requirement of administering pre and post surveys to program participants and make every reasonable effort to ensure program participants complete pre and post standardized survey tools identified by OTF using the OTF survey administration platform.
- 6. Reporting and Grant Monitoring**
- The Grantee will immediately notify the Foundation of any changes to the finances, governance, management, staffing or operations of the Grantee such as a change to the legal status or name, or any other matter that might impact, delay or stop the successful completion of the Grant.

### ***Progress and Final Reports***

- The Grantee will submit complete progress reports and/or a final report to the Foundation at the times specified in Schedule A.
- In these reports the Grantee will clearly explain the Grantee's use of the Grant funds and the progress the Grantee has made toward achieving the metrics specified in Schedule A and the Grant Results.
- All reports will be submitted according to the Foundation's requirements.
- The Foundation will review the progress the Grantee makes toward achieving the specified Metrics and Grant Results. Monitoring progress may involve on-site visits by Foundation representatives.
- The Foundation may also ask to consult with the Grantee's personnel regarding the Grantee's expenditures, records, progress, and achievements relating to the Grant. The Grantee will co-operate with any such inquiry by the Foundation and will make the Grantee's reports, records (as described in Section 7 below), and the Grantee's personnel available for the purpose of the inquiry.
- If the Foundation does not receive progress reports in a timely manner or the Foundation receives progress reports which are not in compliance with this Grant Contract, the Foundation will withhold payments until the late reports or reports considered by the Foundation to be satisfactory, as the case may be, are received, and may require that reports be provided to the Foundation with increased frequency and in accordance with such further requirements as the Foundation may specify. The Foundation may

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terminate the Grant if any progress report is not received within sixty (60) days of the date on which it was due.

- If the Foundation does not receive final reports in a timely manner, this may be taken into consideration in assessing a future Grant application, and the Foundation may, in its discretion, decline to release to the Grantee any holdback payment referred to in Schedule A.

### ***Additional Reporting***

- In addition to the regular scheduled reports, the Foundation may ask the Grantee to submit additional interim reports, verbally or in writing, which the Grantee will provide on a timely basis.
- The Grantee acknowledges and agrees that OTF has the unrestricted right to use all information provided by the Grantee, including sharing best practices and lessons learned to promote knowledge mobilization in the community and the Foundation; building evidence-based policy and program design in the public benefit sector; and sharing information with the public. As an agency of the Government of Ontario, the Foundation may use and disclose all information provided to it in carrying out its mandate, consistent with access and privacy legislation and the government's Open Government commitment.
- In addition, for applicable Grantees with a Grow grant, the Grantee will comply with the requirement of administering pre and post surveys to program participants and make every reasonable effort to ensure program participants complete a standardized pre and post survey tool that will provide OTF with data on its collective achievement in meeting stated Priority Outcomes.

### **7. Records**

- The Grantee will keep all reports (including supporting documentation) submitted to the Foundation as outlined in the previous Section 6, Reporting and Grant Monitoring.
- The Grantee will maintain accounting records that clearly show the receipt of Grant funds and how the money has been spent. All related records and supporting documentation will be available for inquiries, evaluations or audits by the Foundation for the purposes of this Grant Contract. Such records and supporting documents shall include but are not limited to a general ledger listing of detailed Grant expenses for all products, services, and salaries; corresponding invoices and proof of payment documents; bank statements, employment contracts, payroll registers, employee paycheques, Canada Revenue Agency records, and certificates of completion.
- The Grantee will keep records substantiating fulfillment of specified targets, metrics, conditions, and requirements, if any, and make them available to the Foundation on request.
- The Grantee will keep records relating to operations, employees, volunteer and program participants, including but not limited to registration forms of members, volunteers, and participants, and make them available to the Foundation on request.
- The Grantee will retain all records of Grant receipts and expenditures as outlined in detail in Sections 6 and 7 of this Grant Contract for at least six (6) years after the completion of the Grant.

### **8. Advocacy**

- The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Advocacy Activities for Grantees Policy" published on the OTF website, including that Policy as it may be amended from time to time.

### **9. Recognition of the Foundation's Funding**

- The Grantee represents and warrants that it has read and agrees to comply with the



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Foundation's "Recognition Policy" published on the OTF Website, including that Policy as it may be amended from time to time. The Grantee understands that its compliance with the Recognition Policy will be monitored.

- Photos taken at recognition events may be used by OTF on its website and/or in other publications.

#### **10. Evaluation and Audit**

- The Foundation or the Auditor General of Ontario may conduct or commission an evaluation or audit of this Grant. (The Foundation currently audits a minimum of 10% of its grants annually.) The Grantee will co-operate with any such evaluations or audits, including but not limited to making the Grantee's records as described in Sections 6 and 7 of this Grant Contract and the Grantee's personnel available to Foundation personnel or consultants, or those of the Auditor-General of Ontario, for the purpose of the evaluation or audit. If the project for which the Grant funds are to be spent is funded by parties in addition to the Foundation, the Grantee's duty of co-operation with any evaluation or audit of this Grant by the Foundation shall include making available to the Foundation the entirety of the Grantee's records with respect to the project where required by the Foundation for the purpose of its evaluation or audit of this Grant.

#### **11. Applicable Laws**

- By signing this Grant Contract, the Grantee represents, warrants, acknowledges, and confirms that the Grantee has complied and will comply with all applicable federal and provincial laws and regulations, municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Grant. This includes but is not limited to - where applicable - the Ontario Human Rights Code, the Ontario Employment Standards Act, and the Income Tax Act.
- The Grantee further represents and warrants that it has read and agrees to comply with the Foundation's "Anti-Discrimination Policy" published on the OTF Website, including that Policy as it may be amended from time to time.
- The Grant Contract will be interpreted in accordance with the laws of Canada, the Province of Ontario, any municipality in the Province of Ontario, and any court order.

#### **12. Insurance**

- The Grantee will purchase and maintain insurance, including but not limited to property insurance, casualty insurance, and general liability insurance, which is adequate for the purposes of the Grantee's operations. Adequate insurance coverage must be maintained for the duration of the Grant.

#### **13. Indemnity**

- The Grantee agrees to indemnify and save the Foundation, its officers, directors, employees, and agents harmless from and against any and all costs, claims, demands, expenses, actions, causes of action, and for any and all liability for damages to property and injury to persons (including death) howsoever caused, including any claim for negligence of the Foundation, arising out of or in any way related to the Grant, the Grantee, or the payment or non-payment of Grant funds to the Grantee. The Foundation holds this indemnity in trust for parties who are not parties to this Grant Contract.

#### **14. Termination**

- If the Grantee violates any of the provisions of this Grant Contract including the attached Schedules, the Foundation has the right to terminate the Grant.
- If the Grant is terminated, the Foundation will withhold any further payments of Grant funds.
- If the Grant is terminated, the Grantee must repay any unspent portion of the Grant funds to the Foundation. The Grantee will also repay to the Foundation Grant funds that the Grantee has spent if, in the Foundation's sole opinion, such Grant funds have not been spent in accordance with this Grant Contract.

2019-12-10, Municipality of South Dundas (CP105824)

- Any decision by the Foundation to terminate this Grant will be final and legally binding.

**15. Acquisition of Goods and Services; Distribution of Assets**

- If the Grantee acquires supplies, equipment or services (including the hiring of staff) with Grant funds, it shall do so through a process that promotes the best value for money and is free from an actual or potential conflict of interest.
- A conflict of interest includes any circumstances in which the Grantee or any person who has the capacity to influence the Grantee's decisions has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Grantee's objective, unbiased and impartial judgment. The Grantee will disclose to the Foundation, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived conflict of interest, and comply with any terms or conditions that the Foundation may prescribe as a result of the disclosure.
- The Grantee will not, without the Foundation's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Grant funds or for which Grant funds were provided.
- If within five years of receiving the Grant funds the Grantee dissolves or no longer needs assets, whether real or personal property, purchased with the Grant funds, the Grantee will at the request of the Foundation transfer any such assets with a value of \$5,000 or more, for no consideration and clear of such encumbrances as the Foundation may in its discretion specify, to a not-for-profit organization that meets the Foundation's "Eligibility Requirements" as set out in the Foundation's Eligibility Policy or, in the discretion of the Foundation, to the Foundation. The Grantee will co-operate with due diligence inquiries by the Foundation or other qualified transferee prior to the transfer and will make all relevant documentation of the Grantee available for the purpose of such inquiries prior to the transfer.

**16. Entire Agreement**

- This Grant Contract, including these Terms and Conditions, all Schedules to this Grant Contract, the Declaration, the Signature Page(s), the Foundation Policies referred to in this Grant Contract, all additional Foundation Policies posted on the Foundation's website at [www.otf-policies.ca](http://www.otf-policies.ca), including as they be amended from time to time, and any amending agreement entered into as provided for below, constitutes the entire agreement between the Foundation and the Grantee and supersedes all prior oral or written representations and agreements.

**17. Modification and Waiver**

- This Grant Contract may only be modified by an amendment in writing duly executed by authorized personnel of the Foundation and the Grantee. If the Grantee fails to comply with any term of this Grant Contract, the Grantee may only rely on a waiver of the Foundation if the Foundation has provided a written waiver to the Grantee. Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply.

**18. Acknowledgement**

- The Grantee acknowledges that it has read and understands the provisions contained in the entire Grant Contract, including these Terms and Conditions, all Schedules to this Grant Contract, the Declaration, the Signature Page(s) and the OTF Policies referred to in this Grant Contract, and agrees to be bound by the terms and conditions contained in the entire Grant Contract.

**19. Capital Grants (For Grants with a Capital Component Only)**

- The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Capital Grants Policy" published on the OTF Website, including that Policy as it may be amended from time to time.
- Without limiting the application of Section 12 above to the capital project, the Grantee will

2019-12-10, Municipality of South Dundas (CP105824)

purchase and maintain insurance including but not limited to property insurance, casualty insurance, and general liability insurance which is adequate for the purposes of the capital project of the Grantee, including operations at the project site and any equipment used as part of the project. Adequate insurance coverage must be maintained for the duration of the Grant.

- Without limiting the application of Section 13 above to the capital project, the Foundation is not responsible or liable for the quality of design, construction, maintenance or operation of the capital project. The Foundation is not responsible or liable for any loss or damages arising out of or relating to the design, construction, maintenance or operation of the capital project.
- The Grantee will ensure that all renovations, modifications, and additions meet or exceed all applicable by-laws, building codes and project specifications, and will obtain and keep all relevant certificates of completion.

**20. No Partnership or Joint Venture**

- It is expressly acknowledged and agreed that this Grant Contract, the Grant or the conduct of the Foundation and the Grantee relating to the Grant shall not create any form of partnership or joint venture between the Foundation and the Grantee.

**21. Non-Assignability**

- This Grant Contract shall not be assigned by the Grantee without the written consent of the Foundation.

**22. Reliance by Foundation**

- The Grantee acknowledges that in providing the Grant to the Grantee, the Foundation has relied on the representations and warranties contained herein and all information provided to the Foundation in the Grantee's application to the Foundation for Grant funds and all other information provided in writing to the Foundation by the Grantee. The Grantee further represents, warrants and agrees that such information is correct, will continue to be correct, and contains no material misrepresentations. The Grantee agrees to immediately notify the Foundation if any such information ceases to be correct.

**23. Severability of Provisions**

- The invalidity or unenforceability of any provision of this Grant Contract will not affect the validity or enforceability of any other provision of the Grant Contract. Any invalid or unenforceable provision will be deemed to be severed.

2019-12-10, Municipality of South Dundas (CP105824)

## Declaration of Understanding

**I declare that I have read and understand the Grant Contract between  
the Ontario Trillium Foundation (OTF)  
and my organization (Corporation of the Municipality of South Dundas)**

**This includes all OTF Policies, published at [www.otf.ca](http://www.otf.ca).**

**In addition to the Grant Contract, I further declare that:**

I, or the appropriate person in my organization for this Grant, have participated in OTF's orientation webinar and understand the role and responsibilities of an OTF grantee.

I understand that I must provide OTF with the details for a bank account in the name of my organization at a Canadian financial institution, and have added this information to our grant portal.

I understand that if my grant includes capital renovations to land or property, that my organization must hold proof of ownership or a minimum five-year lease agreement, and that this documentation will be provided to OTF immediately upon request.

I understand that OTF sets parameters to support the effective use of grant funds while ensuring accountability and the appropriate use of public funds and that Grant funds can only be reallocated in accordance with the terms of the Reallocation of Grant Funds Policy.

I have reviewed and understand the OTF reporting requirements for this program, including timing and tools for reporting to OTF. I understand what information needs to be tracked and how to complete the reports, including, where applicable for grantees with a Grow grant, the use of standardized pre and post survey tools provided by OTF.

**IN WITNESS WHEREOF, the Grant Contract has been signed on behalf of the parties as of the dates indicated below. I have the authority to legally bind the organization in this Grant Contract.**

Ontario Trillium Foundation

Per:



Beth Puddicombe  
Vice-President,

Community Investments

2019-09-19

Corporation of the Municipality of South Dundas

Per:

X



Name : Shannon Geraghty

2019-12-10, Municipality of South Dundas (CP105824)

## SCHEDULE A

### BUDGET GRANT RESULT AND METRICS PAYMENT AND REPORT SCHEDULES

**Grantee:** Corporation of the Municipality of South Dundas  
**Application ID:** CP105824 **Approved Amount:** \$150,000.00  
**Approval Date:** 2019-09-19 **Grant Term:** 12 Months  
**Assigned Staff:** Loida Ignacio

The Grant to your organization is based on information provided in your application.

#### BUDGET

Grant funds may only be spent as per the approved amounts in each of the categories below, which are based on itemized details provided in the financial workbook submitted with your application. Moving spending between categories must receive prior written consent from OTF.

#### Direct Personnel Costs

OTF Budget Request	Requested Amount	Notes
Construction/Renovation	\$90,000.00	To repair severe cracking, boulders coming up through the pathway and asphalt depressions.
Equipment	\$60,000.00	Type of equipment used will include dump trucks, backhoes, vibrating compactors and asphalt pavers.
Property Purchase	\$0.00	
Developmental Costs	\$0.00	
<b>Total Project Costs</b>	<b>\$150,000.00</b>	

#### OTF INVESTMENT STRATEGY ALIGNMENT

Your grant has been approved for the following purpose: Delivering improved infrastructure with a \$150,000 grant over 12 months to repair the Iroquois Waterfront Pathway for unstructured and structured physical activity. Fostering more active lifestyles, this initiative is helping infrastructure for unstructured and structured physical activities, and has an impact on the lives of 10,500 people in the community.

**Priority Outcome:** Higher quality programming and infrastructure to support physical activity.

**Grant Result:** infrastructure for unstructured and structured physical activities.

You will be expected to measure and report on the following:

Metrics	Targets
Amount of new/renovated space (sqft)	59868.87
Amount of new/renovated space (km)	2.225

2019-12-10, Municipality of South Dundas (CP105824)

## Payment and Report Schedule

Scheduled Event	Payment Amount	Date
Payment	\$135,000.00	2020-01-02
Final Report		2021-01-31
Payment	\$15,000.00	2021-02-20



## MUNICIPALITY OF SOUTH DUNDAS

### Administration Department Explanatory Note

**To:** Mayor & Council  
**From:** Ethan Robert, Deputy Clerk  
**Date:** March 2, 2020  
**Subject:** 2020-14-Emily 911 Program

#### **Recommendation:**

That By-Law No. 2020-14, being a By-law to repeal and replace By-law No. 2002-03 being a By-law to provide for the placing and maintaining of a civic address system be read and passed in open Council, signed and sealed.

#### **Background:**

The Emily 911 Farm Entrance Program provides 911 signage at farm entrances to better aid first responders in locating emergency calls on remote or unsigned farm entrance locations. The Emily 911 Farm Entrance Program has been endorsed and implemented across the province of Ontario, and supported by the United Counties of Stormont, Dundas and Glengarry for implementation across the six lower-tier municipalities. The County has provided one-time funding in the amount of \$5000.00 to subsidize the purchase and install of Emily 911 Farm Entrance Program signs within the Municipality of South Dundas.

Enrollment in the Emily 911 Farm Entrance Program is voluntary. Upon Council approval, the program will be advertised on social media and the municipalities website.

Due to the limited funding from the County in the amount of \$5000.00, staff are proposing a maximum of two (2) subsidized signs per landowner to ensure fair and equal access to the subsidized price.

# **THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS**

## **BY-LAW NO. 2020-14**

**A By-law to repeal and replace By-law No. 2002-03 being a By-law to provide for the placing and maintaining of a civic address system.**

**WHEREAS** *the Municipal Act, 2001*, as amended, provides that the powers of the Council shall be exercised by By-law;

**AND WHEREAS** *the Municipal Act, 2001*, as amended, permits Council to establish, maintain, and operate a centralized communication system for emergency response purposes;

**AND WHEREAS** *the Municipal Act, 2001*, as amended, enables Municipalities that passed a By-law regarding a centralized communication system may, at any reasonable time, to enter upon land to affix numbers to building or erect signs setting out numbers on land;

**NOW THEREFORE** The Corporation of the Municipality of South Dundas enacts as follows:

### **1.0 SHORT TITLE**

1.1 This By-law may be referred to as the "Civic Addressing By-law."

### **2.0 DEFINITIONS**

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

**"Agricultural"** means any lands zoned agricultural in the Zoning By-law for the Municipality;

**"Civic Address"** means the road or street name and the number designated by the Municipality;

**"Corporation or Municipality"** means the Corporation of the Municipality of South Dundas and its officers or employees appointed to administer the provisions of this By-law;

**"Director of Transportation"** means the Director of Transportation or designate as appointed by the Municipality;

**"Hamlet"** means those areas designated in the Zoning By-law for the Municipality as settlement areas;

**"Height"** means the distance above existing grade at which the number is placed and shall be a height which conforms to the requirements of this By-law;

**"Number"** means the multiple digit number designated by the Municipality to identify individual properties and shall conform to the requirements contained within this By-law;

**"Owner"** means a person or persons who are in legal possession of property within the Municipality;



**"Property"** means a parcel of land, described in a Deed or other legal document capable of conveying land, or shown as a lot or block on a registered Plan of Subdivision;

**"Rural"** means all other areas within the Municipality outside of designated hamlet areas;

**"Sign Post"** means the support upon which the number shall be placed and shall be a support which confirms to the requirements contained within this By-law;

**"Street"** means any public or private highway, road, street, lane, ally or thoroughfare within the Municipality;

### **3.0 ADMINISTRATION OF THE BY-LAW**

- 3.1 The Director of Transportation shall administer the By-law and be responsible for the designation of civic address numbers within the Municipality.

### **4.0 GENERAL PROVISIONS**

- 4.1 Every person who is an owner of a property in the Municipality shall post the civic number assigned to said property and maintain the number to the standards of this By-law.
- 4.2 The civic address number shall be available only through the Municipality and shall be consistent with the requirements contained within this By-law.
- 4.3 Every owner shall notify the Municipality within 48 hours should there be any damage to the sign, or should there be any interference with the visibility of the sign.
- 4.4 In rural areas the civic address number shall be placed on the signpost at a height of not less than 1.5 meters and not greater than 1.8 meters.
- 4.5 The sign post shall be placed at a distance not to exceed 1 meter from the property line of the street and furthermore the sign post shall be placed at a distance not to exceed 1 meter from the driveway or entrance to the property or as approved by the Director of Transportation.
- 4.6 In hamlet areas the civic address number will be placed on the dwelling unit or structure parallel to the traveled portion of the street at a location to be determined and agreed upon by the Owner and Director of Transportation.
- 4.7 Lands deemed agricultural qualify for the Emily 911 Farm Entrance Program shall place the sign in accordance with the provisions outlined in the Emily 911 Farm Entrance Program Policy, attached as Schedule "A" to this By-law.
- 4.8 The civic addressing number shall be visible from the travelled portion of the road so as to be clearly visible to traffic travelling in either direction.

- 4.9 All replacement signs and posts shall be installed to the standards as outlined within this By-law and may be installed by the Owner or Municipality.

**5.0 VALIDITY**

- 5.1 This By-law shall come into force and effect on the date of passing.
- 5.2 If a court of competent jurisdiction declares any provision, or an part of a provision of this By-law to be invalid, or to be of no force and effect, it is the intention of Council, in enacting this By-law that each and every other provision of this By-law be applied and enforced in accordance with its terms to the extent possible according to law.

**6.0 REPEAL**

- 6.1 That By-law No. 2002-03 is repealed in its entirety.

**READ** and passed in open Council, signed and sealed this 2<sup>nd</sup> day of March 2020.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK



**MUNICIPALITY OF SOUTH DUNDAS**

34 Ottawa Street, P.O. Box 740  
Morrisburg ON K0C 1X0  
613.543.2673 | southdundas.com

**Emily 911 Farm Entrance Program Acknowledgement Form**

I/We the undersigned, owners of the property, subject to the application, acknowledge that approval of an Emily 911 Farm Entrance Program application:

1. Is to assist in emergency situations only;
2. Does not permit further use or development of the property without the appropriate approvals;
3. Does not constitute the approval of an entrance nor does it deem the access safe for use or that it meets any Municipal entrance standards;
4. Does not guarantee that access is adequate for emergency vehicles and where access is not adequate, emergency vehicles may not be able to enter the property;
5. Requires the landowner to ensure the signage remains visible and is maintained. Should the signage be damaged, knocked down or removed, the landowner shall contact the Municipality for replacement or repair of the signage.

I/ We confirm that we have read and understand the above stipulations and by signing below confirm our agreement to the above.

Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Witness



**MUNICIPALITY OF SOUTH DUNDAS**

34 Ottawa Street, P.O. Box 740  
Morrisburg ON K0C 1X0  
613.543.2673 | southdundas.com

**Emily Farm Entrance Application Form**

Map attached ☐ Yes ☐ No

Date: \_\_\_\_\_

Road/Street: \_\_\_\_\_

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_ Roll Number: \_\_\_\_\_

Between civic # \_\_\_\_\_ and civic # \_\_\_\_\_

Owner: \_\_\_\_\_

New civic number issued: \_\_\_\_\_ Williamsburg/Matilda: \_\_\_\_\_

Applicant Fee : \_\_\_\_\_ Paid by: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

\*\*\*\*\*

Installed by: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Copy to Counties: \_\_\_\_\_

Copy to Finance Department: \_\_\_\_\_

<b>POLICY MANUAL</b>	<b>Policy No. XX</b>
<b>For Municipality of South Dundas</b>	<b>Effective Date: XX</b>
<b>Subject: Emily 911 Farm Entrance Program</b>	<b>DEPARTMENT: All Departments</b>

## **Policy:**

The purpose of this Policy is to establish and regulate the Emily 911 Farm Entrance Program. The Emily 911 Farm Entrance Program is a program to assign civic addresses to agricultural lots to assist first responders with locating agricultural properties during an emergency.

## **Eligibility:**

The Emily 911 Farm Entrance Program policy provides agricultural property owners with a civic address that will allow first responders to better identify and respond to an emergency on agricultural properties that otherwise would be difficult to locate. Owners of agricultural properties within the Municipality of South Dundas are eligible to install one sign per property. The Emily 911 Farm Entrance Program is voluntary.

## **Submitting an Emily 911 Farm Entrance Program Application:**

All applicants requesting an Emily 911 Farm Entrance Program civic address sign shall complete and submit an Emily 911 Farm Entrance Program Application (attached) and Acknowledgement form (attached) to the Municipality of South Dundas. All applications shall be accompanied with the associated fee payable to the Municipality of South Dundas in the amount outlined in the most current Fees and Charges By-law. The applicant shall be the property owner or must otherwise include a letter from the property owner designating the applicant as the property owner's agent.

## **Emily 911 Farm Entrance Program Application Review**

The Director of Transportation shall review the application form and will determine the appropriate location for the requested sign. The Director will issue a civic number for the property using the roads odd/even configuration. The same civic address number shall not be used at more than one access location on the same property. Emily 911 Farm Entrance

Program signs will reflect the current design standard used by the Municipality.

## **Process**

After the application has been reviewed and approved, the Director shall issue a sign with the corresponding civic address and install the sign and post. Administration shall notify Stormont, Dundas and Glengarry United Counties GIS and Mapping Services Department with the location and civic address number.

## **Limitations**

The Emily 911 Farm Entrance Program sign shall not be used as a mailing address and shall only be used to better identify agricultural properties for first responders. The Emily 911 Farm Entrance Program is not acceptable for residential building applications. Obtaining an Emily 911 Farm Entrance Program sign does not guarantee that access is adequate for emergency vehicles and where access is not adequate, emergency vehicles may not be able to enter the property. The owner is responsible to ensure the sign is in good working condition and is clearly visible from both directions of the travelled portion of the road. Should the sign be damaged, knocked down, or removed, the owner is required to contact Administration for a replacement. The assignment of an Emily 911 Farm Entrance Program sign does not permit further use of, or development of, the property without appropriate application and approval.



## 9:30 a.m. Registration and Refreshments

### 10:00 a.m. Welcome to MID

*What you need to know about provincial discussions on Conservation Authorities*  
Angela Coleman and John Mesman

### 10:15 a.m. The United Counties' Natural Heritage Study – SDG and UCPR

*First Joint County Planning Study on Natural Heritage in Ontario;  
recommendation from SNC's Forest Conservation Initiative*  
Alison McDonald and James Holland

### 10:30 a.m. Environmental Impact Studies (EIS)

*What makes for a good environmental study; results shared from the EIS Workshop  
hosted by the City of Ottawa Conservation Authority Partners*  
Michelle Cavanagh and Brent Harbers

### 10:45 a.m. Indigenous Partnership Projects

*Information on SNC-hosted Eastern Ontario First Nations Working Group;  
indigenous partnerships on projects; municipal indigenous engagement requirements*  
Ronda Boutz and Chris Craig

11:00 a.m. *Break*

### 11:30 a.m. Forest Conservation Initiative and SNC Community Land Update

*Conservation Area visitation – 5-year trends, public land securement,  
DRAPE aerial imagery update, municipal tree giveaways, tree planting program enhancements*  
John Mesman, Phil Duncan and Cheyene Brunet

12:00 p.m. *Lunch provided*

### 1:00 p.m. 5 Minutes with Monique Sauvé

*SNC Septic Program update; Safe Septic Re-Inspection Program progress*  
Monique Sauvé

### 1:10 p.m. Natural Hazard Management: Historic Flooding, New Floodplain Mapping

*Record year for updated floodplain and erosion mapping, new emergency management tools,  
update on St. Lawrence River hazard mapping and CA permitting for shoreline work*  
Sandra Mancini and Mike Melaney

### 1:30 p.m. Municipal Partnerships at Work: CA MOU's and MOA's

*Planning implementation, Conservation Authorities Act regulatory updates,  
benefits of municipal partnership agreements*  
Alison McDonald and Eric McGill

### 1:40 p.m. Closing Remarks and Questionnaires

*What can the CA offer your Municipality? Provide input on SNC programs and services.*

### 1:50 p.m. End of Session – Questions – Connect with SNC Staff



Cornwall, February 12, 2020

The Honorable Christine Elliott  
Minister of Health and Deputy Premier  
Hepburn Block, 10th Floor, 80 Grosvenor Street  
Toronto ON M7A 1E9

Dear Minister Elliott:

**RE: 2020 Municipal Cost Share of Public Health Funding**

At its meeting on January 30, 2020, the Eastern Ontario Health Unit (EOHU) Board of Health unanimously passed the following motion number 2020-1393:

***WHEREAS*** the Ontario Government's Public Health Modernization Consultation process is still ongoing and in fact delayed;

***WHEREAS*** the Public Health Modernization Consultation process does not address public health funding models including municipal cost-share;

***WHEREAS*** without prior consultation nor discussion with health units or municipalities and before a new public health structure model has been devised and implemented, the municipal public health funding share for 2020 has been increased to 30% and now extends to include programs not previously cost-shared with municipalities;

***WHEREAS*** the 30% share across all programs, including those previously not cost-shared will result in significant and likely unsustainable increase of close to 50% to the EOHU's 3 obligated, mostly rural municipalities which have a limited tax base;

***WHEREAS*** the EOHU's obligated municipalities have planned for a 2020 modest overall contribution increase of up to 2% which is less than their new 30% cost-share formula 2020 contribution, even offset by verbally confirmed one-time transitional funding by the Ministry of Health;

***THEREFORE, BE IT RESOLVED THAT*** for the calendar year of 2020 the provincial Ministry of Health reverse the 30% cost-share formula and return to previous years' municipal share of 25% applicable only to previously shared mandatory programs;

and

***FURTHERMORE THAT*** copies of this motion be forwarded to local municipalities, the Wardens Caucus of Eastern Ontario, the Association of Municipalities of Ontario (AMO), ROMA, local MPPs, MPP Steven Clark, all Ontario Boards of Health, the Association of Public Health Agencies (aPHa) in request for their support to urge the provincial Ministry of Health not to change the 2019 cost-share formula.

.../2



CORNWALL • ALEXANDRIA • CASSELMAN • HAWKESBURY • ROCKLAND • WINCHESTER

**www.EOHU.ca • 1 800 267-7120 • www.BSEO.ca**

If you require this information in an alternate format, please call 1 800 267-7120 and press 0.

Si les renseignements sont requis dans un autre format, veuillez appeler au 1 800 267-7120 et faire le 0.



Thank you for your attention to this important public health issue.

Sincerely,



Dr. Paul Roumeliotis, MD, CM, MPH, FRCP(C)  
Medical Officer of Health/CEO  
Secretary, Board of Health

Copy: Municipalities of Stormont, Dundas, Glengarry, Prescott & Russell  
Warden's Caucus of Eastern Ontario  
Association of Municipalities of Ontario (AMO)  
ROMA  
City of Cornwall  
Ontario Boards of Health  
Association of Public Health Agencies (alPHa)  
Office of the Chief Medical Officer of Health  
Jim McDonnell, MPP, Stormont - Dundas - South Glengarry  
Amanda Simard, MPP, Glengarry - Prescott-Russell  
Steven Clark, Minister of Municipal Affairs

**From:** Aggregates (MNRF) <[Aggregates@ontario.ca](mailto:Aggregates@ontario.ca)>  
**Sent:** Thursday, February 13, 2020 9:14 AM  
**To:** Keyes, Jennifer (MNRF) <[jennifer.keyes@ontario.ca](mailto:jennifer.keyes@ontario.ca)>  
**Cc:** Desroches, Pauline (MNRF) <[Pauline.Desroches@ontario.ca](mailto:Pauline.Desroches@ontario.ca)>; Zeran, Rebecca (MNRF) <[rebecca.zeran@ontario.ca](mailto:rebecca.zeran@ontario.ca)>  
**Subject:** Proposed regulatory changes under the Aggregate Resources Act

Dear Ontario Heads of Council and Clerks,

The Ministry of Natural Resources and Forestry recognizes the critical role Ontario's municipalities play in the lives of Ontarians. We value our strong collaborative partnership with municipalities and the associations that represent their interests.

We want to advise you that the Ministry of Natural Resources and Forestry is proposing changes to the way extraction of aggregate resources are regulated in Ontario, and we are inviting your input on the changes proposed.

The Ministry has gathered perspectives from, industry, municipalities, Indigenous communities, members of the public, and other stakeholders. These proposed changes promote economic growth within the aggregate industry while also maintaining strong protection of the environment and addressing community impacts.

The key areas being proposed for change are summarized below for your convenience. However, we would encourage you to read the details of the proposed regulatory changes which can be found on the Environmental Registry notice# **019-1303** *Proposed amendments to Ontario Regulation 244/97 and the Aggregate Resources of Ontario Provincial Standards under the ARA* located [here](#).

The posting notice can also be viewed by searching for notice#**019-1303** at the following web link: [www.ero.ontario.ca](http://www.ero.ontario.ca)

We encourage you to provide feedback through the Environmental Registry process.

If you have any questions about the proposed changes, please call Rebecca Zeran at (705) 749-8422.

Kind Regards,

Jennifer Keyes  
Director, Natural Resources Conservation Policy Branch  
Ministry of Natural Resources and Forestry

**Proposed regulatory changes include:****For new pits and quarries:**

- enhancing the information required to be included in summary statements and technical reports at the time of application
- improving flexibility in how some standard site plan requirements can be implemented and modernizing how site plans are created
- creating better consistency of site plan requirements between private and Crown land and better alignment with other policy frameworks
- updating the list of qualified professionals who can prepare Class A site plans
- updating the required conditions that must be attached to a newly issued licence or permit
- adjusting notification and consultation timeframes for new pit and quarry applications
- changing and clarifying some aspects of the required notification process for new applications
- updating the objection process to clarify the process
- updating which agencies are to be circulated new pit and quarry applications for comment

**For existing pits and quarries:**

- making some requirements related to dust and blasting apply to all existing and new pits and quarries (requirements which were previously only applied to new applications)
- updating and enhancing some operating requirements that apply to all pits and quarries, including new requirements related to dust management and storage of recycled aggregate materials
- providing consistency on compliance reporting requirements, while reducing burdens for inactive sites
- enhancing reporting on rehabilitation by requiring more context and detail on where, when and how rehabilitation is or has been undertaken
- clarifying application requirements for site plan amendments
- outlining requirements for amendment applications to expand an existing site into an adjacent road allowance
- outlining requirements for amendment applications to expand an existing site below the water table
- setting out eligibility criteria and requirements to allow operators to self-file changes to existing site plans for some routine activities without requiring approval from the ministry (subject to conditions set out in regulation)

**Allowing minor extraction for personal or farm use:**

- outlining eligibility and operating requirements in order for some excavation activities to be exempted from needing a licence (i.e., if rules set in regulation are followed). This would only be for personal use (max. of 300 cubic meters) or farm use (max. 1,000 cubic meters)

## Brenda Brunt

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**From:** Mail @ South Dundas  
**Sent:** Wednesday, February 26, 2020 2:50 PM  
**To:** Shannon Geraghty; Kalynn Sawyer Helmer; Jeff Hyndman; Chris Paulino; Cameron Morehouse; Brenda Brunt  
**Subject:** FW: MTO 2018-4023 - Overnight Rolling Closures on Hwy 401 at County Rd 31 - March 4 & 5

**From:** Ian Mortson <I.Mortson@lwbray.com>  
**Sent:** February 26, 2020 2:19 PM  
**Subject:** MTO 2018-4023 - Overnight Rolling Closures on Hwy 401 at County Rd 31 - March 4 & 5

Hello,

This email is to notify you that there will be rolling closures on Highway 401 leading up to County Road 31 at Morrisburg to facilitate the ongoing bridge construction. Closures will be facilitated by OPP paid duty officers as well as LW Bray Construction Ltd staff. Rolling closures will occur **between 22:00 and 06:00** starting on the evenings of March 4 and March 5, and will continue into the following morning. Closures in the **westbound direction** will occur on **March 4 into March 5** and closures in the **eastbound direction** will occur on **March 5 into March 6**.

The duration and frequency of these closures are anticipated to be one 15-minute closure each hour. There will be a total of 5 closures in one direction on each evening, as detailed above. As this schedule may be affected by traffic levels or adverse weather conditions, closures may continue until 0600hrs.

In addition to the closures noted above, the northbound lane on County Rd 31 at Highway 401 will be closed **from 20:00 until 06:30** on **March 4 into March 5** and on **March 5 into March 6**.

In any event, we will do our best to accommodate emergency vehicles and allow access through the closure.

Thank you,

Ian Mortson  
Project and Quality Control Coordinator  
LOUIS W. BRAY CONSTRUCTION LIMITED  
308 Corduroy Road  
Vars, ON K0A 3H0  
C: 613-227-3335  
[i.mortson@lwbray.com](mailto:i.mortson@lwbray.com)



*Working the Bray way*

# Dundas County Archives

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## Who Has Dundas County Archives Served in 2019?

A County Archive is mandated by the Municipal Act. Our main purpose is to preserve records for future research. This mandate includes collecting, preserving and organizing the records generated in the operation of the Township of North Dundas and the Municipality of South Dundas. However, a county archive is so much more than municipal records. It is the preserved history of the region. This includes the story of the various businesses, community groups, fairs, individuals and geography of the area.

- The greatest user of the archives has been municipal staff of South Dundas. Most enquiries have been pertaining to historic building permits, and associated files, as well as records of drains, and consultant reports. There have also been requests for various other historic files or reports. These were located and delivered to the person making the enquiry.
- Other Municipal staff from other regions – there have been enquiries for newspaper articles covering past elections. In every case the articles were located, copied and sent to the requester.
- Newspaper reporters – there have been requests for research support on various topics by several different reporters. These were always responded to quickly due to the time sensitivity of the request.
- General public searching for records about their family or their homes – where I had any records of interest, I would make copies and send them on.
- For those who can conduct research in person, I have generally referred them to the **Lynne Cooke Family Research Centre** (St Lawrence Branch of the United Empire Loyalist Association) or suggested that they can come to do research in both facilities. **The Lynne Cooke Family Research Centre operates as a separate facility leasing space in the archives building.**

We have made much progress with the Dundas County Archives during 2019

- **Research support** –There continues to be interest from individuals to conduct research through the archives. As part of the mandate is to provide research access to the public, I have responded to requests from newspaper reporters, members of council and municipal staff, and individuals conducting research into their family or business history. The question remains as to how much time I can give to conduct research on behalf of individuals, given that my status is part time and during that time I have many duties to perform.
- **Women's Institute** materials have continued to be donated to the archives from Iroquois, Matilda, Williamsburg, Elma and Chesterville. These have been processed, boxed and labelled. We have had researchers in to consult these scrap books, as they contain much local history.

- Many **donations have been received from individuals** from both North and South Dundas, as well as people from outside this region. These include historic photographs, family histories, newspapers, ledgers, records from community organizations and businesses. We have also received monetary donations from several individuals who have come to the archives to conduct research. Some have come from as far away as Seattle (Donald Kuntz) Washington, Montana, Massachusetts (Ted Kennedy), Upper New York State and throughout Ontario. These trips generally occur during the summer and fall and are all related to family research. This leads me to feel that we could do more to promote the area as a **tourism destination for family research**. These people come to this area and spend money in our restaurants and bed and breakfasts.
- Our collections have been greatly enhanced by **Local donors of artifacts and records**. We are indebted to Sam Laurin of the Morrisburg Leader, The Winchester Press, The Chesterville Record, The Winchester District Hospital Foundation, The South Mountain Fair Board, Carol Goddard, James Jordan, Randy Veinotte, Stephen law, Evonne Delegarde, Eric Duncan, Sandra Lee and Roger Johnson, The Levere Family, Jim Becksted, Pam French (book shelves and a computer), Carol Montgomery, Howard and Leslie Kirkby, Upper Canada Village, S D & G County Library and Alan Favreau for designing shelving for the Lynne Cooke Family Research Centre / St Lawrence Branch of the United Empire Loyalist Association and the creating and donating custom boxes for the archives. I am appreciative to all these individuals (and countless more), for donating to us in an effort to preserve local history.

- **Volunteers**

I am indebted to volunteers such as Carol Montgomery who has assisted with organizing the large donation of Iroquois newspapers. I am especially thankful for the continued assistance of Howard and Leslie Kirkby who have worked diligently in helping me deal with the organization of the newspapers and preparation of such for the digitization project. I look forward each week to their continued effort on clearing my “to do” list.

- **Newspaper Digitization Project,**

Through the dedicated work of MP Eric Duncan, the United Counties Council has issued a budget of \$93,000 to be split between Dundas County Archives, The Glengarry County Archives and the Lost Villages Historical Society. This is to collect, process and digitize the rare historic newspapers of the area. The plan is to host these files onto a United Counties Web site so that they will be accessible to all.

Our newspaper collection has continued to build through donations from the publishers of the local papers as well as from individuals. As of January 2020, we have processed and digitized over 31,000 pages of newspapers. The United Counties Council has issued a further budget of \$100,000 for 2020 to continue the project and it will continue to be split between the three organizations. This funding has gone towards the digitization of the newspapers by Image Advantage, who will provide to us OCR searchable digital files.

The project also requires that these very fragile papers be organized, stabilized and preserved in newspaper archival boxes before they can be digitized. These archival

materials were not covered in the budget of the United Counties Council. As a result of a request to the service clubs of Dundas County we are thrilled to be generously supported by the Lions Clubs of Iroquois -Matilda, Morrisburg and Mountain District. As well - Legions of Iroquois, Morrisburg and Winchester have all generously supported this project to preserve their local history. Their monetary donations have gone towards the purchase of archival repair tape and newspaper boxes.

- Our **Newspaper Collection** has been building through personal and corporate donations– namely

The Chesterville Record from 1902 to the present date – with some gaps

The Dundas Courier several issues in the 1870s – 1890s

The Iroquois Post, (primarily the 1970s)

The Iroquois Post and Matilda Advocate ( a few issues in the 1930's – 1970s)

the Iroquois Chieftain, (1980s to 2008)

The Morrisburgh [sic] Courier 1880s

the Morrisburg Leader, (some issues in 1901 to the present)

the Morrisburg Banner, (1970s)

The St Lawrence News (Iroquois Goes back to 1890's full run 1905, 1917 – 1919...)

The Mountain Herald (one issue in 1905)

The Winchester Press (a few issues in the 1890s, 1918 – to jan 2020 when publication ended)

- In preparation for researchers, a collection of **finding aids** have been created. These not only include research guides to our records but also researching records of local interest which are housed elsewhere, such as the Archives of Ontario and Library and Archives Canada. I have also collected local history resources in a reference library. I have invited volunteers to research and write histories of businesses, locations and individuals to offer potential researchers as a guide.
- **Professional development and networking.**

I have continued to work towards professional development and networking to keep abreast of current trends in archival and municipal archives standards. I have attended the annual Archives of Ontario Conference. I have also taken a few archival workshops on my own time and at my own expense in order to keep up to date.

- I have donated my personal local history research collection to the archives. Also, through various donations, a **local reference library** has been building. We have books written about the history, geography and of businesses, schools and churches in the region, the creation of the St Lawrence Seaway, as well as books by local authors. This collection continues to build on a regular basis.
- There is a **Facebook and Instagram page for the Dundas County Archives** to make various announcements, and to allow the interested public to engage with us. This is updated regularly. This page, as well as the Instagram posts, are meant to showcase new donations to the archives or projects.

- The social media posts also showcase the Dundas County Archives rotating **displays in the lobby of the South Dundas Municipal Centre**. These displays are changed about every 2 months and illustrate local businesses, individuals or other aspects of local history. I try to make sure that both North and South Dundas are featured. In 2019 I have set up displays on the Allison Family on the Titanic, Dr Locke's Shoe Company, At election time I featured a display commemorating that it has been 100 years since women in Dundas won the right to vote in federal elections, Food rationing during the First and Second World Wars, Dutch Immigration into Dundas County after the Second World War. The current display is on the early history of Hockey in the region.

- **Newsletter** for Dundas County Archives.

I am planning to do a monthly newsletter for the archives. The purpose of this is to let people know what kinds of records we house and how they can access them. I will feature stories of local businesses, individuals and groups in these newsletters and will reach out to the public for feedback on what types of events or outreach programs they might be interested in.

- **Newspaper Digitization Project,**

Through the dedicated work of MP Eric Duncan, the United Counties Council has issued a budget of \$93,000 to be split between Dundas County Archives, The Glengarry County Archives and the Lost Villages Historical Society. This is to collect, process and digitize the rare historic newspapers of the area. Our newspaper collection has continued to build through donations from the publishers of the local papers as well as from individuals. As of January 2020, we have processed and had digitized over 31,000 pages of newspapers. The United Counties Council has issued a further budget of \$100,000 to continue the project and it will continue to be split between the Lost Villages Historical Society, the Glengarry County Archive and the Dundas County Archives. This funding has gone towards the digitization of the newspapers by Image Advantage.

The project also requires that these very fragile papers be organized, stabilized and preserved in newspaper archival boxes before they can be digitized. These archival materials were not covered in the budget of the United Counties Council. As a result of a request to the service clubs of Dundas County we are thrilled to be generously supported by the Lions Clubs of Iroquois -Matilda, Morrisburg and Mountain District. As well - Legions of Iroquois, Morrisburg and Winchester have all generously supported this project to preserve their local history. Their monetary donations have gone towards the purchase of archival repair tape and newspaper boxes.

- **Trillium Grant Application.** In November we (North and South Dundas) jointly applied for a Trillium Grow Grant for the archives for \$511,200.00 over a period of 3 years. If we are awarded this grant the first order in business is to conduct repairs to the roof of the building. The quoted cost of this is approximately \$100,000. The budget will enhance the present role of Archivist from part time to full time during the length of the grant. We applied for funds to hire a student or intern to assist with cataloguing. Since we presently have no cataloging software, this would be purchased. It is standard archival procedure to have a searchable catalogue in order to facilitate the retrieval of records as required. We



have built in a budget to purchase basic archival supplies like mylar sleeves to protect our photo collection and archival boxes. We are planning outreach programs to bring the public into the archives and to promote local history. This can include a “tea and talk” series or a series of guest speakers. We would create online exhibits to showcase our heritage. We would focus on outreach programs for local schools in a heritage fair. This would engage students in learning about their local history and enhancing a love of their heritage. The proposal includes funding for digitization of historic records for preservation and to facilitate access to researchers. We will not learn until late April whether we are successful in our application. Hopefully, if we get the Trillium Grant, we will be able to move forward to commence with data entry and cataloguing.

#### Plans Moving Forward:

- Evaluate future needs with respect to **archival supplies** in order to be able to continue to preserve our local heritage. I would like to be able to obtain mylar sleeves for our photograph collection as well as proper archival boxes in which to store them.
- I would like to locate **de-accessioned display cases** or budget for some in the future in order to plan for some exhibits to showcase our local history
- It is my hope that, we would have an enhanced web **site**. This could host digitized records and finding aids and research tools. The hope is to be able to create online exhibits about our local heritage.
- Continue with providing researcher support for the public and Municipal staff and Council. I will continue to work towards **fulfilling our mandate under the Municipal Act**, by facilitating the preservation of our local heritage, while allowing access to records to the public. To this goal, finding aids will continue to be a focus and finding ways to facilitate research.

Susan Peters

Dundas County Archives

[dundascountyarchives@gmail.com](mailto:dundascountyarchives@gmail.com)

<https://southdundas.com/residents/dundas-county-archives/>

<https://northdundas.com/town-hall/clerk/dundas-county-archives/>

## MINUTES

**DATE:** Thursday, February 20, 2020

**TIME:** 7:00 pm

**PLACE:** Matilda Hall

### 1. Attendance

- Tracy Yalden, Cindy Peters, Marlene Lewis, Jim Adams, Doreen Henderson, Archie Mellan, Janice Froats
- Regrets: Gerald Whitteker

### 2. Review Previous Meeting Minutes

- All in favour of approving the minutes from the October 7, 2019 meeting.

### 3. Update of Current Funds

- The current balance of the fund is (\$8,556.45) as provided by Sarah MacMillan on February 20, 2020 (see attached). This amount includes \$43,984 which was earmarked for previous applications for ball diamond lighting, Matilda veterans monument, hose reel, 2019 pig roast and Optimist Club game night. The 2020 installment of \$30,000 plus interest from EDP Renewables has not yet been received, but was due by February 15<sup>th</sup> as per the agreement. Sarah MacMillan is looking into this and will provide us with an update when she has one.

### 4. Status of Previously Approved Applications

- Optimist Club Game Night (Sept 2019 application) – It was brought to the attention of the committee that the timeframe for receipts noted in the application was from December – June, but receipts were submitted for June – December. It was discussed that the game nights for youth do not run during the summer months. Therefore, receipts for July and August would be inadmissible, but the committee will clarify with the Optimist Club and provide Sarah with an answer on this.
- Optimist Club Game Night (Sept 2019 application) – It was also brought to the attention of the committee that rent receipts for \$600/month were being submitted for reimbursement under the application, but the application stated that rent would amount to \$250/month. The committee will clarify with the Optimist Club and provide Sarah with an answer on this.

### 5. Review and Vote on Submitted Applications

- There were no new applications received for review.

## **6. Other Discussion Items**

- Nil

## **7. Next Application & Meeting Date**

- Applications – **on or before** March 20, 2020 at 4:00 p.m.
- Meeting – April 2, 2020 7:00 p.m. @ Matilda Hall

## **8. Adjournment**

- Meeting adjourned at 8:30 p.m.

EDP FUND RECONCILIATION			
<b><u>EDP FUND BALANCE</u></b>		<b><u>BALANCE</u></b>	
2019 EDP FUNDS		\$	45,944.39
2019 Transactions		\$	(10,516.88)
Earmarked Projects		\$	(43,983.96)
<b>TOTAL EDP BALANCE FEBRUARY 20, 2020</b>			<b>(8,556.45)</b>
<b><u>2019 TRANSACTIONS</u></b>		<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>
Nov-18	Optimist Club-Family Day Skate 2019	\$ 1,000.00	\$ 649.97
Nov-18	Optimist Club-Game Night 2018 Application	\$ 6,000.00	\$ 4,802.60
Oct-17	Plastic Rink Cover- <i>Removed</i>	\$ 1,130.00	\$ -
Oct-17	Hockey Nets	\$ 520.00	\$ 407.02
Mar-19	Matilda Veterans Monument	\$ 10,000.00	\$ 4,516.04
Mar-19	Matilda Charge-Matilda Hall Rental	\$ 141.25	\$ 141.25
<b><u>BUDGET VS ACTUAL</u></b>		<b><u>\$ 18,791.25</u></b>	<b><u>\$ 10,516.88</u></b>
<b><u>EARMARKED PROJECTS</u></b>			
Mar-19	Brinston Ball Diamond Lighting	\$ 27,000.00	Work to be completed in 2020
Mar-19	Matilda Veterans Monument	\$ 5,483.96	Waiting for final stone invoices
Oct-19	Optimist Club-Family Day Skate 2020	\$ 1,000.00	Event to be held February 17, 2020
Oct-19	Hose Reel-Brinston Rink	\$ 1,500.00	Ordered
Oct-19	Matilda Rec- Pig Roast	\$ 3,000.00	\$ 2,592.30 Receipts received- Waiting for 2020 funding
Oct-19	Optimist Club-Game Night 2019 Application	\$ 6,000.00	\$ 4,300.00 Require approval from committee for updated rent amount. Receipts received- Waiting for 2020 Funding
<b><u>TOTAL EARMARKED PROJECTS</u></b>		<b><u>\$ 43,983.96</u></b>	



### Morrisburg Waterfront Advisory Committee Meeting Minutes February 19, 2020

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**Attendees:** Bert Marcellus, Doreen Liberty, Keith Robinson, Rosemary Laurin, Carmelo Scaini, Michael Burton, Maggie Harvey, Steven Byvelds

1. Approval of Agenda. Given the number of items on the agenda, the Committee agreed to move # 5 and #7 to a future meeting.

Moved: Doreen Liberty Seconded: Keith Robinson

Approval of Minutes of January 15, 2020.

Moved: Doreen Liberty. Seconded: Bert Marcellus

2. Feedback from Council on Budget Request. The Committee currently has \$85,000 in a reserve fund which needs to be utilized before seeking funds for additional projects. While this money has been intended for revamping the Cruikshank Amphitheatre, the project has been stalled, and communication between Council and the Committee had lapsed. Michael Burton presented the WF Committee 5 Year Plan to Council at the February 3 meeting. Mayor Byvelds advised the Committee that new staff members overseeing the Waterfront are Danielle Watson for Parks and Jamie Scott for Recreation.

3. Cruikshank Amphitheatre.

After much discussion on Amphitheatre plans and delays, the Committee decision is to proceed with renovations at this time. Step one is to have staff review concept drawings for feasibility, then accept tenders for costing. Bert Marcellus to forward concept drawings to Mayor Byvelds who will forward to staff.

Motion: Committee requests Council and staff proceed with renovations to the Cruikshank Amphitheatre as soon as possible.

Moved: Keith Robinson. Seconded: Rosemary Laurin

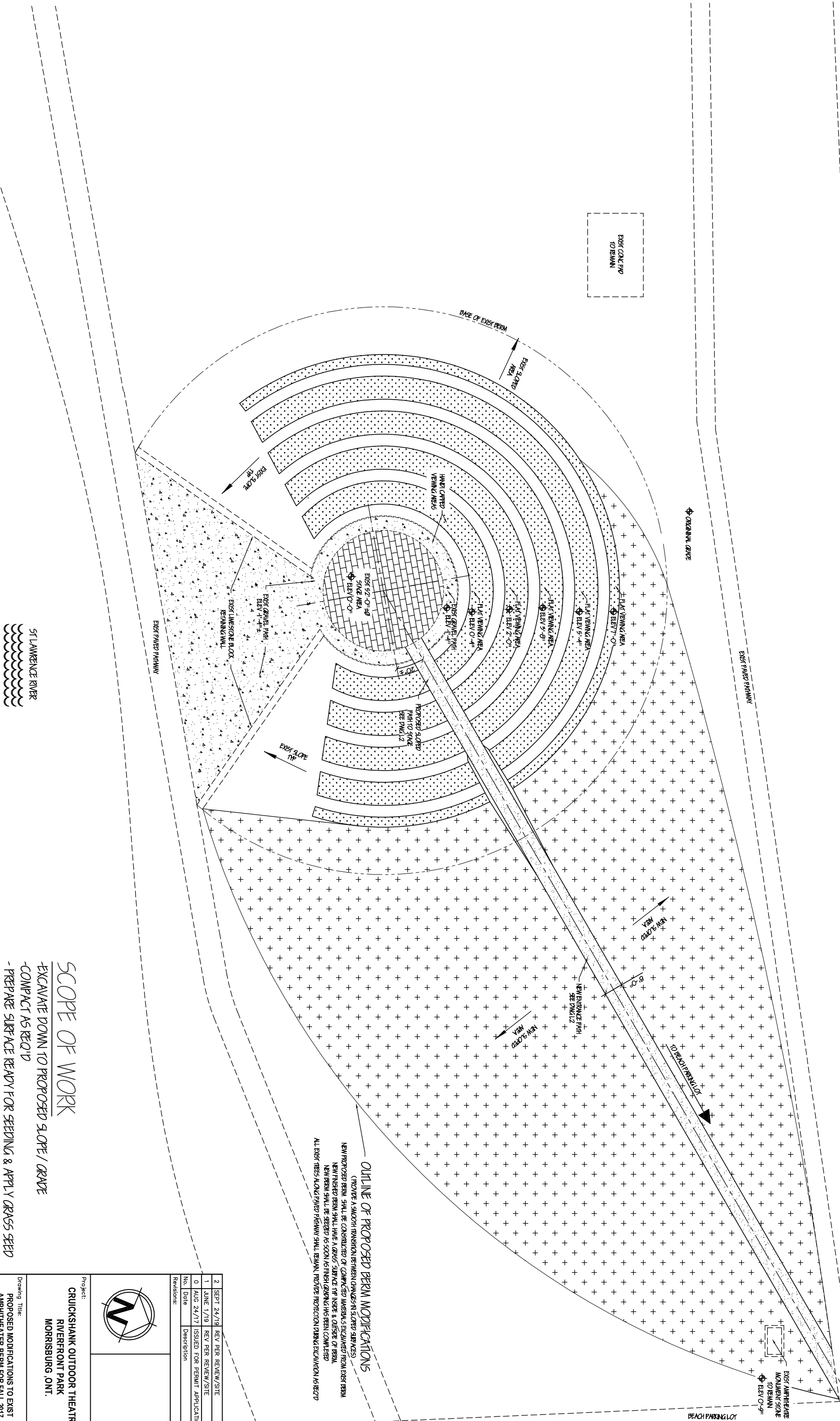
**Action Item for Municipality: Council and Staff proceed with renovations process for the Cruikshank Amphitheatre.**

4. Parking Lot Project.

The Roads Department has estimated that the proposed parking lot could be constructed to parking grade gravel for approximately \$25,000. Committee agreed that the parking lot is

considered the second priority after the Amphitheatre. Any remaining monies from the reserve could be spent on it. The Lion's Club Docksyde has offered to contribute as well.

5. The Seaway Surge Funding Application document was shared with the Committee. The funding if awarded, will be applied to improving the middle diamond, and would be confined to the existing footprint of the diamond. Mayor Byvelds confirmed that the Township has committed to \$20,000 of in-kind services. No monetary contribution has been committed from the Waterfront Committee reserve. Our role will be to oversee location and integration with Waterfront plans and projects.
6. Adjournment 8:45.



OUTLINE OF PROPOSED BERM MODIFICATIONS

(REMOVE A SMOOTH TRANSITION BETWEEN CHANGES IN SLOPED SURFACES)  
NEW PROPOSED BERM SHALL BE CONSTRUCTED OF COMPACTED LAYERED & EXCAVATED FROM EXIST BERM  
NEW FINISHED BERM SHALL HAVE A GRASS SURFACE 1H: 1V MORE & OUTSIDE OF BERM  
NEW BERM SHALL BE SEEDED AS SOON AS FINISH GRADING HAS BEEN COMPLETED  
ALL EXIST TREES ALONG PAVED PARKWAY SHALL REMAIN. PROVIDE PROTECTION DURING EXCAVATION AS REQ'D

SCOPE OF WORK

- EXCAVATE DOWN TO PROPOSED SLOPE / GRADE
- COMPACT AS REQ'D
- PREPARE SURFACE READY FOR SEEDING & APPLY GRASS SEED MIX AS PER MUNICIPALITY STANDARDS
- (REMOVAL OF EXISTING ELECTRICAL SERVICES BY OTHERS)



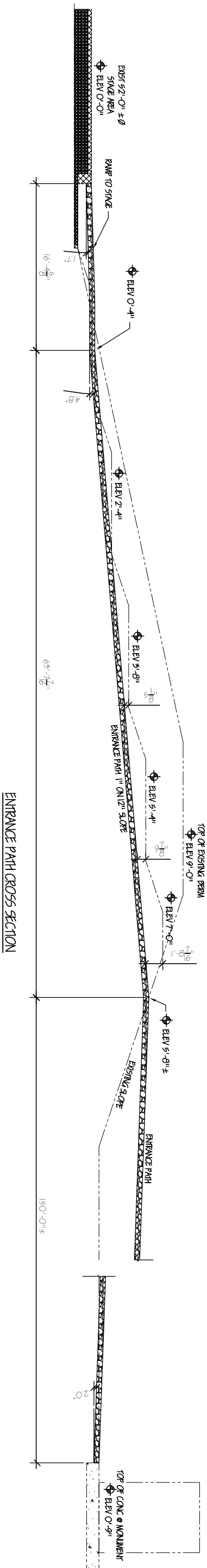
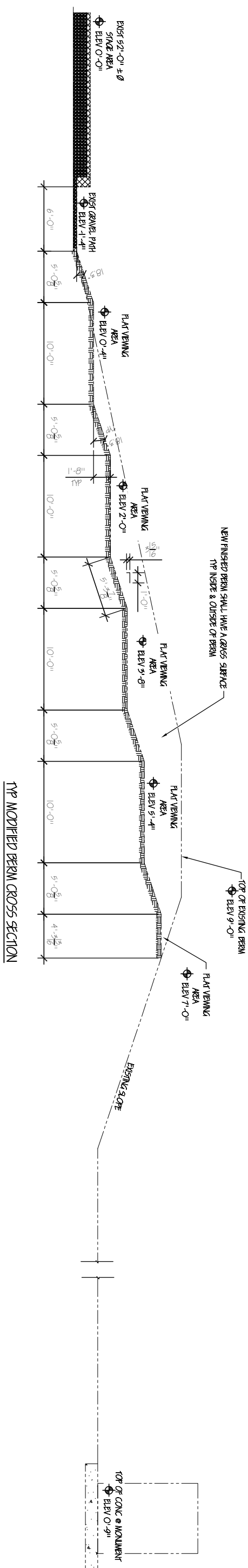
Project:  
**CRUICKSHANK OUTDOOR THEATRE  
RIVERFRONT PARK  
MORRISBURG, ONT.**

Drawing Title:  
**PROPOSED MODIFICATIONS TO EXIST  
AMPHITHEATER BERM FOR FALL 2017  
- PLAN VIEW**

No.	Date	Description
2	SEPT 24/19	REV PER REVIEW/SITE
1	JUNE 1/19	REV PER REVIEW/SITE
0	AUG 24/17	ISSUED FOR PERMIT APPLICATION

Revisions:

Scale:	N.T.S.	Drawn By:	BM
Date:	AUG 15 2017	Checked By:	
PROJECT NO.		Drawing Number:	L1
		Rev:	2



2	SEPT 24/19	REV PER REVIEW/SITE
1	JUNE 1/19	REV PER REVIEW/SITE
0	AUG 24/17	ISSUED FOR PERMIT APPLICATION
No.	Date	Description

Revisions:


**Project:**  
**CRUICKSHANK OUTDOOR THEATRE**  
**RIVERFRONT PARK**  
**MORRISBURG, ONT.**

Drawing Title:  
**PROPOSED MODIFICATIONS TO EXIST  
AMPHITHEATER BERM FOR FALL 2017  
- CROSS SECTION VIEWS**

Scale:	N.T.S.	Drawn By:	BM
Date:	AUG 15 2017	Checked By:	
PROJECT NO.		Drawing Number:	Rev
		L2	2



# **South Dundas Economic Development Advisory Committee**

## **MINUTES**

**Date:** Wednesday January 15, 2020

**Time:** 6:00p.m.

**Location:** Ross Video Boardroom, Iroquois, Ontario

### **1. Call to Order**

The Meeting was called to order at 6:03pm by Chair, Jeff Poapst.

### **2. Attendance**

Attendees: Debbie Butzer, Deputy Mayor Kirsten Gardner, Jeff Poapst, Jim Annable, Lance Lepage, Ralph Rick and Rob Hunter

Regrets: Lesley Bland

### **3. Confirmation of Agenda**

No additions or deletions to the Agenda. Motion to approve the Agenda made by Ralph Rick, seconded by Kirsten Gardner. **CARRIED**

### **4. Approval of Minutes**

Motion to approve the Minutes of the Committee Meeting held on November 13, 2019 made by Jeff Poapst, seconded by Ralph Rick. **CARRIED**

### **5. Business Arising from the Minutes**

#### A. 2020 Awards of Excellence Program

The 2020 Awards of Excellence Program will be launched at May 2020 Wine and Cheese Event.

The Committee decided to keep the same award categories as in 2019. The Committee asked Rob to work on developing a preamble for each award category and also develop the questions to be used for online submission of

the awards. In addition, the Committee recommended that Rob develop a new scoring matrix based on the questions used.

Once the awards program is launched it was suggested to look at doing a weekly advertorial in the Morrisburg Leader to highlight one of the award categories each week.

#### B) Ambassador Program

The Committee approved the Ambassador application that was submitted by Glenna Schaillee. Rob will reach out to her and set up a time to meet to go over the program and the required paperwork to be signed.

Members of the Committee were reminded to send their headshots and bios into the office, so the webpage can be created.

#### C) Investment Document

The Committee recommended to Rob that he go with a format similar to the Leeds Grenville document that was provided to the Committee for review. It was suggested that we print limited hard copies of the full document to have to handout and to ensure that we have a PDF version of it to have online. It was also suggested that we should produce a mini document in a four-panel rack card and have more of these printed so they can be handed out.

#### D) 2020 Student Career Day Event

Rob and Kirsten to meet with the Principal of Seaway to discuss the career event. Possible that the event could encompass both career and volunteer possibilities. The event should be held in early April and we will need to make list of organizations to invite to the event.

It was suggested to invite the Principal of Seaway to the next Economic Development Advisory Committee Meeting.

#### E) Restaurant Recruitment

The Committee recommended that we identify lands where a restaurant could go including both public and private lands. Include the land at hwy #401 and County Rd #31.

The Committee wondering if any other community has or has had a successful restaurant recruitment program. Rob to network with colleagues at the upcoming EDCO Conference and see if anyone has any information regarding this initiative.

## **6. Other Business**

### **A) 2020 Budget**

Rob provided the Committee with an update on the budget and advise that the budget that was put together remained intact and will be officially passed by Council on February 3, 2020.

### **B) South Dundas Welcome Package**

The two welcome packages were provided to the committee members for review. Members of the Committee were asked to provide their feedback on items they think should be included in the South Dundas Welcome Package to Rob so he can start putting together a draft document

## **7. Other Items/Announcements**

### **A) Wine and Cheese Networking Event**

The wine and cheese event will be a joint event between the Ec Dec Committee and the Tourism Committee and should be held in early to mid May before the May long weekend. Stonecrop acres has been offered as a venue for the event.

Event registration will be put up on Eventbrite and there will be invitation cards made up for Council and Committee Members to hand out.

Event will see networking take place for 45 minutes, then welcome by the Mayor and the launch of an item by each of the chairs of both the Ec Dev and Tourism Committee.

### **B) Meeting of South Dundas Committee Chairs**

The Committee discussed a meeting of all Committees of Council to discuss what they are doing, so everyone has an appreciate for the working being done in the Community. It was suggested the first thing to happen should be

a meeting of the Chairs with the Mayor and Deputy Mayor, CAO and Ec Dev Officer to explain what we are hoping to achieve at this meeting of all committee members and to give them time to develop their mini presentation.

### **8. Next Meeting Date**

The next meetings of the Economic Development Advisory Committee will take place on February 12, 2020 at 6:00pm in the Boardroom at Ross Video.

### **9. Adjournment**

Meeting was adjourned at 8:30pm. Moved by Lance Lepage and seconded by Debbie Butzer. **CARRIED**

# South Dundas Regional Drinking Water System

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Waterworks # 220001012  
System Category – Large Municipal Residential

## Annual Report

Reporting Period of January 1<sup>st</sup> – December 31<sup>st</sup> 2019

Issued: February 25, 2020

Revision: 0

This report has been prepared to satisfy the annual reporting requirements in O. Reg. 170/03 Section 11 and Schedule 22

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## Report Availability

As the South Dundas Regional Drinking Water System is considered a large municipal residential system under O. Reg. 170/03, this report must be made available to the public. It can be found at the municipal office, located at 34 Ottawa Street, Morrisburg, Ontario and on the municipal website ([www.southdundas.com](http://www.southdundas.com)).

## Compliance Report Card

Compliance Event	# of Events
Ministry of Environment Inspections	2
Ministry of Labour Inspections	0
QEMS External Audit	1
AWQI's/BWA	0/0
Non-Compliance	1
Spills	0
Watermain Breaks	7

## System Process Description

### Raw Source

Water is drawn from the St. Lawrence River through a 450 mm diameter steel intake pipe equipped with a sodium hypochlorite feed system for zebra mussel control. The raw water intake crib is located off shore, south of the low lift building located at the base of Augusta Street in Morrisburg. Three vertical turbine pumps convey water from the low lift building to the water treatment plant located at 99 Augusta Street, Morrisburg.

### Treatment

Inside the water treatment facility, water undergoes ultra-filtration through membrane cassettes (ZeeWeed membranes, manufactured by Zenon) which are housed in large concrete tanks. There are three concrete filter tanks, each of which contains two ultra-filtration cassettes. Each filter has a chemical clean and backwash system. They are each equipped with a turbidity analyzer and particle count meter. Three granular activated carbon (GAC) contactors provide taste and odour control. Sodium hypochlorite is used for disinfection. A multi-cell baffled clearwell provides chlorine contact time.

## Distribution

Water is transported through an 11.5 km transmission main from Morrisburg to Iroquois. The water is rechlorinated at a booster station in Iroquois. A steel elevated storage tank is located in each town. Each has a capacity of 945 m<sup>3</sup>. There are approximately 15 kilometers of water main in Morrisburg and approximately 12 kilometers in Iroquois. The water mains are composed of PVC, cast iron and ductile iron. The combination of clear wells, the reservoir and the elevated tanks provide for peak hour demands and fire flows.

### Treatment Chemicals used during the reporting year

Chemical Name	Use	Supplier
Sodium Hypochlorite	Disinfection	Brenntag

## Summary of Non-Compliance

### Adverse Water Quality Incidents

Date	AWQI #	Location	Problem	Details	Legislation	Corrective Action Taken
None to report.						

### Non-Compliance

Legislation	requirement(s) system failed to meet	Date	Details	Corrective Action	Status
O. Reg. 170	No treated water nitrite or nitrate sample results for Q2 2019.	April 1, 2019	Sample collected and received by lab. Lab did not perform the analysis for nitrite and nitrate as indicated on the chain of custody.	Results will be recorded on the facility's sample calendar.	Complete

### Non-Compliance Identified in a Ministry Inspection

Legislation	requirement(s) system failed to meet	duration of the failure (i.e. date(s))	Corrective Action	Status
None to report.				



## Flows

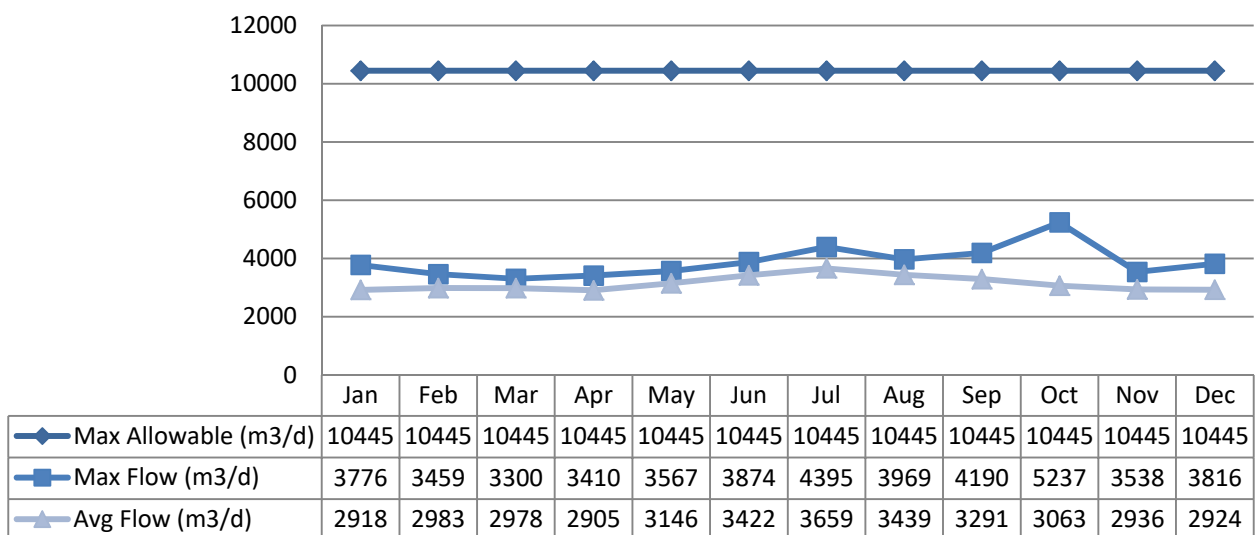
South Dundas' Drinking Water System is operating on average under half the rated capacity.

### Raw Water Flows

Raw water flows are regulated under the Permit to Take Water (PTTW). Raw flow data for 2019 was submitted to the Ministry electronically under Permit #4362-AAKQNY. The submission confirmation can be found attached in Appendix A.

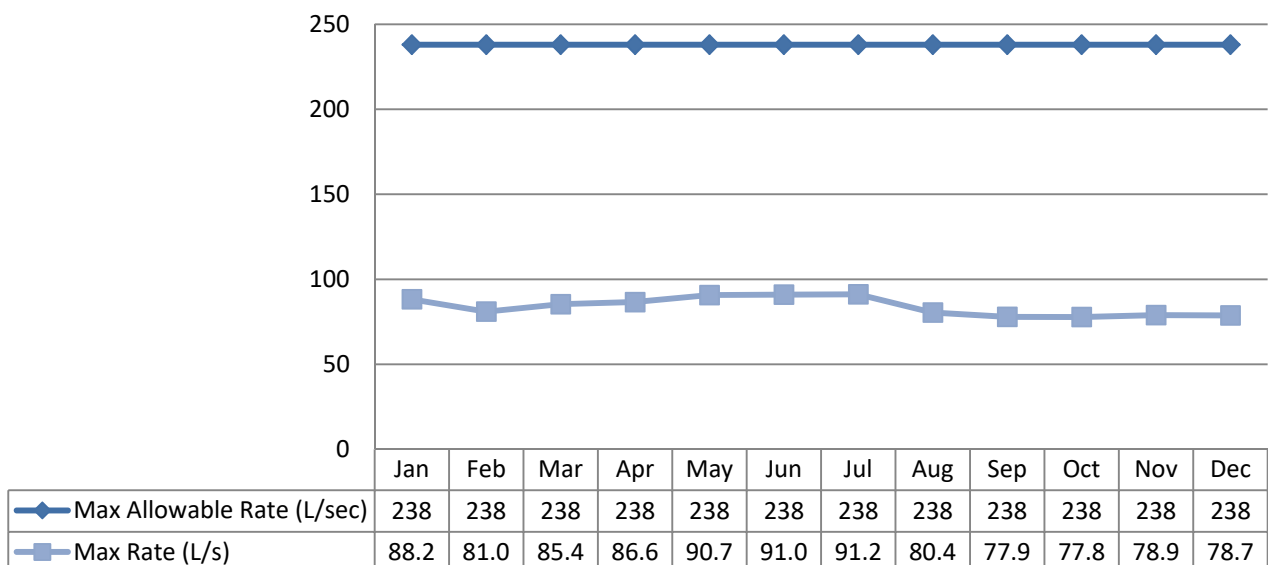
#### Raw Flows

Max. Allowable Flow - PTTW



#### Maximum Flow Rates

Max. Allowable Rate - PTTW

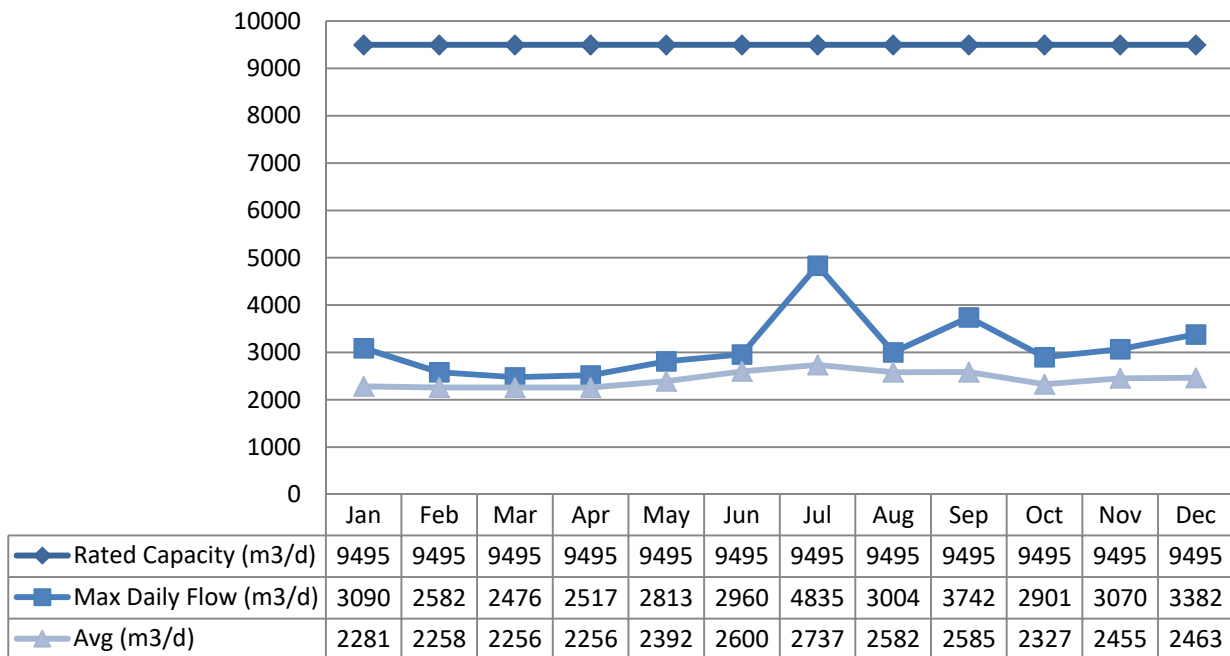


## Treated Water Flows

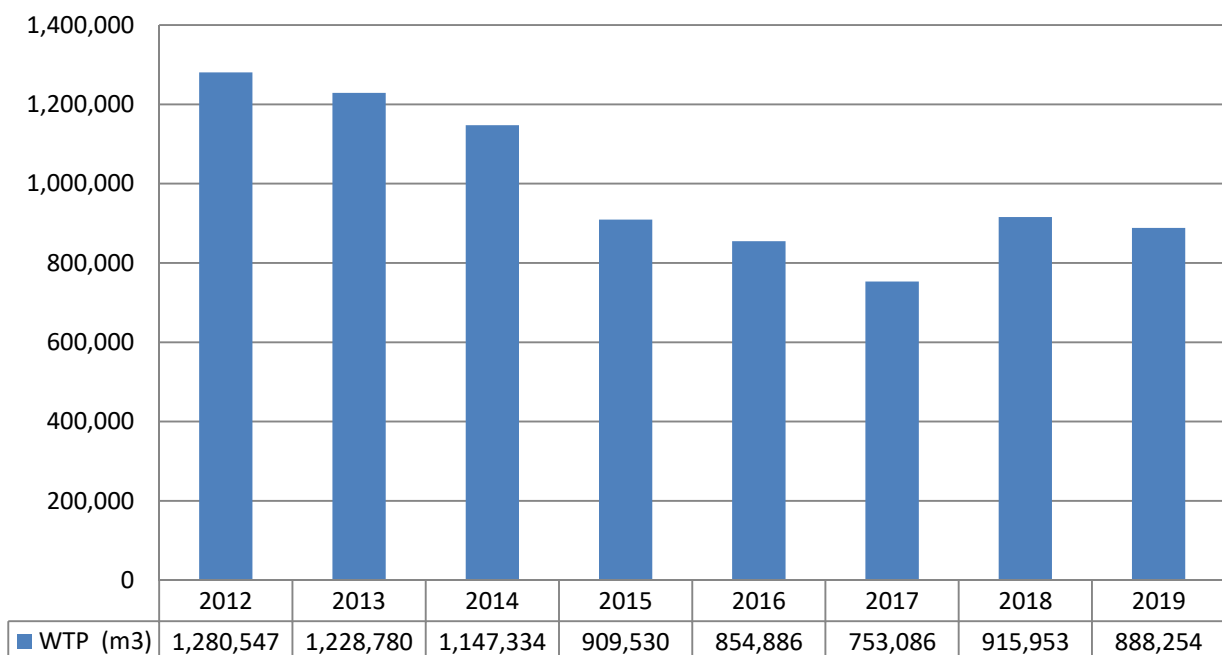
Treated water flows are regulated under the Municipal Drinking Water Licence (MDWL).

### Treated Flows

Rated Capacity - MDWL



### Annual Total Flow Comparison



## Regulatory Sample Results Summary

### Microbiological Testing

	No. of Samples Collected	Range of E.Coli Results		Range of Total Coliform Results		Range of HPC Results	
		Min	Max	Min	Max	Min	Max
Raw Water	53	0	4	0	16	n/a	n/a
Treated Water	53	0	0	0	0	<2	84
Distribution Water	156	0	0	0	0	<2	10

### Operational Testing

	No. of Samples Collected	Range of Results		
		Minimum	Average	Maximum
Turbidity (NTU) - RW	8760	N/A	0.65	10.00
Turbidity (NTU) - TW	8760	N/A	0.05	0.81
Turbidity (NTU) - Filt1	8760	N/A	0.03	0.10
Turbidity (NTU) - Filt2	8760	N/A	0.03	0.09
Turbidity (NTU) - Filt3	8760	N/A	0.03	0.14
Free Chlorine Residual (mg/L) - TW	8760	0.62	1.52	1.96
Free Chlorine Residual (mg/L) – Iroquois Booster	8760	0.57	1.44	5.00
Free Chlorine Residual, On-Line (mg/L) - DW	8760	0.19	1.04	2.57
Free Chlorine Residual, In-House (mg/L) - DW	156	0.31	N/A	1.60

NOTE: Spikes recorded by on-line instrumentation may result from air bubbles and various maintenance/calibration activities. All spikes are reviewed for compliance with O. Reg. 170/03.

### Inorganic Parameters

These parameters are tested as a requirement under O. Reg. 170/03. Sodium and Fluoride are required to be tested every 60 months. Nitrate and Nitrite are tested quarterly and metals are tested annually as required under O. Reg. 170/03. In the event any parameter exceeds half the maximum allowable concentration the parameter is required to be sampled quarterly.

- MAC = Maximum Allowable Concentration as per O. Reg. 169/03
- MDL = Below the laboratory detection level

	Sample Date/ (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
<b>Treated Water</b>					
Antimony: Sb (ug/L) - TW	2019/01/28	0.1	6.0	No	No
Arsenic: As (ug/L) - TW	2019/01/28	0.7	10.0	No	No
Barium: Ba (ug/L) - TW	2019/01/28	13.0	1000.0	No	No
Boron: B (ug/L) - TW	2019/01/28	18.0	5000.0	No	No
Cadmium: Cd (ug/L) - TW	2019/01/28	<MDL 0.02	5.0	No	No
Chromium: Cr (ug/L) - TW	2019/01/28	<MDL 2.0	50.0	No	No
Mercury: Hg (ug/L) - TW	2019/01/28	<MDL 0.02	1.0	No	No
Selenium: Se (ug/L) - TW	2019/01/28	<MDL 1.0	50.0	No	No

	Sample Date/ (yyyy/mm/dd)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Uranium: U (ug/L) - TW	2019/01/28	0.36	20.0	No	No
<b>Additional Inorganics</b>					
Fluoride (mg/L) - TW	2019/01/14	<MDL 0.1	1.5	No	No
Nitrite (mg/L) - TW	2019/01/14	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2019/04/01	**	1.0	No	No
Nitrite (mg/L) - TW	2019/07/02	<MDL 0.1	1.0	No	No
Nitrite (mg/L) - TW	2019/10/07	<MDL 0.1	1.0	No	No
Nitrate (mg/L) - TW	2019/01/14	0.3	10.0	No	No
Nitrate (mg/L) - TW	2019/04/01	**	10.0	No	No
Nitrate (mg/L) - TW	2019/07/02	0.3	10.0	No	No
Nitrate (mg/L) - TW	2019/10/07	0.2	10.0	No	No
Sodium: Na (mg/L) - TW	2016/03/07	15.5	20.0*	n/a	n/a

\*There is no "MAC" for Sodium. The aesthetic objective for sodium in drinking water is 200 mg/L. The local Medical Officer of Health should be notified when the sodium concentration exceeds 20 mg/L so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

\*\*Sample collected and submitted but not analyzed by lab.

#### Schedule 15 Sampling:

The Schedule 15 Sampling is required under O. Reg. 170/03. This system is under a reduced sampling schedule. No plumbing samples were collected.

Distribution System	Number of Sampling Points	Number of Samples	Range of Results		MAC (ug/L)	Number of Exceedances
			Minimum	Maximum		
Alkalinity (mg/L)	6	6	86	88	n/a	n/a
pH	6	6	6.97	7.86	n/a	n/a
Lead (ug/l)	-	-	-	-	10	0

#### Organic Parameters

These parameters are tested annually as a requirement under O. Reg. 170/03. In the event any parameter exceeds half the maximum allowable concentration the parameter is required to be sampled quarterly.

- MAC = Maximum Allowable Concentration as per O. Reg. 169/03
- MDL = Below the laboratory detection level

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Treated Water					
Alachlor (ug/L) - TW	2019/01/28	<MDL 0.3	5.00	No	No
Azinphos-methyl (ug/L) - TW	2019/01/28	<MDL 1.0	20.00	No	No
Benzene (ug/L) - TW	2019/01/28	<MDL 0.5	1.00	No	No
Benzo(a)pyrene (ug/L) - TW	2019/01/28	<MDL 0.005	0.01	No	No
Bromoxynil (ug/L) - TW	2019/01/28	<MDL 0.3	5.00	No	No

	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Carbaryl (ug/L) - TW	2019/01/28	<MDL 3.0	90.00	No	No
Carbofuran (ug/L) - TW	2019/01/28	<MDL 1.0	90.00	No	No
Carbon Tetrachloride (ug/L) - TW	2019/01/28	<MDL 0.2	2.00	No	No
Chlorpyrifos (ug/L) - TW	2019/01/28	<MDL 0.5	90.00	No	No
Diazinon (ug/L) - TW	2019/01/28	<MDL 1.0	20.00	No	No
Dicamba (ug/L) - TW	2019/01/28	<MDL 5.0	120.00	No	No
1,2-Dichlorobenzene (ug/L) - TW	2019/01/28	<MDL 0.5	200.00	No	No
1,4-Dichlorobenzene (ug/L) - TW	2019/01/28	<MDL 0.5	5.00	No	No
1,2-Dichloroethane (ug/L) - TW	2019/01/28	<MDL 0.5	5.00	No	No
1,1-Dichloroethylene (ug/L) - TW	2019/01/28	<MDL 0.1	14.00	No	No
Dichloromethane (Methylene Chloride) (ug/L) - TW	2019/01/28	<MDL 5.0	50.00	No	No
2,4-Dichlorophenol (ug/L) - TW	2019/01/28	<MDL 0.1	900.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) - TW	2019/01/28	<MDL 5.0	100.00	No	No
Diclofop-methyl (ug/L) - TW	2019/01/28	<MDL 0.5	9.00	No	No
Dimethoate (ug/L) - TW	2019/01/28	<MDL 1.0	20.00	No	No
Diquat (ug/L) - TW	2019/01/28	<MDL 5.0	70.00	No	No
Diuron (ug/L) - TW	2019/01/28	<MDL 5.0	150.00	No	No
Glyphosate (ug/L) - TW	2019/01/28	<MDL 25.0	280.00	No	No
Malathion (ug/L) - TW	2019/01/28	<MDL 5.0	190.00	No	No
2-Methyl-4chlorophenoxyacetic Acid (MCPA) (ug/L) - TW	2019/01/28	<MDL 10.0	100.00	No	No
Metolachlor (ug/L) - TW	2019/01/28	<MDL 3.0	50.00	No	No
Metribuzin (ug/L) - TW	2019/01/28	<MDL 3.0	80.00	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) - TW	2019/01/28	<MDL 0.5	80.00	No	No
Paraquat (ug/L) - TW	2019/01/28	<MDL 1.0	10.00	No	No
PCB (ug/L) - TW	2019/01/28	<MDL 0.05	3.00	No	No
Pentachlorophenol (ug/L) - TW	2019/01/28	<MDL 0.1	60.00	No	No
Phorate (ug/L) - TW	2019/01/28	<MDL 0.3	2.00	No	No
Picloram (ug/L) - TW	2019/01/28	<MDL 5.0	190.00	No	No
Prometryne (ug/L) - TW	2019/01/28	<MDL 0.1	1.00	No	No
Simazine (ug/L) - TW	2019/01/28	<MDL 0.5	10.00	No	No
Terbufos (ug/L) - TW	2019/01/28	<MDL 0.3	1.00	No	No
Tetrachloroethylene (ug/L) - TW	2019/01/28	<MDL 0.5	10.00	No	No
2,3,4,6-Tetrachlorophenol (ug/L) - TW	2019/01/28	<MDL 0.1	100.00	No	No
Triallate (ug/L) - TW	2019/01/28	<MDL 10.0	230.00	No	No
Trichloroethylene (ug/L) - TW	2019/01/28	<MDL 0.5	5.00	No	No
2,4,6-Trichlorophenol (ug/L) - TW	2019/01/28	<MDL 0.1	5.00	No	No
Trifluralin (ug/L) - TW	2019/01/28	<MDL 0.5	45.00	No	No
Vinyl Chloride (ug/L) - TW	2019/01/28	<MDL 0.5	1.00	No	No

Distribution samples are tested quarterly for THM's and HAA's in accordance with O. Reg. 170/03.

	Year	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
<b>Distribution Water</b>					
Trihalomethane (THM): Total (ug/L) Annual Average - DW	2019	36.6	100.0	No	No
Haloacetic Acid (HAA): Total (ug/L) Annual Average - DW	2019	16.5	n/a	n/a	n/a

### Additional Legislated Samples

Document	Parameter	Limit (mg/L)	Result (mg/L)
MDWL # 165-101	Filter Backwash Supernatant Suspended Solids	Annual Average < 25	2.3

## Major Maintenance Summary

Description
<ul style="list-style-type: none"> <li>- Serviced all heaters and entrance furnace at WTP</li> <li>- Installed new double diaphragm air pump P66 for recovery cleans</li> <li>- Repaired broken fibres on Module 1, 2, 8, 9, 16, 21 and 23 on Train #3 Bank B</li> <li>- Fixed fibres on Train #2 Bank B Modules 10, 11, 17, 18 at WTP</li> <li>- Replaced hydrant at Ottawa St. and Fifth St. E.</li> <li>- Replaced soft start for High Lift Pump #4 at WTP and installed VFD on High Lift Pump #1</li> <li>- Replaced packing on all 3 booster high lift pumps</li> <li>- Replaced and calibrated pH probe on post-filtration analyzer at WTP</li> <li>- Replaced butterfly valve and actuator on FCV-3463B -3 at WTP</li> <li>- New VFD installed and programmed for HLP #1 at Booster Station</li> <li>- New VFD installed and programmed for HLP #2 at Booster Station</li> <li>- Repaired/replaced curb stops and main valves</li> <li>- Serviced fire hydrants throughout distribution system</li> <li>- Repaired 7 main breaks in the distribution system</li> <li>- Repaired service leaks in the distribution system</li> </ul>

# Appendix A

---

## WTRS Submission Confirmation



Location: WTRS / WT DATA / Input WT Record

WTRS-WT-008

**Water Taking Data submitted successfully.****Confirmation:**

Thank you for submitting your water taking data online.

Permit Number: 4362-AAKQNY

Permit Holder: THE CORPORATION OF THE TOWNSHIP OF SOUTH DUNDAS.

Received on: Feb 10, 2020 1:30 PM

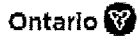
This confirmation indicates that your data has been received by the Ministry, but should not be construed as acceptance of this data if it differs from that specified on the Permit Number, assigned to the Permit Holder stated above.

[Return to Main Page](#)

SOUTH2 DUNDAS2 | 2020/02/10

version: v4.5.0.21 (build#: 22)

Last modified: 2018/09/18



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2020 CAPITAL SUMMARY								
	ASSIGNED TO	BUDGET 2020	PROCUREMENT METHOD	ANTICIPATED TENDER DATE	TENDER/QUOTED COST	ESTIMATED DATE OF COMPLETION	DATE OF COMPLETION	NOTES
Network Server	Brenda Brunt	12,000	Sole Source	Dec-19	\$ 13,000.00			Server @ Counties for Updates
Accessibility		30,000						
Hose Replacement	Cameron Morehouse	8,000	Quotation	N/A		Summer		Hose Testing to be completed in Summer
Radio Equipment Building	Cameron Morehouse	14,500	Quotation	N/A		Spring		Obtaining quotes for work in Spring
Paging System Replacement	Cameron Morehouse	250,000	Tender	March				Tender being reviewed by Admin
Williamsburg Shop Upgrades								
Air Fitting Service	Jeff Hyndman	6,100	Quotation	N/A	\$3,836.52 +HST	13-Mar		KIR to Council- February 18
Fastener Cabinets & Stock	Jeff Hyndman	8,200	Quotation	N/A	\$2,224.31 +HST	13-Mar		KIR to Council- February 18
Water Oil Separator	Jeff Hyndman	23,500	Quotation	N/A		Summer		KIR to Council- April- Summer installation
Used Oil Containment	Jeff Hyndman	10,200	Quotation	N/A		Spring		Report to Council with Options- April
Vehicle Hoist	Jeff Hyndman	25,500	Tender- RFQ	March		Spring		
Cruikshank Way Street Lights (Carryover 2019)	Jeff Hyndman	25,000	Tender					Waiting for streetscape results
2020 Roads Program								
Ontario St	Jeff Hyndman/ Shannon Geraghty	1,565,242	Tender	March		July		Tender Closes Feb 26- Report to Council March 2
Dr. Miller	Jeff Hyndman	172,200	Tender	March		July		
Zeron	Jeff Hyndman	99,000	Tender	March		July		
Smail	Jeff Hyndman	102,600	Tender	March		July		
Sidewalk Upgrade Plan	Jeff Hyndman	153,000	Tender	March		August		Tender being reviewed by Admin
Morrisburg Plaza (Carryover 2019)		50,000						
Fleet		547,367						
1/2 Ton Truck	Jeff Hyndman	40,733	Tender	March		August		Tender Complete- Waiting for Water & Sewer Budget
1/2 Ton Truck	Jeff Hyndman	40,733	Tender	March		August		Tender Complete- Waiting for Water & Sewer Budget
Chief Vehicle	Cameron Morehouse	50,000	Tender	February	\$ 41,754.47	February		Truck delivery- Feb 25
Fire Van Retrofit	Cameron Morehouse	50,000	Tender	April				Report to Council for Procurement Options
Plow Truck	Jeff Hyndman	300,000	Tender	March		October		Tender being reviewed by Admin
Hot Box	Jeff Hyndman	50,900	Tender	March		June?		Tender being reviewed by Admin
Rec Trailer	Jeff Hyndman/Jamie Scott	15,000	Quotation	March		Spring		
Williamsburg Landfill - Cap	Danielle Watson	600,000	Tender	March		September		
Compactor	Danielle Watson	193,000	Tender	February		June		Tender Issued- Closes March 9
Roll Off Containers (3)	Danielle Watson	49,000	Tender	April				Provisional for plow truck/ RFP to be issued
Arena - 2 Heaters	Jamie Scott	10,000	Quotation	March				Obtaining quotes
Arena - Insulate Chiller	Jamie Scott	10,000	Quotation	March				Obtaining quotes
Arena - Overhaul Compressor #1	Jamie Scott	10,000	Quotation	March				Receiving recommendation from AC Mechanical
Matilda Hall	Jamie Scott	50,000	Quotation	April				March 16- Flooring removal
Justice Building - OPP LED lights	Jamie Scott	13,500	Quotation	April				Meeting w/ OPP in March
Justice Building - HVAC	Jamie Scott	15,000	Quotation	April				Obtaining quotes
Justice Building - Water s/o	Jamie Scott	5,000	Quotation	April				Obtaining quotes
Fire Separation- Archives		35,000						Required if buidling has tenant
Carman House - OBC Compliance	Shannon Geraghty	25,000	Quotation	-	-	15-Apr-20		Work expected to be completed in April
Carman House - Committee	Jamie Scott	20,000	Quotation	March				
Dundas Registry Office - Furnace	Jamie Scott	7,500	Quotation	March				Obtaining quotes
SDMC - Elevator Update	Jamie Scott	10,000	Sole Source-Otis	April				
Iroquois Pathway	Jeff Hyndman	270,000	Tender	March				Jeff to measure pathways for Tender
Campsite Building	Shannon Geraghty	400,000	Tender	-				Project ongoing
Iroquois Outdoor Rink- Removal	Jamie Scott	20,000	Quotation	April				Swanks coming to Council w. proposal
Campsite Building - Furnishings	Jamie Scott	5,000	Random Purchase	March				Waiting for completion of building
Morrisburg Waterfront		75,000						Waiting for direction from Committee/Council
Iroquois Waterfront		30,000						
Marina Manager's List	Jamie Scott/Wayne Robinson	30,000						
Sign - County Road 2 & 41	Rob Hunter	7,500	Quotation	April		May		
Streetscape	Rob Hunter	200,000	Tender					Waiting Federal Approval



## MUNICIPALITY OF SOUTH DUNDAS

### Recreation & Facilities Department Key Information Report

**To:** Mayor & Members of Council

**From:** Jamie Scott, Supervisor of Recreation and Parks

**Date:** March 2, 2020

**Subject:** March Break Programming

#### **Background:**

South Dundas Recreation, in partnership with EarlyON, is offering programming during the March Break (March 14 to March 20).

#### **Discussion:**

In 2019, South Dundas offered public skating during March Break and partnered with Early ON Child and Family Centre to provide free swimming at the Cornwall Aquatic Centre.

In 2020, staff have expanded the March Break programming to offer a variety of options for the public. March 14, EarlyON is continuing to sponsor free swimming to EarlyON members and South Dundas residents. March 16 to March 20, free public skating is offered from 1:00 pm to 2:30 pm. March 17, EarlyON is providing Arts and Crafts in the Arena lobby during public skating for children to attend. March 18, staff is offering a new program called Pysanky, Ukrainian egg painting with instructor Kathy Mutter. March 19 and March 20, staff is offering a Home Alone course and Babysitting course taught by instructor Fiona Carr.



## MUNICIPALITY OF SOUTH DUNDAS

### Environmental Services Department Key Information Report

**To:** Mayor & Members of Council

**From:** Danielle Watson, Director of Environmental Services

**Date:** March 2, 2020

**Subject:** Canadian Dermatology Association Shade Structure Grant

#### **Background:**

The Canadian Dermatology Association is seeking to provide a Shade Structure Grant to Municipalities for the purchase and construction of permanent shade structures. A total of \$34,000 will be awarded across Canada.

The goal of the grant is to create a safe outdoor environment that protects people from the sun's harmful ultraviolet radiation. According to the Canadian Dermatology Association, promoting and encouraging sun-safe habits, such as wearing sunscreen, sunglasses and protective clothing, combined with the provision of shade is one of the most important ways to minimize people's sun exposure to reduce the risk of skin cancers.

For the grant, qualified projects must be permanent structures that are comprised of a solid roof made of metal, wood, shade cloth or polycarbonate and provide significant overhead protection from ultraviolet radiation. The structure must be placed in an outdoor location that is not currently protected from the sun such as playgrounds, parks, sports fields, sitting and eating areas, or splash pads.

#### **Discussion:**

The Municipality of South Dundas has over 50 acres of waterfront, this attraction acts as a public outlet for many outdoor recreation activities and is also a tourist hot spot during the summer months.

In 2015, the Emerald Ash Borer directly impacted the Municipality of South Dundas. The Emerald Ash Borer, is a beetle that burrows into ash trees, damaging the tree, leading to its eventual death. Due to the Emerald Ash

Borer, the Municipality's picturesque waterfront lost a significant amount of tree canopy. While administration continues to plant trees when possible, mature shade trees are many years from fruition. Potential health issues like sunburns and sunstrokes occur during warmer periods due to exposure to the sun. Increasing the amount of shade along the waterfront structure could help prevent the potential of some of these ailments and also increase facility enjoyment for the community.

Administration has suggested Earl Baker Park to be the proposed home of the shade structure for the purpose of the Shade Structure Grant Program. Earl-Baker park is a multi-faceted facility where the community goes to celebrate holidays, cool off at the splash pad, hit a home run at the ball diamonds, dunk baskets in a pick-up game, and enjoy a picnic while watching boats sail by. It is estimated by Administration that Earl Baker park is one of the most used outdoor facilities in South Dundas, and a shade structure would provide its users with a safe space out of the sun and heat.

Administration also proposes installing sunscreen dispensers inside of the shade structure to educate and promote the importance of sun safety at outdoor community events.

The shade structure will also serve to meet goals outlined in the Morrisburg Waterfront plan that seek to increase shade along the waterfront for community enjoyment. A quotation for the work that would be fully funded by the grant as well as an image of the potential structure are attached for Council's review.

The grant was submitted on February 28<sup>th</sup>, to the Canadian Dermatologists Association. Administration anticipates, if successful, that notification on approved applications will be received in early April and work will begin in May and be completed by the end of June 2020.



## MUNICIPALITY OF SOUTH DUNDAS

### Economic Development Department Monthly Activity Report

**To:** Mayor & Members of Council

**From:** Rob Hunter, Economic Development Officer

#### **Work In Progress:**

Tourism Advisory Committee  
Tourism Strategic Plan Implementation  
Active Investment Files (10)  
Morrisburg Streetscape Project  
Economic Development Advisory Committee  
Investment Attraction  
Industrial Park Certification  
Municipal Properties for Development  
Hwy #401 Tourism Billboards  
County Rd Tourism Billboard  
Restaurant Recruitment  
2020 Community Improvement Plan Program

#### **Work Completed:**

OMAFRA RED Application  
Joint South Dundas – SDG Counties Google Business Event  
Summer Fun Guide Tourism Ad Artwork  
Youth Report Presentation at the EDCO Conference in Toronto  
Regional Incentive Program Round One Consultations  
Iroquois Plaza Sign

#### **Meetings and Events Attended:**

February 3<sup>rd</sup> - Meeting with a Business regarding the Regional CIP Program  
February 3<sup>rd</sup> – Council Meeting  
February 4<sup>th</sup> to 7<sup>th</sup> – EDCO Conference  
February 10<sup>th</sup> - Meeting with a Business regarding the Regional CIP Program  
February 11<sup>th</sup> - Meeting with a Business regarding the Regional CIP Program  
February 12<sup>th</sup> – Economic Development Advisory Committee Meeting

February 13<sup>th</sup> – Regional CIP Program Meeting at the Counties  
February 14<sup>th</sup> – Meeting with a Business regarding the Regional CIP Program  
February 14<sup>th</sup> – Meeting with St. Lawrence College Reps and Ross Video  
February 18<sup>th</sup> – Meeting with the SDG Manager of Economic Development  
February 18<sup>th</sup> – Getting Your Business Profile on Google Event  
February 20<sup>th</sup> – Meeting with Matilda Memorial Recreation Committee Reps  
February 20<sup>th</sup> – Meeting with SNC regarding the Regional CIP Program  
February 24<sup>th</sup> – Meeting with the Ontario Minister for Small Business  
February 25<sup>th</sup> – Ministers' Meeting at Queens Park  
Weekly Senior Staff Meetings

<b>Building Permit Statistics</b> <b>January 2 - February 28, 2020</b>	
<b>Construction Class</b>	<b>Issued Permits</b>
Residential	
New Dwelling	0
Addition/Renovation	0
Accessory Buildings & Other	0
Commercial	0
Industrial	-
Agricultural	-
Institutional	-
Swimming Pool	1
Demolition	3
<b>Total Permits Issued</b>	<b>4</b>
<b>Total Permits Issued to date</b>	<b>4</b>
<b>Total Construction Value</b>	<b>\$44,693.00</b>
<b>Total Permit Fees</b>	<b>\$325.00</b>

**Permit fees waived due to fire**

**1**

**Large Projects:**

Renovation of Mac's Milk to Spa

Building Permit Issued

<b>Bylaw Statistics</b> <b>January 2 - February 28, 2020</b>	
<b>Bylaw</b>	<b>Issues/Inquiries</b>
Parking	11
Property Standards	8
Garbage	3
Dog	18
Miscellaneous	34
<b>Total Issues/Inquiries</b>	<b>74</b>

- \* Completed five Property Tax rebates
- \* Felker Way drainage issue
- \* Taxi & Chip Stand license
- \* Beaver Control



## MUNICIPALITY OF SOUTH DUNDAS

### Fire & Emergency Services Department Monthly Activity Report

**To:** Mayor & Members of Council

**From:** Cameron Morehouse, Fire Chief

**Date:** March 2, 2020

#### **Fire Calls:**

Call Number	Station	Structure Fires	Medical	MVC	Other Fires	Alarms	Grass	Other
20-011	Morrisburg							1
20-012	Morrisburg					1		
20-013	Morrisburg					1		
20-014	Iroquois				1			
20-015	Iroquois							
20-016	Iroquois			1				
20-017	Iroquois	1						
20-018	Morrisburg			1				
20-019	Morrisburg					1		
20-020	Morrisburg	1						
20-021	Morrisburg							1
Month Total		2		2	1	3		2
YTD		3	1	3	2	4	1	6

#### **Work in Progress:**

- Paging & Radio System – RFQ in March
- Dry Hydrant – North Dundas
- 2020 Budget – Capital
- Building for Radio Equipment, Iroquois
- 2 Inspections
- Heater – Morrisburg Station (Truck Bay)
- Chiefs new truck – Lights, Siren, Decals



## **Work Completed**

- ✓ Farm 911 Draft By-law
- ✓ SDFES S.O.G & Policies
- ✓ E & R By-law – Draft By-law Update
- ✓ RFP – New Chiefs Truck
- ✓ 2 Inspections
- ✓ Firefighting Training for 2020

## **Meetings and Events Attended:**

- Feb 3 & 4 - Humber College – Course (Chief)
- Feb 6 – Officers/Training Meeting
- Feb 13 – Williamsburg Non-Profit Housing, Inspection
- Feb 18 - SD Council – Medal Presentation
- Feb 19 - Russel Manor – Inspection
- Feb 25 – Fire Prevention Committee

## **Requests**

- ❖ Williamsburg Non-Profit Housing, Inspection
- ❖ Russel Manor, Inspection



## **MUNICIPALITY OF SOUTH DUNDAS**

### **Public Works Department Monthly Activity Report**

**To:** Mayor & Members of Council

**From:** Jeff Hyndman, Director of Transportation

#### **Work In Progress:**

- Continue to maintain the roadways and sidewalks as per the MMS
- Continue to prepare tender documents as per 2020 budget approvals
- Snow removal in Morrisburg, Iroquois and Williamsburg to clean up dead ends, cul de sacs and fire hydrants

#### **Work Completed:**

- Roadside mowing tender, supply of granular materials, half ton truck tender, sidewalk replacement tender and hot box RFQ have all been submitted for final review
- Doors have been installed at the Williamsburg garage as part of the MTO upgrades
- Info has been sent to the SDG counties to be included in their 2020 Weedspraying tender

#### **Meetings and Events Attended:**

- Meeting with Mayor Byvelds and staff concerning Landfill position
- Meeting with GinCor to finalize our new plow truck specs for tender purposes
- Meeting with EVB Engineering- Dutch Meadows Subdivision
- Meeting with Morrisburg Waterfront Committee-projects for 2020
- Meeting with Miller Waste
- Council Meetings Feb 3<sup>rd</sup> and 18<sup>th</sup>
- Meeting at SDMC with local working group concerning the future of Blue Box program
- OGRA Conference in Toronto Feb 24-26, 2020
- Meeting with Back to Work Specialist for WSIB



## MUNICIPALITY OF SOUTH DUNDAS

### Environmental Services Department Monthly Activity Report

**To:** Mayor & Members of Council

**From:** Danielle Watson, Director of Environmental Services

#### **Work In Progress:**

- Continue to work on developing a long-term Environmental Strategy for South Dundas, consisting of sustainable goals and objectives that the municipality and community can fulfill
- Continue to work on developing a sustainable waste management strategy that suits the needs of the residents of South Dundas
- Continue to work on the development of opportunities for further diversion programming
- Continue to work on the promotion and education of proper waste management
- Continue to work with SDG Counties on their regionalization plan for waste management
- Continue to work with the Ministry of Environment, Conservation, and Parks on the expansion of the Matilda Landfill and other items related to the environment in South Dundas
- Continue to work with the Landfill Consultants on ongoing surface and ground water monitoring
- Continue to work on managing outdoor parks, and the development of a tree canopy strategy

#### **Work Completed:**

- Landfill Compactor tender documents
- Well Lease Agreement created for Property owners surrounding the Matilda and Williamsburg Landfills
- Reference plan survey at Williamsburg Landfill to assist with final cover placement
- RFP for SDG Counties on waste management regionalization plan completed for South Dundas
- Comments sent in to the SDG Waste Group regarding the third phase of Producer Responsibility for the Blue Box program- a Common Collection System
- Shade Structure Grant Submitted for Earl Baker Park

**Meetings and Events Attended:**

- Meeting with Mayor regarding short term objectives for waste management
- Meeting with Public Works Mechanic to go over the maintenance of the Landfill Compactor and aspects of an asset maintenance program
- Meeting with Landfill Consultant to review the next steps of the Matilda expansion, surface and ground water contamination monitoring and control, and options for capping at Williamsburg.
- Monthly Landfill Operations meeting with staff and contractor to review current operations at the Matilda site, areas for improvement, and site utilization and ongoing needs
- Wastewater and Water Plant tour
- Meeting with Miller Waste regarding existing curbside waste collection contract, and potential extension until May 2021.
- Meeting with SDG Counties regarding the finalization of the RFP for the development of the Regional Waste Management, A Roadmap to Collaboration.
- Meeting with Recreation Supervisor to review 2020 recreation programming
- Eastern Ontario Working Group Meeting for the Transition of the Blue Box to Producer Responsibility
- Meeting with the St. Lawrence River Institute to review upcoming Provincial and Federal grants for environmental projects and programs, also discussed the option of having a summer programming camp for the environment.
- Meeting with the Waterfront Committee Chair regarding the Shade Structure Grant in Earl Baker Park.
- Meeting with Janine Wagemans regarding the Dog Park and the potential for the park's seasonal operation.



## MUNICIPALITY OF SOUTH DUNDAS

### Treasury Department Monthly Activity Report

**To:** Mayor & Members of Council

**From:** Sarah McMillan, Treasurer

#### **Work In Progress:**

- 2019 Year-End & Audit preparation
- 2019 Council Remuneration Report
- 2020 Water & Sewer budget
- Review County Internal Control RFP
- Drains
  - Ready for engineer: GD Baldwin, Ralph Summers, Staebler Branch of Zandbergen.
  - Ready for By-Law: BMJ Branch of John Hanes, Jollota, Steele, TA Weaver.
  - Sent to Engineer: Casselman Dawley, Smail, Howard Mellan, Devlin.
  - Drainage Super Grant Application-2019

#### **Work Completed:**

- Interim Tax Levy By-Law
- 2019 Section 357 Write-off requests
- Asset Management Coordinator Recruitment
- 2019 CWWF Report
- 2019 Public Sector Salary Disclosure

#### **Meetings and Events Attended:**

February 3 & 18- Council Meeting  
February 5- Asset Management Interviews  
February 10- Meeting with Eric Duncan- CWWF and Matilda Veterans Project  
February 12- Treasurers Meeting- North Stormont  
February 13- Citywide Software- GIS Status & Update  
February 13- Asset Management Webinar- Levels of Service  
February 13- Morrisburg Waterfront Committee Meeting  
February 20- Asset Management Webinar- Risk Assessments  
February 25- Morrisburg BIA AGM  
February 27- Bids & Tenders Presentation



## MUNICIPALITY OF SOUTH DUNDAS

### Administration Department Monthly Activity Report

**To:** Mayor & Members of Council

**From:** Brenda M. Brunt, Clerk

#### **Work In Progress/:**

- Emily 911 Program
  - o Communication plan and website drop page
- Council Remuneration Policy
- Website refresh for 2020
- 360 Guide Final Edits
- General Insurance Program Review
- Fees & Charges Review
- Tenders & Bids program review
- Review Recycle Coach
- OTF Seed Grant application
  - o 2 Quotes request (1 pending)
- Facilities Brochure
- Website Update (Page Templates almost done, starting to add content, formatting, etc.)
- Website template review with Matthew
- Shade grant review – with Jamie & Danielle
- Cruickshank mural refurbishing
- OCWA agreement – opinions from Solicitor and Insurance Broker
- Agreement with North Dundas for Archives service
- Draft ROW Patio By-law review with comments

#### **Work Completed**

- Interviews and hiring of Janitor and Campground Supervisor
- Reviewed grass cutting, granular, half ton, radio, etc tenders
- Information & Privacy Annual Report
- Migratory Bird application
- Press releases
- Reviewed By-laws

- Send OTF Media Release
- Submit RED application
- Fire recruitment posters
- Create roundabout survey
- CIP Media Release
- Supervisor of Recreation & Parks Job Description
- Posted FFC
- Snowsuit program finalized
- Weekly social media/website
- Recreation Advertising Posters (March Break, Spring Plant Exchange)
- OTF Capital Funding Media Release
- Filming FFC
- Editing FFC
- Archives Display Update
- Facilities Supervisor Job Description
- Lifeguard Advertising Push
- March (printed) Newsletter

Ongoing duties include special and regular Council meeting preparation and follow up, correspondence including communication for information, Agreement reviews, support to planning matters, legal matters, and other Departments, lottery and marriage license processing and weddings, vital statistics, IT issues.

### **Meetings and Events Attended:**

February 3, 18	Regular Council meetings
February 25	BIA AGM



## MUNICIPALITY OF SOUTH DUNDAS

### Administration Department Monthly Activity Report

**To:** Mayor & Members of Council

**From:** Shannon Geraghty, Chief Administrative Officer

#### **Work In Progress:**

- Iroquois WWTP Green Infrastructure Fund – Identified Projects.
- Williamsburg & Matilda Landfill Closure/Expansion.
- Performance Review for staff and establishing goals and objectives for Senior Staff.
- Iroquois Campground Building Construction.
- South Dundas Butternut Compensation Project – Industrial Park.
- Iroquois Outdoor Rink Project in Partnership with Swank Construction
- Ross Video Expansion – Road Closure & Easement Agreement.
- St. Lawrence Medical Clinic Discussions and next steps.
- Continue work with Dutch Meadows project.
- Morrisburg & Iroquois Water Tower Rehabilitation.
- Community Kitchen Pilot Program – Health Unit.
- Iroquois Roundabout re. Partnership.
- Ombudsman.
- Subdivision and Site Plan Manual.
- Legal & Human Resources issues/concerns.

#### **Work Completed:**

- Drainage Act Proposed Amendments.
- Review of Tenders & Quotations.
- Organizational Review Proposal issued and due February 28.
- Ontario Street Reconstruction Tender issued and due February 26.

#### **Meetings and Events Attended:**

February 4, 2020 – Senior Staff Meeting

February 7, 2020 – Meeting with WSP re. Landfills

February 11, 2020 – Senior Staff Meeting

February 11, 2020 – Swank Construction re. Outdoor Rink



February 12, 2020 – AMC Meeting re. Green Infrastructure Fund  
February 13, 2020 – Dutch Meadows – Design and Review  
February 13, 2020 – Morrisburg Waterfront Discussion  
February 14, 2020 – Miller Waste Systems Inc.  
February 18, 2020 – Senior Staff Meeting  
February 18, 2020 – Ross Video Expansion  
February 25, 2020 – Senior Staff Meeting  
February 25, 2020 – DBIA Annual General Meeting



## **MUNICIPALITY OF SOUTH DUNDAS**

### **Water and Wastewater Department Monthly Activity Report**

**To:** Mayor & Members of Council

**From:** Denis Villeneuve Supervisor of Water/ Wastewater

#### **Work In Progress:**

Sewer CCTV has started in Iroquois.  
Preparing for Wastewater inspection.  
Recovery cleans have started at the water plant.

#### **Call outs**

#### **2 call outs in February**

**Sewer main Blockage February 1<sup>st</sup> at the car wash not on Municipality side.**

**Water break in Iroquois February 16<sup>th</sup> on Elizabeth Street.**

**Water break in Morrisburg February 25<sup>th</sup> on Laurier Drive.**

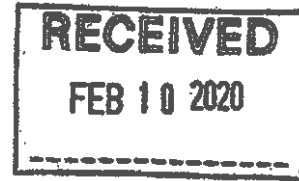
#### **Work Completed:**

- UV system in Brinston now has a water softener and is working well.
- Water break fixed on Elizabeth street.
- Water budget is complete and ready to go to council.
- NDT was in to check all lifting equipment.
- Sewer lateral repair on Ontario street completed.
- Haley Markell started Feb 3<sup>rd</sup>.
- Annual reports have been completed for all sites.
- Water break repaired on Laurier Drive Feb-25th

#### **Meetings and Events Attended**

- Feb 3<sup>rd</sup> Council Meeting.
- Feb 6<sup>th</sup> Meeting with James SU OCWA
- Feb 13<sup>th</sup> Met with Shannon and EVB Swank subdivision
- Feb 14<sup>th</sup> Meeting with Greg Franzen from the SLPC
- Feb 18<sup>th</sup> Meeting with Aqua Drain
- Attended all Tuesday Senior Staff Meetings

DEAR SIR/MADAM,



I HUGH GORDIER AND ALL IN THE  
GIBSON LANE IS REQUESTING SPEED  
BUMPS, BECAUSE HEATHER AND  
SON HAS BEEN SPEEDING UP AND  
DOWN GIBSON LANE. MY NEIGHBORS  
IS TRIED OF ALL IT IS GOING ON  
AND WE THE NEIGHBORS DO NOT WANT  
TO SEE ANYONE GETTING HURT OR ANIMALS  
SO PLEASE CONSIDER GETTING HURT BE  
CAUSE OF THIS. SO ON THIS BEHALF  
OF MY NEIGHBORS AND I DO THIS REQUEST  
OF SPEED BUMP PLEASE!

FROM HUGH W. GORDIER  
10 GIBSON LANE

**THE CORPORATION OF THE MUNICIPALITY OF SOUTH DUNDAS**

**BY-LAW NO. 2020-15**

**A By-law to adopt, confirm and ratify matters dealt with by resolution.**

**WHEREAS** *the Municipal Act, 2001*, as amended, provides that the powers of the Corporation of the Municipality of South Dundas, shall be exercised by By-law;

**AND WHEREAS** in many cases, action which is taken or authorized to be taken by the Municipality of South Dundas does not lend itself to the passage of an individual By-law;

**NOW THEREFORE** the Council of the Corporation of the Municipality of South Dundas hereby enacts as follows:

1. THAT the Minutes of the Regular and In Camera Meetings held on February 18, 2020 of the Municipality of South Dundas, are hereby adopted.
2. THAT the actions of the Municipality of South Dundas, the Regular Meeting held on March 2, 2020 in respect of which recommendations contained in the reports of the committees considered at each meeting and in respect of each motion, resolution and other action taken by the Municipality of South Dundas at its meeting are, except where the prior approval of the Local Planning Appeal Tribunal or other authority is required by law, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
3. THAT where no individual By-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Municipality of South Dundas in the above-mentioned minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein and thereby or required for the exercise of any powers therein by the Municipality of South Dundas.
4. THAT the Mayor and Members of Council of the Municipality of South Dundas are hereby authorized and directed to do all things necessary to give effect to the said action of the Municipality of South Dundas to obtain approvals where required and accept otherwise provided, the Mayor or Clerk are hereby directed to execute all documents necessary on behalf of the Municipality of South Dundas.

**READ** and passed in open Council, signed and sealed this 18th day of February 2020.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**